

# 2007 handbook

# Pharmacy



**The University of Sydney**

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# Acknowledgments



## The Arms of the University

### **Sidere mens eadem mutato**

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

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All updates to the information in this handbook can be found at [www.usyd.edu.au/handbooks/handbooks\\_admin/updates.shtml](http://www.usyd.edu.au/handbooks/handbooks_admin/updates.shtml)

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### **Resolutions**

Numbering of Faculty Resolutions is for convenience only and does not affect the interpretation of the Faculty Resolutions, unless the context otherwise requires.

### **Production**

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For any enquiries relating to the handbook, please email the publisher at [handbooks@publications.com.au](mailto:handbooks@publications.com.au)

### **The University of Sydney**

NSW 2006, Australia  
Phone: + 612 9351 2222  
Website: [www.usyd.edu.au](http://www.usyd.edu.au)

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# Important dates – How to use a handbook

## University semester and vacation dates for 2007

<b>Summer School lectures</b>	<b>Dates</b>
December program	Monday 11 December to Friday 28 February
Main program	Thursday 4 January to Friday 28 February
Late January program	Friday 12 January to Friday 28 February
<b>Winter School lectures</b>	<b>Dates</b>
For the latest dates please refer to <a href="http://www.summer.usyd.edu.au/winter/">http://www.summer.usyd.edu.au/winter/</a>	
<b>Semester One</b>	<b>Dates</b>
International student orientation (Semester One)	Monday 12 February to Thursday 15 February
Lectures begin	Monday 5 March
AVCC Common Week/non-teaching Easter period	Friday 6 April to Friday 13 April
International Application Deadline (Semester Two) *	Monday 30 April
Last day of lectures	Friday 8 June
Study vacation	Monday 11 June to Friday 15 June
Examination period	Monday 18 June to Saturday 30 June
Semester ends	Saturday 30 June
AVCC Common Week/non-teaching period	Monday 2 July to Friday 6 July
<b>Semester Two</b>	<b>Dates</b>
International student orientation (Semester Two)	Monday 16 July to Thursday 19 July
Lectures begin	Monday 23 July
AVCC Common Week/non-teaching period	Monday 24 September to Friday 28 September
International application deadline (Semester One 2008)*	Wednesday 31 October*
Last day of lectures	Friday 26 October
Study vacation	Monday 29 October to Friday 2 November
Examination period	Monday 5 November to Saturday 17 November
Semester ends	Saturday 17 November

\*Deadlines for application to the USydMP and BDent are different. Please see: [www.acer.edu.au/tests/universit/gamsat](http://www.acer.edu.au/tests/universit/gamsat)

## Last dates for withdrawal or discontinuation for 2007

<b>Semester One units of study</b>	<b>Dates</b>
Last day to add a unit	Friday 16 March
Last day for withdrawal	Saturday 31 March
Last day to discontinue without failure (DNF)	Friday 27 April
Last to discontinue (Discontinued – Fail)	Friday 8 June
<b>Semester Two units of study</b>	<b>Dates</b>
Last day to add a unit	Friday 3 August
Last day for withdrawal	Friday 31 August
Last day to discontinue without a failure (DNF)	Friday 7 September
Last day to discontinue (Discontinued – Fail)	Friday 26 October
Last day to withdraw from a non-standard unit of study	Census date of the unit, which must not be earlier than 20 per cent of the way through the period of time during which the unit is undertaken
<b>Public holidays</b>	<b>Dates</b>
Australia Day	Friday 26 January
Good Friday	Friday 6 April
Easter Monday	Monday 9 April
Anzac Day	Wednesday 25 April
Queen's Birthday	Monday 11 June
Labour Day	Monday 1 October

## What is a handbook?

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

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

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

## What new students need to know

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

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

## Where to find what

### Course terminology

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

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

### Dates

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

### Contents and index

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

You'll find information like:

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

The **index** lists units of study only. It allows you to check every reference which refers to your unit of study within the handbook.

## Colour-coded sections

- Ivory – for undergraduate courses
- Blue – for postgraduate courses

## Faculty rules and regulations

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

These should be read along with the University's own *Coursework Rule 2000 (as amended)* which can be found in the general University information towards the back of the book. Together they outline the agreement between student and faculty, and student and University. Senate resolutions are located in the University Calendar.

## 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:

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

## Course planner

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

## Timetables

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

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

## Students with a disability

Accessible versions of this document, including word, pdf and html versions are available at [http://www.usyd.edu.au/handbooks/handbooks\\_disability/](http://www.usyd.edu.au/handbooks/handbooks_disability/).

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

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

## Handbook updates

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

**Feedback regarding the Handbook is welcome.**  
Visit <http://www.usyd.edu.au/handbooks/>

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# Message from the Dean

Welcome to the Faculty of Pharmacy at the University of Sydney.

Pharmacy at the University of Sydney has an established tradition of excellence in teaching, research and scholarship in pharmacy practice and the pharmaceutical sciences.

The University's involvement with the education of pharmacists began in 1899 and in 1960, with the introduction of the Bachelor of Pharmacy degree course, the University became the first in Australia to offer an undergraduate degree program in Pharmacy.

Today, the Faculty offers one of the leading pharmacy education programs in Australia with an enviable national and international reputation. As a student in the Faculty, you will interact with and be taught by internationally renowned academics and will have access to teaching laboratories that are leading world best practice. Most importantly, it is the Faculty's innovative teaching programs that will provide the very best training for your future professional pharmacy career.

This reputation for innovation in teaching and research is highlighted by the Faculty's introduction of the Bachelor of Pharmacy (Rural) degree, now offered at the Camperdown Campus. This new degree program, which commenced in 2003, is similar in content to the Bachelor of Pharmacy but gives particular emphasis to an understanding of the differences between rural and non-rural health care systems and pharmacy practice models. Given the current shortage of rural pharmacists, this initiative has the full support of the pharmacy profession.

Another of the Faculty's innovative programs is the inclusion of a Talented Students Program, offered to first year undergraduate students with superior academic ability. This program recognises the exceptional quality of our undergraduate students and enables students to fulfill their individual academic potential. At the postgraduate professional level, the Faculty now offers a Master of Pharmacy program which leads to professional registration as a pharmacist. This program, first offered in 2004, has a strong clinical and practical focus and provides an alternative and accelerated mode of entry to the pharmacy profession for applicants with a prior degree. This initiative will assist in alleviating the existing and projected shortage of Pharmacists. The first cohort of MPharm graduates started their registration training in 2006.

The Faculty's postgraduate research program reflects the strong research capability and focus of the Faculty's academic staff. There are currently over 60 postgraduate research students, often drawn from the Advanced (Honours) program offered at the undergraduate level. Students with research potential and interest are encouraged to consider taking the Advanced program in the bachelor degree programs. In addition, the Master of Philosophy research program will be offered for the first time in 2007.

The Faculty regularly reviews and refines the curriculum offered in both its undergraduate and postgraduate programs, and the review processes often include a range of opportunities for student input.

As Dean, I encourage you to actively participate in Faculty initiatives and academic and other activities, particularly through our award winning undergraduate students association,

Sydney University Pharmacy Association (SUPA). Apart from providing students with access to a range of professional and social activities, elected SUPA representatives from each year interact with Faculty staff to provide informal constructive feedback as well as formal input into the review processes of the Faculty. Postgraduate student representatives also have the same opportunities for input to staff with respect to the Faculty's postgraduate programs.

A Pharmacy degree from the University of Sydney will offer you many and varied career choices including the ability to serve the Australian community and improve the quality of health care and medication usage. You will have the opportunity to interact with individuals in the community and, through your intervention, improve their quality of life. Whether you are a new or a continuing Pharmacy student, the Faculty of Pharmacy welcomes you and looks forward to a productive year for you and the Faculty.

**Iqbal Ramzan**





# An introduction to Pharmacy

## About this handbook

There are three main sections in this handbook:

- **General information about the Faculty of Pharmacy**  
– 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 (e.g. BIOL1001).

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

## FAQs

For more information students can go to the Pharmacy website, where you can find answers to many **Frequently Asked Questions** and much more 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 Finmore, appointed lecturer in 1927, had a strong research background. Nevertheless, 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 introduction 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 complementary 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 2006. The Bachelor of Pharmacy (Rural), continues to be offered at the Camperdown Campus. Of those

expressing a preference for pharmacy, over two-thirds were recent school leavers. Of the non-recent school leavers, a significant number already held an undergraduate degree. Demand for the new two year MPharm professional degree is also very strong with approximately 200 applications for 40 places.

Similarly, with more than 160 postgraduate coursework and research students, the Faculty has the largest postgraduate Pharmacy program in Australia.

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

Sydney University Pharmacy Association (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.

## Member benefits

- SUPA organises over 12 social events annually including pub crawls, barbeques, trivia nights, cruises, the 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 book sales, allowing students to easily buy and sell second-hand textbooks 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), 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.

## Kim Tran

SUPA President 2006–07



# 1. About the Faculty

## General enquiries

Pharmacy and Bank Building A15  
University of Sydney, NSW 2006  
Phone: +61 2 9351 2320  
Fax: +61 2 9351 4391  
Email: [enquiries@pharm.usyd.edu.au](mailto:enquiries@pharm.usyd.edu.au)  
Web: [www.pharm.usyd.edu.au](http://www.pharm.usyd.edu.au)

## Information and advice

### Student Services Office

Main Office, Pharmacy and Bank Building A15  
Open Monday to Friday, 9.00am to 5.00pm  
Phone: +61 2 9351 2320 (main line)  
Fax: +61 2 9351 4391

#### *Undergraduate enquiries*

Phone: +61 2 9036 9293  
Email: [ug@pharm.usyd.edu.au](mailto:ug@pharm.usyd.edu.au)

#### *Postgraduate enquiries*

Phone: +61 2 9036 9552  
Email: [pg@pharm.usyd.edu.au](mailto:pg@pharm.usyd.edu.au)

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

#### **Dean**

Room S323  
Phone: +61 2 9351 2077  
Fax: +61 2 9351 6950

#### **Faculty Manager**

Main Office  
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 8638

#### **Pharmacy Practice Foundation**

#### **Pharmacy Alumni Association**

Phone: +61 2 9351 2668  
Fax: +61 2 9351 3980  
Web: [www.pharm.usyd.edu.au/ppf/](http://www.pharm.usyd.edu.au/ppf/)

## Staff

#### **Dean's office**

*Dean*  
Professor Iqbal Ramzan

#### *Pro Dean*

Professor Basil Don Roufogalis

#### *Associate Deans*

Dr Alaina Ammit (Research)  
Professor Jo-anne Brien (Admissions and Administration)  
Dr Mary Collins (Postgraduate)  
Dr Jane Hanrahan (Undergraduate)  
Dr Susan Taylor (Rural)

#### *Executive Assistant to the Dean*

Amy Holmes

#### **Academic staff**

*Professor of Pharmacy*  
Carol L Armour, BPharm PhD, MPS

*Professor of Pharmacy Practice*  
Shalom Isaac Benrimoj, BPharm PhD Bradford, MPS

*Pfizer Australia Chair in Clinical Pharmacy (St Vincent's Hospital)*  
Jo-anne Brien, BPharm BS(Pharm) PharmD MCP/AHS, MPS  
MRPharmS MSHPA

*Chair of Pharmacy Aged Care (Concord Hospital)*  
Andrew J McLachlan, BPharm PhD, FPS FACPP MSHPA MCPA

*Professor of Pharmacogenomics*  
Michael Murray, BPharm PhD DSc

*Professor of Pharmaceutics*  
Iqbal M Ramzan, DipPharm CIT NZ MSc PhD

*Professor of Pharmaceutical Chemistry*  
Basil Don Roufogalis, MPharm PhD DSc

#### *Associate Professors*

Hak-Kim Chan, BPharm NDMC Taipei PhD  
Ines Krass, BPharm GradDipEd DipHPharm PhD, MPS  
Greg Ryan, MA PhD

#### *Senior Lecturers*

Alaina J Ammit, BAppSc UTS MSc PhD  
Parisa Aslani, BPharm Lond MSc PhD GradDipEdStudies, MRPharmS  
MPS  
Sinthia Bosnic-Anticevich, BPharm PhD  
Timothy F Chen, BPharm DipHPharm PhD, MPS  
Mano Chetty, BPharm Durban MSc Rhodes PhD Durban  
Mary Collins, BSc PhD, MRACI  
Colin C Duke, BSc Qld PhD James Cook, MRACI  
Susan J Taylor, BPharm Syd MSc Lond BPharm PhD, MRPharmS

#### *Lecturers*

Beata Bajorek, BPharm DipHPharm PhD  
Mary Bebawy, BSc (Hons) UNSW PhD  
Betty Chaar, BPharm  
William Bret Church, BSc (Hons) UNSW PhD  
Romano Fois, BPharm PhD  
Pauline Goh, BSc (Hons) NU Singapore MSc PhD GradDipEd UTS  
Jane Hanrahan, BSc (Hons) PhD Warwick MRACI  
David Hibbs, BSc (Hons) PhD Cardiff  
Sean McAteer, BSc (Hons) PhD Cardiff, MRPharmS

## 1. About the Faculty

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Sam Megalli, BPharm PhD  
Nenad Petrovic, MSc Belgrade PhD New York  
Ramin Rohanzadeh, BS Tehran Ms PhD Nantes  
Bandana Saini, MPharm Panjab MBA PhD, MPS  
Erica Sainsbury, BPharm MSc GDipEdStudies, MPS, HERDSA  
Lorraine Smith, BA (Hons) PhD  
Daniela Traini, BSc (Hons) Milan PhD Bath  
Kylie Williams, BPharm DipHPharm PhD  
Paul Young, BSc (Hons) W.England PhD Bath  
*Associate Lecturers*  
Martha Smith-Brillant, BSc PhD New Brunswick  
Bernadette Mitchell, BSc (Hons) PhD  
Rebekah Moles, BPharm DipHPharm PhD  
Rebecca Roubin, BSc (Hons) UNSW PhD  
Celina Seeto, BMedSci PhD  
Laleh Vahdat, BPharm Berh. MPharm Ban. PhD Curtin

### *Academic (Research only)*

Herbert Chiou, BSc (Hons) PhD  
Eva Fiala-Beer, BSc UNSW GradDipEdStudies Sydney Institute Ed  
J Margaret Hughes, BSc PhD  
George Quan Li, BSc PhD Zhongshon (HMREC)  
Yuhao Li, BMed MMed China PhD Japan  
Daniel Man-yeun Sze, BSc MSc Bristol UK MMedSc Birmingham UK  
MEd Sydney PhD Birmingham UK, FIBMS CFIAC  
Patricia Tang, BChemEng UNSW PhD  
Van Hoan Tran, BPharm PhD

### *Research Assistants and Research Project Staff*

Hatem Alkhouri, BA Jordan MSc UNSW  
Jodi Allen, BA (Macq) BSc (Hons)  
Pei Hong Cui, BSc China  
Gloria Quee, BSc (Hons) UTS PhD UTS  
Carol Sheldrake, BSc GradDip Ed MEd  
Joel Werner, BPsych  
Frances Wilson, BPharm MPH UNSW  
Vivian Zhang, BSc Shan Xi Normal China MSc West China PhD

### *Joint appointments – Teacher Practitioners*

Israel Armstrong, BPharm (Hons), MPS MRPharms  
Ben J Basger, BPharm MSc DipHPharm, MPS  
Domenica Baskin, BPharm, MPS  
Alexandra Bennett, BPharm DipHPharm  
Fay Betteridge, BPharm (Hons) Bath  
Ros Dey, BPharm FACPP  
Margaret Jordan, BPharm, AACPA CGP  
Heidi Karonen, BPharm MPS  
Jane Ludington, BPharm Dip Hosp Pharm MHPE UNSW  
Judi Marden, BPharm  
Loretta Morris, BPharm  
Carlene Smith, BPharm, MPS AACPA  
Gabrielle Smith, BPharm (Hons) PhD  
Cherie Tsingos, BPharm MPS JP  
Vicky Kritikos, BPharm MPharm (Clinical)

### **Pharmacy Education Unit**

#### *Director*

Greg Ryan, MA PhD

#### *Educational Designer*

Jim Woulfe, BA Macq MEd W'gong

#### *Associate Lecturer in Pharmacy Education*

Kathryn Aufflick, BScAgr MScAgr

### **Administrative staff**

#### *Faculty Manager*

Carroll Graham, BAsc (Elec Eng) Tor. ATEMM

#### *Administrative Officers*

Moran Baillie, BA Haifa  
Martin Carroll, BA W'gong MA  
Sean Goodwin, BA

Norman Graeve (PPF)  
Marlon Ornek, BA Macq  
Susan Putnam  
Seowmee Salam  
Margarethe Trimble (PPF)  
Sylvia Tropiano, BA DipEd GradDipAppHist UTS

#### *Administrative Assistants*

Narelle Da Costa  
Janice Le, BA UNSW  
Rebecca Liu, BA MA UNSW  
Maxine Mackellar, BA  
Annette Silva, BA Macq  
Julna Storey, BSc MA

#### **Technical staff**

##### *Technical Services Manager*

Paul Jones, BSc AppSci

##### *Professional Officers*

Fred TK Wong, MSc, FACBS  
Bruce N Tattam, MSTIA

##### *Senior Technical Officers*

Bill Rae  
Jiamin You, BSc Shanghai MPharmSc

##### *Technical Officers*

Padmaja Dhanvate, MPharm  
Christopher J Hick  
Robert Koryzma  
Catherine H Mortimer, BSc DipEd  
Maung Maung Soe, BE MSc  
Henora Tanto, BSc Salisbury MSc Towson

##### *Assistants*

Freda Kambosos  
Jie Li

##### *Attendant*

Jay O'Sullivan

*As at 30 June 2006*

## 2. Undergraduate degree requirements

### 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 and Bachelor of Pharmacy (Rural) degrees, the following mark ranges apply:

Abrev	Grade	Mark
HD	High Distinction	85–100
D	Distinction	75–84
CR	Credit	65–74
P	Pass	50–64
R	Satisfied requirements	
F	Fail	Below 46 or 50
AF	Absent Fail	

### Honours

The following Honours grades apply from 2000. A grade of Honours is determined by the WAM for Years 1–4 and average mark in Advanced units of study.

Grade		Minimum four year WAM	Minimum average mark in Advanced units
H1M	First class Honours and University Medal	85	90
H1	First class Honours	75	85
H21	Second class Honours, Division 1	70	80
H22	Second class Honours, Division 2	65	75

### Bachelor of Pharmacy and Bachelor of Pharmacy (Rural)

#### Summary of requirements for either degree

The degrees are full-time four year courses with progression towards either degree by the accumulation of credit points. The requirements are set out in the Senate Resolutions, which should be read by all intending candidates (see Chapter 3). The degree may be awarded at the Pass or Honours level.

To satisfy the requirement for the degree candidates must gain a minimum of 192 credit points by completing the units of study prescribed for the degree.

#### 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 or Bachelor of Pharmacy (Rural). 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

3rd Floor, 28 Foveaux Street  
 Surry Hills, NSW 2010  
 tel: +61 2 9281 7736  
 fax: +61 2 9281 2924  
 Postal Address: Locked Bag 2, Haymarket NSW 2000.

#### Degree resolutions

See chapter 3.

## Undergraduate units of study

Table 1: Bachelor of Pharmacy pass degree and honours degree

<b>Unit of study</b>	<b>Credit points</b>	<b>A: Assumed knowledge P: Prerequisites C: Corequisites N: Prohibition</b>	<b>Session</b>
<b>First Year</b>			
<b>BIOL1001</b> Concepts in Biology	6	<b>A</b> No previous knowledge required. Students who have not taken HSC biology are recommended to take the Biology Bridging Course (in February). Students who have completed HSC Biology are advised to enrol in BIOL1101 Ecosystems to Genes rather than BIOL1001. <b>N</b> BIOL1101, BIOL1901 <i>It is recommended that BIOL (1001 or 1101 or 1901) be taken before all Semester 2 Junior units of study in Biology.</i>	Semester 1 Summer Main
or			
<b>BIOL1101</b> Biology - Ecosystems to Genes	6	<b>P</b> HSC 2-unit Biology or equivalent. <b>N</b> BIOL1001, BIOL901 <i>It is recommended that BIOL (1001 or 1101 or 1901) be taken before all Semester 2 Junior units of study in Biology.</i>	Semester 1
<b>CHEM1611</b> Chemistry A (Pharmacy)	6	<b>A</b> HSC Chemistry and Mathematics <i>Students must have special permission from the Faculty of Pharmacy to enrol in this Unit of Study.</i>	Semester 1
<b>MATH1606</b> Calculus and Statistics for Pharmacy	6	<b>A</b> HSC Mathematics or equivalent. Students without this assumed knowledge are advised to attend a bridging course in February.	Semester 1
<b>PHAR1615</b> Foundations of Pharmacy	6		Semester 1
<b>BIOL1003</b> Human Biology	6	<b>A</b> HSC 2-unit Biology. Students who have not taken HSC biology are recommended to take the Biology Bridging Course in February. <b>N</b> BIOL1903, EDUH1016	Semester 2 Summer Main
<b>CHEM1612</b> Chemistry B (Pharmacy)	6	<b>C</b> CHEM1611 Chemistry A (Pharmacy) <i>Students must have special permission from the Faculty of Pharmacy to enrol in this Unit of Study.</i>	Semester 2
<b>PHAR1616</b> Introductory Pharmaceutical Science	6	<b>A</b> HSC Chemistry <b>C</b> PHAR1615, CHEM1611 and CHEM1612	Semester 2
<b>PHAR1617</b> Social Pharmacy	6	<b>C</b> PHAR1615	Semester 2
<b>Second Year</b>			
<b>BCHM2613</b> Biochemistry for Pharmacy	6	<b>P</b> CHEM1611 and CHEM1612	Semester 1
<b>PHAR2609</b> Medicinal Chemistry 2A	6	<b>P</b> MATH1606 or (MATH1605 and STAT1605); CHEM1611; CHEM1612; either PHAR1615 or (PHAR1613 and PHAR1614); PHAR1616 or PHAR1607 <b>C</b> BCHM2613 or (BCHM2611 and BCHM2612)	Semester 1
<b>PHAR2615</b> Microbiology for Pharmacy	6	<b>P</b> BIOL (1001 or 1101 or 1901); either PHAR1615 or (PHAR1613 and PHAR1614); either PHAR1616 or PHAR1607	Semester 1
<b>PSPC2601</b> Physiology and Pharmacology A (Pharmacy)	6	<b>P</b> CHEM1611, CHEM1612, BIOL(1001 or 1101 or 1901) and BIOL(1003 or 1903) <b>C</b> BCHM2613	Semester 1
<b>PHAR2616</b> Physical Pharmaceutics and Formulation A	6	<b>P</b> Either MATH1606 or (MATH1605 and STAT1605); CHEM1611; CHEM1612; either PHAR1615 or (PHAR1613 and PHAR1614); either PHAR1616 or PHAR1607 <b>C</b> PHAR2615	Semester 2
<b>PHAR2617</b> Pharmacy Practice 2	6	<b>P</b> Either PHAR1615 or (PHAR1613 and PHAR1614); either PHAR1617 or PHAR1612 <b>C</b> PSPC2601 or (PCOL2603 and PHSI2604) and PSPC2602 or (PCOL2604 and PHSI2605)	Semester 2
<b>PHAR2618</b> Medicinal Chemistry 2B	6	<b>C</b> PSPC2602 or (PCOL2603 and PCOL2604) and PHAR2609	Semester 2
<b>PSPC2602</b> Physiology and Pharmacology B (Pharmacy)	6	<b>P</b> CHEM1611, CHEM1612, BIOL(1001 or 1101 or 1901) and BIOL(1003 or 1903) <b>C</b> BCHM2613 and PSPC2601	Semester 2
<b>Third Year</b>			
<b>PCOL3605</b> Pharmacology 3 (Pharmacy)	6	<b>P</b> All first year units; BCHM2613 or (BCHM2611 & BCHM2612); PSPC2601 or (PCOL2603 and PHSI2604); PSPC2602 or (PCOL2604 and PHSI2605).	Semester 1
<b>PHAR3609</b> Medicinal Chemistry 3A	6	<b>P</b> A pass in all first year units of study; PHAR2609; PHAR2618 or PHAR2610 or PHAR2620	Semester 1
<b>PHAR3613</b> Pharmacy Practice 3A	6	<b>P</b> All first year units of study; PSPC2601 or (PCOL2603 and PHSI2604); PSPC2602 or (PCOL2604 and PHSI2605); PHAR2617 or (PHAR2611 and PHAR2612) <b>C</b> PCOL3605 or (PCOL3603 and PCOL3604)	Semester 1
<b>PHAR3630</b> Pharmacokinetics and Pharmacogenetics	6	<b>P</b> All first year units of study; either PHAR2616 or (PHAR2613 and (PHAR2614 or PHAR2624)); either PSPC2601 or (PCOL2603 and PHSI2604); either PSPC2602 or (PCOL2604 and PHSI2605) <b>C</b> Either PCOL3605 or (PCOL3603 and PCOL3604)	Semester 1
<b>PHAR3602</b> Dispensing	6	<b>P</b> A pass in all first year units of study; either PHAR2615 or (MICR2605 and (PHAR2607 or PHAR2627)); either PHAR2616 or (PHAR2613 and (PHAR2614 or PHAR2624)); either PHAR2617 or (PHAR2611 and PHAR2612) <b>C</b> PHAR3631	Semester 2
<b>PHAR3610</b> Medicinal Chemistry 3B	6	<b>P</b> All first year units of study <b>C</b> PCOL3605 or (PCOL3603 and PCOL3604); PHAR3609	Semester 2
<b>PHAR3615</b> Pharmacy Practice 3B	6	<b>P</b> All first year units of study. <b>C</b> PHAR3613; PCOL3605 or (PCOL3603 and PCOL3604)	Semester 2

<b>Unit of study</b>	<b>Credit points</b>	<b>A: Assumed knowledge P: Prerequisites C: Corequisites N: Prohibition</b>	<b>Session</b>
<b>PHAR3631 Physical Pharmaceutics and Formulation B</b>	6	<b>P</b> All first year units of study; either PHAR2615 or (MICR2605 and (PHAR2607 or PHAR2627)); either PHAR2616 or (PHAR2613 and (PHAR2614 or PHAR2624)) <b>C</b> PHAR3630	Semester 2
<b>Fourth Year</b>			
<b>PHAR4618 Integrated Pharmacy Practice</b>	12	<b>P</b> 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
<b>PHAR4619 Drug Development &amp; New Drug Technologies</b>	6	<b>P</b> A pass in all Second Year units of study; either PHAR3630 or (PHAR3611 and PHAR3612); either PHAR3631 or (PHAR3607, PHAR3608, PHAR2613 and (PHAR2614 or PHAR2624)); PHAR3609 or PHAR3629; PHAR3610 or PHAR3620; either PCOL3605 or (PCOL3603 and PCOL3604).	Semester 1
<b>PHAR4620 Integrated Dispensing</b>	6	<b>P</b> A pass in all second year units of study; either PHAR3601 or PHAR3602; either PHAR3613 or PHAR3623; either PHAR3614 or PHAR3615 or PHAR3624.	Semester 1
<b>PHAR4616 Pharmacotherapeutics in Practice</b>	6	<b>P</b> A pass in all second year units of study. <b>C</b> PHAR4618	Semester 2
<b>PHAR4621 Clinical Practice</b>	12	<b>P</b> A pass in all second year units of study. <b>C</b> PHAR4618	Semester 2
<b>PHAR4622 Pharmacy Management</b>	6	<b>P</b> A pass in all second year units of study.	Semester 2
<b>Fourth Year Honours</b>			
<b>PHAR4618 Integrated Pharmacy Practice</b>	12	<b>P</b> 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
<b>PHAR4620 Integrated Dispensing</b>	6	<b>P</b> A pass in all second year units of study; either PHAR3601 or PHAR3602; either PHAR3613 or PHAR3623; either PHAR3614 or PHAR3615 or PHAR3624.	Semester 1
<b>PHAR4616 Pharmacotherapeutics in Practice</b>	6	<b>P</b> A pass in all second year units of study. <b>C</b> PHAR4618	Semester 2
plus one of the following units of study from both Semester 1 and Semester 2			
<b>PCOL4909 Pharmacology Advanced 4A (Pharmacy)</b>	6	<i>Note: Department permission required for enrolment Enrolment is by invitation only.</i>	Semester 1
<b>PHAR4927 Pharmaceutics Advanced 4A</b>	6	<i>Note: Department permission required for enrolment Enrolment is by invitation only.</i>	Semester 1
<b>PHAR4928 Pharmaceutical Chemistry Advanced 4A</b>	6	<i>Note: Department permission required for enrolment Enrolment is by invitation only.</i>	Semester 1
<b>PHAR4929 Pharmacy Practice Advanced 4A</b>	6	<i>Note: Department permission required for enrolment Enrolment is by invitation only.</i>	Semester 1
<b>PCOL4910 Pharmacology Advanced 4B (Pharmacy)</b>	18	<b>P</b> A credit average in first semester marks, including PCOL4909 <b>C</b> PHAR4616 <i>Note: Department permission required for enrolment</i>	Semester 2
<b>PHAR4930 Pharmaceutics Advanced 4B</b>	18	<b>P</b> A credit average in first semester marks, including PHAR4927 <b>C</b> PHAR4616 <i>Note: Department permission required for enrolment</i>	Semester 2
<b>PHAR4931 Pharmaceutical Chemistry Advanced 4B</b>	18	<b>P</b> A credit average in first semester marks, including PHAR4928 <b>C</b> PHAR4616 <i>Note: Department permission required for enrolment</i>	Semester 2
<b>PHAR4932 Pharmacy Practice Advanced 4B</b>	18	<b>P</b> A credit average in first semester marks, including PHAR4929 <b>C</b> PHAR4616 <i>Note: Department permission required for enrolment</i>	Semester 2

Table 2: Bachelor of Pharmacy (Rural) pass degree and honours degree

<b>Unit of study</b>	<b>Credit points</b>	<b>A: Assumed knowledge P: Prerequisites C: Corequisites N: Prohibition</b>	<b>Session</b>
<b>First Year</b>			
<b>BIOL1001 Concepts in Biology</b>	6	<b>A</b> No previous knowledge required. Students who have not taken HSC biology are recommended to take the Biology Bridging Course (in February). Students who have completed HSC Biology are advised to enrol in BIOL1101 Ecosystems to Genes rather than BIOL1001. <b>N</b> BIOL1101, BIOL1901 <i>It is recommended that BIOL (1001 or 1101 or 1901) be taken before all Semester 2 Junior units of study in Biology.</i>	Semester 1 Summer Main
or			
<b>BIOL1101 Biology - Ecosystems to Genes</b>	6	<b>P</b> HSC 2-unit Biology or equivalent. <b>N</b> BIOL1001, BIOL901 <i>It is recommended that BIOL (1001 or 1101 or 1901) be taken before all Semester 2 Junior units of study in Biology.</i>	Semester 1
<b>CHEM1611 Chemistry A (Pharmacy)</b>	6	<b>A</b> HSC Chemistry and Mathematics <i>Students must have special permission from the Faculty of Pharmacy to enrol in this Unit of Study.</i>	Semester 1
<b>MATH1606 Calculus and Statistics for Pharmacy</b>	6	<b>A</b> HSC Mathematics or equivalent. Students without this assumed knowledge are advised to attend a bridging course in February.	Semester 1
<b>PHAR1624 Foundations of Rural Pharmacy</b>	6		Semester 1

## 2. Undergraduate degree requirements

<b>Unit of study</b>	<b>Credit points</b>	<b>A: Assumed knowledge P: Prerequisites C: Corequisites N: Prohibition</b>	<b>Session</b>
<b>BIOL1003</b> Human Biology	6	<b>A</b> HSC 2-unit Biology. Students who have not taken HSC biology are recommended to take the Biology Bridging Course in February. <b>N</b> BIOL1903, EDUH1016	Semester 2 Summer Main
<b>CHEM1612</b> Chemistry B (Pharmacy)	6	<b>C</b> CHEM1611 Chemistry A (Pharmacy) <i>Students must have special permission from the Faculty of Pharmacy to enrol in this Unit of Study.</i>	Semester 2
<b>PHAR1616</b> Introductory Pharmaceutical Science	6	<b>A</b> HSC Chemistry <b>C</b> PHAR1615, CHEM1611 and CHEM1612	Semester 2
<b>PHAR1617</b> Social Pharmacy	6	<b>C</b> PHAR1615	Semester 2
<b>Second Year</b>			
<b>BCHM2613</b> Biochemistry for Pharmacy	6	<b>P</b> CHEM1611 and CHEM1612	Semester 1
<b>PHAR2609</b> Medicinal Chemistry 2A	6	<b>P</b> MATH1606 or (MATH1605 and STAT1605); CHEM1611; CHEM1612; either PHAR1615 or (PHAR1613 and PHAR1614); PHAR1616 or PHAR1607 <b>C</b> BCHM2613 or (BCHM2611 and BCHM2612)	Semester 1
<b>PHAR2615</b> Microbiology for Pharmacy	6	<b>P</b> BIOL (1001 or 1101 or 1901); either PHAR1615 or (PHAR1613 and PHAR1614); either PHAR1616 or PHAR1607	Semester 1
<b>PSPC2601</b> Physiology and Pharmacology A (Pharmacy)	6	<b>P</b> CHEM1611, CHEM1612, BIOL(1001 or 1101 or 1901) and BIOL(1003 or 1903) <b>C</b> BCHM2613	Semester 1
<b>PHAR2616</b> Physical Pharmaceutics and Formulation A	6	<b>P</b> Either MATH1606 or (MATH1605 and STAT1605); CHEM1611; CHEM1612; either PHAR1615 or (PHAR1613 and PHAR1614); either PHAR1616 or PHAR1607 <b>C</b> PHAR2615	Semester 2
<b>PHAR2617</b> Pharmacy Practice 2	6	<b>P</b> Either PHAR1615 or (PHAR1613 and PHAR1614); either PHAR1617 or PHAR1612 <b>C</b> PSPC2601 or (PCOL2603 and PHSI2604) and PSPC2602 or (PCOL2604 and PHSI2605)	Semester 2
<b>PHAR2618</b> Medicinal Chemistry 2B	6	<b>C</b> PSPC2602 or (PCOL2603 and PCOL2604) and PHAR2609	Semester 2
<b>PSPC2602</b> Physiology and Pharmacology B (Pharmacy)	6	<b>P</b> CHEM1611, CHEM1612, BIOL(1001 or 1101 or 1901) and BIOL(1003 or 1903) <b>C</b> BCHM2613 and PSPC2601	Semester 2
<b>Third Year</b>			
<b>PCOL3605</b> Pharmacology 3 (Pharmacy)	6	<b>P</b> All first year units; BCHM2613 or (BCHM2611 & BCHM2612); PSPC2601 or (PCOL2603 and PHSI2604); PSPC2602 or (PCOL2604 and PHSI2605).	Semester 1
<b>PHAR3609</b> Medicinal Chemistry 3A	6	<b>P</b> A pass in all first year units of study; PHAR2609; PHAR2618 or PHAR2610 or PHAR2620	Semester 1
<b>PHAR3613</b> Pharmacy Practice 3A	6	<b>P</b> All first year units of study; PSPC2601 or (PCOL2603 and PHSI2604); PSPC2602 or (PCOL2604 and PHSI2605); PHAR2617 or (PHAR2611 and PHAR2612) <b>C</b> PCOL3605 or (PCOL3603 and PCOL3604)	Semester 1
<b>PHAR3630</b> Pharmacokinetics and Pharmacogenetics	6	<b>P</b> All first year units of study; either PHAR2616 or (PHAR2613 and (PHAR2614 or PHAR2624)); either PSPC2601 or (PCOL2603 and PHSI2604); either PSPC2602 or (PCOL2604 and PHSI2605) <b>C</b> Either PCOL3605 or (PCOL3603 and PCOL3604)	Semester 1
<b>PHAR3602</b> Dispensing	6	<b>P</b> A pass in all first year units of study; either PHAR2615 or (MICR2605 and (PHAR2607 or PHAR2627)); either PHAR2616 or (PHAR2613 and (PHAR2614 or PHAR2624)); either PHAR2617 or (PHAR2611 and PHAR2612) <b>C</b> PHAR3631	Semester 2
<b>PHAR3610</b> Medicinal Chemistry 3B	6	<b>P</b> All first year units of study <b>C</b> PCOL3605 or (PCOL3603 and PCOL3604); PHAR3609	Semester 2
<b>PHAR3627</b> Pharmacy Practice 3B (Rural)	6	<b>P</b> All first year units of study. <b>C</b> PHAR3613; PCOL3605 or (PCOL3603 and PCOL3604)	Semester 2
<b>PHAR3631</b> Physical Pharmaceutics and Formulation B	6	<b>P</b> All first year units of study; either PHAR2615 or (MICR2605 and (PHAR2607 or PHAR2627)); either PHAR2616 or (PHAR2613 and (PHAR2614 or PHAR2624)) <b>C</b> PHAR3630	Semester 2
<b>Fourth Year</b>			
<b>PHAR4618</b> Integrated Pharmacy Practice	12	<b>P</b> 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
<b>PHAR4620</b> Integrated Dispensing	6	<b>P</b> A pass in all second year units of study; either PHAR3601 or PHAR3602; either PHAR3613 or PHAR3623; either PHAR3614 or PHAR3615 or PHAR3624.	Semester 1
<b>PHAR4650</b> Health and Cultural Issues in Rural Aust	6	<b>P</b> A pass in all second year units of study; either PHAR3613 or PHAR3623; PHAR3625 or PHAR3623. <b>N</b> PHAR2626	Semester 1
<b>PHAR4651</b> Clinical Practice (Rural)	12	<b>P</b> A pass in all second year units of study. <b>C</b> PHAR4618 and PHAR4650	Semester 2
<b>PHAR4652</b> Pharmacotherapeutics in Rural Practice	6	<b>P</b> A pass in all second year units of study. <b>C</b> PHAR4618	Semester 2
<b>PHAR4653</b> Integrated Rural and Remote Health Care	6	<b>P</b> A pass in all second year units of study. <b>C</b> PHAR4618 and PHAR4650	Semester 2
<b>Fourth Year Honours</b>			
<b>PHAR4618</b> Integrated Pharmacy Practice	12	<b>P</b> 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

<b>Unit of study</b>	<b>Credit points</b>	<b>A: Assumed knowledge P: Prerequisites C: Corequisites N: Prohibition</b>	<b>Session</b>
<b>PHAR4620</b> Integrated Dispensing	6	<b>P</b> A pass in all second year units of study; either PHAR3601 or PHAR3602; either PHAR3613 or PHAR3623; either PHAR3614 or PHAR3615 or PHAR3624.	Semester 1
<b>PHAR4652</b> Pharmacotherapeutics in Rural Practice	6	<b>P</b> A pass in all second year units of study. <b>C</b> PHAR4618	Semester 2
plus one of the following units of study from both Semester 1 and Semester 2			
<b>PCOL4940</b> Pharmacology Adv 4A - Pharmacy (Rural)	6	<b>P</b> All Year 3 pharmacy units of study. <i>Note: Department permission required for enrolment</i> <i>Enrolment is by invitation only.</i>	Semester 1
<b>PHAR4950</b> Pharmaceutics Advanced 4A - Rural	6	<i>Note: Department permission required for enrolment</i> <i>Enrolment is by invitation only.</i>	Semester 1
<b>PHAR4951</b> Pharmaceutical Chemistry Adv 4A - Rural	6	<i>Note: Department permission required for enrolment</i> <i>Enrolment is by invitation only.</i>	Semester 1
<b>PHAR4952</b> Pharmacy Practice Advanced 4A - Rural	6	<i>Note: Department permission required for enrolment</i> <i>Enrolment is by invitation only.</i>	Semester 1
<b>PCOL4941</b> Pharmacology Adv 4B - Pharmacy (Rural)	18	<b>P</b> A credit average in first semester marks, including PCOL4940 <b>C</b> PHAR4652 <i>Note: Department permission required for enrolment</i>	Semester 2
<b>PHAR4953</b> Pharmaceutics Advanced 4B - Rural	18	<b>P</b> A credit average in first semester marks, including PHAR4950. <b>C</b> PHAR4652 <i>Note: Department permission required for enrolment</i>	Semester 2
<b>PHAR4954</b> Pharmaceutical Chemistry Adv 4B - Rural	18	<b>P</b> A credit average in first semester marks, including PHAR4928. <b>C</b> PHAR4652 <i>Note: Department permission required for enrolment</i>	Semester 2
<b>PHAR4955</b> Pharmacy Practice Advanced 4B - Rural	18	<b>P</b> A credit average in first semester marks, including PHAR4929. <b>C</b> PHAR4652 <i>Note: Department permission required for enrolment</i>	Semester 2

## Units of study

### BCHM2613

#### Biochemistry for Pharmacy

**Credit points:** 6 **Session:** Semester 1 **Prerequisites:** CHEM1611 and CHEM1612

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

This unit of study in Biochemistry and Molecular Biology is designed to provide a firm basis in the chemistry of life. Questions to be addressed include: What are the chemical structures of the components of living matter? How do their interactions lead to the assembly of organised macromolecules, cells, and multicellular tissues and organisms? How does living matter 'extract' energy from its environment? How are chemical reactions controlled inside living cells? How does an organism store and decipher the information it needs to grow and reproduce? Topics include: fundamental energetics of biological processes; structures of proteins; enzymes as biological catalysts; membrane structure and function; the generation of ATP as an energy source; carbohydrate digestion, metabolism and storage; triglyceride and cholesterol digestion; fatty acid breakdown and synthesis; the cholesterol problem; digestion and metabolism of nitrogen-containing compounds; metabolic adaptation during starvation, exercise and diabetes; inherited disorders of metabolism; pharmaceutical intervention in metabolic pathways; DNA structure, function, compaction and replication; logistics and enzymology, repair and recombination; gene transcription; protein synthesis; recombinant DNA technology; basic immunology.

### BIOL1001

#### Concepts in Biology

**Credit points:** 6 **Session:** Semester 1, Summer Main **Prohibitions:** BIOL1101, BIOL1901 **Assumed knowledge:** No previous knowledge required. Students who have not taken HSC biology are recommended to take the Biology Bridging Course (in February). Students who have completed HSC Biology are advised to enrol in BIOL1101 Ecosystems to Genes rather than BIOL1001.

*Note: It is recommended that BIOL (1001 or 1101 or 1901) be taken before all Semester 2 Junior units of study in Biology.*

**Associated degrees:** B A, B Agr Ec, B An Vet Bio Sc, B Anim Sc, B E, B Hort Sc, B L W Sc, B Med Sc, B N, B N (I A H), B N, B A, B N, B Sc, B Pharm, B Pharm (Rural), B Res Ec, B Sc, B Sc (Bioinformatics), B Sc (Environmental), B Sc (Marine Science), B Sc (Molecular Biology & Gene.

Concepts in Biology is an introduction to the major themes of modern biology. Starting with interactions between organisms in biological communities, we move on to introductory cell biology, which particularly emphasises how cells obtain and use energy, followed by the diversity and biology of microorganisms. This leads into an introduction to molecular biology through the role of DNA in protein synthesis and development. The genetics of organisms is then discussed, leading to consideration of theories of evolution and the origins of the diversity of modern organisms.

### BIOL1003

#### Human Biology

**Credit points:** 6 **Session:** Semester 2, Summer Main **Prohibitions:** BIOL1903, EDUH1016 **Assumed knowledge:** HSC 2-unit Biology. Students who have not taken HSC biology are recommended to take the Biology Bridging Course in February.

**Associated degrees:** B A, B Agr Ec, B E, B Med Sc, B N, B N (I A H), B N, B A, B N, B Sc, B Pharm, B Pharm (Rural), B Res Ec, B Sc, B Sc (Bioinformatics), B Sc (Environmental), B Sc (Marine Science), B Sc (Nutrition), UG Study Abroad Program, UG Summer/Winter School.

This Unit of Study has three main components: lectures, practicals and HOnline activities. The unit of study provides an introduction to human evolution and ecology, cell biology, physiology and anatomy, through both lectures and practical work. It begins with human evolution, human population dynamics and the impact of people on the environment. 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. It is recommended that BIOL (1001 or 1101 or 1901) be taken before this unit of study. Enrolment may be restricted by the availability of places. This unit of study, together with BIOL (1001 or 1101 or 1901), provides entry to Intermediate units of study in Biology, but the content of BIOL (1002 or 1902) is assumed knowledge for BIOL (2011 or 2012) and PLNT (2002 or 2003) and students entering from BIOL (1003 or 1903) will need to do some preparatory reading.

### BIOL1101

#### Biology - Ecosystems to Genes

**Credit points:** 6 **Session:** Semester 1 **Prerequisites:** HSC 2-unit Biology or equivalent. **Prohibitions:** BIOL1001, BIOL901

## 2. Undergraduate degree requirements

*Note: It is recommended that BJOL (1001 or 1101 or 1901) be taken before all Semester 2 Junior units of study in Biology.*

**Associated degrees:** B A, B Agr Ec, B An Vet Bio Sc, B E, B Hort Sc, B L W Sc, B Med Sc, B N, B N (I A H), B N, B A, B N, B Sc, B Pharm, B Pharm (Rural), B Res Ec, B Sc, B Sc (Bioinformatics), B Sc (Environmental), B Sc (Marine Science), B Sc (Molecular Biology & Genetics), B Sc.

Biology - Ecosystems to Genes builds on a satisfactory prior knowledge of the HSC 2-unit biology course. A brief revision of the basic concepts of the high school course is given. Biology - Ecosystems to Genes builds on the main themes introduced in HSC biology to provide a background to the breadth of biology, including genetics of organisms, theories of evolution and the origins of diversity of modern organisms; diversity of microorganisms, cell biology with emphasis on how cells obtain and use energy, modern molecular biology and interactions between organisms in biological communities.

### CHEM1611

#### Chemistry A (Pharmacy)

**Credit points:** 6 **Session:** Semester 1 **Assumed knowledge:** HSC Chemistry and Mathematics

*Note: Students must have special permission from the Faculty of Pharmacy to enrol in this Unit of Study.*

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

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 CHEM1611 who do not have the assumed chemical knowledge are advised to consult the School of Chemistry for information about a bridging course.

### CHEM1612

#### Chemistry B (Pharmacy)

**Credit points:** 6 **Session:** Semester 2 **Corequisites:** CHEM1611 Chemistry A (Pharmacy)

*Note: Students must have special permission from the Faculty of Pharmacy to enrol in this Unit of Study.*

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

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.

### MATH1606

#### Calculus and Statistics for Pharmacy

**Credit points:** 6 **Session:** Semester 1 **Assumed knowledge:** HSC Mathematics or equivalent. Students without this assumed knowledge are advised to attend a bridging course in February.

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

This unit of study provides mathematical tools that are needed for other units of study in this degree. In the calculus component, the emphasis is on the behaviour of functions of various kinds, leading to the solution of differential equations. The statistics component covers data analysis, descriptive statistics, elementary probability theory, sampling methods, statistical inference, hypothesis testing, correlation and regression, analysis of variance.

### PCOL3605

#### Pharmacology 3 (Pharmacy)

**Credit points:** 6 **Session:** Semester 1 **Prerequisites:** All first year units; BCHM2613 or (BCHM2611 & BCHM2612); PSPC2601 or (PCOL2603 and PHSI2604); PSPC2602 or (PCOL2604 and PHSI2605).

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

This unit of study builds upon the understanding of drug actions related to physiological and pathological functions gained in PSPC2601 and PSPC2602, as well as the therapeutic applications of drugs based on their underlying pharmacology. It covers analgesics and anti-inflammatory agents, respiratory and gastro-intestinal drugs, drugs affecting nutritional and metabolic function, chemotherapy for infectious diseases and cancer, immunosuppressants, drugs of abuse, drugs affecting blood, anaesthetics, hypnotics, sedatives, anticonvulsants, anxiolytics, antidepressants, antipsychotics, drugs used to treat motor disturbances and dementias, and clinical toxicology (adverse drug reactions and drug interactions, drug overdose and poisoning, and development and introduction of new drugs).

### PCOL4909

#### Pharmacology Advanced 4A (Pharmacy)

**Credit points:** 6 **Session:** Semester 1

*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 **Session:** Semester 2 **Prerequisites:** A credit average in first semester marks, including PCOL4909 **Corequisites:** PHAR4616

*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.

**PCOL4940****Pharmacology Adv 4A - Pharmacy (Rural)**

**Credit points:** 6 **Session:** Semester 1 **Prerequisites:** All Year 3 pharmacy units of study.

*Note: Department permission required for enrolment .  
Note: Enrolment is by invitation only.*

**Associated degrees:** B Pharm (Rural).

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 PCOL4941 Pharmacology Advanced 4B (Pharmacy) (Rural), by undertaking preliminary laboratory work and preparing a literature review and research proposal for both oral and written presentation.

**PCOL4941****Pharmacology Adv 4B - Pharmacy (Rural)**

**Credit points:** 18 **Session:** Semester 2 **Prerequisites:** A credit average in first semester marks, including PCOL4940 **Corequisites:** PHAR4652

*Note: Department permission required for enrolment .*

**Associated degrees:** B Pharm (Rural).

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.

**PHAR1615****Foundations of Pharmacy**

**Credit points:** 6 **Session:** Semester 1

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

This unit will provide an introduction to the practice of pharmacy and assist students to develop the necessary skills to successfully complete their pharmacy degree, such as the use of information technology, critical thinking and presentation skills. Patient-pharmacist interactions will be explored along with the psychosocial aspects relevant to the practice of pharmacy, and the role and distribution of medications in the healthcare system. A short period of professional experience will also be included.

**PHAR1616****Introductory Pharmaceutical Science**

**Credit points:** 6 **Session:** Semester 2 **Corequisites:** PHAR1615, CHEM1611 and CHEM1612 **Assumed knowledge:** HSC Chemistry

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

Introductory Pharmaceutical Science provides an introduction to principles which will be expanded and applied in later years. Topics

covered include drugs from plants, pharmaceutical calculations, dosage forms, intermolecular forces in liquids and solids, dissolution and solubility, drugs as acids and bases, partitioning. Small group work in workshop sessions will complement and support the learning of material introduced in lectures.

**PHAR1617****Social Pharmacy**

**Credit points:** 6 **Session:** Semester 2 **Corequisites:** PHAR1615

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

This unit of study consists of 2 major streams: Professional pharmacy which provides a history of the profession of pharmacy and an introduction to professional practice through lectures, workshops and fieldwork in clinical settings. Topics include early history of medicines and pharmacy, the development of the profession in European countries, the history of pharmacy in Australia, the current roles of the pharmacist in the health care system, the relationship of pharmacy to other health care professions, National Medicines Policy, and client expectation of the profession. Verbal and written communication skills are developed in relation to professional pharmacy issues. Patient perspectives on health and illness: which is designed to provide a broad perspective of health and illness, and encourage a view of the patient as a whole person. The emphasis will be on the psychological processes that underpin or drive patient cognition, affect and behaviour.

**PHAR1624****Foundations of Rural Pharmacy**

**Credit points:** 6 **Session:** Semester 1

**Associated degrees:** B Pharm (Rural).

This unit will provide an introduction to the practice of rural pharmacy and assist students to develop the necessary skills to successfully complete their pharmacy degree, such as the use of information technology, critical thinking and presentation skills. Patient-pharmacist interactions will be explored along with the psychosocial aspects relevant to the practice of pharmacy, and the role and distribution of medications in the healthcare system. In addition, it will increase the awareness of issues associated with the social, environmental and political underpinnings of rural and remote communities and their impact on health and the practice of pharmacy. A short period of professional experience will also be included.

**PHAR2609****Medicinal Chemistry 2A**

**Credit points:** 6 **Session:** Semester 1 **Prerequisites:** MATH1606 or (MATH1605 and STAT1605); CHEM1611; CHEM1612; either PHAR1615 or (PHAR1613 and PHAR1614); PHAR1616 or PHAR1607 **Corequisites:** BCHM2613 or (BCHM2611 and BCHM2612)

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

This unit of study aims to relate the physico-chemical properties of drugs to the methods of analysis used in identification of drugs and to the interactions of small molecules (drugs) with biological macromolecules (receptors, enzymes, etc) and cell signalling processes. Students gain experience in a variety of experimental techniques related to drug design and analysis. In addition, students will develop laboratory skills and generic skills including critical thinking and the use of information technology.

**PHAR2615****Microbiology for Pharmacy**

**Credit points:** 6 **Session:** Semester 1 **Prerequisites:** BIOL (1001 or 1101 or 1901); either PHAR1615 or (PHAR1613 and PHAR1614); either PHAR1616 or PHAR1607

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

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 and the application of basic microbiological principles to the production of clean and sterile pharmaceutical products in both community and

## 2. Undergraduate degree requirements

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hospital pharmacy and in industrial manufacture. Topics include the comparison of the structure, function and importance of the major groups of micro-organisms; pathogenicity, epidemiology and growth; principles and methods of sterilisation, aspects of disinfection and disinfectants, preservation and spoilage of pharmaceutical products and an introduction to concepts of good manufacturing practice. The practical component focuses on basic safe and aseptic microbiological technique applicable to pharmacy and the pharmaceutical sciences and is illustrative of the lecture series.

### PHAR2616

#### Physical Pharmaceutics and Formulation A

**Credit points:** 6 **Session:** Semester 2 **Prerequisites:** Either MATH1606 or (MATH1605 and STAT1605); CHEM1611; CHEM1612; either PHAR1615 or (PHAR1613 and PHAR1614); either PHAR1616 or PHAR1607 **Corequisites:** PHAR2615

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

This unit of study aims to facilitate an understanding of the physicochemical principles, design, formulation, manufacture and evaluation of pharmaceutical dose forms. The unit starts with an introduction to different dose forms and the importance of route of administration. The formulation of liquid dose forms including parenteral, nasal, ophthalmic and aural products is discussed. Relate 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 will be covered. Fundamentals of the stability of pharmaceuticals are also presented in this unit.

### PHAR2617

#### Pharmacy Practice 2

**Credit points:** 6 **Session:** Semester 2 **Prerequisites:** Either PHAR1615 or (PHAR1613 and PHAR1614); either PHAR1617 or PHAR1612 **Corequisites:** PSPC2601 or (PCOL2603 and PHSI2604) and PSPC2602 or (PCOL2604 and PHSI2605)

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

This unit of study will cover aspects of patient care and the practice of pharmacy associated with diseases and management of diseases. This will include an exam of the communication process associated with pharmacist-patient as well as pharmacist-health care professional relationships. Tutorials will support the learning material as well include verbal and written skills development and problem solving within the context of disease, medication management and the health care environment.

### PHAR2618

#### Medicinal Chemistry 2B

**Credit points:** 6 **Session:** Semester 2 **Corequisites:** PSPC2602 or (PCOL2603 and PCOL2604) and PHAR2609

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

Drug design; QSAR and molecular modelling; drug metabolism, bioactivation and inactivation; advanced analytical methods for the identification of drugs, their metabolites and degradation products. Introductory toxicology. Workshops consist of the drug design/QSAR computer-based problem-solving workshop, drug action workshop and drug metabolism/toxicology problem based learning workshop. In the drug action workshop, learning is largely given over to the group, which prepares and presents a case study making use of library databases.

### PHAR3602

#### Dispensing

**Credit points:** 6 **Session:** Semester 2 **Prerequisites:** A pass in all first year units of study; either PHAR2615 or (MICR2605 and (PHAR2607 or PHAR2627)); either PHAR2616 or (PHAR2613 and (PHAR2614 or PHAR2624)); either PHAR2617 or (PHAR2611 and PHAR2612) **Corequisites:** PHAR3631

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

Introduction to dispensing practice, the importance of accuracy in dispensing, the prescription, approaches to dispensing prescriptions, labelling of dispensed medicines, containers, documentation of

dispensing procedures, dispensing of particular formulations, effect of changing formulation variables on the physical properties and efficacy of pharmaceutical products. A series of practical classes complements the lectures, allowing students to prepare a variety of pharmaceutical products and critically assess them, as well as facilitating the development of error-detection skills.

### PHAR3609

#### Medicinal Chemistry 3A

**Credit points:** 6 **Session:** Semester 1 **Prerequisites:** A pass in all first year units of study; PHAR2609; PHAR2618 or PHAR2610 or PHAR2620

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

This unit of study applies the principles of medicinal chemistry as presented in Medicinal Chemistry 2A and 2B to classes of drugs categorised by their common physiological targets or chemical properties. For each drug class, the chemistry and biochemistry relating to their development, metabolism, toxicology, mode of action and pharmacological application will be examined. Drug classes examined will include agents acting on the peripheral nervous system including cholinergics, adrenergics and antihistamines; agents acting on the central nervous system including opioids, dopaminergics and serotonergics; agents acting on the cardiovascular system such as antihyperlipidemics, ACE inhibitors and drugs acting on the immune system. Laboratory work will consist of the preparation of an analytical drug profile for an assigned compound in a format suitable for submission to the TGA. This activity will be undertaken as a group over a period of six weeks.

### PHAR3610

#### Medicinal Chemistry 3B

**Credit points:** 6 **Session:** Semester 2 **Prerequisites:** All first year units of study **Corequisites:** PCOL3605 or (PCOL3603 and PCOL3604); PHAR3609

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

This unit of study continues on the principles of medicinal chemistry established and developed in PHAR3609 Medicinal Chemistry 3A. Lecture topics include: steroids, chemotherapy, herbal medicines and radiation effects. Laboratory work will include forensic analysis of a drug involved in a suspicious death and either a QSAR practical on estrogens or a hepatotoxicity practical.

### PHAR3613

#### Pharmacy Practice 3A

**Credit points:** 6 **Session:** Semester 1 **Prerequisites:** All first year units of study; PSPC2601 or (PCOL2603 and PHSI2604); PSPC2602 or (PCOL2604 and PHSI2605); PHAR2617 or (PHAR2611 and PHAR2612) **Corequisites:** PCOL3605 or (PCOL3603 and PCOL3604)

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

Therapeutics: This strand is a continuation of the therapeutics section of Pharmacy Practice 2 (PHAR2617). Topics covered include renal diseases, hepatic diseases, haematology, diseases of the eye and ear, gastrointestinal diseases, rheumatology, and urology. Each of these areas will be covered in terms of epidemiology, pathophysiology, signs and symptoms, and the drug and non-drug management. This unit of study will also explore the role of pharmacists in implementing clinical interventions and interprofessional communication. Externships: The externship will integrate lecture material with practice. Students will complete patient interviews and report back to tutorials. Problem-solving skills will be enhanced. Tutorial: The tutorials will employ case-based learning techniques. A number of computerised drug information databases will be used. Role-plays will be used to develop students' communication skills in pharmacist/patient and pharmacist/doctor interactions. Familiarisation with computer software written specifically for pharmacists will also take place.

### PHAR3615

#### Pharmacy Practice 3B

**Credit points:** 6 **Session:** Semester 2 **Prerequisites:** All first year units of study. **Corequisites:** PHAR3613; PCOL3605 or (PCOL3603 and PCOL3604)

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

**Therapeutics:** This section is a continuation of the therapeutics section of PHAR3613 Pharmacy Practice 3A. Topics covered will include neurology, mental health, obstetrics and gynaecology and dermatology. Each of these therapeutic areas will be covered in terms of epidemiology, pathophysiology, signs and symptoms, and the drug and non-drug management. The unit of study will also explore the role of pharmacists in conducting medication regimen reviews and interprofessional communication. Externships: The externship will integrate lecture material with practice. Students will complete patient interviews and report back to tutorials. Problem-solving skills will be enhanced. Tutorial: The tutorials will employ case-based learning techniques. A number of computerised drug information databases will be used. Role-plays will be used to develop students' communication skills in pharmacist/patient and pharmacist/doctor interactions. Familiarisation with computer software written specifically for pharmacists will also take place.

### PHAR3627

#### Pharmacy Practice 3B (Rural)

**Credit points:** 6 **Session:** Semester 2 **Prerequisites:** All first year units of study. **Corequisites:** PHAR3613; PCOL3605 or (PCOL3603 and PCOL3604)

**Associated degrees:** B Pharm (Rural).

**Therapeutics:** This section is a continuation of the therapeutics section of PHAR3613 Pharmacy Practice 3A. Topics covered will include neurology, mental health, obstetrics and gynaecology and dermatology. Each of these therapeutic areas will be covered in terms of epidemiology, pathophysiology, signs and symptoms, and the drug and non-drug management. The unit of study will also explore the role of pharmacists in conducting medication regimen reviews and interprofessional communication. Externships: The externship will integrate lecture material with practice. Students will complete patient interviews and report back to tutorials. Problem-solving skills will be enhanced. Tutorial: The tutorials will employ case-based learning techniques. A number of computerised drug information databases will be used. Role-plays will be used to develop students' communication skills in pharmacist/patient and pharmacist/doctor interactions. Familiarisation with computer software written specifically for pharmacists will also take place.

### PHAR3630

#### Pharmacokinetics and Pharmacogenetics

**Credit points:** 6 **Session:** Semester 1 **Prerequisites:** All first year units of study; either PHAR2616 or (PHAR2613 and (PHAR2614 or PHAR2624)); either PSPC2601 or (PCOL2603 and PHSI2604); either PSPC2602 or (PCOL2604 and PHSI2605) **Corequisites:** Either PCOL3605 or (PCOL3603 and PCOL3604)

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

This unit of study deals with fundamental concepts in pharmacokinetics, followed by the application of these principles to clinical situations. The influence of pharmacogenetics on drug therapy is also presented. Lecture topics on basic pharmacokinetic principles include: Introduction to pharmacokinetics; Design of pharmacokinetic studies; Mono-exponential pharmacokinetics; Non-compartmental pharmacokinetics; Moment analysis; Drug distribution; IV Infusion kinetics; Multi-exponential pharmacokinetics; Kinetics following extravascular doses; Bioavailability/Bioequivalence; Drug clearance mechanisms; Renal clearance; Hepatic clearance; Metabolite kinetics; Nonlinear pharmacokinetics; Multiple dose kinetics; Pharmacodynamics and Dose regimen design. Additional basic pharmacokinetic theory and its application to clinical situations will also be presented. Pharmacokinetic principles will be applied to drug dosage regimen design and dosage adjustment in different patient groups. Clinical pharmacokinetic aspects that will be considered include: variability in drug pharmacokinetics and pharmacodynamics, pharmacogenetics and pharmacogenomics, perturbations in pharmacokinetics and/or pharmacodynamics in disease, general principles of therapeutic drug monitoring, interpretation of pharmacokinetic information and considerations in drug interactions.

### PHAR3631

#### Physical Pharmaceutics and Formulation B

**Credit points:** 6 **Session:** Semester 2 **Prerequisites:** All first year units of study; either PHAR2615 or (MICR2605 and (PHAR2607 or PHAR2627)); either PHAR2616 or (PHAR2613 and (PHAR2614 or PHAR2624)) **Corequisites:** PHAR3630

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

This unit of study builds on the material presented in PhysForm A. 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; novel drug delivery technologies. Aspects pertaining to the stability of dose forms are also presented in this unit. A workshop designed to integrate and apply the information from PhysForm A and B concludes this unit.

### PHAR4616

#### Pharmacotherapeutics in Practice

**Credit points:** 6 **Session:** Semester 2 **Prerequisites:** A pass in all second year units of study. **Corequisites:** PHAR4618

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

This unit of study should consolidate previous study units from Year 1 to Semester 1 of Year 4 of the undergraduate curriculum, through the presentation and solving of real-life 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 and in ethical problem solving and delivery of elements of disease state management services for diabetes, asthma, drugs of dependence and heart failure.

### PHAR4618

#### Integrated Pharmacy Practice

**Credit points:** 12 **Session:** Semester 1 **Prerequisites:** 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)

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

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 chemistry 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 chemistry investigations in diagnosis, screening and monitoring will also be discussed.

### PHAR4619

#### Drug Development & New Drug Technologies

**Credit points:** 6 **Session:** Semester 1 **Prerequisites:** A pass in all Second Year units of study; either PHAR3630 or (PHAR3611 and PHAR3612); either PHAR3631 or (PHAR3607, PHAR3608, PHAR2613 and (PHAR2614 or PHAR2624)); PHAR3609 or PHAR3629; PHAR3610 or PHAR3620; either PCOL3605 or (PCOL3603 and PCOL3604).

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

## 2. Undergraduate degree requirements

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This unit of study consists of a series of workshops, lectures and assignments that focus on the areas of drug development and new drug technologies. The workshops on drug development are designed to assist students in integrating and applying the information from the various sub-disciplines within pharmaceutical science, including physical pharmacy, pre-formulation science, drug formulations, biopharmaceuticals, pharmacokinetics, pharmacodynamics and pharmacogenomics to the drug discovery/development process. Topics to be covered include selection of new chemical entities based on physico-chemical, pharmacokinetic and metabolic properties, clinical trials in drug development, evaluation of product information, dosage adjustments in patients, formulation of new drug products, pharmacokinetic/pharmacodynamic aspects of biological products and pharmacogenetics in drug discovery. New Drug Technologies aims to expose students to developing biotechnologies such as gene therapy, growth factors and cytokines, immunotherapy and pro-drugs while covering aspects of neurological disorders, cardiovascular diseases, cancer and AIDS. The course material will be covered by a series of introductory lectures, workshops and specialised lectures/tutorials. The specialised lectures/tutorials will be presented by invited scientific professionals, who will give an insight on developments of new and up-and-coming biotechnology and the impact on pharmaceutical care.

### PHAR4620

#### Integrated Dispensing

**Credit points:** 6 **Session:** Semester 1 **Prerequisites:** A pass in all second year units of study; either PHAR3601 or PHAR3602; either PHAR3613 or PHAR3623; either PHAR3614 or PHAR3615 or PHAR3624.

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

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.

### PHAR4621

#### Clinical Practice

**Credit points:** 12 **Session:** Semester 2 **Prerequisites:** A pass in all second year units of study. **Corequisites:** PHAR4618

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

This unit requires students to follow the progress of patients by extracting and organising information from patient medication histories and interviews. Literature information relevant to the case will be sought in an attempt to review and propose therapeutic options for management. Aspects of communication, verbal presentation and an ability to discuss the case critically will be developed. Each case study will cover the drugs under review, the disease state, past medical and pharmaceutical history, social and demographic parameters. The students' decision-making ability will be developed. The appropriateness of therapeutic plans will be reviewed.

### PHAR4622

#### Pharmacy Management

**Credit points:** 6 **Session:** Semester 2 **Prerequisites:** A pass in all second year units of study.

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

The course will introduce retail and management issues that are crucial for understanding pharmacy business operations. These have been divided into 4 streams, namely finance and accounting, human resource, marketing and strategy to enable a pharmacy graduate to observe the pharmacy environment, relate theory with observed

practices and be able to develop the management and retail skills required in the pharmacy industry.

### PHAR4650

#### Health and Cultural Issues in Rural Aust

**Credit points:** 6 **Session:** Semester 1 **Prerequisites:** A pass in all second year units of study; either PHAR3613 or PHAR3623; PHAR3625 or PHAR3623. **Prohibitions:** PHAR2626

**Associated degrees:** B Pharm (Rural).

This unit of study aims to introduce students to the health issues in rural and remote communities which may result from the social, environmental and political underpinnings of those communities. Students will be made aware of diseases which are more prevalent than in the metropolitan setting. Issues relating to cultural diversity and indigenous health in rural and remote areas will be explored and different modes of communication and service delivery will be investigated. The externship will include visits to Aboriginal communities and health settings.

### PHAR4651

#### Clinical Practice (Rural)

**Credit points:** 12 **Session:** Semester 2 **Prerequisites:** A pass in all second year units of study. **Corequisites:** PHAR4618 and PHAR4650

**Associated degrees:** B Pharm (Rural).

This unit of study requires students to follow the progress of patients by extracting and organising information from patient medication histories and interviews. Literature information relevant to the case will be sought in an attempt to review and propose therapeutic options for management. Aspects of communication, verbal presentation and an ability to discuss the case critically will be developed. Each case study will cover the drugs under review, the disease state, past medical and pharmaceutical history, social and demographic parameters. The students' decision-making ability will be developed. The appropriateness of therapeutic plans will be reviewed.

### PHAR4652

#### Pharmacotherapeutics in Rural Practice

**Credit points:** 6 **Session:** Semester 2 **Prerequisites:** A pass in all second year units of study. **Corequisites:** PHAR4618

**Associated degrees:** B Pharm (Rural).

This unit of study continues on from Integrated Pharmacy Practice. Therapeutics lectures will be followed up with tutorials which will be practice-based in order to illustrate specific practice situations. Therapeutics topics will be covered in great detail in order to understand how drugs affect different populations, how drugs are used in different situations and how specific drugs are chosen and the dosage regimen which is appropriate for that disease and individual patient. In addition, the ability to communicate such information in an appropriate manner will be discussed. The unit will expand the role of the pharmacist in monitoring therapeutic outcomes and participation in therapeutic decision-making and will enable students to assess and develop an individualised disease state management plan for a patient, effectively counsel and educate patients about medicines and disease state management, use and interpret the output of disease monitoring tools. Furthermore, students will become familiar with the professional code of ethics of pharmacy through case studies and be able to explain the ethical principles underpinning the code.

### PHAR4653

#### Integrated Rural and Remote Health Care

**Credit points:** 6 **Session:** Semester 2 **Prerequisites:** A pass in all second year units of study. **Corequisites:** PHAR4618 and PHAR4650

**Associated degrees:** B Pharm (Rural).

This unit of study is undertaken in a rural setting, and aims for students to experience how other current and future health care practitioners operate in a rural or remote setting and to explore potential avenues for future co-operation and collaboration between such practitioners. Interdisciplinary tutorials will be held with other health care students at University Departments of Rural Health and visits will be organised

to practice sites. Health promotion activities will be undertaken in the community.

#### PHAR4927

##### Pharmaceutics Advanced 4A

**Credit points:** 6 **Session:** Semester 1

*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 MPharm 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 **Session:** Semester 1

*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 MPharm 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:** 6 **Session:** Semester 1

*Note: Department permission required for enrolment.*

*Note: Enrolment is by invitation only.*

**Associated degrees:** B Pharm.

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. Students will provide short oral presentations for open discussion with other staff and postgraduate students. Research projects in areas of Pharmacy Practice such as Pharmacoeconomics, Pharmacoepidemiology, Professional Practice, Geriatric Patients, Asthma Management and Clinical Practice will be offered. (Advanced students will also retain essentially all of the professionally based training of the Pass degree and complete in the same time.)

#### PHAR4930

##### Pharmaceutics Advanced 4B

**Credit points:** 18 **Session:** Semester 2 **Prerequisites:** A credit average in first semester marks, including PHAR4927 **Corequisites:** PHAR4616

*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 Semester 1 unit of study PHAR4927 Pharmaceutics Advanced 4A. 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 or 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 prepared in

Pharmaceutics Advanced 4A will be pursued under the direct supervision of a member of the academic staff. A final research presentation and report describing research results and conclusions is to be presented at the end of the year.

#### PHAR4931

##### Pharmaceutical Chemistry Advanced 4B

**Credit points:** 18 **Session:** Semester 2 **Prerequisites:** A credit average in first semester marks, including PHAR4928 **Corequisites:** PHAR4616

*Note: Department permission required for enrolment.*

**Associated degrees:** B Pharm.

Pharmaceutical Chemistry Advanced 4B 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 Pharmaceutical Chemistry Advanced 4A. The unit of study 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 seminar component of the course will assist in the development of advanced laboratory based 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 **Session:** Semester 2 **Prerequisites:** A credit average in first semester marks, including PHAR4929 **Corequisites:** PHAR4616

*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 Pharmacy Practice Advanced 4A. Pharmacy Practice Advanced 4B 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/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.

#### PHAR4950

##### Pharmaceutics Advanced 4A - Rural

**Credit points:** 6 **Session:** Semester 1

*Note: Department permission required for enrolment.*

*Note: Enrolment is by invitation only.*

**Associated degrees:** B Pharm (Rural).

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 MPharm degrees. The majority of this unit of study will be conducted in a rural setting. (Advanced students will also retain essentially all of the professionally based training of the Pass degree and complete in the same time.) A limited number of students will be enrolled by invitation only.

#### PHAR4951

##### Pharmaceutical Chemistry Adv 4A - Rural

**Credit points:** 6 **Session:** Semester 1

*Note: Department permission required for enrolment.*

*Note: Enrolment is by invitation only.*

## 2. Undergraduate degree requirements

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**Associated degrees:** B Pharm (Rural).

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 MPharm 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.)

### PHAR4952

#### Pharmacy Practice Advanced 4A - Rural

**Credit points:** 6 **Session:** Semester 1

*Note: Department permission required for enrolment .*

*Note: Enrolment is by invitation only.*

**Associated degrees:** B Pharm (Rural).

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. Students will provide short oral presentations for open discussion with other staff and postgraduate students. Research projects in areas of Pharmacy Practice such as Pharmacoeconomics, Pharmacoepidemiology, Professional Practice, Geriatric Patients, Asthma Management and Clinical Practice will be offered. The majority of this unit of study will be conducted in a rural setting. (Advanced students will also retain essentially all of the professionally based training of the Pass degree and complete in the same time.) A maximum of 14 students will be enrolled by invitation only.

### PHAR4953

#### Pharmaceutics Advanced 4B - Rural

**Credit points:** 18 **Session:** Semester 2 **Prerequisites:** A credit average in first semester marks, including PHAR4950. **Corequisites:** PHAR4652

*Note: Department permission required for enrolment .*

**Associated degrees:** B Pharm (Rural).

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 Semester 1 Unit of Study PHAR4927 Pharmaceutics Advanced 4A. 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 or 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 prepared in Pharmaceutics Advanced 4A will be pursued under the direct supervision of a member of the academic staff. A final research presentation and report describing research results and conclusions is to be presented at the end of the year. The majority of the project will be conducted in a rural setting.

### PHAR4954

#### Pharmaceutical Chemistry Adv 4B - Rural

**Credit points:** 18 **Session:** Semester 2 **Prerequisites:** A credit average in first semester marks, including PHAR4928. **Corequisites:** PHAR4652

*Note: Department permission required for enrolment .*

**Associated degrees:** B Pharm (Rural).

Pharmaceutical Chemistry Advanced 4B 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 Pharmaceutical Chemistry Advanced 4A. The unit of study 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 seminar

component of the course will assist in the development of advanced laboratory based 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.

### PHAR4955

#### Pharmacy Practice Advanced 4B - Rural

**Credit points:** 18 **Session:** Semester 2 **Prerequisites:** A credit average in first semester marks, including PHAR4929. **Corequisites:** PHAR4652

*Note: Department permission required for enrolment .*

**Associated degrees:** B Pharm (Rural).

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 Pharmacy Practice Advanced 4A. Pharmacy Practice Advanced 4B 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/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.

### PSPC2601

#### Physiology and Pharmacology A (Pharmacy)

**Credit points:** 6 **Session:** Semester 1 **Prerequisites:** CHEM1611, CHEM1612, BIOL(1001 or 1101 or 1901) and BIOL(1003 or 1903) **Corequisites:** BCHM2613

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

This unit of study is taught in conjunction by the Disciplines of Physiology and Pharmacology, and provides: (i) a broad basic knowledge of human functions and includes studies of nerve and muscle physiology, sensory perception, gastro-intestinal function and respiration, and (ii) a basic understanding of drug actions which are related to physiological and pathological functions, including drug-receptor interactions, the pharmacodynamics of peripheral neurotransmission, and the pharmacodynamics of autacoids, as well as an understanding of the therapeutic applications of drugs which alter respiratory and gastrointestinal function.

### PSPC2602

#### Physiology and Pharmacology B (Pharmacy)

**Credit points:** 6 **Session:** Semester 2 **Prerequisites:** CHEM1611, CHEM1612, BIOL(1001 or 1101 or 1901) and BIOL(1003 or 1903) **Corequisites:** BCHM2613 and PSPC2601

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

This unit of study is taught in conjunction by the Disciplines of Physiology and Pharmacology, and builds upon the understanding gained in PSPC2601. It covers: (i) human endocrine hormones, reproduction, blood, heart and circulation, fluid regulation and electrolyte balance, movement and consciousness, and (ii) the pharmacodynamics of the endocrine, cardiovascular and renal systems, and an understanding of the therapeutic applications of these drugs based on their underlying pharmacology.

## 3. Undergraduate degree regulations and policies

### Resolutions of the Faculty

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

### 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)
  - 1.1.2 NSW HSC Universities Admissions Index (UAI) or equivalent, or a tertiary studies record.

#### 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 Pass Degree

- 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 as set out in Table 1;
  - 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 A weighted average mark (WAM) will be calculated for each candidate as an overall measure of performance in the degree.
- 4.3 The degree will be awarded with the following grades:
  - 4.3.1 First Class Honours: WAM of 75 or greater with a minimum final honours mark of 85;
  - 4.3.2 Second Class Honours, division I: WAM of 70-74 with a minimum final honours mark of 80;
  - 4.3.3 Second Class Honours, division II: WAM of 65-69 with a minimum final honours mark of 75;

#### 5. Pass degree

- 5.1 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.
- 5.2 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.
- 5.3 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.
- 5.4 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 in the same stream. The decision to award a University Medal shall be made by the Faculty Honours Board of Examiners.
- 5.5 To be eligible for the grade of Honours from 2001, a student must successfully complete two Advanced units of study in the same stream.

#### 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, and all the First Year units of study.
- 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, and all the Second Year units of study.
- 7.4 Candidates may not take a higher unit of study in any subject area without have 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. Suspension of candidature

- 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. Suspension after an absence

- 9.1 A student must enrol in the semester following a period of approved absence.

#### 10. Satisfactory progress

- 10.1 Pursuant to the *University of Sydney (Coursework) Rule 2000 (as amended)*.

#### 11. Time limit

- 11.1 Pursuant 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 has failed a single fourth year unit of study in that year that prevents him or her from completing the degree.
13. **Credit transfer policy**
- 13.1 Refer to the *University of Sydney (Coursework) Rule 2000 (as amended)* and Academic Board policies.

## Bachelor of Pharmacy (Rural)

### 1. Admission

- 1.1 Admission to the BPharm (Rural) course is based on:
- 1.1.1 Results of a Special Tertiary Admission Test (STAT);
- 1.1.2 NSW HSC Universities Admissions Index (UAI) or equivalent, or a tertiary studies record.
- 1.2 Under the Faculty of Pharmacy Rural Students Entry Scheme a limited number of quota places have been set aside for entry to the Bachelor of Pharmacy (Rural) 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.
- 1.3 Criteria for Admission to the BPharm(Rural) under the Faculty of Pharmacy Rural Students Entry Scheme.
- 1.3.1 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:
- 1.3.1.1 The applicant's UAI is not more than five points below the UAC main round cut off mark for the year of entry.
- 1.3.1.2 Applicants must have completed at least the last four years of secondary education at a rural school (the definition of "rural" is detailed below).
- 1.3.1.3 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).
- 1.3.1.4 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).
- 1.3.1.5 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 This scheme does not apply to any undergraduate program offered by the Faculty of Pharmacy. 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 Handbook.

### 3. Requirements for the Pass Degree

- 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 as set out in Table 1;
- 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 A weighted average mark (WAM) will be calculated for each candidate as an overall measure of performance in the degree.
- 4.3 The degree will be awarded with the following grades:
- 4.3.1 First Class Honours: WAM of 75 or greater with a minimum final honours mark of 85;
- 4.3.2 Second Class Honours, division I: WAM of 70-74 with a minimum final honours mark of 80;
- 4.3.3 Second Class Honours, division II: WAM of 65-69 with a minimum final honours mark of 75;

### 5. Pass degree

- 5.1 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.
- 5.2 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.
- 5.3 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.
- 5.4 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 in the same stream. The decision to award a University Medal shall be made by the Faculty Honours Board of Examiners.
- 5.5 To be eligible for the grade of Honours from 2001, a student must successfully complete two Advanced units of study in the same stream.

### 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, and all the First Year units of study.
- 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, and all the Second Year units of study.

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- 7.4 Candidates may not take a higher unit of study in any subject area without have 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. **Suspension of candidature**
- 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. **Suspension after an absence**
- 9.1 A student must enrol in the semester following a period of approved absence.
10. **Satisfactory progress**
- 10.1 Pursuant to the *University of Sydney (Coursework) Rule 2000 (as amended)*.
11. **Time limit**
- 11.1 Pursuant 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 has failed a single fourth year unit of study in that year that prevents him or her from completing the degree.
13. **Credit transfer policy**
- 13.1 Refer to the *University of Sydney (Coursework) Rule 2000 (as amended)* and Academic Board policies.



## 4. Postgraduate degree requirements

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, found in the next chapter or in the University of Sydney Calendar. The Calendar is available for purchase from the Student Centre, for viewing in the Library or on the web at the following address:

<http://www.usyd.edu.au/about/publication/pub/calendar.shtml>.

Another valuable resource for intending and current postgraduate students is the *Postgraduate Research and Coursework Handbook 2005/06* published by the University of Sydney.

<http://www.usyd.edu.au/fstudent/postgrad/study/pub/handbooks.shtml>.

Also relevant is *The Thesis Guide* and the *Survival Manual* published by SUPRA (Sydney University Postgraduate Representative Association).

### 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. The Resolutions of the Senate and Academic Board relating to the degree of Doctor of Philosophy are printed in the *University of Sydney Calendar 1999 Vol 1, Statutes and Regulations*.

Applicants should normally hold a master's 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 be not less than three years;
- the maximum period of part-time candidature is normally eight years.

### Doctor of Philosophy degree resolutions

Please see the University of Sydney Calendar.

### 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

Please see the University of Sydney Calendar.

### Current areas of research in the Faculty of Pharmacy

#### Pharmaceutical Chemistry

- 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.
- The following research topics reflect the types of research currently being conducted within the Faculty of Pharmacy.
- Calcium translocating ATPase pumps and inhibitors multi drug resistance in cancer calcium regulation of cellular signalling by GTP-binding proteins mechanisms of herbal medicines new therapeutic agents from medicinal herbs in pain, diabetes, hyperlipidemia and cancer herb-drug interactions.
- GABA receptors; Design and synthesis of subtype specific ligands; Structure-activity relationship studies; Drugs that affect memory related process; Herbal medicines acting at GABA receptors.
- Molecular mechanisms underlying inflammatory diseases, such as asthma. Current areas of research focus include: Transcriptional and post-transcriptional regulation of cytokine and cell cycle protein gene expression mast cell and airway smooth muscle cell interactions in asthma Herbal medicines as modulators

#### 4. Postgraduate degree requirements

of inflammation mechanisms of action of sphingosine 1-phosphate, a biologically active sphingolipid, on cell migration, growth and synthetic function.

- Molecular modelling and computational chemistry; biological and medicinal chemistry; drug design ; solid state chemistry; high resolution x-ray and neutron diffraction; experimental charge density distributions. *ab initio* and DFT calculations.
- Structural biology and particularly the use of biophysical techniques as X-ray crystallography and NMR spectroscopy and structural bioinformatics to help understand the relationships between drug targets and drugs to be applied to drug discovery. Areas of specific interest are G-protein coupled receptors, other membrane bound targets and the inflammatory cascade.
- GABA receptors; nicotinic acetylcholine receptors; structure-activity relationship studies; drugs that affect memory; site-directed mutagenesis; subtype specific ligands.
- Isolation and identification biologically active natural materials and studies of synthetic modifications. Large-scale chromatographic fractionation of natural complex materials for isolation of minor substances of research interest. Computational drug design, in particular 3-dimensional quantitative structure-activity relationships (3D-QSAR).
- Factors influencing the stability of the antibiotics in the liquid and frozen states. Kinetics of rate of reactions of -lactam penicillins that undergo autocatalytic degradation. Analysis of herbal products and evaluation of their therapeutic values.
- Use of peripheral blood endothelial progenitor cells for determining cancer progression, and for monitoring anti-angiogenic therapy in cancer patients; Study of factors which drive angiogenesis in cancer; Investigation of biologically active substances from traditional herbal medicines (Australian Aboriginal and Traditional Chinese) with anti-angiogenic activity.
- Immunotherapy using tumour-specific CD8+ T cells and high potency; tumour-primed dendritic cells; cancer-specific retargeted clinically approved NK cell line; aboriginal and traditional Chinese herbal medicines anti-cancer program; drug discovery targeting cancer stem cells. Bioinformatics for anti-cancer research.
- Natural products, multiple myeloma, PPARgamma agonists, carbohydrate composition, anti-cancer herbal medicine, matrix biology.
- Effects of traditional herbal medicines on endocrine and metabolic disorders in the laboratory and clinic, includes: improvement of metabolic syndrome, diabetes and metabolic abnormalities in the heart, kidneys and liver; diminishment of cardiac remodelling; prevention of ageing; regulation of gastrointestinal functions; management of chemotherapy-related side effects; herbal medicines as modulators of peroxisome proliferator-activated receptors (PPAR), estrogen and androgen receptors (ER and AR); angiotensin II receptors (AT1, AT2), endothelin-1 receptors (ET), serotonin (5-HT) receptors and dopamine receptors.

#### Pharmaceutics

Pharmaceutics academic and research staff and postgraduate students are currently engaged in many exciting research projects that employ a range of experimental approaches, from cell culture and molecular biology to analytical methods, clinical studies and dose formulation.

Two major areas of research are undertaken by our staff:

- pharmacokinetics and
- pharmacogenomics research and advanced drug delivery.

Projects deal with the pharmacokinetics and biotransformation of drugs in different tissues, with emphasis on factors that influence inter-subject variations, to the formulation and delivery of new drugs that are currently in development by the biotechnology industry. Research in the discipline of Pharmaceutics is directed primarily at the optimal use and delivery of pharmaceutical agents in individuals.

The importance of patient genetics on drug elimination kinetics, drug safety and drug action is now being actively explored. Projects dealing with individualised drug dosage and drug selection have been initiated and take into account allelic variation in human biotransformation enzymes that can determine rates of drug elimination. How disease can impact on these processes is under investigation, including altered gene expression and function in cancer of the prostate and other tissues. Complementary projects on drug-drug and herb-drug pharmacokinetic interactions are also in place and are currently providing new information on the mechanisms underlying these interactions. Therapeutic drug monitoring approaches are taken in conjunction with these projects on population and individual pharmacokinetics and utilise modern analytical methods.

The increasing use of biopharmaceuticals, such as growth factors, hormones, enzymes, therapeutic antibodies and sub-unit vaccines provides a challenge in formulation and delivery in order to maximise therapeutic potential. The often short half-lives of protein drugs, low oral bioavailability and suboptimal targeting limit their effectiveness as therapies. Further, presentation of particular proteins at the cell surface enables therapeutic strategies in tissue engineering and wound healing. These new areas of research in the faculty complement the existing expertise in aerosolisation and pulmonary delivery of drugs.

#### Advanced Pharmaceutics project titles 2004

- Human CYP pharmacogenetics and optimisation of anti-cancer drug therapy
- Regulation of human genes that control cell survival against toxic stimuli
- Rational use of antipsychotic therapy from an understanding of patient genetics
- Mechanisms of clozapine-mediated cellular injury
- Metabolism of model CYP substrates in prostate tissue
- Population Pharmacokinetic Analysis of anti-cancer agents and anti-infectives
- Physiologically based Pharmacokinetic Modelling
- In vivo and in vitro microdialysis
- Warfarin-Herb Drug interactions
- Pharmacokinetics of liposomal amphotericin B in children
- Ethnic difference in drug response
- Mechanisms of herbal products as inducers of human CYPs
- Improving the oral delivery of proteins
- Design, formulation and characterisation of 3D, cell-support matrices for tissue engineering
- Matrix devices for sustained drug delivery
- Retention of enzyme activity in colloid-based delivery systems
- Optimisation of aerosol delivery of drugs.

#### Pharmacy Practice

Our academic and research members of staff are actively engaged in a wide variety of *exciting research projects* which span from research at the cellular level aimed at gaining better understanding of mechanisms of asthma to the investigation of social and clinical roles of pharmacy practice.

Cellular research in asthma is centred on examining the roles, mechanisms 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.

Implementing change in 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. Professional delivery of S2/S3 products, CMI and medicines information via other sources eg internet, clinical interventions reporting, Home Medicines Review (HMR) for the elderly and in specific diseases, adherence support, disease state management services in asthma, anticoagulation, diabetes, hypercholesterolemia, heart failure and chronic pain are all subjects of active research projects in the Faculty. Screening and health promotion for diabetes, cardiovascular disease and osteoporosis are other types of pharmacy services undergoing development and evaluation. In addition to new services, novel forms of service delivery are also being investigated e.g. pharmacists in

private hospitals, ambulatory clinics, in GP surgeries, liaison pharmacists providing outreach services from the hospital and the use of teleconferencing to facilitate the provision of pharmacist cognitive services in rural and remote areas. To enable the successful implementation of new cognitive services in pharmacy, research into sustainable models of organisational change is also under investigation.

Assuring the Quality Use of Medicines (QUM) in the institutional setting is also a key focus of research activity. Examples of research include drug use reviews, clinical therapeutic drug monitoring, the role of drug committees and the impact of clinical services in the hospital setting.

#### Recent research projects

- Medication use in aboriginal communities
- Patient satisfaction with diabetes services in community pharmacy
- Pharmacists' attitudes to non-prescription provision of levonorgestrel
- Airway smooth muscle IP10 production – role of MAPKs
- An evaluation of the Young Pharmacist's mentoring program
- Asthma, exercise and quality of life
- The non-prescription use of the emergency contraceptive pill
- Self-regulation in people with asthma
- Utilisation of complementary medicine in hospitalised elderly patients
- A pilot study in the Pharmacy Self-Care Program
- Supply of orlistat as a 'pharmacist only' medicine
- Pharmacist prescribing: views of Australian hospital pharmacists
- Cognitive pharmaceutical services – cost implications
- Chronic pain sufferers using rural areas

#### Presentation of theses

The following information is presented for the guidance of candidates. It should be regarded as a summary only. Candidates should also consult the University's Calendar and the Postgraduate Research and Coursework Handbook 2005/06 for the most current and detailed advice.

<http://www.usyd.edu.au/fstudent/postgrad/study/pub/handbooks.shtml>

#### 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) and 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's degree

- Similar formal requirements exist for the presentation of master's 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
- Master of Herbal Medicines (Honours)
- Graduate Diploma in Herbal Medicines
- Graduate Certificate in Herbal Medicines

#### Results

For all coursework programs, the following mark ranges apply:

Grades		
HD	High Distinction	85–100
D	Distinction	75–84
CR	Credit	65–74
P	Pass	50–64
R	Satisfied requirements	
F	Fail	Below 46 or 50
AF	Absent Fail	

#### 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 master's 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 the following admission requirements:

- A prior bachelor's degree; meeting the minimum weighted average mark (WAM) which will be determined by the Faculty;
- meeting a minimum of five out of the seven prerequisite units of study – biology, chemistry, mathematics, statistics, biochemistry, physiology and pharmacology and achieving a satisfactory mark for the Faculty Candidate Review Process.

Applicants who meet a minimum of 5 out of the 7 essential prerequisites and who are given an offer of admission must complete the outstanding prerequisite/s by the end of Year 1 in the Master of Pharmacy. These can be completed by non-award study.

#### Fees

The course is offered on a fee-paying basis. The fee for 2007 for local students is \$27,600 and for international students \$34,650. Australian citizens are eligible to apply for FEE-HELP (not available to Permanent Residents). Please note that fees are subject to annual increases.

There are also 10 Commonwealth Supported (HECS) Places available in 2007.

The University's tuition fees are reviewed annually and may be varied during the period of study. The exact tuition fee for your course may depend on the specific units of study in which you enrol.

#### 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 which can be found in the University of Sydney Calendar and 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 3 outlines the units of study which comprise the program of study for the Master of Pharmacy.

### Registration requirements for pharmacists

Successful completion of the Master of Pharmacy can lead to registration as a Pharmacist. In addition to completing the degree qualification, the graduate 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 after the Master of Pharmacy course has been successfully completed.

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  
tel +61 2 9281 7736  
fax +61 2 9281 2924

Postal Address:  
Locked Bag 2  
Haymarket NSW 2000

### Master of Pharmacy degree resolutions

See Chapter 5.

### Postgraduate coursework programs in Herbal Medicines

#### *Master of Herbal Medicines*

(MHerbMed) – Course code PC032

(MHerbMed Honours) – Course code PC035

#### *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 expand their knowledge and skills necessary for work in manufacturing, teaching and the research areas of herbal medicines.

### Admission requirements

The basic entry requirement is a bachelors 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 will 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 16 hours (five evenings) of lectures/tutorials per week during semester for full-time study.

Extra hours are required to carry out literature searches, excursions, assignments and 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 master's pass degree, with an additional 12 credit points to qualify for the master's honours degree; 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 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 Master's 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 full-time study

Program	Credit points required	Minimum time for completion	Maximum time for completion
Master of Herbal Medicines	48	1 year	2 years
Master of Herbal Medicines (Honours)*	60	1.5 years	2.5 years
Graduate Diploma in Herbal Medicines	36	1 year	1.5 years
Graduate Certificate in Herbal Medicines	24	0.5 year	1 year

### Summary of requirements for part-time study

Program	Credit points required	Minimum time for completion	Maximum time for completion
Master of Herbal Medicines	48	2 years	4 years
Master of Herbal Medicines (Honours)*	60	2.5 years	4 years
Graduate Diploma in Herbal Medicines	36	1.5 years	3 years
Graduate Certificate in Herbal Medicines	24	1 year	2 years

\* A Dissertation is required for the Master of Herbal Medicine (Honours).

### Flexibility between courses

This is a fully embedded program. The graduate certificate, graduate diploma are linked to the master's degree. Candidates enrolled in the master's degree or graduate diploma may choose to terminate their enrolment earlier to qualify for 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 master's. 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 –Thursday, and the elective units of study offered Monday – 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 (Honours) students need an average weighted mark of at least 70 per cent in 24 credit points of core unit coursework in Semester 1, an average that 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.

Core	Clinical Stream (elective)	Industry/Dispensing Stream (elective)
<b>Semester 1</b>		
	HERB5550	HERB5550
HERB5551		
HERB5552		
	HERB5553	HERB5553
	HERB5554	
<b>Semester 2</b>		
		HERB5555
HERB5556		
		HERB5557
HERB5558		
	HERB5559	
HERB5560	Dissertation (Honours stream only) – 12 credit points	

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.

### Fees

These courses are fee paying and are not HECS funded. Australian citizens are eligible to apply for FEE-HELP (not available to Permanent Residents). The total fee for 2007 is \$18,960 for local students and \$26,880 for international students. The research Dissertation for the Honours component will attract an extra fee of 12 credit points in addition to the above standard fees.

The University's tuition fees are reviewed annually and may be varied during the period of study. The exact tuition fee for your course may depend on the specific units of study in which you enrol.

### 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

Table 3: Master of Pharmacy degree

<i>Unit of study</i>	<i>Credit points</i>	<i>A: Assumed knowledge P: Prerequisites C: Corequisites N: Prohibition</i>	<i>Session</i>
<b>Year 1</b>			
PHAR5513 Pharmaceutical Chemistry 1A	6		Semester 1
PCOL5001 Current Topics in Pharmacology	6		Semester 1
PHAR5515 Pharmaceutical Science	6		Semester 1
PHAR5516 Pharmaceutical Chemistry 1B	6	P PHAR5513 and PHAR5515	Semester 2
PHAR5517 Pharmaceutics 1B	6	P PHAR5515	Semester 2
PHAR5518 Pharmacy Practice A	6		Semester 2
PHAR5505 Clinical Residency 1	12	P PHAR5518	S2 Late Int
<b>Year 2</b>			
PHAR5514 Pharmaceutics 2A	6		Semester 1
PHAR5507 Dispensing Practice	6	P PHAR5517	Semester 1
PHAR5508 Pharmacy Practice B	6	P PHAR5518 and PHAR5505	Semester 1
PHAR5509 Integrated Pharmaceutics	6	P PHAR5517	Semester 2
PHAR5510 Pharmacy Practice C	6	P PHAR5508	Semester 2
PHAR5506 Pharmaceutical Chemistry 2B	6	P PHAR5516	Semester 2
PHAR5512 Clinical Residency 2	12	P PHAR5508 C PHAR5510	S2 Late Int

Table 4: Postgraduate coursework programs in Herbal Medicine

<i>Unit of study</i>	<i>Credit points</i>	<i>A: Assumed knowledge P: Prerequisites C: Corequisites N: Prohibition</i>	<i>Session</i>
HERB5550 Integrative Herbal Therapeutics	6		Semester 1
HERB5551 Botany and Herbal Chemistry	6		Semester 1
HERB5552 Herbal Pharmacology	6		Semester 1
HERB5553 Herbal Regulation and Dispensing	6		Semester 1
HERB5554 Chinese Medicine and Materia Medica	6		Semester 1
HERB5555 Herbal Pharmaceutics and Analysis	6		Semester 2
HERB5556 Herbal Toxicology	6		Semester 2
HERB5557 Pharmacognosy	6		Semester 2
HERB5558 Clinical Studies and Monographs	6		Semester 2
HERB5559 Chinese Herbal Formulas and Processing	6		Semester 2
* For Master of Herbal Medicines (Honours) only			
HERB5560 Dissertation	12	Note: Department permission required for enrolment	Semester 1 Semester 1a Semester 1b Semester 2 Semester 2a Semester 2b

## Units of study

### HERB5550

#### Integrative Herbal Therapeutics

**Credit points:** 6 **Session:** Semester 1 **Classes:** Lectures, practicals, tutorials.  
**Assessment:** Examinations, assignments, practical work.

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, cancer, 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), including disease and health concepts, diagnostic methods, treatment principles and herbal treatment methods.

#### Textbooks

Quick Access, Professional Guide to Conditions, Herbs & Supplements, Integrative Medicine Communications. 2000.  
Braun L & Cohen M. Herbs & Natural Supplements - An Evidence-based Approach. Sydney: Elsevier-Mosby, 2004.  
Bumental M (Ed), Herbal Medicine. Expanded Commission E Monographs. Texas: American Botanical Council, 2000.  
Mills S & Bone K, Principles and Practice of Phytotherapy - Modern Herbal Medicine, London: Churchill Livingstone, 2000.  
Grievies M (1st pub 1931), A Modern Herbal, Surrey, Merchant Book Company, 1973.

### HERB5551

#### Botany and Herbal Chemistry

**Credit points:** 6 **Session:** Semester 1 **Classes:** Lectures, practicals, tutorials.  
**Assessment:** Examinations, assignments, practical work.

Outline (Module 1): "Medicinal botany" is the study of the structure, morphology and taxonomy of medicinal plants. It encompasses the origin, morphology and structure of medicinal plants using the knowledge and methodology of botany which relates to the development of resources 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 to meet the demand of the community. Outline (Module 2): "Herbal Chemistry" comprises the study of extraction and isolation, 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

Raven PH, Evert RF, Eichhorn SE. Biology of Plants. W.H. Freeman-Worth Publishers, 1999.  
Robinson L. Field Guide to the Native Plants of Sydney. Kangaroo Press, 1998.  
Lassak EV, McCarthy T. Australian Medicinal Plants. Reed Books, 1997.  
Robbers JE, Speedie JE, and Tyler VE, Pharmacognosy and Pharmabiotechnology. Williams & Wilkins, Lea & Febiger, 1996.  
Evans W C . Trease and Evans Pharmacognosy (14th Ed). London: WB Saunders, 1996.  
Harborne JB. Phytochemical Methods: a Guide to Modern Techniques of Plant Analysis (3rd Ed). Chapman & Hall, 1998.

### HERB5552

#### Herbal Pharmacology

**Credit points:** 6 **Session:** Semester 1 **Classes:** Lectures, practicals, tutorials.  
**Assessment:** Examinations, assignments, practical work.

"Herbal Pharmacology" is the study of the function and mechanism of action of herbal medicines with modern scientific methods. The objectives of pharmacology of herbal medicines 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 is discussed in relation to traditional theories and classification of herbs.

#### Textbooks

Rang HP, Dale MM, Ritter JM. Pharmacology (4th Ed). Edinburgh: Churchill Livingstone, 1999.  
Braun L & Cohen M, Herbs & Natural Supplements - An Evidence-based Approach. Sydney: Elsevier-Mosby, 2004.  
Montvale N.J. PDR for Herbal Medicines. Medical Economic, 1998.  
Anderson LA, and Phillipson JD. Herbal Medicines: A Guide for Health-Care Professionals. Pharmaceutical Publishing Co, 2002.  
Chang HM and But PPH. Pharmacology and Applications of Chinese Materia Medica Vol 1- 2. World Scientific, 1996.

### HERB5553

#### Herbal Regulation and Dispensing

**Credit points:** 6 **Session:** Semester 1 **Classes:** Lectures, practicals, tutorials.  
**Assessment:** Examinations, assignments, practical work.

Governments' role is to actively evaluate and facilitate the rational use of herbal medicines that have been scientifically proven to be safe and effective for specific indications. This requires developing the legal guidelines for the use of herbal medicines. Legislation concerning procedures for the registration of herbal medicines are required to ensure that medicinal preparations are of acceptable quality, safety and efficacy. 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; Regulation systems in overseas countries; GMP of herbal manufacturing; Dispensing and quality management of herbal medicines.

#### Textbooks

Guidelines for the appropriate use of herbal medicines. World Health Organisation, 1998.  
Eskinazi D, Blumenthal M, Farnsworth N, Riggins CW, Liebert MA. Botanical Medicine: Efficacy, Quality Assurance and Regulation, 1999.  
Stone J and Matthews J. Complementary medicine and the law. Oxford University Press, 1996.  
Therapeutic Goods Regulations, Australian Government Publishing Service. Canberra: March 1995.

### HERB5554

#### Chinese Medicine and Materia Medica

**Credit points:** 6 **Session:** Semester 1 **Classes:** Lectures, practicals, tutorials.  
**Assessment:** Examinations, assignments, practical work.

Outline (Module 1): "Chinese Medicine" is the basic theory of Chinese medicine which includes the classical theory of Yin and Yang and the Five Elements, The Zang-Fu Organs, Qi, Blood, Fluid, the Meridians and Collaterals, pathogenic factors which are used to explain the structure, physiology and pathogenic changes, factors causing diseases of the human body. "Basic Chinese medicine" includes basic theory and its application in the four diagnosis methods, pattern differentiation methods, treatment principles and methods. Outline (Module 2): "Materia medica" is the study of basic theory of Chinese materia medica and the origin, collection, property, function and clinical application of Chinese herbs. Topics in this unit of study will include: Part one - Introduction: Properties of Chinese herbs; Four Properties and Five Flavours, Ascending and Descending, Floating and Sinking, Channel Tropism; Application of Chinese herbs; Compatibility, contraindication and dosage. Part two - Categories of materia medica.

#### Textbooks

Maciocia G. The Foundations of Chinese Medicine. Churchill Livingstone. 1989.  
Advanced Text Book of Traditional Chinese Medicine and Pharmacology, Vol 1, State Administration of Traditional Chinese Medicine. New World Press, 1995.  
Liu Y, Liu Z. Basic Theory of Traditional Chinese Medicine. Academy Press. (Xue Yuan) 1998.  
Bensky D, Gamble A. Chinese Herbal Medicine: Materia Medica. Seattle: Eastland Press, 1993.  
Advanced Text Book of Traditional Chinese Medicine and Pharmacology, Vol 2, State Administration of Traditional Chinese Medicine, New World Press, 1995.  
He X, Zhou J, Yuan X. The Chinese Materia Medica. Xue Yuan: Academy Press, 1998.

#### HERB5555

##### Herbal Pharmaceuticals and Analysis

**Credit points:** 6 **Session:** Semester 2 **Classes:** Lectures, practicals, tutorials.  
**Assessment:** Examinations, assignments, practical work.

Outline (Module 1): "Pharmaceutics 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. Topics in this unit of study will include: Quality assurance in manufacturing; Raw materials; Extraction, isolation, concentration and drying; Powders, granules, capsules and tablets; Liquid formulations; Gels, creams and ointments; Other dosage forms; Formulation stability; Biopharmaceutics; Prescription and dispensing of herbal medicines. Outline (Module 2): "Analysis of herbal medicines" is the study of methods of chemical analysis, qualitative and quantitative analysis of chemical components, chemical analysis of formulations. Topics in this unit of study will include: Analytical methodology for identification of herbs (chromatographic fingerprints obtained by HPLC and TLC), theory and practical demonstrations; Use of mass spectrometry and NMR for identification of individual components; Contaminants (heavy metals, radioactivity); Validation of analytical methods; Case studies in herbal analysis.

##### Textbooks

List PH, Schmidt PC. *Phytopharmaceutical Technology*. Boca Raton: CRC Press Inc, 1989.  
Martin A N. *Physical Pharmacy*. Lea & Febiger, 1993.  
Ansel H C. *Introduction to Pharmaceutical Dose Forms*. Lea & Febiger, 1985.  
Aulton M E (ed). *Pharmaceutics: The Science of Dosage Form Design*. Churchill Livingstone, 1988.  
Watson D G. *Pharmaceutical Analysis*, Churchill Livingstone. London, 1999.  
Wagner H, Bladt S, Zgainski EM. *Plant Drug Analysis*. Berlin: Springer-Verlag, 1984.  
Quality Control Methods for Medicinal Plant Materials, Geneva : World Health Organization, 1998.  
Witchl M, *Herbal Drugs and Phytochemicals*, translated by N Bisset. 1994.

#### HERB5556

##### Herbal Toxicology

**Credit points:** 6 **Session:** Semester 2 **Classes:** Lectures, practicals, tutorials.  
**Assessment:** Examinations, assignments, practical work.

"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

Klaasen CD, Amdur MO & Doull J (eds), Casarett & Doull (eds). *Toxicology: the Basic Science Of Poisons*, (6th edn), McGraw-Hill. 2001.  
McGuffin M, Hobbs C, Upton R, Goldberg A, American Herbal Products Association's Botanical Safety Handbook, (eds). Boca Raton: CRC Press, 1997.  
Mills, S. and Bone, K., *The Essential Guide to Herbal Safety*, Elsevier Churchill Livingstone, 2005.  
Brinker F. *Herb Contraindications and Drug Interactions* (2nd edn). Sandy, Oregon: Eclectic Medical Publications, 1998.

#### HERB5557

##### Pharmacognosy

**Credit points:** 6 **Session:** Semester 2 **Classes:** Lectures, practicals, tutorials.  
**Assessment:** Examinations, assignments, practical work.

"Pharmacognosy" is the study of herb identification and quality of herbs and development of new herbal resources. It utilises experience of traditional medicine and theory and methods of modern sciences such as botany, zoology, and chemistry. It studies the origin, characteristics, microscopic characters, and chemical components, physical and chemical properties of herbal medicines to ensure the quality of herbal materials and develop new herbal resources. Topics in this unit of study will include: Part one - Introduction: The objectives of pharmacognosy; The history of pharmacognosy; The harvesting,

processing and storage of herbs; Herb identification methods. Part two - Individual herbs: Common herbs of Chinese, European, Indian and other origin.

##### Textbooks

Evans WC, Saunders WB. *Trease and Evans Pharmacognosy* (14th Ed). London: 1996.  
Montvale, N J. *PDR for Herbal Medicines*. Medical Economic, 1998.

#### HERB5558

##### Clinical Studies and Monographs

**Credit points:** 6 **Session:** Semester 2 **Classes:** Lectures, practicals, tutorials.  
**Assessment:** Examinations, assignments, practical work.

Outline (Module 1): "Evaluation of clinical studies". The amount of scientific and clinical literature on herbal medicines 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; Literature search training. Outline (Module 2): "Herbal monographs" 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.  
Lewith G, Jonas WB, Walach H. *Clinical Research in Complementary Therapies, Principles, Problems and Solutions*. Churchill Livingstone, 2002.  
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.  
Braun L & Cohen M. *Herbs & Natural Supplements - An Evidence-based Approach*. Sydney: Elsevier-Mosby, 2004.  
Anderson LA & Phillipson JD. *Herbal Medicines: A Guide for Health-Care Professionals*. Pharmaceutical Publishing Co, 2002.  
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 **Session:** Semester 2 **Classes:** Lectures, practicals, tutorials.  
**Assessment:** Examinations, assignments, practical work.

Outline (Module 1): "Formulary of Chinese Medicine". 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. Outline (Module 2): "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. In part one, the history and origin of processing, basic theory and knowledge and research progress will be discussed. In part two, biological origin and properties and action of typical herbs will be covered, with emphasis on the processing methods, characterisation of finished products, function of processing and research on processing.

##### Textbooks

Barolet R & Bensky D. *Chinese Herbal Medicine Formulae and Strategies*. Eastland Press 1990  
Advanced Text Book of Traditional Chinese Medicine and Pharmacology, Vol 2, State Administration of Traditional Chinese Medicine, New World Press, 1995.  
Li Q, Liu Z, Jian Y. *Formulae of Traditional Chinese Medicine*. Academy Press (Xue Yuan), 1998.  
Sionneav P. Pao Zhi: *An Introduction to the Use of Processed Chinese Medicinals*. Blue Poppy Press, 1995.  
Whitten G. *Herbal Harvest-Commercial Production of Quality Dried Herbs in Australia*. Agmedia, 1997.

**HERB5560****Dissertation**

**Credit points:** 12 **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 around 24 hours per week 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.*

To be eligible to apply for the Dissertation students need an average weighted mark of at least 70 in 24 credit points of core unit coursework in Semester 1, an average that 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. Supervision will normally involve a one-hour per week meeting with the student's supervisor. Facilities and equipment appropriate to the research will be arranged within the School 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 **Session:** Semester 1 **Classes:** 2hrs of lectures and 3hrs laboratory classes/workshops per week **Assessment:** examination (60%), in-semester assignments (40%)

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 **Session:** S2 Late Int **Classes:** presented primarily as off-campus experiential placements with on-campus tutorials once weekly. **Prerequisites:** PHAR5518 **Assessment:** continuous assessment via skill-based competencies, tutorial participation, oral presentation, reflective diary, and receptor assessment.

This unit of study integrates the information and skills developed in Pharmacy Practice M1 or Introduction to Professional Practice and Pharmacotherapeutics and Health Care 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 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 (cardiovascular, respiratory, endocrinology). Additionally, students will attend weekly tutorial sessions (on-campus) that will enable them to demonstrate various communication skills in a group setting, focusing on the delivery of drug information to both patients and professionals.

**PHAR5506****Pharmaceutical Chemistry 2B**

**Credit points:** 6 **Session:** Semester 2 **Classes:** Lectures, self-directed learning or workshops/wk. **Prerequisites:** PHAR5516 **Assessment:** Exam, structure based design laboratory, drug action workshop I, drug action workshop II.

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 and structure based design. On successful completion of this unit of study, students will: (i) be aware of the latest advances in drug technology; (ii) understand how basic research underpins clinical practice and pharmaceutical care; (iii) 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; (iv) have improved their writing and oral communication skills; (v) comprehend the role computational 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.

**PHAR5507****Dispensing Practice**

**Credit points:** 6 **Session:** Semester 1 **Classes:** Presented on campus as lectures, workshops and practical classes. **Prerequisites:** PHAR5517 **Assessment:** 2 practical exams, 1 written exam, continuous practical assessment.

Introduction to dispensing practice, accuracy in dispensing, legal aspects of dispensing prescriptions, procedures 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.

**PHAR5508****Pharmacy Practice B**

**Credit points:** 6 **Session:** Semester 1 **Classes:** Presented on campus as lectures and tutorials. **Prerequisites:** PHAR5518 and PHAR5505 **Assessment:** Tutorial participation and written exam.

This Unit of Study (UoS) is a continuation of Pharmacy Practice A. 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. Themes such as evidence based practice, pharmacoepidemiology, drug information, medication safety, ethics and communication skills will be incorporated throughout the UoS.

*Textbooks*

Therapeutic Guidelines, Therapeutic Guidelines Ltd, North Melbourne, Vic., latest editions; Australian Medicines Handbook, Rossi S (ed), 2007; Clinical Pharmacy and Therapeutics (3rd edn), Walker R, Edwards C (eds), 2003.

**PHAR5509****Integrated Pharmaceutics**

**Credit points:** 6 **Session:** Semester 2 **Classes:** Workshops, self-directed learning. **Prerequisites:** PHAR5517 **Assessment:** Oral presentation, open book examination, group assignment.

The overall theme of this unit of study is "Drug discovery and development". It is designed to integrate and apply knowledge from the various sub-disciplines within Pharmaceutics including Physical Pharmaceutics, Pre-formulation Science, Formulation, Biopharmaceutics, Pharmacokinetics, Pharmacodynamics, Pharmacogenetics and Pharmacogenomics. Workshop scenarios will

deal with all various aspects of Pharmaceutics and simulate real-life situations. The literature review/project will further enhance the students learning in this area by self directed learning and reference to the literature in this area.

##### *Textbooks*

Shargel L., Wu-Pong S, Yu ABC. Applied Biopharmaceutics and Pharmacokinetics (5th edn). 2005.  
Ansel HC. et al. Pharmaceutical Dosage Forms and Drug Delivery Systems (7th edn). Lea & Febiger, 1999.

#### **PHAR5510 Pharmacy Practice C**

**Credit points:** 6 **Session:** Semester 2 **Classes:** Presented on campus as lectures and tutorials. **Prerequisites:** PHAR5508 **Assessment:** Tutorial contribution and written exam.

This Unit of Study (UoS) 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 UoS.

##### *Textbooks*

Therapeutic Guidelines. Therapeutic Guidelines Ltd, North Melbourne, Vic., latest editions; Australian Medicines Handbook, Rossi S (ed), 2007; Clinical Pharmacy and Therapeutics (3rd edn), Walker R, Edwards C (eds), 2003.

#### **PHAR5512 Clinical Residency 2**

**Credit points:** 12 **Session:** S2 Late Int **Classes:** Presented primarily as off-campus experiential placements with on-campus tutorials. **Prerequisites:** PHAR5508 **Corequisites:** PHAR5510 **Assessment:** Medication or case reviews, preceptor assessment, reflective diary, additional medication/case reviews or elective-placement project (depending on placement allocation).

This unit of study will provide students with the opportunity to enhance their knowledge and skill base in an experiential setting. Each student will complete 2 two-week block placements, one in July and one in November. The placement site will provide an excellent opportunity for students to gain practice skills and information gathering skills, and to apply prior knowledge from the core therapeutic areas of previous semesters.

#### **PHAR5513 Pharmaceutical Chemistry 1A**

**Credit points:** 6 **Session:** Semester 1 **Classes:** Lectures, tutorials, self-directed learning and labs. **Assessment:** Exam, laboratories & workshops.

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*

Patrick GL. An Introduction to Medicinal Chemistry (3rd edn). Oxford University Press, 2005.

#### **PHAR5514 Pharmaceutics 2A**

**Credit points:** 6 **Session:** Semester 1 **Classes:** Lectures and tutorials. **Assessment:** Exams and quizzes.

This unit of study deals with fundamental concepts in pharmacokinetics, followed by the application of these principles to clinical situations. The influence of pharmacogenetics on drug therapy

is also presented. Lecture topics on basic pharmacokinetic principles include: Introduction to pharmacokinetics; Design of pharmacokinetic studies; Mono-exponential pharmacokinetics; Non-compartmental pharmacokinetics; Moment analysis; Drug distribution; IV Infusion kinetics; Multi-exponential pharmacokinetics; Kinetics following extravascular doses; Bioavailability/Bioequivalence; Drug clearance mechanisms; Renal clearance; Hepatic clearance; Metabolite kinetics; Nonlinear pharmacokinetics; Multiple dose kinetics; Pharmacodynamics and Dose regimen design. Additional basic pharmacokinetic theory and its application to clinical situations will also be presented. Pharmacokinetic principles will be applied to drug dosage regimen design and dosage adjustment in different patient groups. Clinical pharmacokinetic aspects that will be considered include: variability in drug pharmacokinetics and pharmacodynamics, pharmacogenetics and pharmacogenomics, perturbations in pharmacokinetics and/or pharmacodynamics in disease, general principles of therapeutic drug monitoring, interpretation of pharmacokinetic information and considerations in drug interactions.

#### **PHAR5515 Pharmaceutical Science**

**Credit points:** 6 **Session:** Semester 1 **Classes:** Lectures, self-directed learning and workshops. **Assessment:** Exams, learning portfolio, quiz and workshop.

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 properties underlying drug action, toxicology, drug metabolism, bioactivation and inactivation, identification of drugs and their metabolites, microorganisms in pharmacy, aseptic manufacture and preservation of pharmaceutical products. These concepts will be further explored in workshop formats.

##### *Textbooks*

Watson DG. Pharmaceutical Analysis (2nd edn). Churchill Livingstone, 2005.  
Ansel HC, et al. Pharmaceutical Dosage Forms and Drug Delivery Systems (7th edn). Lea & Febiger, 1999.  
Aulton ME. Pharmaceutics: The Science of Dosage Form Design (2nd edn). Churchill Livingstone, 2002.

#### **PHAR5516 Pharmaceutical Chemistry 1B**

**Credit points:** 6 **Session:** Semester 2 **Classes:** Lectures, tutorials and labs. **Prerequisites:** PHAR5513 and PHAR5515 **Assessment:** Exam, laboratories and workshops.

This unit of study utilises the knowledge gained in PHAR5513 Pharmaceutical Chemistry 1A to develop an ability to apply basic scientific and medicinal chemistry concepts in the rationalisation 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, photochemotherapy 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 computer based structure activity and herbal medicine practicals, and prepare a herbal monograph further developing skills including critical thinking, the use of information technology and report writing.

##### *Textbooks*

Foye WO. et al. Principles of Medicinal Chemistry (5th edn). Williams & Wilkins, 2002.

#### **PHAR5517 Pharmaceutics 1B**

**Credit points:** 6 **Session:** Semester 2 **Classes:** Lectures, tutorials and pracs. **Prerequisites:** PHAR5515 **Assessment:** Pracs, minor exam and final exam.

This unit of study aims to facilitate an understanding of the physicochemical principles, design, formulation, manufacture and evaluation of pharmaceutical dose forms. The unit starts with an introduction to different dose forms and the importance of route of administration. 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 will be 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*

Ansel HC. et al. *Pharmaceutical Dosage Forms and Drug Delivery Systems* (7th edn). Lea & Febiger, 1999.  
Aulton ME. *Pharmaceutics: The Science of Dosage Form Design* (2nd edn). Churchill Livingstone, 2002.

### **PHAR5518**

#### **Pharmacy Practice A**

**Credit points:** 6 **Session:** Semester 2 **Classes:** Presented as lectures, workshops and tutorials. **Assessment:** Continuous assessments and exams.

This unit of study (UoS) is the first of three integrated UoS (Pharmacy Practice A, Pharmacy Practice B and Pharmacy Practice C) that will be completed during the MPharm program. The UoS 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 UoS 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 this UoS, 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), 2007; *Clinical Pharmacy and Therapeutics* (3rd edn), Walker R, Edwards C (eds), 2003.



## 5. Postgraduate degree regulations and policies

### Resolutions of the Faculty

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

### 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 satisfy the requirements of all other relevant By-Laws, Rules and Resolutions of the University.

#### 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 availability of resources;

6.1.2 availability of adequate and appropriate supervision.

- 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 candidature.

- 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 MPharm course is based on:
- 1.1.1 a prior bachelor's degree;
- 1.1.2 meeting the minimum weighted average mark (WAM) which will be determined by the Faculty;
- 1.1.3 meeting a minimum of five out of the seven prerequisite units of study;
- 1.1.4 achieving a satisfactory mark for the Faculty Candidate Review Process.

**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 a minimum of 96 credit points by successfully completing all first year and second year units of study as set out in the Faculty Handbook.
- 3.1.2 satisfy the requirements of all other relevant By-Laws, Rules and Resolutions of the University.

**4. Details of units of study**

- 4.1 Details of the units of study are as set out in the Faculty Handbook.

**5. Restrictions on enrolment**

- 5.1 Admission to candidature will be limited by a quota. In determining the quota the Faculty will take into account:
- 5.1.1 availability of resources
- 5.1.2 availability of adequate and appropriate supervision.
- 5.2 In considering an application for admission the Dean will take into account the quota.
- 5.3 Entry will be based on applicants who are most meritorious in terms of Section 1.

**6. Progression**

- 6.1 Except with the permission of the Faculty, candidates may not take a second year unit of study until they have:
- 6.1.1 satisfactorily completed all outstanding entry criteria prerequisites, as outlined in the admission criteria for the Master of Pharmacy;
- 6.1.2 gained credit for at least 48 credit points in first year units of study; and
- 6.1.3 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.
- 6.2 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.
- 6.3 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.
- 6.4 The enrolment of candidates in units of study shall be limited by the exigencies of the timetable.

**7. Discontinuation of enrolment**

7.1 Refer to the *University of Sydney (Coursework) Rule 2000 (as amended)*.

**8. Suspension of candidature (faculty procedures for readmission)**

8.1 Refer to the *University of Sydney (Coursework) Rule 2000 (as amended)*.

**9. Re-enrolment after an absence**

9.1 A student must enrol in the semester following a period of approved suspension;

9.1.1 a student whose candidature has lapsed must apply for re-admission in accordance with procedures determined by the Faculty.

**10. Satisfactory progress**

10.1 The Faculty may:

10.1.1 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

10.1.2 where the candidate does not show good cause, terminate the candidature.

**11. Time limit**

11.1 A candidate will proceed on a full-time basis and shall complete the requirements for the Master of Pharmacy degree:

11.1.1 not earlier than the end of the sixth semester; and

11.1.2 not later than the end of the twelfth semester, unless otherwise determined by the Faculty.

**12. Assessment policy**

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

**13. Credit transfer policy**

13.1 Refer to the *University of Sydney (Coursework) Rule 2000 (as amended)* and the Board of Postgraduate Studies, Faculties of Dentistry, Medicine and Pharmacy, *Academic Credit, Advanced Standing and Exemption Policy*.

**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 has successfully completed a bachelors degree in Pharmacy, Medicine, Nursing, Chinese Medicine, Complementary Medicine, Science, Veterinary Science, Agriculture or other appropriate disciplines from approved universities or who have 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. Requirements for honours degrees**

4.1 A candidate for the Master of Herbal Medicines (Honours) proceeding by coursework and dissertation shall:

4.1.1 successfully complete 48 credit points of coursework covering material new to the candidate, selected from units of study prescribed by the Faculty;

4.1.2 have achieved a minimum weighted average mark of 70 in at least 24 credit points of the degree prior to being permitted by the course coordinator to enrol in and undertake the dissertation;

4.1.3 obtain a final weighted average mark of at least 70 in the coursework component of the degree totalling 48 credit points;

4.1.4 successfully carry out a supervised research project and complete the Dissertation on a topic approved by the course coordinator;

4.1.5 satisfy the requirements of all other relevant By-Laws, Rules and Resolutions of the University.

**5. Award of Master of Herbal Medicines**

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

**5.2 Honours**

5.2.1 A candidate may be awarded the degree with honours at graduation where the candidate:

5.2.1.1 has enrolled for and successfully completed 48 credit points of coursework and 12 credit points of research resulting in a successfully completed dissertation;

**5.3 Pass with merit**

5.3.1 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.

5.3.2 If a pass level degree has already been awarded, the testamur will be replaced by the honours level degree testamur after completing all requirements.

5.3.3 Not more than five years shall have elapsed between being awarded the pass level degree and beginning requirements for the Honours level degree.

**6. Details of units of study**

6.1 Details of the units of study are as set out in the Faculty Handbook.

**7. Discontinuation of enrolment**

7.1 Refer to the *University of Sydney (Coursework) Rule 2000 (as amended)*.

**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.

8.4 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.

8.5 Late applications may be considered at the Faculty's discretion.

8.6 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):

8.6.1 where that application is received within the time-frames specified by the University and published by the Student Centre; or

8.6.2 where the student meets other conditions as specified by the Faculty.

8.7 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;

9.1.1 a student whose candidature has lapsed must apply for re-admission in accordance with procedures determined by the Faculty.

**10. Satisfactory progress**

10.1 The Faculty may:

10.1.1 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

10.1.2 where, in the opinion of the Faculty, the candidate does not show good cause, terminate the candidature.

**11. Time limits**

11.1 A part-time candidate shall complete the requirements for the Master of Herbal Medicines pass degree:

11.1.1 not earlier than the end of the fourth semester; and

11.1.2 not later than the end of the eighth semester, unless otherwise determined by the Faculty.

11.2 A part-time candidate shall complete the requirements for the Master of Herbal Medicines honours degree:

11.2.1 not earlier than the end of the fifth semester; and

11.2.2 not later than the end of the eighth semester, unless otherwise determined by the Faculty.

11.3 A full-time candidate shall complete the requirements for the Master of Herbal Medicines pass degree:

11.3.1 not earlier than the end of the second semester; and

11.3.2 not later than the end of the fourth semester, unless otherwise determined by the Faculty.

11.4 A full-time candidate shall complete the requirements for the Master of Herbal Medicines honours degree:

11.4.1 not earlier than the end of the third semester; and

11.4.2 not later than the end of the fifth semester, unless otherwise determined by the Faculty.

## 12. Assessment policy

12.1 Refer to the *Resolutions of the Academic Board relating to Assessment and Examination of Coursework*

## 13. Examination

13.1 On completion of the requirements for the degree, the Faculty shall determine the result of candidature.

### 13.2 Examination of treatise/dissertation

13.2.1 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.

13.2.2 The reports of the examiners shall be transmitted to the course coordinator who shall make them available to the supervisor.

13.2.3 The head of the discipline 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.

13.2.4 In special cases the Faculty, on the recommendation of the head of the discipline concerned, may require the candidate to take a further examination in the area of the treatise/dissertation.

13.2.5 The Faculty may permit an unsuccessful candidate to revise and resubmit the treatise/dissertation if, in the opinion of the head of the discipline concerned, the candidate's work is of sufficient merit to warrant this concession; and may prescribe special conditions to be fulfilled by the candidate.

## 14. Credit transfer policy

14.1 Refer to the *University of Sydney (Coursework) Rule 2000 (as amended)* and the Board of Postgraduate Studies, Faculties of Dentistry, Medicine and Pharmacy, *Academic Credit, Advanced Standing and Exemption Policy*.

## 15. Transitional arrangements

### 15.1 Candidates enrolled before 2006

15.1.1 A student who has enrolled as a candidate for the Master of Herbal Medicines before 2006 may complete the requirements for the degree in accordance with the resolutions in force at the time the candidate commenced that degree provided that the candidate completes the requirements of the degree by 31 December 2006.

15.1.2 Where a candidate proceeding pursuant to section 15.1.1 fails to complete the requirements for the degree before December 31 2006 the candidate shall complete the requirements of the degree in accordance with the resolutions in force from 2007.

## 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 has successfully completed a bachelors degree in Pharmacy, Medicine, Nursing, Chinese Medicine, Complementary Medicine, Science, Veterinary Science, Agriculture or other appropriate disciplines from approved universities or who have 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. Details of units of study

4.1 Details of the units of study are as set out in the Faculty Handbook.

### 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 Board of Postgraduate Studies for 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 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 the Board of Postgraduate Studies, Faculties of Dentistry, Medicine and Pharmacy, *Academic Credit, Advanced Standing and Exemption Policy*.

## 13. Transitional arrangements

### 13.1 Candidates enrolled before 2006

13.1.1 A student who has enrolled as a candidate for the Graduate Diploma in Herbal Medicines before 2006 may complete the requirements for the degree in accordance with the resolutions in force at the time the candidate commenced that degree provided that the candidate completes the requirements of the degree by 31 December 2006.

13.1.2 Where a candidate proceeding pursuant to section 13.1.1 fails to complete the requirements for the degree before December 31 2006 the candidate shall complete the requirements of the degree in accordance with the resolutions in force from 2007.

## 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 has successfully completed a bachelors degree in Pharmacy, Medicine, Nursing, Chinese Medicine, Complementary Medicine, Science, Veterinary Science, Agriculture or other appropriate disciplines from approved universities or who have equivalent qualifications subject to approval by the Dean.

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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. **Details of units of study**
- 4.1 Details of the units of study are as set out in the Faculty Handbook.
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 Board of Postgraduate Studies for 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 the Board of Postgraduate Studies, Faculties of Dentistry, Medicine and Pharmacy, *Academic Credit, Advanced Standing and Exemption Policy*.
13. **Transitional arrangements**
- 13.1 Candidates enrolled before 2006
- 13.1.1 A student who has enrolled as a candidate for the Graduate Certificate in Herbal Medicines before 2006 may complete the requirements for the degree in accordance with the resolutions in force at the time the candidate commenced that degree provided that the candidate completes the requirements of the degree by 31 December 2006.
- 13.1.2 Where a candidate proceeding pursuant to section 13.1.1 fails to complete the requirements for the degree before December 31 2006 the candidate shall complete the requirements of the degree in accordance with the resolutions in force from 2007.



# The Sydney Summer and Winter Schools

2007	Dates
Summer School	December 2006–February 2007
Winter School	July 2007

## The Summer School

The Summer School is a full fee-paying, intensive program offering high quality undergraduate and postgraduate units of study from most faculties. These units of study 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 January and continue into February (including the exam week). Some units of study run for seven weeks others are shorter. Students can take a maximum of two units of study.

## The Winter School

The Winter School is held every July during the academic year. The Winter School is a smaller, more intensive three week program.

## Advantages

Attending classes at Sydney University during summer offers many advantages. You can

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

For high school graduates, you can

- sample a university program
- get a head start on your degree.

## How to apply

Applications will only be accepted online. Our website is [www.summer.usyd.edu.au](http://www.summer.usyd.edu.au)

Some units 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 27 September 2006.**

**Applications close on 15 December 2006.**

## Census dates – Summer School 2007

Students can withdraw from their unit of study without academic penalty and receive a full refund until the census date. However, a late withdrawal fee may apply. As classes start throughout December to February there are three census dates for the Summer School. These are based on when the class commences.

ID	Session name	Classes begin	Census date
42*	Summer Dec	11 December	2 January
43	Summer Main	4 January	12 January
44**	Summer Late	12 January	6 February

\*42 Summer Dec: Allows for a unit to run for 3–9 weeks, provided that the 20 per cent criterion is met.

\*\*44 Summer Late: Last exam must be held by 1 March.

## Withdrawal and Refund policy

- For classes commencing in **December 2006**, students withdrawing from a Summer School unit of study from 28 November 2006 to 2 January 2007, will receive a refund of tuition fees but will be liable for a \$500 late withdrawal fee.
- For classes commencing after **4 January 2007**, students withdrawing from a Summer School unit of study from 16 December 2006 to 12 January 2007, will receive a refund of tuition fees but will be liable for a \$500 late withdrawal fee.
- For classes commencing after **12 January 2007**, students withdrawing from a Summer School unit of study from 16 December 2006 to 6 February 2007, will receive a refund of tuition fees but will be liable for a \$500 late withdrawal fee.
- Students may withdraw from their Summer School unit(s) of study up until 4pm on the last day of the Teaching Period for that particular unit of study. However, there may be an academic penalty (please refer to our website). The Teaching Period for purposes of this policy is defined in hours of published classes from the first day through to the last day of classes, excluding any final examination or assessment.
- Students withdrawing from a Summer School unit of study after 4pm on the relevant census date will receive no refund of their tuition fee.

## Transferring between Summer School units

There will be no penalty if a student changes between units of study in the Summer School before the commencement of class. However NO transfers will be allowed after the commencement of the class.

## Summer School scholarships

### Merit scholarships

Only four merit scholarships are available and are automatically awarded to the top four students who achieve the highest results in their Summer School unit of study.

### Educational/Financial Disadvantage scholarships

Partial or full Summer School scholarships are available to local undergraduate students for the Summer School with a good academic record. To be eligible for consideration you will need to provide evidence of long-term and serious educational disadvantage based on two or more criteria, one of which must be financial hardship. Please check our website for further details. Applications close on 27 October 2006.

## For more information

Web: [www.summer.usyd.edu.au](http://www.summer.usyd.edu.au)  
 Email: [info@summer.usyd.edu.au](mailto:info@summer.usyd.edu.au)  
 Phone: +61 2 9351 5542  
 Fax: +61 2 9351 5888



# University of Sydney (Coursework) Rule 2000 (as amended)

**Approved by:** Senate on 4 December 2000

**Date of effect:** 1 January 2001

**Latest amendment approved by:** Senate on 3 December 2001

**Date of effect:** 1 January 2002

[Section 1]

## University Coursework Rule

*Preliminary*

*Rules relating to Coursework Award Courses*

*Division 1 Award course requirements, credit points and assessment*

*Division 2 Enrolment*

*Division 3 Credit, cross-institutional study and their upper limits*

*Division 4 Progression*

*Division 5 Discontinuation of enrolment and suspension of candidature*

*Division 6 Unsatisfactory progress and exclusion*

*Division 7 Exceptional circumstances*

*Division 8 Award of degrees, diplomas and certificates*

*Division 9 Transitional provisions*

## Preliminary

### 1. Commencement and purpose of Rule

- 1.1 This Rule is made by the Senate pursuant to section 37(1) of the *University of Sydney Act 1989* for the purposes of the *University of Sydney By-Law 1999*.
- 1.2 This Rule comes into force on 1 January 2001.
- 1.3 This Rule governs all coursework award courses in the University. It is to be read in conjunction with the *University of Sydney (Amendment Act) Rule 1999* and the Resolutions of the Senate and the faculty resolutions relating to each award course in that faculty.

## Rules relating to coursework award courses

### 1. Definitions In this Rule:

- 1.1 **award course** means a formally approved program of study which can lead to an academic award granted by the University.
- 1.2 **coursework** means 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, supervised research, other forms of instruction and learning normally will be dominant. All undergraduate award courses are coursework award courses.
- 1.3 **credit** means advanced standing based on previous attainment in another award course at the University or at another institution. The advanced standing is expressed as credit points granted towards the award course. Credit may be granted as specific credit or non-specific credit.
  - 1.3.1 **specific credit** means the recognition of previously completed studies as directly equivalent to units of study;
  - 1.3.2 **non-specific credit** means 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; and
  - 1.3.3 **credit points** means a measure of value indicating the contribution each unit of study provides towards meeting award course completion requirements stated as a total credit point value.

- 1.4 **dean** means the dean of a faculty or the director or principal of an academic college or the chairperson of a board of studies.
  - 1.5 **degree** means a degree at the level of bachelor or master for the purpose of this Rule.
  - 1.6 **embedded courses/programs** means award courses in the graduate certificate/graduate diploma/master's degree by coursework sequence which allow unit of study credit points to count in more than one of the awards.
  - 1.7 **faculty** means a faculty, college board, a board of studies or the Australian Graduate School of Management Limited as established in each case by its constitution and in these Rules refers to the faculty or faculties responsible for the award course concerned.
  - 1.8 **major** means a defined program of study, generally comprising specified units of study from later stages of the award course.
  - 1.9 **minor** means a defined program of study, generally comprising units of study from later stages of the award course and requiring a smaller number of credit points than a major.
  - 1.10 **postgraduate award course** means an award course leading to the award of a graduate certificate, graduate diploma, degree of master or a doctorate. Normally, a postgraduate award course requires the prior completion of a relevant undergraduate degree or diploma.
  - 1.11 **research award course** means an award course in which students undertake and report systematic, creative work in order to increase the stock of knowledge. The research award courses offered by the University are: higher doctorate, Doctor of Philosophy, doctorates by research and advanced coursework, and certain degrees of master designated as research degrees. The systematic, creative component of a research award course must comprise at least 66 per cent of the overall award course requirements.
  - 1.12 **stream** means a defined program of study within an award course, which requires the completion of a program of study specified by the award course rules for the particular stream, in addition to the core program specified by award course rules for the award course.
  - 1.13 **student** means a person enrolled as a candidate for a course.
  - 1.14 **testamur** means a certificate of award provided to a graduate, usually at a graduation ceremony.
  - 1.15 **transcript** or **academic transcript** means a printed statement setting out a student's academic record at the University.
  - 1.16 **unit of study** means the smallest stand-alone component of a student's award course that is recordable on a student's transcript. Units of study have an integer credit point value, normally in the range 3–24.
  - 1.17 **undergraduate award course** means an award course leading to the award of an associate diploma, diploma, advanced diploma or degree of bachelor.
- ### 2. Authorities and responsibilities
- 2.1 Authorities and responsibilities for the functions set out in this Rule are also defined in the document *Academic Delegations of Authority*. The latter document sets out the mechanisms by which a person who has delegated authority may appoint an agent to perform a particular function.
  - 2.1 The procedures for consideration of, and deadlines for submission of, proposals for new and amended award courses will be determined by the Academic Board.

## Division 1: Award course requirements, credit points and assessment

### 3. Award course requirements

- 3.1 To qualify for the award of a degree, diploma or certificate, a student must:
  - 3.1.1 complete the award course requirements specified by the Senate for the award of the degree, diploma or certificate concerned;

- 3.1.2 complete any other award course requirements specified by the Academic Board on the recommendation of the faculty and published in the faculty resolutions relating to the award course;
- 3.1.3 complete any other award course requirements specified by the faculty in accordance with its delegated authority and published in the faculty resolutions relating to the award course; and
- 3.1.4 satisfy the requirements of all other relevant by-laws, rules and resolutions of the University.

#### 4. Units of study and credit points

- 4.1.1 A unit of study comprises the forms of teaching and learning approved by a faculty. Where the unit of study is being provided specifically for an award course which is the responsibility of another faculty, that faculty must also provide approval.
- 4.1.2 Any faculty considering the inclusion of a unit of study in the tables of units available for an award course for which it is responsible may review the forms of teaching and learning of that unit, may consult with the approving faculty about aspects of that unit and may specify additional conditions with respect to inclusion of that unit of study.
- 4.2 A student completes a unit of study if the student:
  - 4.2.1 participates in the learning experiences provided for the unit of study;
  - 4.2.2 meets the standards required by the University for academic honesty;
  - 4.2.3 meets all examination, assessment and attendance requirements for the unit of study; and
  - 4.2.4 passes the required assessments for the unit of study.
- 4.3 Each unit of study is assigned a specified number of credit points by the faculty responsible for the unit of study.
- 4.4 The total number of credit points required for completion of an award course will be as specified in the Senate resolutions relating to the award course.
- 4.5 The total number of credit points required for completion of award courses in an approved combined award course will be specified in the Senate or faculty resolutions relating to the award course.
- 4.6 A student may, under special circumstances, and in accordance with faculty resolutions, be permitted by the relevant dean to undertake a unit or units of study other than those specified in the faculty resolutions relating to the award course and have that unit or those units of study counted towards fulfilling the requirements of the award course in which the student is enrolled.

#### 5. Unit of study assessment

- 5.1 A student who completes a unit of study will normally be awarded grades of high distinction, distinction, credit or pass, in accordance with policies established by the Academic Board. The grades high distinction, distinction and credit indicate work of a standard higher than that required for a pass.
- 5.2 A student who completes a unit of study for which only a pass/fail result is available will be recorded as having satisfied requirements.
- 5.3 In determining the results of a student in any unit of study, the whole of the student's work in the unit of study may be taken into account.
- 5.4 Examination and assessment in the University are conducted in accordance with the policies and directions of the Academic Board.

#### 6. Attendance

- 6.1 A faculty has authority to specify the attendance requirements for courses or units of study in that faculty. A faculty must take into account any University policies concerning modes of attendance, equity and disabled access.
- 6.2 A faculty has authority to specify the circumstances under which a student who does not satisfy attendance requirements may be deemed not to have completed a unit of study or an award course.

### Division 2: Enrolment

#### 7. Enrolment restrictions

- 7.1 A student who has completed a unit of study towards the requirements of an award course may not re-enrol in that unit of study, except as permitted by faculty resolution or with the written permission of the dean. A student permitted to re-enrol

may receive a higher or lower grade, but not additional credit points.

- 7.2 Except as provided in section 7.1, a student may not enrol in any unit of study which overlaps substantially in content with a unit that has already been completed or for which credit or exemption has been granted towards the award course requirements.
- 7.3 A student may not enrol in units of study additional to award course requirements without first obtaining permission from the relevant dean.
- 7.4 Except as prescribed in faculty resolutions or with the permission of the relevant dean:
  - 7.4.1 a student enrolled in an undergraduate course may not enrol in units of study with a total value of more than 32 credit points in any one semester, or 16 credit points in the summer session; and
  - 7.4.2 a student enrolled in a postgraduate award course may not enrol in units of study with a total value of more than 24 credit points in any one semester, or 12 credit points in the summer session.

### Division 3: Credit, cross-institutional study and their upper limits

#### 8. Credit for previous studies

- 8.1 Students may be granted credit on the basis of previous studies.
- 8.2 Notwithstanding any credit granted on the basis of work completed or prior learning in another award course at the University of Sydney or in another institution, in order to qualify for an award a student must:
  - 8.2.1 for undergraduate award courses, complete a minimum of the equivalent of two full-time semesters of the award course at the University; and
  - 8.2.2 for postgraduate award courses, complete at least 50 per cent of the requirements prescribed for the award course at the University.

*These requirements may be varied where the work was completed as part of an embedded program at the University or as part of an award course approved by the University in an approved conjoint venture with another institution.*

- 8.3 The credit granted on the basis of work completed at an institution other than a university normally should not exceed one third of the overall award course requirements.
  - 8.4 A faculty has authority to establish embedded academic sequences in closely related graduate certificate, graduate diploma and master's degree award courses. In such embedded sequences, a student may be granted credit for all or some of the units of study completed in one award of the sequence towards any other award in the sequence, irrespective of whether or not the award has been conferred.
  - 8.5 In an award course offered as part of an approved conjoint venture the provisions for the granting of credit are prescribed in the Resolutions of the Senate and the faculty resolutions relating to that award course.
- #### 9. Cross-institutional study
- 9.1 The relevant dean may permit a student to complete a unit or units of study at another university or institution and have that unit or those units of study credited to the student's award course.
  - 9.2 The relevant dean has authority to determine any conditions applying to cross-institutional study.

### Division 4: Progression

#### 10. Repeating a unit of study

- 10.1 A student who repeats a unit of study shall, unless granted exemption by the relevant dean:
  - 10.1.1 participate in the learning experiences provided for the unit of study; and
  - 10.1.2 meet all examination, assessment and attendance requirements for the unit of study.
- 10.2 A student who presents for re-assessment in any unit of study is not eligible for any prize or scholarship awarded in connection with that unit of study without the permission of the relevant dean.

#### 11. Time limits

- 11.1 A student must complete all the requirements for an award course within ten calendar years or any lesser period if specified by resolution of the Senate or the faculty.

## Division 5: Discontinuation of enrolment and suspension of candidature

### 12. Discontinuation of enrolment

- 12.1 A student who wishes to discontinue enrolment in an award course or a unit of study must apply to the relevant dean and will be presumed to have discontinued enrolment from the date of that application, unless evidence is produced showing:
- 12.1.1 that the discontinuation occurred at an earlier date; and
- 12.1.2 that there was good reason why the application could not be made at the earlier time.
- 12.2 A student who discontinues enrolment during the first year of enrolment in an award course may not re-enrol in that award course unless:
- 12.2.1 the relevant dean has granted prior permission to re-enrol; or
- 12.2.2 the student is reselected for admission to candidature for that course.
- 12.3 No student may discontinue enrolment in an award course or unit of study after the end of classes in that award course or unit of study, unless he or she produces evidence that:
- 12.3.1 the discontinuation occurred at an earlier date; and
- 12.3.2 there was good reason why the application could not be made at the earlier time.
- 12.4 A discontinuation of enrolment may be recorded as 'Withdrawn (W)' or 'Discontinued – not to count as failure (DNF)' where that discontinuation occurs within the time-frames specified by the University and published by the faculty, or where the student meets other conditions as specified by the relevant faculty.

### 13. Suspension of candidature

- 13.1 A student must be enrolled in each semester in which he or she is actively completing the requirements for the award course. A student who wishes to suspend candidature must first obtain approval from the relevant dean.
- 13.2 The candidature of a student who has not re-enrolled and who has not obtained approval from the dean for suspension will be deemed to have lapsed.
- 13.3 A student whose candidature has lapsed must apply for re-admission in accordance with procedures determined by the relevant faculty.
- 13.4 A student who enrolls after suspending candidature shall complete the requirements for the award course under such conditions as determined by the dean.

## Division 6: Unsatisfactory progress and exclusion

### 14. Satisfactory progress

- 14.1 A faculty has authority to determine what constitutes satisfactory progress for all students enrolled in award courses in that faculty, in accordance with the policies and directions of the Academic Board.

### 15. Requirement to show good cause

- 15.1 For the purposes of this Rule, 'good cause' means circumstances beyond the reasonable control of a student, which may include serious ill health or misadventure, but does not include demands of employers, pressure of employment or time devoted to non-University activities, unless these are relevant to serious ill health or misadventure. In all cases the onus is on the student to provide the University with satisfactory evidence to establish good cause. The University may take into account relevant aspects of a student's record in other courses or units of study within the University and relevant aspects of academic studies at other institutions provided that the student presents this information to the University.
- 15.2 The relevant dean may require a student who has not made satisfactory progress to show good cause why he or she should be allowed to re-enrol.
- 15.3 The dean will permit a student who has shown good cause to re-enrol.

### 16. Exclusion for failure to show good cause

*The dean may, where good cause has not been established:*

- 16.1 exclude the student from the relevant course; or
- 16.2 permit the student to re-enrol in the relevant award course subject to restrictions on units of study, which may include, but are not restricted to:
- 16.2.1 completion of a unit or units of study within a specified time;

- 16.2.2 exclusion from a unit or units of study, provided that the dean must first consult the head of the department responsible for the unit or units of study; and
- 16.2.3 specification of the earliest date upon which a student may re-enrol in a unit or units of study.

### 17. Applying for re-admission after exclusion

- 17.1 A student who has been excluded from an award course or from a unit or units of study may apply to the relevant dean for re-admission to the award course or re-enrolment in the unit or units of study concerned after at least four semesters, and that dean may readmit the student to the award course or permit the student to re-enrol in the unit or units of study concerned.
- 17.2 With the written approval of the relevant dean, a student who has been excluded may be given credit for any work completed elsewhere in the University or in another university during a period of exclusion.

### 18. Appeals against exclusion

- 18.1 In this Rule a reference to the Appeals Committee is a reference to the Senate Student Appeals Committee (Exclusions and Re-admissions).
- 18.2.1.1 A student who has been excluded in accordance with this Rule may appeal to the Appeals Committee.
- 18.2.1.2 A student who has applied for re-admission to an award course or re-enrolment in a unit of study after a period of exclusion, and who is refused re-admission or re-enrolment may also apply to the Appeals Committee.
- 18.2.2 The Appeals Committee shall comprise:
- 18.2.2.1 three *ex officio* members (the Chancellor, the Deputy Chancellor and the Vice-Chancellor and Principal);
- 18.2.2.2 the Chair and Deputy Chairs of the Academic Board;
- 18.2.2.3 two student Fellows; and
- 18.2.2.4 up to four other Fellows.
- 18.2.3 The Appeals Committee may meet as one or more subcommittees providing that each subcommittee shall include at least one member of each of the categories of:
- 18.2.3.1 *ex officio* member;
- 18.2.3.2 Chair or Deputy Chair of the Academic Board;
- 18.2.3.3 student Fellow; and
- 18.2.3.4 other Fellows.
- 18.2.4 Three members shall constitute a quorum for a meeting of the Appeals Committee or a subcommittee.
- 18.2.5 The Appeals Committee and its subcommittees have authority to hear and determine all such appeals and must report its decision to the Senate annually.
- 18.2.6 The Appeals Committee or a subcommittee may uphold or disallow any appeal and, at its discretion, may determine the earliest date within a maximum of four semesters at which a student who has been excluded shall be permitted to apply to re-enrol.
- 18.2.7 No appeal shall be determined without granting the student the opportunity to appear in person before the Appeals Committee or subcommittee considering the appeal. A student so appearing may be accompanied by a friend or adviser.
- 18.2.8 The Appeals Committee or subcommittee may hear the relevant dean but that dean may only be present at those stages at which the student is permitted to be present. Similarly, the dean is entitled to be present when the Committee or subcommittee hears the student.
- 18.2.9 If, due notice having been given, a student fails to attend a meeting of the Appeals Committee or subcommittee scheduled to consider that student's appeal, the Appeals Committee or subcommittee, at its discretion, may defer consideration of the appeal or may proceed to determine the appeal.
- 18.2.10 A student who has been excluded in accordance with these resolutions and has lodged a timely appeal against that exclusion may re-enrol pending determination of that appeal if it has not been determined by the commencement of classes in the next appropriate semester.

## Division 7: Exceptional circumstances

### 19. Variation of award course requirements in exceptional circumstances

- 19.1 The relevant dean may vary any requirement for a particular student enrolled in an award course in that faculty where, in the opinion of the dean, exceptional circumstances exist.

## Division 8: Award of degrees, diplomas and certificates

### 20. Classes of award

- 20.1 Undergraduate diplomas may be awarded in five grades – pass, pass with merit, pass with distinction, pass with high distinction or honours.
- 20.2 Degrees of bachelor may be awarded in two grades – pass or honours.
- 20.3 Graduate diplomas and graduate certificates may be awarded in one grade only – pass.
- 20.4 Degrees of master by coursework may be awarded three grades – pass, pass with merit or honours.

### 21. Award of the degree of bachelor with honours

- 21.1 The award of honours is reserved to indicate special proficiency. The basis on which a student may qualify for the award of honours in a particular award course is specified in the faculty resolutions relating to the course.
- 21.2 Each faculty shall publish the grading systems and criteria for the award of honours in that faculty.
- 21.3 Classes which may be used for the award of honours are:
  - 21.3.1 First Class
  - 21.3.2 Second Class/Division 1
  - 21.3.3 Second Class/Division 2
  - 21.3.4 Third Class
- 21.4 With respect to award courses which include an additional honours year:
  - 21.4.1 a student may not graduate with the pass degree while enrolled in the honours year;
  - 21.4.2 on the recommendation of the head of the department concerned, a dean may permit a student who has been awarded the pass degree at a recognised tertiary institution to enrol in the honours year in that faculty;
  - 21.4.3 faculties may prescribe the conditions under which a student may enrol part-time in the honours year;
  - 21.4.4 a student who fails or discontinues the honours year may not re-enrol in it, except with the approval of the dean.

### 22. University Medal

- 22.1 An honours bachelor's degree student with an outstanding academic record throughout the award course may be eligible for the award of a University Medal, in accordance with Academic Board policy and the requirements of the faculty resolutions relating to the award course concerned.

### 23. Award of the degree of master with honours or merit

- 23.1 The award of honours or pass with merit is reserved to indicate special proficiency or particular pathways to completion. The basis on which a student may qualify for the award of honours or the award with merit in a particular degree is specified in the Faculty Resolutions relating to that degree.

### 24. Transcripts and testamurs

- 24.1 A student who has completed an award course or a unit of study at the University will receive an academic transcript upon application and payment of any charges required.
- 24.2 Testamurs may indicate streams or majors or both as specified in the relevant faculty resolutions.

## Division 9: Transitional provisions

### 25. Application of this Rule during transition

- 25.1 This Rule applies to all candidates for degrees, diplomas and certificates who commence candidature after 1 January 2001.
- 25.2 Candidates who commenced candidature prior to this date may choose to proceed in accordance with the resolutions of the Senate in force at the time they enrolled, except that the faculty may determine specific conditions for any student who has re-enrolled in an award course after a period of suspension.

# University of Sydney (Doctor of Philosophy (PhD)) Rule 2004

## University of Sydney (Doctor of Philosophy (PhD)) Rule 2004

Please also see the *University of Sydney (Authority Within Academic Units) Rule 2003 (as amended)*

Part 1 – Preliminary

Part 2 – Admission to candidature

Part 3 – Supervision

Part 4 – Candidature

Part 5 – Submission of thesis

### Part 1 – Preliminary

#### 1. Citation and commencement

##### 1.1 Citation

1.1.1 This Rule is made by the Senate of the University of Sydney pursuant to section 37(1) of the University of Sydney Act 1989 for the purposes of the University of Sydney By-law 1999.

##### 1.2 Commencement

1.2.1 This Rule commences on the day after it is made in accordance with Chapter 2 of the University of Sydney By-law 1999.

#### 2. Purpose

2.1 This Rule:

- 2.1.1 repeals and replaces Part 10, Division 4 of the University of Sydney (Amendment Act) Rule 1999 in its entirety; and
- 2.1.2 deals with matters relating to the degree of Doctor of Philosophy.

### Part 2 – Admission to candidature

#### 3. Heads of department

3.1 A head of department may delegate to a specified member of the academic staff his or her responsibilities under these Rules by countersigning a specific recommendation in respect of a particular candidature or by making, and forwarding to the Registrar, a written statement of delegation of those powers.

#### 4. Admission to candidature

4.1 An applicant for admission as a candidate for the degree shall, except as provided in 4.2 and 4.3 below, hold or have fulfilled all the requirements for:

- 4.1.1 the degree of master, or
- 4.1.2 the degree of bachelor with first or second class honours.

4.2 A faculty may admit as a candidate for the degree an applicant holding the degree of bachelor 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 a high distinction or distinction in the highest course available in the subject or subjects relevant to the proposed course of advanced study and research.

4.3 The Academic Board has endorsed an interpretation of the qualifying examination as including completion of a period of relevant full-time or part-time advanced study and research towards a master's degree 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 Doctor of Philosophy.

4.4 The Academic Board may, in accordance with this Rule, admit as a candidate for the degree an applicant holding qualifications which, in the opinion of the faculty concerned and of the Academic Board, are equivalent to those prescribed in 4.1 or

4.2 above and such candidate shall proceed to the degree under such conditions as the Academic Board may prescribe.

4.5 An applicant for admission to candidature shall submit to the faculty concerned:

4.5.1 a proposed course of advanced study and research, approved by the head of the department in which the work is to be carried out, to be undertaken by the applicant in a department of the University, and

4.5.2 satisfactory evidence of adequate training and ability to pursue the proposed course.

4.6 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.

4.7 A reference in this section to a reference includes a reference to one or more departments, one or more schools, an interdepartmental committee and an interschool committee.

#### 5. Probationary acceptance

5.1 A candidate may be accepted by a faculty on a probationary basis for a period not exceeding one year and upon completion of this probationary period, the faculty shall review the candidate's work and shall either confirm the candidate's status or terminate the candidature.

5.2 In the case of a candidate accepted on a probationary period under 5.1 above, the candidature shall be deemed to have commenced from the date of such acceptance.

#### 6. Control of candidature

6.1 Each candidate shall pursue his or her course of advanced study and research wholly under the control of the University.

6.2 Where a candidate is employed by an institution other than the University, the faculty or college board may require a statement by that employer acknowledging that the candidature will be under the control of the University.

#### 7. Other studies during the candidature

7.1 A candidate may be required by the head of department or the supervisor to attend lectures, seminar courses or practical work courses or to undertake courses and, if required, the assessment for such courses, subject to the approval of any other head of department concerned.

#### 8. Credit for previous studies

8.1 A candidate who, at the date of admission to candidature, has completed not less than six months as a candidate for the degree of master in any faculty or board of studies of the University of Sydney, may be permitted by the faculty concerned to be credited for the whole or any part of the period of candidature completed for the degree of master as a period of candidature completed for the degree of Doctor of Philosophy, provided that the period of candidature for the degree of master for which credit is sought shall have been a course of full-time or part-time advanced study and research under a supervisor appointed by the faculty or board of studies concerned and directly related to the candidate's proposed course of advanced study and research for the degree of Doctor of Philosophy.

8.2 A candidate who, at the date of admission has completed not less than six months as a candidate for a higher degree in another university or institution may be permitted by the Academic Board, on the recommendation of the faculty concerned, to be credited for the whole or any part of the period of candidature completed as a period completed for the degree of Doctor of Philosophy of the University of Sydney, provided that:

8.2.1 at the date of admission to candidature for the higher degree of the other university or institution concerned the candidate shall have fulfilled the requirements of admission to candidature set out in section 3 above;

8.2.2 the period of candidature for the higher degree of the other university or institution concerned for which credit is sought shall have been a course of full-time or part-time advanced study and research under a supervisor appointed by the

- other university or institution concerned and directly related to the candidate's proposed course of advanced study and research in the University of Sydney;
- 8.2.3 the candidate shall have abandoned candidature for the higher degree of the other university or institution concerned for which credit is sought;
- 8.2.4 the amount of credit which may be so granted shall not exceed one year; and
- 8.2.5 no candidate who has been granted credit shall present a thesis for examination for the degree earlier than the end of the second year after acceptance.
- 8.3 The Faculty of Medicine may grant credit not exceeding one year to a candidate for the degree of Doctor of Philosophy in that Faculty who has submitted documented evidence of having previously completed supervised study towards the degree of Doctor of Medicine of the University of Sydney.

## Part 3 – Supervision

9. **Appointment and qualifications of supervisors and associate supervisors**
- 9.1 The faculty or college board, on the recommendation of the head of department concerned, shall appoint a suitably qualified supervisor and associate supervisors for each candidate to take primary responsibility for the conduct of the candidature and to be responsible for the progress of the candidature to the head of department and the faculty or college board concerned in accordance with policy established by the Academic Board.

## Part 4 – Candidature

10. **Location**
- 10.1.1 Subject to the annual approval of the supervisor, head of department and faculty or college board, the candidate shall pursue the course of advanced study and research either:
- 10.1.1.1 within the University including its research stations and teaching hospitals;
- 10.1.1.2 on fieldwork either in the field or in libraries, museums or other repositories;
- 10.1.1.3 within industrial laboratories or research institutions or other institutions considered by the faculty or college board concerned to provide adequate facilities for that candidature; or
- 10.1.1.4 within a professional working environment;
- 10.1.2 and shall attend at the University for such consultation with the supervisor and shall participate in such departmental and faculty or college seminars as shall annually be specified.
- 10.2.1 A candidate pursuing candidature outside Australia must also complete a minimum of two semesters of candidature within the University [but not necessarily immediately before submission, not necessarily as a continuous two-semester period] before submission of the thesis.
- 10.2.2 The corresponding period for candidates for whom the minimum length of candidature is four semesters is a minimum of one semester.
- 10.3 When recommending the detailed annual conditions for each candidate's particular course of advanced study and research the supervisor and head of department must indicate whether they are satisfied that the proposed supervision arrangements will be satisfactory.
11. **Progress**
- 11.1 At the end of each year each candidate shall provide evidence of progress and attend a progress review interview to the satisfaction of the supervisor and head of department concerned and any Departmental or Faculty Postgraduate Review Committee.
- 11.2 On the basis of evidence provided and the interview, the head of department 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 head of department considers appropriate.
- 11.3 If a candidate fails to submit evidence of progress or if the head of department concerned considers that the evidence submitted does not indicate satisfactory progress, the faculty or college board may, on the head'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 faculty or college board, the candidate does not show good cause the faculty or college board may terminate that candidature or may impose conditions on the continuation of that candidature.

## Part 5 – Submission of thesis

12. **The thesis**
- 12.1.1 On completing the course of advanced study and research, a candidate shall present a thesis embodying the results of the work undertaken, which shall be a substantially original contribution to the subject concerned.
- 12.1.2 The candidate shall state, generally in the preface and specifically in notes, the sources from which the information is derived, the animal and human ethical approvals obtained, the extent to which the work of others has been made use of, and the portion of the work the candidate claims as original.
- 12.2 A candidate may also submit in support of the candidature any publication of which the candidate is the sole or joint author. In such a case the candidate must produce evidence to identify satisfactorily the sections of the work for which the candidate is responsible.
- 12.3 Except where the candidature has been governed by an approved cotutelle agreement, a candidate may not present as the thesis any work which has been presented for a degree or diploma at this or another university, but the candidate 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.
- 12.4 Theses shall be written in English, except that:
- 12.4.1 in the case of a candidature governed by an approved cotutelle agreement, the thesis may be written in English or in another language; and
- 12.4.2.1 in the Faculty of Arts, in the case of language departments, theses may be written either in English or in their target language as determined by the department, unless a department has specified by means of a Faculty resolution that it will consider applications to submit the thesis in a language other than:
- 12.4.2.1.1 English; or
- 12.4.2.1.2 a target language of the department.
- 12.4.2.2 Such applications should be made in writing; and approved by the head of department concerned and the Dean of the Faculty, before the commencement of candidature.
- 12.4.2.3 In considering applications a head of department shall take into account arrangements for supervision and examination.
- 12.5 A candidate shall submit to the Registrar four copies of the thesis in a form prescribed by resolution of the Academic Board and four copies of a summary of about 300 words in length.
- 12.6 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.
13. **Earliest date for submission**
- 13.1 Except as provided below, a candidate may not submit a thesis for examination earlier than the end of the sixth semester of candidature.
- 13.2 A faculty or college board may permit a candidate holding any of the following qualifications of the University of Sydney or from such other institution as the faculty or college board may approve, to submit a thesis for examination not earlier than the end of the fourth semester of candidature:
- 13.2.1 a degree of master completed primarily by research;
- 13.2.2 both the degrees of Bachelor of Dental Surgery with honours and Bachelor of Science (Dental) with honours;
- 13.2.3 both the degrees of Bachelor of Medicine with honours and Bachelor of Science (Medical) with honours; or
- 13.2.4 both the degrees of Bachelor of Veterinary Science with honours and Bachelor of Science (Veterinary) with honours.
- 13.3 Notwithstanding 13.1 and 13.2 above, a faculty may, on the recommendation of the head of department and supervisor concerned, permit a candidate to submit a thesis for examination up to one semester earlier than prescribed if, in the opinion of the faculty, evidence has been produced that the candidate has made exceptional progress in his or her candidature.
- 13.4.1 Notwithstanding 13.1, 13.2 and 13.3 above, the Chair of the Academic Board may, on the recommendation of the dean

of the faculty in which the candidate is enrolled, permit a candidate to submit a thesis for examination earlier than prescribed if, in the opinion of the Chair of the Academic Board, evidence has been produced that the candidate has made exceptional progress in his or her candidature.

- 13.4.2 The Chair of the Academic Board may take advice from the Chair of the Graduate Studies Committee and shall report any applications under this provision and the action taken to the next meeting of the Academic Board.

**14. Latest date for submission**

- 14.1 Except as provided in 14.1 to 14.3 below, a candidate shall submit the thesis for examination not later than the end of the eighth semester of candidature.
- 14.2 A candidate whose candidature has been part-time throughout shall submit the thesis for examination not later than the end of the 16th semester of candidature.
- 14.3 The time limits set out in 14.1 to 14.2 above, apply to candidates who commence candidature after 31 December 2000. Candidates who commenced candidature prior to this date may choose to proceed in accordance with the Rules in force at the time when they commenced candidature.
- 14.4 The relevant dean may permit a candidate to submit the thesis for examination after a period of time greater than the maximum periods specified.

**15. Examination**

- 15.1 The procedures for examination shall be prescribed by the Academic Board.



# General University information

For further information or advice, please feel free to call our Helpline on **1300 362 006**.

Accommodation Service  
 Admissions Office  
 Applying for a course  
 Assessment  
 Careers Centre  
 Casual Employment Service  
 Centre for Continuing Education  
 Centre for English Teaching  
 Child Care  
 Client Services, Information and Communications Technology (ICT)  
 The Co-op Bookshop  
 Counselling Service  
 Disability Services  
 Email  
 Enrolment  
 Environmental Policy  
 Examinations  
 Fees  
 Financial Assistance Office  
 Freedom of Information  
 Graduations Office  
 (Grievances) Appeals  
 HECS and Fees Office  
 HELP  
 Information and Communications Technology  
 International Office  
 International Student Support Unit  
 Koori Centre and Yooroang Garang  
 Learning Centre  
 Library  
 Mathematics Learning Centre  
 Multimedia and Educational Technologies in Arts (META) Resource Centre  
 MyUni Student Portal  
 Part-time, full-time  
 Policy online  
 Privacy  
 Scholarships for undergraduates  
 Services for Students  
 Student Centre  
 Student Identity Cards  
 Student Services  
 The Sydney Summer School  
 The University of Sydney Foundation Program  
 Timetabling Unit  
 University Health Service

## Accommodation Service

The Accommodation Service helps students find off-campus accommodation. The service maintains extensive databases of share accommodation, rental properties, and full board accommodation. Currently enrolled students can access the database online through the MyUni student portal, or the accommodation website via your MyUni student portal or the Services for Students website.

Level 7, Education Building A35  
 University of Sydney  
 NSW 2006 Australia

Phone: +61 29351 3312  
 Fax: +61 2 9351 8262  
 Email: [accomm@stuserv.usyd.edu.au](mailto:accomm@stuserv.usyd.edu.au)  
 Web: <http://www.usyd.edu.au/accomm>

## Admissions Office

The Admissions Office, located in the Student Centre, is responsible for overseeing the distribution of offers to undergraduate applicants through the Universities Admission Centre (UAC). They can advise prospective local undergraduate students on admission requirements. Postgraduate students should contact the appropriate faculty. If you are an Australian citizen or a permanent resident but have qualifications from a non-Australian institution phone +61 2 9351 4118 for more information. For enquiries regarding special admissions (including mature-age entry) phone +61 2 9351 3615. Applicants without Australian citizenship or permanent residency should contact the International Office.

Student Centre  
 Ground Floor, Carslaw Building F07  
 University of Sydney  
 NSW 2006 Australia

Phone: +61 2 9351 4117 or +61 2 9351 4118  
 Fax: +61 2 9351 4869  
 Email: [admissions@records.usyd.edu.au](mailto:admissions@records.usyd.edu.au)  
 Web: <http://www.usyd.edu.au/studentcentre>

## Applying for a course

### Domestic applicants for undergraduate courses and programs of study

For the purpose of admission and enrolment 'domestic applicant' refers to citizens and permanent residents of Australia and citizens of New Zealand. If you are in this group and wish to apply for admission into an undergraduate course, you would generally apply through the Universities Admissions Centre (UAC). The deadline for application is the last working day of September in the year before enrolment. Go to the UAC website for more information.

Note that some faculties, such as Pharmacy, the Sydney Conservatorium of Music and Sydney College of the Arts, have additional application procedures.

### Domestic applicants for postgraduate courses and programs of study

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

Please note that some faculties use their own specially tailored application forms for admission into their courses. Please contact the relevant faculty.

### International applicants for all course types (undergraduate and postgraduate)

'International applicants' refers to all applicants other than Australian citizens, Australian permanent residents and citizens of New Zealand. In the majority of cases international applicants apply for admission

through the University's International Office (IO). All the information international applicants need, including application forms, is available from the IO website.

## Assessment

For assessment matters refer to the relevant department or school.

## Careers Centre

The Careers Centre will help you with careers preparation and graduate recruitment.

Careers Centre  
Ground Floor, Mackie Building K01  
University of Sydney  
NSW 2006 Australia

Phone: +61 2 9351 3481  
Fax: +61 2 9351 5134  
Email: [info@careers.usyd.edu.au](mailto:info@careers.usyd.edu.au)  
Web: <http://www.careers.usyd.edu.au>

## Casual Employment Service

The Casual Employment Service helps students find casual and part-time work during their studies and during University vacations. The service maintains a database of casual employment vacancies. Currently enrolled students can access the database online through the MyUni student portal, or the casual employment website via your MyUni student portal, or the Services for Students website.

Level 7, Education Building A35  
University of Sydney  
NSW 2006 Australia

Phone: +61 2 9351 8714  
Fax: +61 2 9351 8717  
Email: [ces@stuserv.usyd.edu.au](mailto:ces@stuserv.usyd.edu.au)  
Web: [http://www.usyd.edu.au/cas\\_emp](http://www.usyd.edu.au/cas_emp)

## Centre for Continuing Education

The Centre for Continuing Education offers a wide range of short courses for special interest, university preparation and professional development.

Centre for Continuing Education  
160 Missenden Rd  
Newtown NSW 2042

Postal address:  
Locked Bag 2020  
Glebe NSW 2037

Ph: +61 2 9036 4789  
Fax: +61 2 9036 4799  
Email: [info@cce.usyd.edu.au](mailto:info@cce.usyd.edu.au)  
Web: <http://www.cce.usyd.edu.au>

Subject areas include: history and culture, creative arts, social sciences, languages, IT, business and overseas study tours. Courses are open to everyone.

## Centre for English Teaching (CET)

The Centre for English Teaching (CET) offers English language and academic study skills programs to students from overseas and Australian residents from non-English speaking backgrounds who need to develop their English language skills to meet academic entry requirements.

Camperdown Campus G01  
University Of Sydney  
NSW 2006 Australia

Phone: +61 2 9351 0760  
Fax: +61 2 9351 0710  
Email: [info@cet.usyd.edu.au](mailto:info@cet.usyd.edu.au)  
Web: <http://www.usyd.edu.au/cet>

## Child care

Contact the Child Care Information Officer for information about child care for students and staff of the University who are parents. For details of centres, vacation and occasional care see the child care website via your MyUni student portal or the Services for Students Website

Child Care Information Officer  
Level 7, Education Building A35  
University of Sydney  
NSW 2006 Australia

Phone: +61 2 9351 5667  
Fax: +61 2 9351 7055  
Email: [childc@stuserv.usyd.edu.au](mailto:childc@stuserv.usyd.edu.au)  
Web: <http://www.usyd.edu.au/childcare>

## Client Services, Information and Communications Technology (ICT)

Client Services are responsible for the delivery of many of the computing services provided to students. Students can contact Client Services by phoning the ICT Helpdesk on 9351 6000, through the IT Assist website (<http://www.itassist.usyd.edu.au>) or by visiting the staff at one of the University Access Labs. The access labs on the Camperdown and Darlington campuses are located in:

- Fisher Library (Level 2);
- Carslaw Building (Room 201);
- Education Building (Room 232);
- Christopher Brennan Building (Room 232);
- Engineering Link Building (Room 222); and
- Pharmacy and Bank Building (Room 510).

Other labs are available at the Law, Westmead Hospital and Cumberland campuses.

The labs provide students free access to computers including office productivity and desktop publishing software.

Services are available on a fee for service basis which include Internet access, printing facilities and the opportunity to host their own non-commercial website.

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

- free email (<http://www-mail.usyd.edu.au>);
- access to the Internet from home or residential colleges (<http://www.itassist.usyd.edu.au/services.html>);
- student facilities via the MyUni student portal (<http://myuni.usyd.edu.au>), including exam results, enrolment variations and timetabling; and
- free courses in basic computing (such as MS Office; basic html and excel) that are run by Access Lab staff in the week following orientation week. To register contact the Access Lab Supervisor on +61 2 9351 6870.

Client Services, Helpdesk  
University Computer Centre, H08  
University of Sydney  
NSW 2006 Australia

Phone: +61 2 9351 6000  
Fax: +61 2 9351 6004  
Email: [support@usyd.edu.au](mailto:support@usyd.edu.au)  
Web: <http://www.itassist.usyd.edu.au>

## The Co-op Bookshop

The Co-op Bookshop is a one-stop bookshop for:

- textbooks
- general books
- reference books
- DVDs
- flash drives; and
- software at academic prices.

Lifetime membership costs \$20.00 and gives great discounts on purchases (conditions apply).

Sports and Aquatic Centre Building G09

Phone: +61 2 9351 3705

Fax: +61 2 9660 5256

Email: [sydu@coop-bookshop.com.au](mailto:sydu@coop-bookshop.com.au)

Web: <http://www.coop-bookshop.com.au>

## Counselling Service

The Counselling Service aims to help students fulfil their academic, individual and social goals through professional counselling. The Service provides short-term, problem-focused counselling to promote psychological wellbeing and to help students develop effective and realistic coping strategies. International students can access counselling assistance through the International Students Support Unit (ISSU). Each semester the Counselling Service runs a program of workshops designed to assist students master essential study and life management skills. Workshops are available to all local and international students. For details of workshops, activities and online resources provided by the service see the Counselling Service website via your MyUni student portal or the Services for Students website. Phone to make an appointment. Daily walk-in appointments are also available between 11am and 3pm.

### Camperdown and Darlington campuses

Level 7, Education Building A35  
University of Sydney  
NSW 2006 Australia

Phone: +61 2 9351 2228

Fax: +61 2 9351 7055

Email: [counsell@mail.usyd.edu.au](mailto:counsell@mail.usyd.edu.au)

Web: <http://www.usyd.edu.au/counsel>

### Cumberland Campus

Ground Floor, A Block, Cumberland Campus C42  
University of Sydney  
East Street  
Lidcombe  
NSW 2141 Australia

Phone: +61 2 9351 9638

Fax: +61 2 9351 9635

Email: [CS\\_Cumberland@fhs.usyd.edu.au](mailto:CS_Cumberland@fhs.usyd.edu.au)

Web: <http://www.usyd.edu.au/counsel>

## Disability Services

Disability Services is the principal point of contact for advice on assistance available for students with disabilities. Students with a disability need to register with Disability Services to receive support and assistance. Disability Services works closely with academic and administrative staff to ensure that students receive reasonable accommodations in their areas of study. Assistance available includes the provision of note taking, interpreters and negotiation with academic staff regarding assessment and course requirement modifications where appropriate. For details on registering with the Service including documentation required and online resources see the Disability Services website via your MyUni student portal or <http://www.usyd.edu.au/disability>.

### Camperdown and Darlington campuses

Level 7, Education Building A35  
University of Sydney  
NSW 2006 Australia

Phone: +61 2 9351 7040

Fax: +61 2 9351 3320

TTY: +61 2 9351 3412

Email: [disserv@stuserv.usyd.edu.au](mailto:disserv@stuserv.usyd.edu.au)

Web: <http://www.usyd.edu.au/disability>

### Cumberland Campus

Ground Floor, A Block, Cumberland Campus C42  
University of Sydney  
East Street  
Lidcombe  
NSW 2141 Australia

Phone: +61 2 9351 9638

Fax: +61 2 9351 9635

Email: [DS\\_Cumberland@fhs.usyd.edu.au](mailto:DS_Cumberland@fhs.usyd.edu.au)

Web: <http://www.usyd.edu.au/disability>

## Equity Support Services

Equity Support Services, located within Student Services, brings together a number of student support services that produce practical assistance and information to support students in meeting their academic and personal goals while at University. Services include Accommodation Service, Casual Employment Service, Childcare Information Officer, Disability Services and the Financial Assistance Officer. For details of these services and online resources provided see their individual entry in this Handbook or go to the MyUni student portal or the Services for Students website.

## Email

See Client Services, Information and Communications Technology

## Enrolment

### Students entering first year

Details of enrolment procedures will be sent to you with your UAC offer of enrolment. Enrolment takes place at a specific time and date, usually during the last week of January.

### All other students

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

## Environmental Policy

The University of Sydney's Environmental Policy promotes sustainable resource and product use; and encourages the practice of environmental stewardship by staff and students. The policy is supported by the University wide Sustainable Campus Program.

Enquiries can be directed to the Manager, Environmental Strategies

Phone: +61 2 93512063

Email: [sustainable@usyd.edu.au](mailto:sustainable@usyd.edu.au)

or go to <http://www.usyd.edu.au/sustainable> where you can find out what the University is doing and how you can get involved, make suggestions or receive the Sustainable Campus Newsletter.

## Examinations

The Examinations and Exclusions Office looks after the majority of examination arrangements and student progression. Some faculties, such as the Sydney Conservatorium of Music, make all examination arrangements for the units of study that they offer.

Examinations and Exclusions Office  
Student Centre  
Level 1, Carlaw Building F07  
University of Sydney  
NSW 2006 Australia

Phone: +61 2 9351 4005 or +61 2 9351 4006  
Fax: +61 2 9351 7330  
Email: [exams.office@exams.usyd.edu.au](mailto:exams.office@exams.usyd.edu.au)

## Fees

The Fees Office provides information on how to pay fees, where to pay fees and if payments have been received. The office also has information on obtaining a refund for fee payments.

Fees Office  
Margaret Telfer Building K07  
University of Sydney  
NSW 2006 Australia

Phone: +61 2 9351 5222  
Fax: +61 2 9351 4202  
Email: [feespay@usyd.edu.au](mailto:feespay@usyd.edu.au)

## Financial Assistance Office

The University of Sydney has a number of loan and bursary funds to assist students experiencing financial difficulties. Loan assistance is available for undergraduate and postgraduate students enrolled in degree and diploma courses at the University. The assistance is not intended to provide the principle means of support but to help enrolled students in financial need with expenses such as housing bonds and rent; phone and electricity bills; medical expenses; buying textbooks and course equipment. Loans are interest free and are repayable usually within one year. Bursaries may be awarded depending on financial need and academic merit and are usually only available to local full-time undergraduate students. Advertised bursaries, including First Year Bursaries, are advertised through the MyUni student portal in January each year. For details of types of assistance and online resources provided by the service see the Financial Assistance website via your MyUni student portal or the Services for Students website

Level 7, Education Building A35  
University of Sydney  
NSW 2006 Australia

Phone: +61 2 9351 2416  
Fax: +61 2 9351 7055  
Email: [fao@stuserv.usyd.edu.au](mailto:fao@stuserv.usyd.edu.au)  
Web: [http://www.usyd.edu.au/fin\\_assist](http://www.usyd.edu.au/fin_assist)

## Freedom of Information

The University of Sydney falls within the jurisdiction of the *NSW Freedom of Information Act, 1989*. The act:

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

(Note that a 'member of the public' includes staff and students of the University.)

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

While application may be made to access University documents, some may not be released in accordance with particular exemptions provided

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

The University is required to report to the public on its freedom of information (FOI) activities on a regular basis and to produce two documents: a *Statement of Affairs* (annually) and a *Summary of Affairs* (every six months). The *Statement of Affairs* contains information about the University, its structure, function and the kinds of documents held. The *Summary of Affairs* identifies the University's policy documents and provides information on how to make an application for access to University documents.

Further information and copies of the current Statement and Summary may be found at <http://www.usyd.edu.au/arms/foi>

The University is required to report to the public on its freedom of information (FOI) activities on a regular basis and to produce two documents: a *Statement of Affairs* (annually) and a *Summary of Affairs* (every six months). The *Statement of Affairs* contains information about the University, its structure, function and the kinds of documents held. The *Summary of Affairs* identifies the University's policy documents and provides information on how to make an application for access to University documents.

Further information and copies of the current Statement and Summary may be found at <http://www.usyd.edu.au/arms/foi>

## Graduations Office

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

Student Centre  
Carlaw Building F07  
University of Sydney  
NSW 2006 Australia

Phone: +61 2 9351 3199, +61 2 9351 4009  
Protocol: +61 2 9351 4612  
Fax: +61 2 9351 5072

## (Grievances) Appeals

You may consider that a decision affecting your candidature for a degree or other activities at the University has not taken into account all relevant matters.

In some cases the by-laws or resolutions of the Senate (see the University Calendar) provide for a right of appeal against particular decisions; for example, there is provision for appeal against academic decisions, disciplinary decisions and exclusion after failure.

A document outlining the current procedures for appeals against academic decisions is available at the Student Centre, at the SRC, and on the University's policy online website (click on 'Study at the University', then click on 'Appeals' – see the Academic Board and Senate resolutions).

For assistance or advice regarding an appeal contact:

Students' Representative Council  
Level 1, Wentworth Building G01  
University of Sydney  
NSW 2006 Australia

Phone: +61 2 9660 5222

## HECS and Fees Office

Student Centre  
Ground Floor, Carlaw Building F07  
University of Sydney  
NSW 2006 Australia

Phone: +61 2 9351 5659, +61 2 9351 5062, +61 2 9351 2086  
 Fax: +61 2 9036 6111

## HELP

See HECS and Fees Office

## Information and Communications Technology

See Client Services, Information and Communications Technology

## International Office

The International Office provides assistance with application, admission and enrolment procedures for international students. The International Office also includes units responsible for international marketing, government relations, international scholarships, including AusAID scholarships, and compliance with government regulations related to international students. The Study Abroad and Exchange unit assists both domestic and international students who wish to enrol for study abroad or exchange programs.

### International Office

Services Building G12  
 University of Sydney  
 NSW 2006 Australia

Phone: +61 2 9351 4079  
 Fax: +61 2 9351 4013  
 Email: [info@io.usyd.edu.au](mailto:info@io.usyd.edu.au)  
 Web: <http://www.usyd.edu.au/internationaloffice>

### Study Abroad

Phone: +61 2 9351 3699  
 Fax: +61 2 9351 2795  
 Email: [studyabroad@io.usyd.edu.au](mailto:studyabroad@io.usyd.edu.au)  
 Web: <http://www.usyd.edu.au/studyabroad>

### Student Exchange

Phone: +61 2 9351 3699  
 Fax: +61 2 9351 2795  
 Email: [exchange@io.usyd.edu.au](mailto:exchange@io.usyd.edu.au)  
 Web: <http://www.usyd.edu.au/studentexchange>

## International Student Support Unit

The International Student Support Unit assists international students through the provision of orientation, counselling and welfare services to both students and their families. ISSU aims to help international students cope successfully with the challenges of living and studying in a unfamiliar culture, to achieve success in their studies and to make the experience of being an international student rewarding and enjoyable. For details of orientation activities, counselling and welfare services provided to both students and their families and online resources, see the MyUni student portal or the Services for Students website <http://www.usyd.edu.au/stuserv>. International students also have access to all University student support services.

### Camperdown and Darlington campuses

Ground Floor, Services Building G12  
 University of Sydney  
 NSW 2006 Australia

Phone: +61 2 9351 4749  
 Fax: +61 2 9351 6818  
 Email: [info@issu.usyd.edu.au](mailto:info@issu.usyd.edu.au)  
 Web: <http://www.usyd.edu.au/issu>

### Cumberland Campus

Ground Floor, A Block, Cumberland Campus C42  
 University of Sydney  
 East Street, Lidcombe  
 NSW 2141 Australia

Phone: +61 2 9351 9638  
 Fax: +61 2 9351 9635  
 Email: [ISSU\\_Cumberland@fhs.usyd.edu.au](mailto:ISSU_Cumberland@fhs.usyd.edu.au)  
 Web: <http://www.usyd.edu.au/issu>

## Koori Centre and Yooroang Garang

Islander people in all aspects of tertiary education at the University of Sydney. The Cadigal Special Entry Program assists Indigenous Australians to enter undergraduate study across all areas of the University.

As well as delivering block-mode courses for Indigenous Australian students, the Koori Centre teaches Indigenous Australian Studies in various mainstream courses. In addition the Centre provides tutorial assistance, and student facilities such as: computer lab, Indigenous research library and study rooms for Indigenous Australian students across the University.

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

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

### Koori Centre

Ground Floor, Old Teachers College A22  
 University of Sydney  
 NSW 2006 Australia

Phone: +61 2 9351 2046 (general enquiries)  
 Toll Free: 1800 622 742  
 Community Liaison Officer: +61 2 9351 7003  
 Fax: +61 2 9351 6923  
 Email: [koori@koori.usyd.edu.au](mailto:koori@koori.usyd.edu.au)  
 Web: <http://www.koori.usyd.edu.au>

### Yooroang Garang

T Block, Level 4, Cumberland Campus C42  
 University of Sydney  
 NSW 2006 Australia

Phone: +61 2 9351 9393  
 Toll Free: 1800 000 418  
 Fax: +61 2 9351 9400  
 Email: [yginfo@fhs.usyd.edu.au](mailto:yginfo@fhs.usyd.edu.au)  
 Web: <http://www.yg.fhs.usyd.edu.au>

## Learning Centre

The Learning Centre helps students develop the generic learning and communication skills that are necessary for university study and beyond. The centre is committed to helping students achieve their academic potential throughout their undergraduate and postgraduate studies. 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, faculty-based workshops, computer-based learning resources, publications of learning resources and library facilities. For details of programs, activities and online resources provided by the centre see the website via your MyUni student portal or the Services for Students website.

### Camperdown and Darlington campuses

Level 7, Education Building A35  
 University of Sydney  
 NSW 2006 Australia

Phone: +61 2 9351 3853  
Fax: +61 2 9351 4865  
Email: [lc@stuserv.usyd.edu.au](mailto:lc@stuserv.usyd.edu.au)  
Web: <http://www.usyd.edu.au/lc>

### Cumberland Campus

Ground Floor, A Block, Cumberland Campus C42  
University of Sydney  
East Street  
Lidcombe  
NSW 2141 Australia

Phone: +61 2 9351 9638  
Fax: +61 2 9351 9635  
Email: [LC\\_Cumberland@fhs.usyd.edu.au](mailto:LC_Cumberland@fhs.usyd.edu.au)  
Web: <http://www.usyd.edu.au/lc>

## Library

The University of Sydney Library, the largest academic library in the Southern Hemisphere, is a network of 17 libraries located on nine campuses. The Library website provides access to services and resources, anywhere at anytime. The locations, opening hours and subject specialities of the libraries are listed on the website.

Over five million items are available via the Library catalogue, including more than 68,000 electronic journals and 281,000 electronic books. Past exam papers are also available online. Enrolled students are entitled to borrow from any of the University Libraries. More information is available at <http://www.library.usyd.edu.au/borrowing>.

Reading list items are available via the reserve service. Increasingly, reading list material is becoming available in electronic form. For details see the reserve service website.

Library staff are always available to support students in their studies. 'Ask a Librarian' in person, by email, or by using an online chat service.

A specialist librarian is available for all discipline areas and will provide training in finding high quality information. Courses cover a range of skills including research methodology, database searching, effective use of the Internet and the use of reference management software. See the subject contact page.

Library facilities include individual and group study spaces, computers, printers, multimedia equipment, photocopiers and adaptive technologies. Check the 'Libraries' link on the home page to find out about services and facilities in specific libraries.

The *Client Service Charter* describes the Library's commitment to supporting students' learning, including those with special needs. See the *Client Service Charter* online.

Your comments and suggestions are always welcome.

University of Sydney Library F03  
University of Sydney  
NSW 2006 Australia

Phone: +61 2 9351 2993 (general enquiries)  
Fax: +61 2 9351 2890 (administration)  
+61 2 9351 7278 (renewals)  
Email: [loanenq@library.usyd.edu.au](mailto:loanenq@library.usyd.edu.au) (loan enquiries),  
[udd@library.usyd.edu.au](mailto:udd@library.usyd.edu.au) (document delivery enquiries)  
Web: <http://www.library.usyd.edu.au>

## Mathematics Learning Centre

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

resources provided by the centre see the website via your MyUni student portal or the Services for Students website.

Level 4, Carslaw Building F07  
University of Sydney  
NSW 2006 Australia

Phone: +61 2 9351 4061  
Fax: +61 2 9351 5797  
Email: [mlc@stuserv.usyd.edu.au](mailto:mlc@stuserv.usyd.edu.au)  
Web: <http://www.usyd.edu.au/mlc>

## Multimedia and Educational Technologies in Arts (META) Resource Centre (Languages and E-Learning)

The centre provides access to recorded lectures, classwork and interactive self-paced learning materials for students of languages other than English (LOTE) and English as a second language (ESL). The self study room provides interactive computer assisted learning and access to live multilingual satellite television broadcasts. Computer access labs provide Internet, email and word processing access. The centre also provides teaching rooms with state-of-the-art multimedia equipment, language laboratories and video conferencing facilities for Faculty of Arts courses.

Level 2, Brennan Building (opposite Manning House)  
University of Sydney  
NSW 2006 Australia

Phone: Library enquiries +61 2 9351 2683  
For all other enquiries +61 2 9351 6781  
Fax: +61 2 9351 3626  
Email: For Library enquiries [meta.library@arts.usyd.edu.au](mailto:meta.library@arts.usyd.edu.au)  
For all other enquiries [meta@arts.usyd.edu](mailto:meta@arts.usyd.edu)  
Web: <http://www.arts.usyd.edu.au/centres/meta>

## MyUni Student Portal

The MyUni student portal 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-in and offers students the option of further personalising content. Most importantly, MyUni allows students to complete tasks online that would previously have required attendance in person. The following are examples of MyUni services and information:

- support services for students in health, counselling, child care, accommodation, employment and wellbeing;
- student administration systems for obtaining exam results, enrolment and variations, timetabling, email services and links to courses and units of study information;
- links to the University's e-learning systems;
- library services;
- important messages and student alerts;
- information technology and support services;
- information for local, indigenous and international students; and
- campus maps, with descriptions of cultural, sporting and campus facilities.

Website: <http://myuni.usyd.edu.au>

## Part-time, full-time

### Undergraduate students

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

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

### Postgraduate students (Coursework)

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

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

### Postgraduate students (Research)

Full-time candidates for research degrees do not keep to the normal semester schedule, instead they work continuously throughout the year with a period of four weeks recreation leave. There is no strict definition of what constitutes full-time candidature but if you have employment or other commitments that would prevent you from devoting at least the equivalent of a 35-hour working week to your candidature (including attendance at the University for lectures, seminars, practical work and consultation with your supervisor) you should enrol as a part-time candidate. If in doubt you should consult your faculty or supervisor.

### International students

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

### Policy online

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

- The code of conduct for students
- Academic honesty in coursework
- Student plagiarism: Coursework assessment and examination of coursework

All of these policies can be accessed from the University's Policy online website.

### Privacy

The University is subject to the *NSW Privacy and Personal Information Protection Act 1998* and the *NSW Health Records and Information Privacy Act 2002*. Central to both acts are the sets of information protection principles (IPPs) and health privacy principles which regulate the collection, management, use and disclosure of personal and health information. In compliance with the *Privacy and Personal Information Protection Act* the University developed a *Privacy Management Plan* which includes the *University Privacy Policy*. The *Privacy Management Plan* sets out the IPPs and how they apply to functions and activities carried out by the University. Both the plan and the *University Privacy Policy* were endorsed by the Vice-Chancellor on 28 June 2000.

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

Any questions regarding the *Freedom of Information Act*, the *Privacy and Personal Information Protection Act*, the *Health Records and Information Privacy Act* or the *Privacy Management Plan* should be directed to:

Tim Robinson: +61 2 9351 4263, or  
Anne Picot: +61 2 9351 7262  
Email: [foi@mail.usyd.edu.au](mailto:foi@mail.usyd.edu.au)

### Scholarships for undergraduates

Scholarships Unit  
Room 147, Ground Floor, Mackie Building KO1  
University of Sydney  
NSW 2006 Australia

Phone: +61 2 9351 2717  
Fax: +61 2 9351 5134  
Email: [scholarships@careers.usyd.edu.au](mailto:scholarships@careers.usyd.edu.au)

Web: <http://www.usyd.edu.au/scholarships>

### Services for Students

See Student Services

### Student Centre

Ground Floor, Carslaw Building F07  
University of Sydney  
NSW 2006 Australia

Phone: +61 2 9351 3023 (general enquiries)  
Academic records: +61 2 9351 4109  
Discontinuation of enrolment: +61 2 9351 3023  
Handbooks: +61 2 9351 5057  
Prizes: +61 2 9351 5060  
Fax: +61 2 9351 5081, +61 2 9351 5350 (academic records)  
Web: <http://www.usyd.edu.au/studentcentre>

### Student Identity Cards

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

### Student Services

The University provides personal, welfare, administrative and academic support services to facilitate your success at University. Many factors can impact on your wellbeing while studying at university and student services can assist you in managing and handling these more effectively. For details of services and online resources provided see your MyUni student portal or the Services for Students website: <http://www.usyd.edu.au/stuserv>.

### The Sydney Summer School

Most faculties at the University offer units of study from undergraduate degree programs during summer. There are also some units of study available for postgraduate coursework programs from some faculties. As the University uses its entire quota of Commonwealth supported places in first and second semester, these units are full fee-paying for both local and international students and enrolment is entirely voluntary. However, Summer School units enable students to accelerate their degree progress, make up for a failed unit or fit in a unit which otherwise would not suit their timetables. New students may also gain a head start by completing subjects before they commence their degrees. Units start at various times from late November and run for up to six weeks (followed by an examination week). Notice of the units available is on the Summer School website and is usually circulated to students with their results notices. A smaller Winter School is also run from the Summer School office. It commences on 3 July and runs for up to three weeks (followed by an examination week). It offers mainly postgraduate and a few undergraduate units of study.

Information can be found on the Summer School website: <http://www.summer.usyd.edu.au>.

### The University of Sydney Foundation Program (USFP)

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

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

Phone: +61 2 8263 1888  
Fax: +61 2 9267 0531

Email: [info@io.usyd.edu.au](mailto:info@io.usyd.edu.au)

Web: <http://www.usyd.edu.au/foundationprogram>

#### College Address

The University of Sydney Foundation Program

Taylor's College

965 Bourke St

Waterloo NSW 2017

Phone: +61 2 8303 9700

Fax: +61 2 8303 9777

## Timetabling Unit

The Timetabling Unit in the Student Centre is responsible for producing students' class and tutorial timetables. Semester One timetables are available from the Wednesday of O Week through the MyUni website.

## University Health Service

The University Health Service provides a full experienced general practitioner service and emergency medical care to all members of the University community. You can consult a doctor either by appointment or on a walk-in basis (for more urgent matters only). The Health Service bills Medicare or your overseas student health care provider (Worldcare or Medibank Private) directly for the full cost of most consultations.

Email: [director@unihealth.usyd.edu.au](mailto:director@unihealth.usyd.edu.au)

Web: <http://www.unihealth.usyd.edu.au>

Fax: +61 2 9351 4110

### University Health Service (Holme)

University Health Service (Holme)]]

Holme Building A09

Science Rd

University of Sydney

NSW 2006 Australia

Opening Hours: 8:30am–5pm, Mon–Fri

Phone: +61 2 9351 4095

### University Health Service (Wentworth)

Level 3, Wentworth Building G01

University of Sydney

NSW 2006 Australia

Opening Hours: 8:30am–5:30pm, Mon–Fri

Phone: +61 2 9351 3484

Holme Building A09

Science Rd

University of Sydney

NSW 2006 Australia

Opening Hours: 8:30am–5pm, Mon–Fri

Phone: +61 2 9351 4095

**See also the Glossary for administrative information relating to particular terms.**

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# Student organisations and International students

## Student organisations

### **Students' Representative Council**

The Students' Representative Council (SRC) advances and defends the interests of Sydney University undergraduate students at Sydney University and in the community. SRC members receive free advocacy and advice and a discount at the SRC shop.

Level 1, Wentworth Building G01  
University of Sydney  
NSW 2006 Australia

Phone: + 61 2 9660 5222  
Fax: +61 2 9660 4260  
SRC Shop: +61 2 9660 4756  
Email: [info@src.usyd.edu.au](mailto:info@src.usyd.edu.au)  
Web: [www.src.usyd.edu.au](http://www.src.usyd.edu.au)

### **Sydney University Postgraduate Representative Association (SUPRA)**

SUPRA is an independent representative association providing advice, advocacy and support services for the postgraduate student community. SUPRA is your postgraduate student association and is here to help you.

Raglan Street Building G10  
University of Sydney  
NSW 2006 Australia

Phone: +61 2 9351 3715  
Freecall: 1800 249 950  
Fax: +61 2 9351 6400  
Email: [admin@supra.usyd.edu.au](mailto:admin@supra.usyd.edu.au)  
Web: [www.supra.usyd.edu.au](http://www.supra.usyd.edu.au)

### **Sydney University Sport**

Sydney University Sport provides opportunities for participation in a range of sporting and recreational activities along with first class facilities.

University Sports and Aquatic Centre G09  
University of Sydney  
NSW 2006 Australia

Phone: +61 2 9351 4960  
Fax: +61 2 9351 4962  
Email: [admin@susport.usyd.edu.au](mailto:admin@susport.usyd.edu.au)  
Web: [www.susport.com](http://www.susport.com)

### **University of Sydney Union**

The University of Sydney Union (USU) is the main provider of catering facilities, retail services, welfare programs and social and cultural events for the University community on the Camperdown and Darlington campuses and at many of the University's affiliated campuses.

University of Sydney Union  
Level 1, Manning House A23  
University of Sydney  
NSW 2006 Australia

Phone: 1800 013 201 (switchboard)  
Fax: +61 2 9563 6109  
Email: [info@usu.usyd.edu.au](mailto:info@usu.usyd.edu.au)  
Web: [www.usuonline.com](http://www.usuonline.com)

## International students

**The following information is for international students studying onshore on an Australian Student Visa.**

### **Full-time study**

International students must maintain full-time enrolment at all times (a minimum of 18 credit points). However, in the following limited circumstances, part-time study is permitted:

- students studying in Australia on a different type of visa that does not carry study restrictions;
- students in their final semester who are required to take additional units to complete their course;
- cross-institutional students enrolled full-time at their home institution;
- students enrolled in an approved joint delivery program that involves enrolment at two institutions.

### **Satisfactory academic progress**

The University is required to report to the Department of Immigration and Multicultural Affairs (DIMA) any International Student who fails to maintain satisfactory academic progress. This may result in automatic visa cancellation. It is important that International Students contact the International Office if they are experiencing academic difficulties.

### **Distance/web-based study**

International students studying onshore in Australia are not permitted to enrol in distance or web-based courses. However, a small number of web-based units within a course taught largely in face-to-face mode are allowed. Contact the faculty to discuss enrolment options.

### **Work permits**

International students with a work permit are permitted to work for up to 20 hours during semester and full-time during the University's official vacation periods. Contact the International Office for more information.

### **Change of address**

International Students must notify the University of their residential address within seven days of arrival and notify any change of address within seven days. This may be done via the University's MyUni Web portal.

### **Course transfers**

Sponsored students will need permission from their sponsors before transferring courses. Australian Government sponsored students (AusAID, Endeavour) and Asia Development Bank (ADB) sponsored students should contact the International Office in the early stages of considering a course transfer.

### **Suspension/discontinuation**

The University is required to report to DIMA international students who discontinue or suspend their studies. Students who suspend their studies for severe medical or compassionate reasons should contact the International Office urgently.

### **Overseas student health cover**

Australian Student Visa holders must maintain overseas health cover for the duration of their stay. The International Office arranges health cover for the first year but it is the individual student's responsibility to maintain health cover for each subsequent year.

### **Additional information**

For more information related to international students, please see the Glossary in this handbook.

# Abbreviations

For a glossary of terms, describing the terminology in use at the University of Sydney, please see the glossary section.

Listed below are the more commonly used acronyms that appear in University documents and publications.

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

A	
AARNet	Australian Academic Research Network
AAUT	Australian Awards for University Teaching
AAM	Annual Average Mark
ABC	Activity Based Costing
ABSTUDY	Aboriginal Study Assistance Scheme
ACER	Australian Council for Educational Research
AGSM	Australian Graduate School of Management
ANZAAS	Australian and New Zealand Association for the Advancement of Science
APA	Australian Postgraduate Awards
APAC	Australian Partnership for Advanced Computing
APAI	Australian Postgraduate Awards (Industry)
APA-IT	Australian Postgraduate Awards in Information Technology
APDI	Australian Postdoctoral Fellowships Industry
APEC	Asia-Pacific Economic Cooperation
APF	Australian Postdoctoral Fellowship
AQF	Australian Qualifications Framework
ARC	Australian Research Council
ARTS	Automated Results Transfer System
ASDOT	Assessment Fee Subsidy for Disadvantaged Overseas Students
ATN	Australian Technology Network
ATP	Australian Technology Park
ATPL	Australian Technology Park Limited
AUQA	Australian Universities Quality Agency
AusAID	Australian Agency for International Development
AUTC	Australian Universities Teaching Committee
AVCC	Australian Vice-Chancellors Committee

B	
BAA	Backing Australia's Ability
BAC	Budget Advisory Committee
BITLab	Business Intelligence Lab
BLO	Business Liaison Office
BOTPLS	Bridging for Overseas Trained Professionals Loans Scheme

C	
CAF	Cost Adjustment Factor
CAUT	Committee for Advancement of University Teaching
CDP	Capital Development Program
CEP	Country Education Profile
CEQ	Course Experience Questionnaire
CES	Casual Employment Service
CFO	Chief Financial Officer
CHASS	College of Humanities and Social Sciences
CHESSN	Commonwealth Higher Education System Student Number
CHS	College of Health Sciences
CIO	Chief Information Officer
COE	Confirmation of Enrolment
CPSU	Community and Public Sector Union

C	
CRC	Cooperative Research Centre
CREO	Centre for Regional Education, Orange
CRICOS	Commonwealth Register of Institutions and Courses for Overseas Students
CRRRI	Centre for Rural and Regional Innovation
CSIRO	Commonwealth Scientific and Industrial Research Organisation
CST	College of Sciences and Technology
CULT	Combined Universities Language Test
CUTSD	Committee for University Teaching and Staff Development

D	
DAC	Data Audit Committee
DEST	Commonwealth Department of Education, Science and Training
DET	NSW Department of Education and Training
DIMA	Department of Immigration and Multicultural Affairs
D-IRD	Discovery-Indigenous Researchers Development Program
DVC	Deputy Vice-Chancellor

E	
EB	Enterprise Bargaining
EFTSU	Equivalent Full-Time Student Unit
EFTSL	Equivalent Full-Time Student Load
EIP	Evaluations and Investigations Program
ELICOS	English Language Intensive Course of Study
EMU	Electron Microscope Unit
ESOS Act	Education Services for Overseas Student Act

F	
FFT	Fractional Full-Time (Equivalent Staff)
FlexSIS	Flexible Student Information System
FHS	Faculty of Health Sciences
FMO	Facilities Management Office
FOS	Field of Study
FTE	Full-Time Equivalent (Staff)
FRM	Faculty of Rural Management

G	
GATS	General Agreement on Trade in Services
GCCA	Graduate Careers Council of Australia
GDS	Graduate Destination Survey
GPOF	General Purpose Operating Funds
GSA	Graduate Skills Assessment
GSG	Graduate School of Government
GWSLN	Greater Western Sydney Learning Network

H	
HDR	Higher Degree Research
HECS	Higher Education Contribution Scheme
HEEP	Higher Education Equity Program

## Abbreviations

<b>H</b>	
HEFA	Higher Education Funding Act 1988
HEIMS	Higher Education Information Management System
HEIP	Higher Education Innovation Program (DEST)
HELP	Higher Education Loan Program
HEO	Higher Education Officer
HEP	Higher Education Provider
HERDC	Higher Education Research Data Collection
HESA	Higher Education Support Act
HOD	Head of Department

<b>I</b>	
IAF	Institutional Assessment Framework (This is a new name for what was previously the DEST Profile process.)
IAS	Institute of Advanced Studies
ICT	Information and Communication Technology
ICTR	Information and Communication Technology Resources
IELTS	International English Language Testing Scheme
IGS	Institutional Grants Scheme (DEST)
IO	International Office
IP	Intellectual Property
IPRS	International Postgraduate Research Scholarships
IREX	International Researcher Exchange Scheme
ISFP	Indigenous Support Funding Program
ISIG	Innovation Summit Implementation Group
ISSU	International Student Services Unit
ITC	Information Technology Committee
ITL	Institute for Teaching and Learning
ITS	Information Technology Services

<b>J</b>	
JASON	Joint Academic Scholarships Online Network

<b>L</b>	
LBOTE	Language Background Other Than English

<b>M</b>	
MBA	Master of Business Administration
MISG	Management Information Steering Group
MNRF	Major National Research Facilities Scheme
MOU	Memorandum of Understanding
MPG	Major Projects Group
MRB	Medical Rural Bonded Scholarship Scheme

<b>N</b>	
NBCOTP	National Bridging Courses for Overseas Trained Program
NCG	National Competitive Grant
NESB	Non-English-Speaking Background
NHMRC	National Health and Medical Research Council
NOIE	National Office for the Information Economy
NOOSR	National Office for Overseas Skill Recognition
NRSL	Non-Recent School Leaver
NSW VCC	New South Wales Vice-Chancellors' Conference
NTEU	National Tertiary Education Industry Union

<b>O</b>	
OECD	Organisation for Economic Cooperation and Development
OLA	Open Learning Australia
OLDPS	Open Learning Deferred Payment Scheme

<b>O</b>	
OPRS	Overseas Postgraduate Research Scholarships

<b>P</b>	
PELS	Postgraduate Education Loans Scheme
PSO	Planning Support Office
PVC	Pro-Vice-Chancellor

<b>Q</b>	
QA	Quality Assurance
QACG	Quality Advisory and Coordination Group

<b>R</b>	
R&D	Research and Development
R&R	Restructuring and Rationalisation Program
RC	Responsibility Centre
REG	Research and Earmarked Grants
REP	Research Education Program
RFM	Relative Funding Model
RIBG	Research Infrastructure Block Grant (DEST)
RIEF	Research Infrastructure Equipment and Facilities Scheme
RISF	Restructuring Initiatives Support Fund
RMO	Risk Management Office
ROA	Record of Achievement
RQ	Research Quantum
RQU	Recognition Quality Unit (Higher Education Division – DEST)
RRTMR	Research and Research Training Management Reports
RSL	Recent School Leaver
RTS	Research Training Scheme (DEST)

<b>S</b>	
SCA	Sydney College of the Arts
SCEQ	Sydney Course Experience Questionnaire
SCM	Sydney Conservatorium of Music
SCR	Science Capability Review
SDF	Strategic Development Fund
SEG	Senior Executive Group
SES	Socioeconomic Status
SI	Scholarship Index
SLE	Student Learning Entitlement
SNA	Safety Net Adjustment
SPIRT	Strategic Partnerships with Industry – Research and Training Scheme
SPR	Student Progress Rate
SRC	Students' Representative Council
SSR	Student/Staff Ratio
STABEX	Study Abroad Exchange (database)
SUPRA	Sydney University Postgraduate Students' Representative Association
SUSport	Sydney University Sport

<b>T</b>	
TAFE	Technical and Further Education
TOEFL	Test of English as a foreign language
TPI	Teaching Performance Indicator

<b>U</b>	
UAC	Universities Admissions Centre
UMAP	University Mobility in Asia and the Pacific
UNESCO	United Nations Educational, Scientific and Cultural Organisation

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<b>U</b>	
UPA	University Postgraduate Awards

<b>V</b>	
VCAC	Vice-Chancellor's Advisory Committee
VET	Vocational Education and Training

<b>W</b>	
WAM	Weighted Average Mark
WRP	Workplace Reform Program
WTO	World Trade Organization

<b>Y</b>	
YFE	Year of First Enrolment



# Glossary

For a table of the more commonly used acronyms and abbreviations that appear in University documents and publications please see the abbreviations section.

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

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

## A

### Academic Board

The senior academic body within the University. In conjunction with faculties, the Academic Board has responsibility for approving, or recommending to Senate for approval, new or amended courses and units of study and policy relating to the admission and candidature of students. (For further information, see the University Calendar.)

### Academic cycle

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

### Academic dishonesty

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

### Academic record

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

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

### Academic transcript

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

### Academic year

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

### Admission

Governed by the University's admission policy, this is the process for identifying applicants eligible to receive an initial offer of enrolment in a course at the University. Admission to most courses is based on performance in the HSC, with applicants ranked on the basis of their UAI. Other criteria such as a portfolio, interview, audition, or results in standard tests may also be taken into account for certain courses.

### Admission basis

The main criteria used by a faculty in assessing an application for admission to a course. The criteria used include, among other things, previous secondary, TAFE or tertiary studies; work experience; special admission; and the Universities Admission Index (UAI).

### Admission (Deferment)

An applicant who receives an offer of admission to a course may apply to defer enrolment in that course for one semester or one academic cycle.

### Admission mode

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

### Admission period

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

### Admission year

The year the student expects to begin the course (see also Commencement date.)

### Advanced diplomas

(See Award course.)

### Advanced standing

(See Credit.)

### Advisor

A member of academic staff appointed in an advisory role for some postgraduate coursework students. (See also Associate supervisor, Instrumental supervisor/teacher, Research supervisor, Supervision.)

### Aegrotat

In exceptional circumstances involving serious illness or death of a student prior to completion of their course, the award of aegrotat and posthumous degrees and diplomas may be conferred.

### Alumni sidneiensis

A searchable database of graduates of the University from 1857 to 30 years prior to the current year.

### Annual average mark (AAM)

The average mark over all units of study attempted in a given academic year (equivalent to the calendar year).

The formula for this calculation is:

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

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

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

### Annual progress report

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

### Appeals

Students may lodge an appeal against academic or disciplinary decisions. An academic appeal (e.g. against exclusion) is managed by the Student Centre – Exclusions Office while it is under consideration and a record of the outcome of the appeal will be retained.

**Assessment**

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

*Formative assessment*

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

*Summative assessment*

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

**Associate supervisor**

A person who is appointed in addition to the supervisor of a research student, who can provide the day-to-day contact with the candidate or provide particular expertise or additional experience in supervision. (See also Advisor, Instrumental supervisor/teacher, Research supervisor, Supervision.)

**Assumed knowledge**

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

**Attendance pattern**

Attendance pattern is classified as full-time, part-time or external, this is dependant on the student's mode of attendance and the student load.

**Attendance mode**

A Department of Education, Science and Technology (DEST) classification defining the manner in which a student is undertaking a course, i.e. internal, external, mixed or offshore.

**Australian Qualifications Framework (AQF)**

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

**AUSTUDY**

Austudy provides financial help to students who are aged 25 years or more who meet the required criteria, and are undertaking an approved full-time course at an approved institution. (See also Youth Allowance.)

**Automated Results Transfer System (ARTS)**

This system was developed by the Australasian Conference of Tertiary Admissions Centres (ACTAC) to allow the electronic academic record of a student to be accessed, via an admission centre, by tertiary institutions.

**Award course**

(See Course.)

**B****Bachelor's degree**

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

**Barrier**

An instruction placed on a student's record that prevents the student from re-enrolling or graduating. (See also Deadlines (fees), Suppression of results.)

**Board of Studies**

An academic body which supervises a course or courses, and which is similar to a faculty except that it is headed by a chair rather than a dean and does not supervise PhD candidates.

**Bursaries**

Financial award made to a student, based primarily on need. (See also Scholarships.)

**C****Calendar**

The annual University publication which provides general and historical information about the University of Sydney, the statutes and regulations under which it operates and the Senate resolutions relating to constitutions and courses in each faculty.

**Cadigal program**

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

**Campus**

The grounds on which the University is situated. There are 10 campuses of the University of Sydney:

- Burren Street (Institute of Transport Studies)
- Camperdown
- Darlington
- Camden (Agriculture and Veterinary Science)
- Conservatorium (Sydney Conservatorium of Music)
- Cumberland (Health Sciences)
- Mallett Street (Nursing)
- Rozelle (Sydney College of the Arts)
- St James (Law)
- Surry Hills (Dentistry)

**Cancellation**

Where enrolment is cancelled for non-payment of fees.

**Candidature**

Candidature commences when a student is admitted to a course of study leading to the award of a degree, diploma or certificate. There are maximum periods and in some cases minimum periods of candidature depending on the award course and whether the candidate is a full-time or part-time student.

**Census date**

The date at which a student's enrolment, load and HECS liability are finalised before this information is reported to DEST. (See also Commonwealth-supported Student, 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.

**College of Health Sciences**

Consists of the Faculties of Dentistry; Health Sciences; Medicine; Nursing; and Pharmacy.

**College of Humanities and Social Sciences (CHASS)**

Consists of the Faculties of Arts; Economics and Business; Education; Law; the Sydney College of the Arts; and the Sydney Conservatorium of Music.

**College of Sciences and Technology (CST)**

Consists of the Faculties of Agriculture, Food and Natural Resources; Architecture; Engineering; Rural Management; Science, and Veterinary Science.

**Combined course**

A course which leads to two awards. For example the Arts/Law course leads to the separate awards of Bachelor of Arts and Bachelor of Laws.

**Combined degree**

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

**Commencement date**

The date a student commences candidature.

**Commonwealth-supported student**

Most of the students who study at the University of Sydney are Commonwealth supported. These students have most of the cost of their education paid by the government but must also contribute towards this cost themselves (their student contribution).

**Compulsory subscriptions**

Each enrolled student is liable to pay annual (or semester) subscriptions, as determined by the Senate, to the student organisations at the University. There are different organisations for undergraduate and postgraduate students.

The student organisations are specific to different campuses. The organisations at campuses other than Camperdown and Darlington include: the Conservatorium Student Association, the Cumberland Student Guild, the Orange Agricultural College Student Association and the Student Association of Sydney College of the Arts. (See also Compulsory subscription exemption, Joining fee, Life membership.)

**Compulsory subscription exemption**

Students of a certain age or those with disabilities or medical conditions may be exempt from the subscription to the sports body. Conscientious objectors to the payment of subscriptions to unions of any kind may apply to the Registrar for exemption. The Registrar may permit such a student to make the payment to the Jean Foley Bursary Fund instead. (See also Compulsory subscriptions.)

**Confirmation of Enrolment form (COE)**

This form is issued to each student after enrolment, showing the course and the units of study in which the student is enrolled, together with the credit point value of the units of study and the HECS weights. Until all fees are paid, it is issued provisionally. A new confirmation of enrolment form is produced every time a student's enrolment is varied.

**Conjoint ventures**

Two or more institutions cooperate to provide a unit or course of study to postgraduate coursework students. Arrangements exist between individual departments at the University of Sydney and individual departments at the University of New South Wales (UNSW) and the University of Technology Sydney (UTS), whereby students enrolled for a degree at one institution complete one or more units of study at the other institution to count towards the award program at their 'home' institution.

**Continuing professional education**

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

**Convocation**

The body comprising all graduates of the University.

**Core unit of study**

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

**Corequisite**

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

**Cotutelle Scheme**

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

**Course**

An undertaking of study at the University of Sydney.

*Award course*

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

*Non-award course*

Studies undertaken by students who are not seeking an award from the University. (See also Cross-institutional enrolment.)

*Coursework*

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

*Research*

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

**Course alias**

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

**Course code**

(See Course alias.)

**Course enrolment status**

A student's enrolment status in a course is either 'enrolled' or 'not enrolled'. 'Not enrolled' reasons include: cancelled; suspended; under examination; or terminated. (See also Cancellation, Candidature, Course leave, Enrolment, Enrolment variation, Terminated, Under examination.)

**Course leave**

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

**Course rules**

Rules which govern the allowable enrolment of a student in a course. Course rules may be expressed in terms of types of units of study taken, length of study, and credit points accumulated, e.g. a candidate

may not enrol in units of study having a total value of more than 32 credit points per semester. Course rules also govern the requirements for the award of the course, e.g. a candidate must have completed a minimum of 144 credit points. (See also Award course, Corequisite, Prerequisite.)

#### **Course suspension**

(See Course leave.)

#### **Course transfer**

A transfer occurs when a student changes from one course in the University to another course in the University without the requirement for an application and selection process (e.g. from a PhD to a master's program in the same faculty).

#### **Credit**

The recognition of previous studies successfully completed at this University, or another university or tertiary institution recognised by the University of Sydney, as contributing to the requirements of the course to which the applicant requesting such recognition has been admitted. Credit 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 AAM – Annual average mark, 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 will have a credit point value assigned to it. The total number of credit points required for completion of award courses will be specified in the Senate Resolutions relevant to the award course.

#### **Cross-institutional enrolment**

An enrolment in units of study at one university to count towards an award course at another university. Cross-institutional enrolments incur a student-contribution liability (see Commonwealth-supported student) or tuition fee charge at the institution at which the unit of study is being undertaken. (See also Non-award course).

## **D**

#### **Data Audit Committee (DAC)**

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

#### **Deadlines (Enrolment variations)**

(See Enrolment variation.)

#### **Deadlines (Fees)**

The University has deadlines for the payment of fees (e.g. HECS, compulsory subscriptions, course fees). Students who do not pay fees by these deadlines may have their enrolment cancelled or they may have a barrier placed on the release of their record. (See also Barrier, Cancellation.)

#### **Dean**

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

#### **Dean's certificate**

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

#### **Deferment (Deferral)**

(See Admission (deferment), Course leave.)

#### **Degree**

(See also Award course, Bachelor's degree.)

#### **Delivery mode**

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

##### *Distance education*

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

##### *Intensive on campus*

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

##### *On campus (normal)*

Attendance of scheduled lectures, tutorials etc at a campus of the University.

#### **Department**

(See School.)

#### **Department of Education, Science and Training (DEST)**

The Commonwealth Government department responsible for higher education.

#### **Differential HECS**

(See Higher Education Contribution Scheme (HECS).)

#### **Diploma**

The award granted following successful completion of diploma course requirements. A diploma course usually requires less study than a degree course. (See also Award course.)

#### **Direct admissions**

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

#### **Disability information**

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

#### **Disciplinary action**

Undertaken as the result of academic or other misconduct, e.g. plagiarism, cheating, security infringement, criminal activity.

#### **Discipline**

A defined area of study, for example, chemistry, physics, economics.

#### **Discipline group**

A DEST code used to classify units of study in terms of the subject matter being taught or being researched.

**Discontinuation (course)**

(See Enrolment variation.)

**Discontinuation (unit of study)**

(See Enrolment variation.)

**Dissertation**

A written exposition of a topic which may include original argument substantiated by reference to acknowledged authorities. It is a required unit of study for some postgraduate award courses in the faculties of Architecture and Law.

**Distance education**

Where a student does not attend campus on a daily basis for a given course or unit of study. (See also Delivery mode, Extended semester.)

**Doctorate**

A high-level postgraduate award. A doctorate course normally involves research and coursework; the candidate submits a thesis that is an original contribution to the field of study. Entry to a doctorate course often requires completion of a master's degree course. Note that the doctorate course is not available in all departments at the University. (See also Award course, PhD.)

**Domestic Student**

A student who is not an international student. (See also Local student.)

**Double degree**

A double degree is a program where students are permitted by participating faculties (and/or by specific resolutions within a single award) to transfer between courses in order to complete two awards.

**Downgrade**

Where a student enrolled in a PhD reverts to a master's by research, either on the recommendation of the University on the basis that the research they are undertaking is not at an appropriate level for a PhD; or at the student's own request, for personal or academic reasons.

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**E****Equivalent full-time student unit (EFTSU)**

The equivalent full-time student unit (EFTSU) is a measure of student load based on the workload for a student undertaking a full year of study in a particular course. A student is then recorded as having generated one EFTSU. (See also Load, Stage.)

**Equivalent full-time student load (EFTSL)**

The equivalent full-time student load (EFTSL) for a year. It is a measure, in respect of a course of study, of the study load for a year of a student undertaking that course of study on a full-time basis (effective 1 January 2005).

**Embedded courses**

Award courses in the graduate certificate, graduate diploma and master's degree by coursework sequence which allow unit of study credit points to count in more than one of the awards, e.g. the Graduate Certificate in Information Technology, Graduate Diploma in Information Technology and Master of Information Technology.

**Enrolment**

A student enrolls in a course by registering with the supervising faculty in the units of study to be taken in the coming year, semester or session.

*Commencing*

An enrolment is classified as commencing if a student has enrolled in a particular degree or diploma for the first time.

*Continuing*

Students already in a course at the University re-enrol each year or semester. Most continuing students are required to pre-enrol. (See also Pre-enrolment.)

*Enrolment list*

A list of all currently enrolled students in a particular unit of study. (See also Unit of study.)

**Enrolment status**

(See Course enrolment status.)

**Enrolment Variation**

Students may vary their enrolment at the beginning of each semester. Each faculty determines its deadlines for variations, but HECS liability depends on the HECS census date. (See also HECS.)

**Examination**

A set of questions or exercises evaluating on a given subject given by a department or faculty. (See Examination period, Assessment.)

**Examination period**

The time set each semester for the conduct of formal examinations.

**Examiner (Coursework)**

The person assessing either the written/oral examination, coursework assignments, presentations, etc of a student or group of students.

**Exchange student**

Either a student of the University of Sydney who is participating in a formally agreed program involving study at an overseas university or an overseas student who is studying here on the same basis. The International Office provides administrative support for some exchanges.

**Exclusion**

A faculty may ask a student whose academic progress is considered to be unsatisfactory to 'show good cause' why the student should be allowed to re-enrol. If the faculty deems the student's explanation unsatisfactory, or if the student does not provide an explanation, the student may be excluded either from a unit of study or from a course or faculty. An excluded student may apply to the faculty for permission to re-enrol. Normally, at least two years must have elapsed before such an application would be considered.

University policy relating to exclusion is set out in the University Calendar. (See also Progression, Senate appeals.)

**Exemption**

A decision made at a sub-unit of study level to allow a student to complete a unit of study without also completing all the prescribed components of coursework and/or assessment. (See also Credit, Waiver.)

**Expulsion**

The ultimate penalty of disciplinary action is to expel the student from the University. The effect of expulsion is:

- the student is not allowed to be admitted or to re-enrol in any course at the University;
- the student does not receive their results;
- the student is not allowed to graduate; and
- the student does not receive a transcript or testamur.

**Extended semester**

A distance-learning student may be allowed more time to complete a module or program if circumstances beyond the student's control, e.g. drought, flood or illness, affect the student's ability to complete the module or program in the specified time. (See also Distance education.)

**External**

(See Attendance mode, Distance education.)

**External transcript**

A certified statement of a student's academic record printed on official University security paper. It includes the student's name, any credit granted, all courses the student was enrolled in and the final course result and all units of study attempted within each course together with the result. It also acknowledges prizes the student has received.

Marks can be included or omitted, as required. (See also Academic transcript, Internal transcript.)

## F

### Faculty

A formal part of the University's academic governance structure, consisting mainly of academic staff members and headed by a dean, which is responsible for all matters concerning the award courses that it supervises. Usually, a faculty office administers the faculty and student or staff inquiries related to its courses. The University Calendar sets out the constitution of each of the University's faculties. (See also Board of Studies, Supervising faculty.)

### Faculty handbook

The annual University publication for each faculty which provided detailed information about the faculty and its courses.

### FEE-HELP Loan

Fee-paying students who are Australian citizens or holders of a Permanent Humanitarian Visa can gain assistance in paying their fees through the Commonwealth Government's FEE-HELP program. There is a \$50,000 limit to the amount students can borrow and a 20 per cent loan fee on the amounts borrowed through FEE-HELP.

### Fee-paying students

Students who pay tuition fees to the University and are not liable for HECS.

### Fellows of Senate

Members of the governing body of the University.

### 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 HECS 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 Assessment.)

### Full-time student

(See also Attendance pattern, EFTSU.)

## G

### Grade

The outcome for a unit of study linked with a mark range. For example, a mark in the range 85–100 attracts the grade 'high distinction' ('HD'). (See also Mark.)

Grade	Description	Comment
HD	High distinction	A mark of 85–100.
D	Distinction	A mark of 75–84.
CR	Credit	A mark of 65–74.
P	Pass	A mark of 50–64.
R	Satisfied requirements	This is used in pass/fail only outcomes.
UCN	Unit of study continuing	Used at the end of semester for units of study that have been approved to extend into a following semester. This will automatically flag that no final result is required until the end of the last semester of the unit of study.

Grade	Description	Comment
PCON	Pass (concessional)	A mark of 46–49. Use of this grade is restricted to those courses that allow for a concessional pass of some kind to be awarded. A student may re-enrol in a unit of study for which the result was PCON. Each faculty will determine and state in its course regulations what proportion, if any, may count – e.g. "no more than one sixth of the total credit points for a course can be made up from PCON results".
F	Fail	A mark of 0–49. This grade may be used for students with marks of 46–49 in those faculties which do not use PCON.
AF	Absent fail	Includes non-submission of compulsory work (or non-attendance at compulsory labs, etc) as well as failure to attend an examination.
W	Withdrawn	Not recorded on an external transcript. This is the result that obtains where a student applies to discontinue a unit of study by the HECS census date (i.e. within the first four weeks of enrolment).
DNF	Discontinued not to count as failure	Recorded on external transcript. This result applies automatically where a student discontinues after the HECS census date but before the end of the seventh week of the semester (or before half of the unit of study has run, in the case of units of study which are not semester-length). A faculty may determine that the result of DNF is warranted after this date if the student has made out a special case based on illness or misadventure.
INC	Incomplete	This result is used when examiners have grounds (such as illness or misadventure) for seeking further information or for considering additional work from the student before confirming the final result. Except in special cases approved by the Academic Board, this result will be converted to a normal permanent passing or failing grade either: by the dean at the review of examination results conducted pursuant to section 2(4) of the Academic Board policy 'Examinations and Assessment Procedures'; or automatically to an AF grade by the third week of the immediately subsequent academic session. Deans are authorised to approve the extension of a MINC grade for individual students having a valid reason for their incomplete status.
UCN	Incomplete	A MINC or INC grade is converted, on the advice of the dean, to UCN when all or many students in a unit of study have not completed the requirements of the unit. The students may be engaged in practicum or clinical placements, or in programs extending beyond the end of semester (e.g. honours).

### Graduand

A student who has completed all the requirements for an award course but has not yet graduated. (See also Graduation, Potential graduand.)

### Graduate

A person who holds an award from a recognised tertiary institution. (See also Graduand, Graduation.)

### Graduate Certificate

(See Award course.)

### Graduate Diploma

(See Award course.)

### Graduate entry degree

A bachelor's, or undergraduate degree, that requires another undergraduate degree as a prerequisite of entry. Examples of graduate entry degrees at the University of Sydney include: the Medical Program; Graduate Law and the Bachelor of Dentistry.

### Graduation

The formal conferring of awards either at a ceremony or in absentia. (See also In absentia, Potential graduand.)

### Graduation ceremony

A ceremony where the Chancellor confers awards upon graduands.

**Group work**

Means a formally established project to be conducted by a number of students in common, resulting in a single piece of assessment or a number of associated pieces of assessment. (See also Legitimate cooperation.)

**Grand Weighted Average Mark (GWAM)**

Is the WAM calculated over all units of study undertaken in a degree course (except those "Discontinued – Not to count as failure" and those with only a "Satisfied Requirements" result), weighted according to credit point value and the year-levels (1, 2, 3 or 4) of the units of study. The GWAM may be expressed as:

$$GWAM = \frac{\sum (\text{Mark} \times \text{Credit Points} \times \text{Year})}{\sum (\text{Credit Points} \times \text{Year})}$$

**H****Handbook**

(See Faculty handbook.)

**Head of department (HOD)**

The head of the academic unit which has responsibility for the relevant unit of study, or equivalent program leader.

**Higher doctorates**

(See Award course.)

**HECS (Higher Education Contribution Scheme)**

Higher Education Contribution Scheme (HECS)

The Higher Education Contribution Scheme (HECS) was the previous Commonwealth Government student loan scheme. It ceased to operate on 1 January, 2005 and was replaced by HECS-HELP (see below).

**HECS-HELP Loan**

Commonwealth supported students who are Australian citizens or holders of a Permanent Humanitarian Visa can choose to pay their contributions upfront or to obtain a HECS-HELP loan from the Commonwealth. A HECS-HELP loan is repaid through the tax system once the student is working and their income reaches a threshold (currently around \$35 000). Students who choose to pay their student contribution upfront receive a 20 per cent discount. The student's contribution is calculated twice a year (before each semester).

**Honorary degrees**

A degree *honoris causa* (translated from the Latin as 'for the purpose of honouring') is conferred on a person whom the University wishes to honour. Long-standing full-time members of the University's academic staff who are not graduates of the University may be considered by Senate, upon their retirement, for admission ad eundem gradum, to an appropriate degree of the University.

**Honours**

Some degrees may be completed 'with Honours'. This may involve either the completion of a separate honours year or additional work in the later years of the course or meritorious achievement over all years of the course. Honours are awarded in a class (Class I, Class II – which may have two divisions or, Class III).

**NSW Higher School Certificate (HSC)**

The NSW Higher School Certificate (HSC), which is normally completed at the end of year 12 of secondary school. The UAI (Universities Admission Index) is a rank out of 100 that is computed from a student's performance in the HSC.

**I****In absentia**

Latin for 'in the absence of'. Awards are conferred in absentia when graduands do not, or cannot, attend the graduation ceremony

scheduled for them. Those who have graduated in absentia may later request that they be presented to the Chancellor at a graduation ceremony. (See also Graduation.)

**Instrumental supervisor/teacher**

All students at the Sydney Conservatorium of Music and BMus students on the Camperdown Campus have an instrumental teacher appointed. (See also Advisor, Associate supervisor, Research supervisor, Supervision.)

**Internal mode**

(See Attendance mode.)

**Internal transcript**

A record of a student's academic record for the University's own internal use. It includes the student's name, student identifier (SID), address, all courses in which the student was enrolled and the final course result, and all units of study attempted within each course together with the unit of study result. (See also Academic transcript, External transcript.)

**International student**

Any student who is not an Australian or New Zealand citizen or a permanent resident of Australia is an international student. An international student is required to hold a visa that allows study in Australia and may be liable for international tuition fees.

**Fee-paying**

A private International Student who is liable to pay tuition fees for their studies with the University.

**Fee-paying – Outgoing exchange**

An international fee-paying student undertaking short term study at a recognised overseas institution with which the University has a student exchange agreement. Exchange study counts towards the student's University of Sydney award and students remain enrolled in their University of Sydney course during the period of exchange.

**International – cross-institutional**

An international fee paying student undertaking non-award study at the University on a cross-institutional basis. They are liable to pay fees for the study they undertake at the University, but there is no compliance reporting requirement, which rests with their 'home' institution.

**International – Sponsored**

A private international student who is fully sponsored for his/her tuition; his/her sponsorship may also cover Overseas Health Cover and Compulsory Subscriptions.

**Offshore studies**

International offshore students undertake their program of study at one of the University's offshore campuses and hence do not enter Australia; therefore they do not require a visa. They are distinct from international students who are on outbound exchange programs as they never enter Australia during their program of study.

**Short course**

An international fee-paying student undertaking a short course with the University of Sydney comprising such programs as international development programs, executive training or study visits. The study undertaken by these students is non-award and generally a student visa is not required.

**Sponsored award**

An international student sponsored by the Australian government, undertaking a program of study at the University. Currently Australian Development Scholarships holders, funded by AusAID, are the only students in this category. These students are fully sponsored for their tuition and other costs such as travel and health cover, and are paid a stipend.

**Study Abroad**

An international student who is undertaking short-term study at the

University under the Study Abroad scheme. Study Abroad students must have completed at least one year of study towards a degree at a recognised institution in their home country and are continuing towards the degree of their home institution. (See also Local student, Student type.)

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## J

### Joining fee

Students enrolling for the first time pay a joining fee in addition to the standard subscription for the University of Sydney Union or equivalent student organisation. (See also Compulsory subscription.)

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## L

### Learning Entitlement

Each student has a seven year full-time period during which they can remain Commonwealth supported. This seven year period is called their 'learning entitlement'.

### Leave

See Course leave.

### Legitimate cooperation

Any constructive educational and intellectual practice that aims to facilitate optimal learning outcomes through interaction between students. (See also Group work.)

### Life membership

Under some circumstances (e.g. after five full-time years of enrolments and contributions) students may be granted life membership of various organisations. This means they are exempt from paying yearly fees. (See also Compulsory subscriptions.)

### Load

The sum of the weights of all the units of study in which a student is enrolled. The weight is determined by the proportion of a full year's work represented by the unit of study in the degree or diploma for which the student is a candidate. Student load is measured in terms of Equivalent full-time student units (EFTSU). (See also Equivalent full-time student units (EFTSU).)

### Local Student

Either an Australian or New Zealand citizen or Australian permanent resident. New Zealand citizens are required to pay their Higher Education Contribution Scheme (HECS) fees upfront. (See also Commonwealth-supported student, Domestic student, International student.)

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## M

### Major

A field of study, chosen by a student, to represent their principal interest. This would consist of specified units of study from later stages of the award course. Students select and transfer between majors by virtue of their selection of units of study. One or more majors may be awarded upon the graduand's assessment of study. (See also Award course, Minor, Stream.)

### Major timetable clash

The term used when a student attempts to enrol in units of study which have so much overlap in the teaching times that it has been decided that students must not enrol in the units simultaneously.

### Mark

An integer (rounded if necessary) from 0 to 100 indicating a student's performance in a unit of study. (See also Grade.)

### Master's degree

A postgraduate award. Master's degree courses may be offered by

coursework, research only or a combination of coursework and research. Entry to the course often requires completion of an honours year at an undergraduate level. (See also Award course.)

### Method of candidature

A course is either a research course or a coursework course and so the methods of candidature are 'research' and 'coursework'. (See also Course – Coursework, Course – Research.)

### Minor

Studies undertaken to support a Major. Requiring a smaller number of credit points than a major students select and transfer between minors (and majors) by virtue of their selection of units of study. One or more minors may be awarded upon the graduand's assessment of study. (See also Award course, Major, Stream.)

### Mixed mode

(See Attendance mode.)

### MPhil

The Master of Philosophy (MPhil) is a master's by research degree offered by some (but not all) of the University's faculties. (See also Award course, Master's degree.)

### Mutually exclusive units of study

(See Prohibited combinations of units of study.)

### MyUni

The University of Sydney's student portal system. It provides students with access to information about the University and its courses, including access to email, library services, student support services, student self-administration and e-learning software such as Blackboard and WebCT.

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## N

### Non-award course

(See Course.)

### Non-standard session

A teaching session other than the standard February and August sessions – e.g. Summer School, in which units of study are delivered and assessed in an intensive mode during January. (See also Semester, Session.)

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## O

### Orientation Week

Orientation or 'O Week', takes place in the week before lectures begin in Semester One. During O Week, students can join various clubs, societies and organisations, register for courses with departments and take part in activities provided by the University of Sydney Union.

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## P

### Part-time student

(See Attendance mode, Attendance pattern, Equivalent full-time student units (EFTSU).)

### Permanent home address

The address used for all official University correspondence with a student, both inside and outside of semester time (e.g. during semester breaks), unless the student provides a different overridden by semester address for use during the semester. (See also Semester address.)

### PhD

The Doctor of Philosophy (PhD) and other doctorate awards are the highest awards available at the University. A PhD course is normally purely research-based; the candidate submits a thesis that is an original contribution to the field of study. (See also Award course, Doctorate.)

**Plagiarism**

Presenting another person's ideas, findings or work as one's own by copying or reproducing them without the acknowledgement of the source. (See also Academic dishonesty.)

**Postgraduate**

A term used to describe a course leading to an award such as graduate diploma, a master's degree or PhD which usually requires prior completion of a relevant undergraduate degree (or diploma) course. A 'postgraduate' is a student enrolled in such a course. (See also Course – Coursework, Course – Research.)

**Postgraduate Education Loans Scheme (PELS)**

An interest-free loans facility for eligible students who are enrolled in fee-paying, postgraduate non-research courses. It is similar to the deferred payment arrangements available under the Higher Education Contribution Scheme (HECS). This scheme was replaced by the FEE-HELP scheme on 1 January 2005. (See FEE-HELP Loan.)

**Potential graduand**

A student who has been identified as being eligible to graduate on the satisfactory completion of their current studies. (See also Graduand, Graduation.)

**Pre-enrolment**

Pre-enrolment – also known as provisional re-enrolment – takes place in October, when students indicate their choice of unit of study enrolment for the following year. After results are approved, pre-enrolment students are regarded as enrolled in those units of study for which they are qualified. Their status is 'enrolled' and remains so provided they pay any money owing and comply with other requirements by the due date. Students who do not successfully pre-enrol in their units of study for the next regular session are required to attend the University on set dates during the January/February enrolment period. (See also Enrolment.)

**Prerequisite**

A unit of study that is required to be successfully completed before another unit of study can be attempted. Prerequisites can be mandatory (compulsory) or advisory. (See also Assumed knowledge, Corequisite, Waiver, Qualifier.)

**Prizes**

Awarded in recognition of outstanding performance, academic achievement or service to the community or University.

**Probationary candidature**

A student who is enrolled in a postgraduate course on probation for a period of time up to one year. The head of department is required to consider the candidate's progress during the period of probation and make a recommendation for normal candidature or otherwise to the faculty.

**Professional practice**

Students undertake placement in a professional practice as a part of their course requirements. May require University approved supervision. Professional placements are located in a wide range of professional practices environments, and may not require additional criteria to be fulfilled.

**Progression**

Satisfactory progression is satisfying all course and faculty rules (normally assessed on an annual basis) to enable the completion of the chosen award within the (maximum) completion time allowed. (See also Exclusion.)

**Prohibited combinations of units of study**

When two or more units of study contain a sufficient overlap of content, enrolment in any one such unit prohibits enrolment in any other identified unit. (See also unit of study.)

**Provisional re-enrolment**

(See Pre-enrolment.)

**Q****Qualification**

An academic attainment recognised by the University.

**Qualifier**

A mandatory (compulsory) prerequisite unit of study which must have a grade of pass or better. (See also Assumed knowledge, Corequisite, Prerequisite, Waiver.)

**R****Recycling**

The submission for assessment of one's own work, or of work which substantially the same, which has previously been counted towards the satisfactory completion of another unit of study, and credited towards a university degree, and where the examiner has not been informed that the student has already received credit for that work.

**Registration**

In addition to enrolling with the faculty in units of study, students must register with the department responsible for teaching each unit. This is normally done during Orientation Week. Note that unlike enrolment, registration is not a formal record of units attempted by the student.

**Research course**

(See Course – Research.)

**Research supervisor**

A supervisor is appointed to each student undertaking a research postgraduate degree. The supervisor will be a full-time member of the academic staff or a person external to the University recognised for their association with the clinical teaching or the research work of the University. A research supervisor is commonly referred to as a supervisor. (See also Advisor, Associate supervisor, Instrumental supervisor/teacher, Supervision.)

**Result processing**

Refers to the processing of assessment results for units of study. For each unit of study, departments tabulate results for all assessment activities and assign preliminary results. (See also Assessment, Formative assessment, Examination period, Summative assessment.)

**Result processing schedule**

The result processing schedule will be determined for each academic cycle. All departments and faculties are expected to comply with this schedule. (See also Assessment, Examination period, Result processing.)

**Result**

The official statement of a student's performance in each unit of study attempted as recorded on the academic transcript, usually expressed as a mark and grade. (See also Grade, Mark.)

**Research Training Scheme (RTS)**

The RTS provides Commonwealth-funded higher degree by research (HDR) students with an 'entitlement' to a HECS exemption for the duration of an accredited HDR course, up to a maximum period of four years full-time equivalent study for a doctorate by research and two years full-time equivalent study for a master's by research.

**S****Scholarships**

Financial or other form of support made available to enable students to further their studies. (See also Bursaries.)

**School**

A school or academic unit shall encourage and facilitate teaching, scholarship and research and coordinate the teaching and examining duties of members of staff in the subjects or courses of study with which it is concerned.

**Semester**

A half-yearly teaching session whose dates are determined by the Academic Board. Normally all undergraduate sessions will conform to the semesters approved by the Academic Board. Any offering of an undergraduate unit not conforming to the semester dates (non-standard session) must be given special permission by the Academic Board. (See also Session, Non-standard session.)

**Semester address**

The address to which all official University correspondence is sent during semester time, if it is different to the permanent address.

**Senate**

The governing body of the University. (See the University Calendar for more details of its charter and powers.)

**Senate appeals**

Senate appeals are held for those students who, after being excluded by a faculty from a course, appeal to the Senate for readmission. While any student may appeal to the Senate against an academic decision, such an appeal will normally be heard only after the student has exhausted all other avenues, i.e. the department, faculty, board of study and, in the case of postgraduates, the Committee for Graduate Studies. (See also Exclusion.)

**Session**

Any period of time during which a unit of study is taught. A session differs from a semester in that it need not be a six-month teaching period, but it cannot be longer than six months. Each session maps to either Semester One or Two for DEST reporting purposes. Session offerings are approved by the relevant dean, taking into account all the necessary resources, including teaching space and staffing. The Academic Board must approve variation to the normal session pattern. (See also Semester, Non-standard teaching period.)

**Session address**

(See Semester address.)

**Short course**

A fee paying student undertaking a short course with the University of Sydney comprising professional development, executive training etc. The study undertaken by these students is a non-award course.

**Show cause**

(See Progression, Exclusion.)

**Special consideration**

Candidates who suffer serious illness or misadventure which may affect performance in any assessment, may request that they be given special consideration in relation to the determination of their results.

**Sponsorship**

Financial support of a student by a company or government body.

**Stage**

A normal full-time course of study taken in a year. (See also Course rules, EFTSU, Progression.)

**Stream**

A defined award course, which requires the completion of set units of study as specified by the course rules for the particular stream, in addition to the core program specified by the course rules. A stream will appear with the award course name on testamurs, e.g. Bachelor of Engineering in Civil Engineering (Construction Management). (See also Award course, Major, Minor.)

**Student**

Student means a person enrolled as a candidate for an award course or unit of study.

**Student identifier (SID)**

A nine-digit number which uniquely identifies a student at the University.

**Student ID Card**

All students who enrol are issued with an identification card. The card includes the student's name, SID, the course code, a library borrower's bar code and a passport-style photo. The card identifies the student as eligible to attend classes and must be displayed at formal examinations. It must be presented to secure student concessions and to borrow books from all sections of the University Library.

**Student progress rate (SPR)**

A calculation which measures the rate at which load undertaken is passed annually in each award program.

**Student type**

Student type identifies whether a student is local or international and the type of study the student is undertaking. (See also International student, Domestic student, Exchange student.)

**Study Abroad program**

A scheme administered by the International Office which allows international students who are not part of an exchange program to take units of study at the University of Sydney, but not towards an award program. In most cases the units of study taken here are credited towards an award at their home institution. (See also Exchange student.)

**Subject area**

A unit of study may be associated with one or more subject areas. The subject area can be used to define prerequisite and course rules, e.g. the unit of study 'History of Momoyama and Edo Art' may count towards the requirements for the subject areas 'Art History and Theory' and 'Asian Studies'.

**Summative assessment**

See Assessment.

**Summer School**

(See Sydney Summer School.)

**Supervising faculty**

The faculty which has the responsibility for managing the academic administration of a particular course, i.e. the interpretation and administration of course rules, approving students' enrolments and variations to enrolments. Normally the supervising faculty is the faculty offering the course. However, in the case of combined courses, one of the two faculties involved will usually be designated the supervising faculty. Further, in the case where one course is jointly offered by two or more faculties (e.g. the Liberal Studies course), a joint committee may make academic decisions about candidature and the student may be assigned a supervising faculty for administration.

**Supervision**

Refers to a one-to-one relationship between a student and a nominated member of the academic staff or a person specifically appointed to the role. (See also Advisor, Associate supervisor, Instrumental supervisor/teacher, Research supervisor.)

**Suppression of results**

Results for a particular student can be suppressed by the University when the student has an outstanding debt to the University; or the student is facing disciplinary action. A student may also request a suppression for personal reasons.

**Suspension**

(See Course leave.)

**Sydney Summer School**

A program of accelerated, intensive study running for approximately six weeks during January and February each year. Both undergraduate and postgraduate units are offered. Summer School provides an opportunity for students at Sydney and other universities to catch up

on needed units of study, to accelerate completion of a course or to undertake a unit that is outside their award course. All units attract full fees and enrolled students are also liable for compulsory subscriptions. Some fee-waiver scholarships are available.

#### **Semester Weighted Average Mark (SWAM)**

Is the WAM calculated over all units of study undertaken in a semester (except those 'Discontinued – Not to count as failure' and those with only a 'Satisfied Requirements' result), weighted according to credit point value. The SWAM may be expressed as:

$$SWAM = \frac{\sum (Mark \times Credit\ points)}{\sum (Credit\ points)}$$

## T

#### **Teaching department**

(See School.)

#### **Teaching end date**

Official finish date of formal timetabled classes.

#### **Teaching start date**

Official commencement date of formal timetabled classes.

#### **Terminated**

Term used when a student's candidature has been officially closed because they are not able to complete the Course requirements. (See also Candidature.)

#### **Testamur**

A certificate of award provided to a graduand, usually at a graduation ceremony. The Award conferred will be displayed along with other appropriate detail.

#### **Thesis**

A major work that is the product of an extended period of supervised independent research. (See also Course – Research.)

#### **Timetable**

The schedule of lectures, tutorials, laboratories and other academic activities that a student must attend.

#### **Transcript**

(See Academic transcript.)

#### **Transfer**

(See Course transfer.)

#### **Tuition fees**

Tuition fees may be charged to students in designated tuition fee-paying courses. Students who pay fees are not liable for HECS.

## U

#### **Universities Admissions Centre (UAC)**

The UAC receives and processes applications for admission to undergraduate courses at recognised universities in NSW and the ACT. Most commencing, local undergraduate students at the University apply through the UAC.

#### **Universities Admission Index (UAI)**

A measure of overall academic achievement in the HSC that assists universities in ranking applicants for university selection. The UAI is based on the aggregate of scaled marks in ten units of the HSC, and is a number between 0.00 and 100.00 with increments of 0.05.

#### **Under examination**

Indicates that a research student has submitted their written work (thesis) for assessment, and is awaiting the finalisation of the examiners' outcome and recommendation.

#### **Undergraduate**

A term used to describe both a course leading to a diploma or bachelor's degree and a student enrolled in such a course.

#### **Unit of study**

Unit of study or unit means a stand-alone component of an award course. Each unit of study is the responsibility of a department. (See also Prohibited combinations of unit of study.)

#### **Unit of study enrolment status**

The enrolment status indicates whether the student is still actively attending the unit of study (i.e. currently enrolled) or is no longer enrolled. (See also Discontinuation or Cancellation.)

#### **Unit of study level**

Units of study are divided into Junior, Intermediate, Senior, Honours, Year 5, and Year 6. Most majors consist of 32 Senior credit points in a subject area (either 3000 level units of study or a mix of 2000 and 3000 level units of study).

#### **University**

Unless otherwise indicated, University in this document refers to the University of Sydney.

#### **University Medal**

A faculty may recommend the award of a University Medal to a student qualified for the award of an undergraduate honours degree (or some master's degrees), whose academic performance is judged to be outstanding.

#### **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.

#### **USYDnet**

The University of Sydney's intranet system. It provides access to other services such as directories (maps, staff and student, organisations), a calendar of events (to which staff and students can submit entries), and a software download area.

## V

#### **Variation of enrolment**

(See Enrolment variation.)

#### **Vice-Chancellor and Principal**

The chief executive officer of the University, responsible for its leadership and management. The Vice-Chancellor and Principal is head of both academic and administrative divisions.

## W

#### **Waiver**

In a prescribed course, a faculty may waive the prerequisite or corequisite requirement for a unit of study or the course rules for a particular student. Unlike credit, waivers do not involve a reduction in the number of credit points required for a course. (See also Credit, Exemption.)

#### **Winter School**

An intensive session offered by the University during the mid-year break.

#### **Weighted average mark (WAM)**

This mark uses the unit of study credit point value in conjunction with an agreed 'weight'. The formula for this calculation is:

$$WAM = \frac{\sum (W_c \times M_c)}{\sum (W_c)}$$

Where  $W_c$  is the weighted credit point value – ie, the product of the credit point value and the level of weighting of 1, 2, 3, or 4 for a first, second, third or fourth year unit of study respectively; and where  $M_c$  is the greater of 45 or the mark out of 100 for the unit of study.

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

**WAM weight**

A weight assigned to each unit of study to assist in the calculation of WAMs.

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**Y**

**Year of first enrolment (YFE)**

The year in which a student first enrolls at the University. (See also Commencement date.)

**Youth Allowance**

Youth Allowance is payable to a full-time student or trainee aged 16–24 years of age who is enrolled at an approved institution such as a school, college, TAFE or university, and undertaking at least 15 hours a week face-to-face contact.

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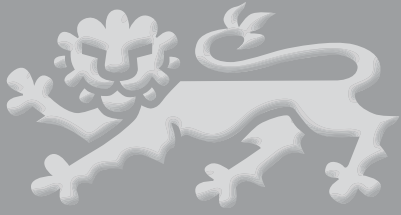
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# 2007 handbook

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[www.facilities.usyd.edu.au/maps/index.shtml](http://www.facilities.usyd.edu.au/maps/index.shtml)

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Bicycle map

Precincts

Disability access

Parking layout



**The University of Sydney**

# Camperdown and Darlington campuses



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O6 Aeronautical Engineering Building	K8 Merewether Building				
J4 Anderson Stuart Building	E1 No.1-3 Ross Street				
G3 Badham Building	M7 Old School Building				
H3 Bank Building	F4 Old Teachers' College				
L2 Baxter's Lodge	H3 Pharmacy Building				
L8 Biochemistry and Microbiology Building	H6 Physics Annex				
E6 Blackburn Building	G5 Physics Building				
E7 Bosch Building 1A	N8 PNR Building				
E7 Bosch Building 1B	H2 Queen Elizabeth II Research Institute				
H3 Brennan MacCallum Building	H3 RC Mills Building				
E6 Bruce Williams Pavilion	F2 RD Watt Building				
L6 Carslaw Building	M9 RMC Gunn Building				
F4 Chaplaincy	M4 Raglan Street Building				
M8 Chemical Engineering Building	N7 Rose Street Building				
J5 Chemistry Building	E2 Ross Street Building				
N8 Civil Engineering Building	G2 Science Road Cottage				
N9 Civil Engineering Workshop	E1 Selle House				
K10 Clark Building	M10 Services Building				
J9 Darlington Centre	N6 Seymour Centre				
J10 Darlington House	K10 Shepherd Centre				
K9 Darlington Road Terraces	O6 Shepherd Street Carpark				
L10 Demountables	K9 Store Dixon Wing				
K5 Eastern Avenue Auditorium & Lecture Theatre Complex	F5 The Arena Sports Centre				
L9 Economics and Business Building	J3 The Quadrangle				
H2 Edgeworth David Geology Building	J5 Transient Building				
G4 Education Building	L10 University Computing Centre				
H5 Education Building Annex	J10 University Garage				
N7 Edward Ford Building	M9 University Sports & Aquatic Centre				
N7 Electrical Engineering Building	D3 Veterinary Science Conference Centre				
C3 Engineering Link Building	E6 Victor Coppleson Building				
K3 Evelyn Williams Building	F3 Wallace Theatre				
K4 Fisher Library Stack	K7 Wentworth Building				
G2 Footbridge Theatre	E7 Western Avenue Carpark				
C3 Gatekeeper's Lodge	M6 WH Maze Building				
J7 Gatekeeper's Lodge (City Road)	M6 Wilkinson Building				
M8 Gordon Yu-Hoi Chui Building	<b>Academic colleges (offices)</b>				
J2 Great Hall	H5 Health Sciences				
G3 Griffith Taylor Building	F4 Humanities and Social Sciences				
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M10 Lost Property					
M10 Traffic & Parking					

# Course planner

Year	Semester	Unit of study 1 & credit points		Unit of study 2 & credit points		Unit of study 3 & credit points		Unit of study 4 & credit points		Total credit points
1	1									
	2									
2	summer									
	1									
	winter									
	2									
3	summer									
	1									
	winter									
	2									
4	summer									
	1									
	winter									
	2									
5	summer									
	1									
	winter									
	2									
<b>Total credit points</b>										