UTS College

UNIVERSITY OF TECHNOLOGY SYDNEY

Academic & English Handbook

2021

utscollege.edu.au

Welcome to UTS College

Welcome to your UTS pathway program. Our courses will provide you with the skills and the knowledge needed for your university study and future careers. Students who complete our Academic English programs, the UTS Foundation Studies program or who graduate from our Diplomas and Graduate Certificates go on to achieve strong academic results at UTS. You can look forward to joining other College alumni at UTS when you successfully complete your studies with us.

I wish you every success with your studies. Study well, actively engage with your teachers and other students and enjoy your college experience including our social activities and our range of support programs. This is your first step in an exciting university experience.

Tim Laurence
Dean of Studies
UTS College

Covid-19 – A Global Pandemic

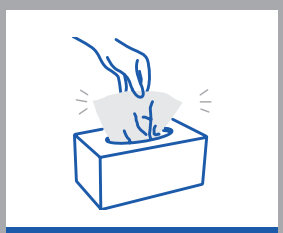
2020 presented a global challenge in Covid-19. It has affected your studies, whether that be due to border closure and completing your studies online or being in Sydney and observing Government health guidelines and social distancing. UTS College is a registered COVID Safe workplace, which means we've lodged a COVID-19 Safety Plan with NSW Health and we are taking appropriate steps to keep our community, and you, safe. Your health and safety are extremely important to us, no matter where you are. Keep up to date with government changes and UTS College rules. Information, advice and updates can be found on our website: utscollege.edu.au

Observing simple health practices will help keep you, your fellow students, friends and teachers, safe.

Simple Steps To

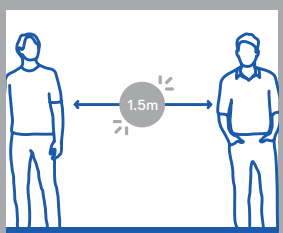
Help Stop The Spread

Cough or sneeze into your arms

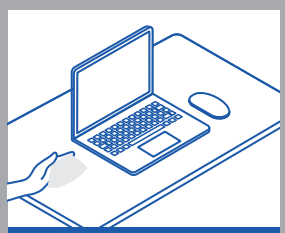


Use a tissue and throw in a bin

Wash your hands for 20 seconds



Keep a safe distance of 1.5 metres



Please keep your work area clear of work papers and personal items. Please use antibacterial wipes to clean the desk/workstation before and after use.

Please leave the campus immediately, seek medical advice and get tested if you answer YES to any of the following:

- Have you returned from overseas within the last 14 days?
- Are you showing signs and symptoms of COVID-19 (fever, flu like symptoms such as coughing, sore throat or headaches; of difficulty breathing)?
- Have you been in contact with a person who has been confirmed with COVID-19.

Call the National Coronavirus Helpline (1800 020 080) available 24 hours a day, seven days a week for more information.

UTS College | UNIVERSITY OF TECHNOLOGY SYDNEY

For more information visit
utscollege.edu.au/coronavirus

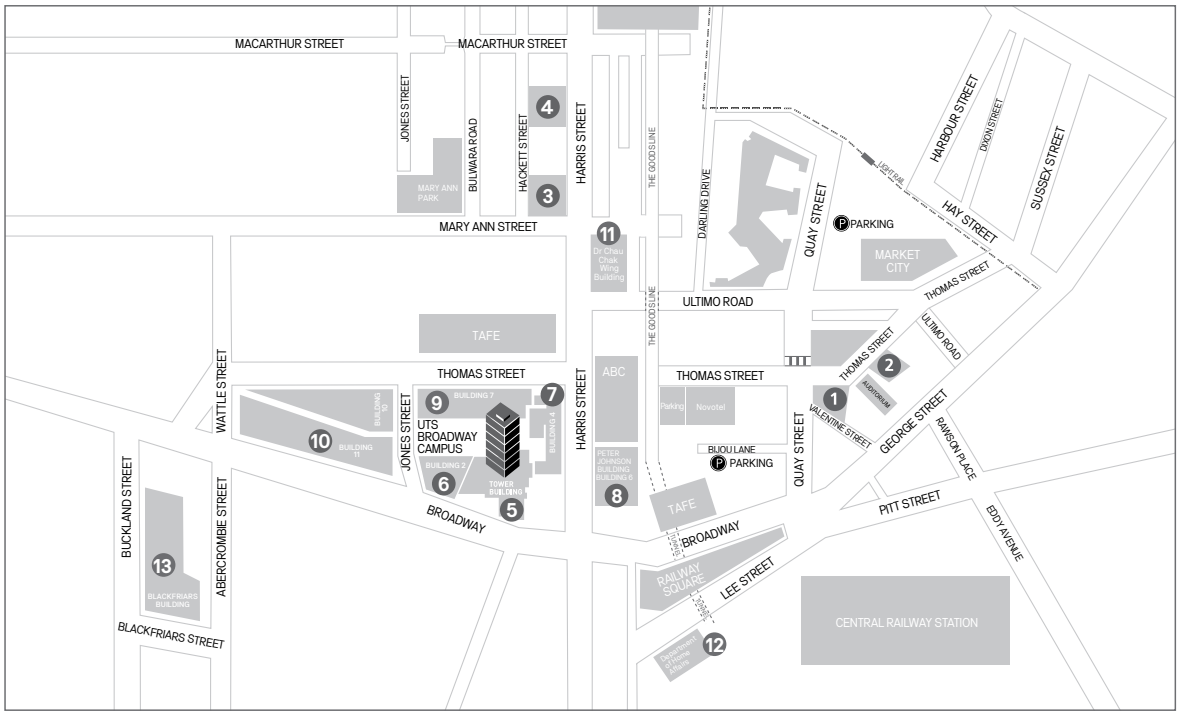
2021 Academic & English Handbook contents

General information

Map

UTS College & UTS city campus

Campus map



1 **UTS College (The Blue Building)**
UTS College Student Centre (Ground Floor)
UTS College Auditorium (Ground Floor)
Classrooms (Levels 2, 3, 5, 6, 7)
Study Success Advisers (Student Centre)
Prayer Rooms (Level 3)
Student Common Areas (Ground Floor, Levels 2, 5, 7
UTS College Corporate Reception (Level 9)
187 Thomas Street, Haymarket

2 **CPSU House**
Security (Level 1)
Classrooms (Levels 1, 2, 3, 4)
HELPS Centre (Level 4)
Student Common Area (Level 3)
Student Activities HUB (Ground Floor)
191 Thomas Street, Haymarket

3 **645 Harris Street – Mary Ann House**
Classrooms (Levels 1, 3, 4)
Auditorium (Level 4)
Student Common Areas (Ground Floor)
Security office (Ground Floor)
645 Harris Street, Ultimo

4 **609 Harris Street – Harris Street**
Classrooms and Student Common Area (Ground Floor, Level 1)
609 Harris Street

5 **UTS Tower Building (CB01)**
UTS International Office (Level 3A)
UTS Chaplaincy - Prayer Room 1 (Level 3)
UTS Health Service
UTS Counselling Services
UTS Legal Services
UTS Tower, 15 Broadway, Ultimo

6 **UTS Building 2 (CB02)**
UTS Library (Lvl 7, Lvl 8, Lvl 9)
UTS Law (Lvl 14, Lvl 15, Lvl 16)
UTS Central, 61 Broadway, Broadway

7 **UTS Building 4 (CB04)**
UTS Physics and Chemistry Laboratories
745 Harris Street, Broadway

8 **UTS Peter Johnson Building - Building 6 (CB06)**
702-730 Harris Street, Broadway

9 **UTS Building 7 (CB07)**
UTS Faculty of Science and Graduate School of Health Building
638 Jones Street, Broadway

10 **UTS Building 11 (CB11)**
UTS Engineering Laboratories
81-115 Broadway, Broadway

11 **UTS Building 5, Block C (CB05C)**
UTS Business School
1-9 Quay Street, Haymarket

12 **Department of Home Affairs**
Upper Ground Entrance, 26 Lee Street, Sydney

13 **Blackfriars Building**
Blackfriars Street, Chippendale

Who's who at UTS College

Alex Murphy
Managing Director

Tim Laurence
Dean of Studies

Jason West
Director of Studies,
English Programs

Sally Payne
Associate Dean of
Studies

Ray Litster
Registrar

Rebecca Sheldon
Learning Support Lead

Vinh Tran
Program Manager
Business

Alex Su
Program Manager
Design and
Architecture

Janet Gibson
Program Manager
Communication

Jasmine Cheng
Program Manager
Engineering and
Information Technology

Justin Chu
Program Manager
Science

Susan Sherringham
Program Manager
UTS Foundation Studies

David Hurlow
HELPS Centre
Team Leader

Linda Moussa
Learning Centre
Assistant

Kalina Wong
English Language
Teacher at
HELPS Centre

Beenu Dhingra
Student Centre
Team Leader

Zoe Wang
Study Success Adviser
Team Leader

Michael Gaudiosi
Study Success Adviser

Alexander Iosjpe
Study Success Adviser

Kim Pham
Study Success Adviser

Patty Norden
Study Success Adviser

Key dates 2021

UTS College

ACADEMIC	WELCOME WEEK	SEMESTER COMMENCES	SEMESTER ENDS
Semester One	1 March 2021	8 March 2021	28 May 2021
Semester Two	15 June 2021	21 June 2021	14 September 2021
Semester Three	27 September 2021	5 October 2021	24 December 2021

ENGLISH	ORIENTATION	TERM COMMENCES	TERM ENDS
Intake One	18 December 2020	21 December 2020	5 March 2021
Intake Two	5 March 2021	8 March 2021	14 May 2021
Intake Three	14 May 2021	17 May 2021	23 July 2021
Intake Four	23 July 2021	26 July 2021	31 September 2021
Intake Five	31 September 2021	5 October 2021	10 December 2021

University of Technology Sydney

	ORIENTATION	SEMESTER COMMENCES	SEMESTER ENDS
2021 Autumn Semester	8 February 2021	22 February 2021	19 June 2021
2021 SPRING Semester	2 August 2021	2 August 2021	27 November 2021
2022 Autumn Semester	7 February 2022	21 February 2022	18 June 2022
2022 SPRING Semester	1 August 2022	1 August 2022	26 November 2022

Facilities and services for students

Information for students

Getting help

Student centre

The UTS College Student Centre is your first point of help for any matters which are not part of your actual course of study. For example: revision of study plan, payments, withdrawing from a course or paying your fees.

The UTS College Student Centre is on the Ground Floor, 187 Thomas Street (the Blue Building) and is open 9.00am-5.00pm Monday to Friday.

UTS College Study Success Advisers and UTS counsellors

If you find life and study difficult, or if you would like to discuss your study plan or study strategies, go and see a Study Success Adviser. We have a team of Study Success Advisers who are located in the Student Centre on the ground floor of the Blue Building, 187 Thomas Street. Study Success Advisers are there to support you in your studies and to assist you to meet course progress requirements. You can see a Study Success Adviser during drop in times (Monday to Friday 9.00am-5pm). If you would like to make an appointment to see a Study Success Adviser, email: https://utsinsearch.simplybook.me/v2/#book/service/1/count/1/

If you are experiencing personal problems and need assistance, the Advisers can refer you to the UTS Health and Counselling Service. The main service is located on Level 6 of the UTS Tower Building. Counsellors can help if you have stressful circumstances, psychological or emotional issues that interfere with your studies. This includes issues such as adjusting to studying in Australia, culture shock, loneliness, sadness or worry.

Covid-19 has impacted your student experience and if you are having problems as a result of that, support is available to you. If you reside in Australia, the Counselling Service at Level 6 of the UTS Tower Building can be bulk billed. If you reside outside Australia, the Study Success Advisers will guide you with seeking support.

Counsellors can also assist you with developing effective learning strategies and study skills.

Help with study

If you have difficulty understanding anything, first see our teacher or lecturer before or after your class, or contact them by their email address given in your subject home page on Canvas. For English support, a teacher is also available in the HELPS Centre on Level 4 of the CPSU Building. For Academic program support, your subject coordinators are available for both weekly consultation sessions and online help - please email HELPS@UTSCollege.edu.au for assistance.

Learning support

UTS College has a number of learning support programs available to students. Throughout the semester, our Peer Support initiatives provide classroom assistance in various subjects. Peer Mentoring is also available to new international students requiring additional support in their studies. We also offer a comprehensive range of supplementary resources on CANVAS, to help students become independent learners. In addition we offer a daily drop-in online service for learning support via HELPS, as well as access to 24-hour / 7 day a week study help and a 'writing feedback' service, through Studiosity. Study skills sessions are also held regularly throughout the semester to help with time management and assignment preparation.

Medical help

Health services including doctors are available at the UTS Student Centre on Level 6 of the UTS Tower Building. There is a range of different services and details are available at: uts.edu.au/current-students/support/health-and-wellbeing/medical-service. Please telephone (02) 9514 1177 to make an appointment.

Legal help

Sometimes students need legal assistance. If you need legal help you can contact the Redfern Legal Centre at 73 Pitt Street Redfern NSW 2016 or phone: (02) 9698 7277 or email: info@ric.org.au.

UTS also has a legal service which is available to UTS College students, Level 5 UTS Tower Building, 1 Broadway, Broadway NSW 2007 or phone: (02) 9514 1155

How to communicate with UTS College

Check your UTS email account

Email communication from UTS College to students is via your UTS email account. It is important that you activate your UTS email account as soon as you enrol as announcements are sent out via this account from teachers and from our administration departments. Once activated, you can forward any email sent to this UTS email account to your own PERSONAL email account.

Post and telephone

Sometimes UTS College may need to contact you by letter or phone. You should reply immediately to any letter or email that you receive from UTS College and make sure that your address and telephone details are kept up to date. You must notify the UTS College Student Centre within seven days of a change of address, personal email address or telephone number. For international students this is a condition of your student visa.

Check all notice boards

There are electronic notice boards throughout the buildings on campus. Please make sure you check these regularly as there is information on them about forth-coming student activities and important notices.

Your student ID card

You will be given a student identification (ID) card. You must carry this card with you at all times when attending UTS College. You might be asked to produce this card:

- By your teachers
- Security or administration staff
- When borrowing from the UTS Library or accessing other UTS services or facilities
- When sitting exams
- When accessing the UTS Counselling Services.

Please remember to sign your student card and if you lose it, please visit the UTS College Student Centre, where a replacement card can be arranged for a cost of A$20. Do not let others borrow your student card. It is mandatory to have a UTS College student card with a photo on it.

UTS College is a NSW public authority, so it should have regard to government policy. Please read the Policy on Identity and Full Face Coverings for NSW Public Sector Agencies here:
https://arp.nsw.gov.au/m2012-01-policy-identity-and-fullface-coverings-nsw-public-sector-agencies

UTS Library

All of the services of the UTS Library are available to UTS College academic students. UTS College students undertaking English studies can access the UTS Library, but cannot borrow resources.

Accommodation information

Homestay is one of the most popular options for UTS College students. It gives you an opportunity to improve your English on a daily basis with local people.

You will also get the chance to make lifelong friends and learn about Australian culture first hand, whilst also being provided with two meals (Monday to Friday) and three meals a day on weekends. If you are under the age of 18, your homestay family can act as your carer whilst studying and UTS College.

For your arrival into Sydney you can use the UTS College airport welcome service and we will keep in contact with you frequently to make sure your experience is a happy one.

If you are over the age of 18 and do not wish to stay in a Homestay, the UTS Housing Service is a free accommodation service that provides a private listing for UTS College students. You have access to lists of rental properties including share houses/ apartments, studios and rooms from independent providers.

You also have the option to live in student accommodation that is close to the UTS College campus and facilities. The benefits include being part of a lively student community with easy access to the CBD and local public transport. Some of the popular accommodation providers are Urbanest, Unilodge and Iglu that primarily accommodate students; so your neighbours are likely to be fellow students from any of the universities or colleges in the area.

Contact details

It is important that you keep UTS College advised of your current contact details. You may update your contact details via eStudent, or you may complete a Change of Contact Details form available at the UTS Student Centre.

International students are required by the Department of Home Affairs to advise UTS College of any changes to contact details within seven (7) days. If you are under 18, you must contact UTS College Student Centre or the UTS College Welfare & Accommodation team to update your contact details. Refer to the FAQ section at the back of the handbook for details on how to update your contact details

International students under the age of 18 must reside in Department of Home Affairs or UTS College approved accommodation. In order to change your address, you will need to contact UTS College Student Centre staff to update your contact details as UTS College is responsible for confirming that your accommodation and welfare arrangements are appropriate.

Activities, sports and fun

The UTS College Activities Club comprises a group of UTS College students who get together on a weekly of fortnightly basis. They plan and organise activities and events for all UTS College students and encourage you to come along and have fun. Their goal is to help promote a sense of community at UTS College by creating a social experience for new and current students to help you feel part of the UTS community.

Here are some events they host throughout the year:

- Games days
- Exchange of languages
- Excursions to the Blue Mountains, The Snowy Mountains and various other locations, and much more!

If you have suggestions for activities, simply contact the Student Activities team: student.activities@utscollege.edu.au

Travel concessions

Domestic students

During Orientation log into e-student estudent.utscollege.edu.au and click on the OPAL consent form to allow UTS College to provide your details to Transport for NSW. Once UTS College has received your consent we will send you an email to confirm your eligibility for transport concessions. You need to wait for our email before you can apply for a concession OPAL card at opal.com.au/ordercard or by calling 13 67 25 (13 OPAL) 24 hours, 7 days a week. Your Concession OPAL card will be mailed to you within 5-7 working days. You can then follow the enclosed instructions to activate your card.

International Students

International students are not eligible for Concession OPAL cards. International students wishing to travel on public transport must purchase an Adult OPAL card which offers a range of travel benefits including daily and weekly travel caps and a $2.50 daily cap on Sundays. For further information please visit transportnsw.info or opal.com.au

Safety

UTS College takes your safety very seriously. Emergency numbers are available on our website at https://utscollege.edu.au/search?searchtext=stay%20safe.

During business hours (Monday – Friday 9.00am – 5.00pm) you can report such incidents to the UTS College Welfare & Accommodation Team in person, by ringing 9218 8666 or by sending a email to accommodation@utscollege.edu.au

Any incident or allegation of sexual, physical or other abuse can also be reported to the Study Success Advisers located on Ground Floor of the Blue Building. Such reports will be dealt with confidentially. Students under the age of 18 in particular are strongly encouraged to seek support in such cases.

UTS College and UTS have security guards located in all of our buildings.

After business hours, when UTS College is closed, you can reach us by phoning UTS Security on 1800 249 559.

The HELPS Centre

The HELPS Centre is currently online in CANVAS, with a full range of resources that students can access whenever they want, from wherever they are in the world.

When classes begin again on campus, the HELPS Centre will open its full centre again. This is located on Level 4 in CPSU House, 191 Thomas Street. It provides a safe, friendly space where you can study independently. Your teacher may also take your class to the HELPS Centre to research project or to do other class related activities.

On campus opening hours

Monday – Friday 8.30am-6.00pm

On campus physical resources

The HELPS Centre has a wide range of resources for learning English, such as grammar books, dictionaries, reading and writing materials, many listening materials and listening kits, and all current IELTS material, as well as computers, DVDs, videos, newspapers and magazines. There are also special kits to give you more practice with every level of the English program. Staff in the HELPS Centre can also help you with study related questions, or provide extra materials to assist with your level.

We also have a library of graded readers so you can choose reading material for your current level. This will encourage you to read and develop your language skills, vocabulary, comprehension and grammar.

Borrowing resources

You may borrow up to five books or CDs from the HELPS Centre at any one time. You should return all of your borrowed materials by the due date. When you complete your English studies, you will not be able to receive your certificate if you have not returned all of your borrowed materials to the HELPS Centre.

Computers

The HELPS Centre has computers with internet access, which you can use for conducting research, emailing and word processing. UTS College provides fast, campus-wide WiFi for students. For more information please refer to the Current Students tab under IT Support. Login to a UTS College Computer and ITDS Acceptable Use of Facilities, to learn more about using computers at UTS College, You can also refer to page 29 of this Handbook for more details.

For all computer problems, consult the ITDS Service Desk on (02) 9218 8759 (ext 7000 on internal phone provided). There is also an ITDS Service Desk member available in person in the HELPS Centre.

Other resources

Online resources

There is also a comprehensive collection of support resources available online. Once you are enrolled, you will be able to access the HELPS Canvas Learning Managements System (LMS) resources which include:

- Weekly English support resources linked to your coursework.
- Academic skills resources including American Psychological Association Referencing, essay writing, presentation/speaking online tutorials, which feature audio and text so you can practice listening and reading while learning.
- Practice quizzes for English grammar, academic skills, reading, listening and much more.
- Extra reading and listening activities related to your chosen discipline for study at UTS
- Writing Feedback - you can submit a piece of writing and receive comprehensive writing feedback within 24 hours in the areas of grammar, referencing, cohesion and formatting.

Workshops

Depending on your course, the HELPS team can offer assessment related interactive workshops specifically aimed at assisting you when you prepare for a presentation, essay or exams.

Class visits

The HELPS team also visits classes to deliver English and Academic skills related content.

Consultations

You can connect live, anytime, anywhere, 24 hours, 7 days a week, to a subject specialist and discuss English, Maths or Science related questions.

Studying at UTS College

Attendance

You must attend all classes. Regular attendance at every class is very important for success in your studies. Students with good attendance rarely fail. This is not only a requirement of UTS College but for international students, it is also a regulation of the Australian Government. Personal reasons such as weddings, holidays, sports or hobbies are not acceptable reasons for missing classes.

It is also important that you arrive on time for class. Lateness to class disrupts your studies and also your classmates. You must attend the specific class you have enrolled in or you will be marked absent. You cannot change your tutorial without the permission of the UTS College Student Centre. UTS College reserves the right to alter any student's timetable.

Documentary evidence

If you are unable to attend classes for any reason, such as an illness, accident or family bereavement, you need to contact the UTS College Student Centre by telephone: +61 2 9218 8666 or email:
StudentCentre@utscollege.edu.au.

If you are absent due to illness, you will need a medical certificate which should include the period of illness. A medical certificate is issued by a registered medical provider such as hospitals, doctors, dentists (emergency appointments only), psychiatrists and psychologists. Medical Certificates can not be purchased online or from friends. UTS College does not accept certificates from alternative medical practitioners such as herbal practitioners, acupuncturists, Chinese therapists, massage therapists, iridologists, psychics etc. The medical certificate must be the original and must state the practitioner's provider number. This documentation should be provided to the UTS College Student Centre on your first day back after the absence and must not be backdated.

For international students, UTS College is required by law to have documentary evidence of the circumstances that prevented you from attending class. Providing documentation is essential to make sure that your student visa is not cancelled. Documentation includes medical certificates, a police report or in the case of a loss in the family, a death certificate or statement from a funeral home.

For domestic students, documentation is required to support any claim that your ability to study has been seriously affected and you need special consideration. The Study Success Advisers can help you with this.

What to do when you cannot attend classes

If you are ever unable to attend classes due to serious circumstances, for example, because you might be in hospital, have had an accident, been involved in a police matter, have faced a family crisis and so on, you should contact the UTS College Student Centre by telephone: +61 2 9218 8666. If you are unable to speak to someone when you call, you should leave a message giving your name, your student number, a brief description of what has happened to prevent you from attending classes and a phone number for UTS College to contact you.

For emergencies after office hours (9am-5pm Monday to Friday) please contact UTS Security for assistance.

UTS Security: +61 2 9514 1192 or 1800 249 559

Blue Building: 0408 238 011

CPSU House: 0408 152 022

Harris St: 0416 215 828

Going on holidays

Holiday time is at the end of exams and over the Christmas/ New Year break in December. Holiday leave is not permitted during the semester.

Leave

After 20 weeks of continuous study you may apply for leave providing this does not impact on your progression to your future study plans. Permission is not automatic, you must request it. If you need to take leave from your studies, please see a Study Success Adviser, at the Student Centre, Ground Floor, 187 Thomas Street, to obtain a leave application form. You must return the completed form to a Study Success Adviser two weeks before you wish to commence your leave.

It is important to be sure UTS College approves your leave. If you take leave without approval, your name will appear on the class list and you will be marked absent for the period you are away. This will impact on your attendance, your visa and your fees. If you are a scholarship holder, you will require written permission from your government sponsor before a leave application can be considered.

Withdrawal from UTS College

If you have decided to withdraw from your studies at UTS College, you should first speak to staff in the Student Centre or to a Study Success Adviser. Where an approval to withdraw is granted, you will need to return your student card. If you wish to withdraw from your course or a subject, you are subject to UTS College terms and conditions contained in your offer letter.

For further information, please visit the UTS College Student Centre.

International students

If you are an international student, in some situations, you may be required to return overseas after withdrawing. Where approval to withdraw is granted, UTS College is required to advise the Department of Home Affairs of this change in your enrolment status. If you are on a UTS package visa, you will need to contact the UTS International Office to alert them to this change in study plans. The UTS International office is located on level 2 of UTS Building 10, see map on page 4.

Changing your course

Studying at UTS College

If you want to change your course you will need to go to see a Study Success Adviser. Transfer to another UTS College course will depend on availability and your academic progress or academic qualifications and/or English qualifications.

Students who are currently enrolled at UTS College and have completed at least one semester of academic studies may apply to transfer to another UTS College course.

Applications, to transfer to another UTS College course, will be accepted from Results Publication date until Monday (close of business) of week one.

Adding or dropping a subject

To add a subject you will require permission from your Study Success Adviser. All applications to add a subject must be lodged at the Student Centre no later than Monday week 1 of teaching week. To withdraw from a subject after enrolment you should visit an Study Success Adviser located at Student Centre, Ground Floor, 187 Thomas Street. Please remember that you cannot withdraw from a subject without academic penalty after week four (census date).

Changes to your visa

If you hold a student visa and need to extend your studies at UTS College beyond the normal or expected period of study, you will need to speak to UTS College Student Centre staff and obtain additional visa documentation to cover this extra period of study. If you already hold a visa covering your UTS degree you will also need to contact the UTS International Office (UTS Building 5 Block A (CB05A), Corner Quay and Valentine Streets Haymarket) to advise them of this. If you need to extend your visa, please see UTS College Student Centre staff to obtain the necessary documents at least two weeks before your visa expires. You must then take your passport and Medibank details with you to the Department of Home Affairs office.

Academic progress

Students are expected to maintain satisfactory academic progress and complete their courses within the normal time-frame required. Satisfactory progression through your course is not only a UTS College requirement but also an Australian Government regulation for international students. Failing subjects will impact on your planned articulation to your degree studies.

Students who are struggling to meet academic progress expectations will be placed on Academic Success Program and will be contacted by Study Success Advisers who will offer additional support.

Classroom changes

Any classroom changes are sent to students via their UTS email address.

Timetables

Students can check their class timetable on eStudent. UTS College reserves the right to change a student's timetable, especially during the first three weeks of the semester. Students are advised to check their UTS email regularly as timetable-change notifications are sent to this email account.

Re-enrolling

Please refer to the UTS College Current Students tab for re-enrolment procedure and schedule.

Working while studying

UTS College courses are fast-tracked with only short vacations. A focus on study is important but UTS College recognises that you might wish to work part-time. Working arrangements need to be fitted in around your study commitments.

If you are an international student you are permitted to work, but only after you have commenced your course. Once your course has commenced you are permitted to work a maximum of 40 hours per fortnight when your course is in session and unlimited hours when your course is not in session.

Students, including those on student visas, have the same workplace rights as all other workers in Australia. The Fair Work Ombudsman provides free advice and support to all workers helping you understand your rights including pay and conditions, visa matters (if you are an international student) and help with workplace issues that might arise.

More information about the Fair Work Ombudsman can be found at fairwork.gov.au/find-help-for/visa-holders-and-migrants

UTS College recommends that you always record what hours you have worked in your part-time job. The Fair Work Ombudsman provides an App to assist you in doing this. For more information about the Record My Hours app please refer to fairwork.gov.au/how-we-will-help/how-we-help-you/record-my-hours-app

Withdrawal from UTS College or transfer to another education provider

If you have decided to withdraw from your studies at UTS College you should first see an Study Success Adviser. Withdrawing students will need to return their student card, ensure that they have paid any library fines and have returned all library resources to the library or HELPS Centre. Students wishing to leave early are bound by the UTS College refund policy (see the Current Student tab for details) and the Terms and Conditions outlined in your offer letter.

International students

a. If you are considering changing to another educational provider, you should first speak to an Study Success Adviser and then a member of the UTS College Student Centre staff. You will need to complete an 'Application to Transfer to Another Provider ' form. Documentation, including a valid offer letter from the new institution supporting your request to transfer is required.

b. Department of Home Affairs regulations require UTS College approval if you are intending to enrol at another institution after withdrawing from UTS College.

c. Department of Home Affairs regulations will not normally permit you to change to a course of a lower Australian Qualification Framework (AQF) level. Failure to comply with immigration rules will lead to cancellation of your student visa.

d. In some cases you may be required to return overseas after withdrawing.

e. Where approval to withdraw is granted, UTS College is required to advise Department of Home Affairs of this change in your enrolment status. If you hold a UTS package visa you will need to contact the UTS International office to advise them of this change in your study plans.

Domestic students

Domestic students (irrespective of whether they are FEE-HELP students or non-FEE-HELP students) can withdraw from their studies by notifying UTS College Student Centre staff of this in writing on or before the census date. You must notify UTS College of your withdrawal before the census date to avoid academic and financial penalty in the semester's enrolled subjects. If you withdraw after census date academic and financial penalties will apply.

Deferring a semester

If you need to defer your studies at UTS College you must first speak to staff in the UTS College Student Centre. If you are an international student, an Application to Defer form must be completed which will need to be approved by the UTS College Student Centre Team Leader. Prior to applying to defer your course you must ensure that you have paid any library fines and have returned all library resources to the library.

Domestic students

If you are a domestic student, once you have commenced your course you are not permitted to defer it. If you need to interrupt your studies for a semester or more you will need to complete an Application to Withdraw (domestic students) form and provide this to Student Centre staff. If you choose to resume your studies at a later date, you will need to complete a new application form and have this assessed before being allowed to re-enrol in your course.

International students

Department of Home Affairs regulations permit deferral of studies by international students only in exceptional circumstances such as serious illness, death in the family or for some other compassionate reason. Students will be required to provide documentation supporting their application to defer.

UTS College Academic Board

The UTS College Academic Board meets each semester. It is chaired by an external member and includes student representatives. Under its terms of reference it oversees and makes recommendations on matters relevant to the academic operations of UTS College.

Learning and Teaching Committee

The Learning and Teaching Committee provides advice and makes recommendations to the Academic Board on the following:

a. Strategic directions, priorities and quality assurance processes for the student experience and learning and teaching

b. Policies, processes and systems related to learning and teaching

c. Improvement plans based on the outcomes of course and subject reviews, student and staff surveys, and benchmarking activities, and reports on progress in their implementation.

Academic Standards Committee

The Academic Standards Committee provides advice and makes recommendations to Academic Board on

a. risks to academic standards, their management and mitigation strategies

b. the alignment of programs offered by UTS College to appropriate external standards

c. policies, processes and systems that safeguard and enhance academic standards

Regulations - English Students

Regulations applying to international students from the Department of Home Affairs, Department of Education, Skills and Employment (DESE) and Australia Education International (AEI).

English language intensive course for overseas students (ELICOS) is delivered according to Australian Government laws, national codes and regulations. If you are an international student studying in full-time English language courses in Australia, these laws, codes and regulations apply to you.

These laws, national codes and regulations are defined, enacted and monitored by:

1. The Department of Home Affairs homeaffairs.gov.au
2. The National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas students The National Code 2018 https://internationaleducation.gov.au/Regulatory-Information/Pages/National-Code-2018-Factsheets-.aspx
3. The Education Services for Overseas Students (ESOS) Act 2000

Courses of study

Full-time English courses undertaken by overseas students in Australian education institutions must be registered nationally on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS). A course will not be registered on CRICOS unless it meets the relevant Australian Qualifications Framework requirements.

Course Duration for full-time English (CRICOS) courses

Following your application for a full-time English course, you are issued a letter with an offer of a number of weeks of English language provision, and a Confirmation of Enrolment (CoE) once you have paid. Your study duration will vary according to your learning goals and will be reflected in the expected duration of study specified on your CoE. UTS College uses IELTS, TOEFL, VEPT or PTE (Academic) results to estimate your course duration and for your placement in English language courses.

If you do not have IELTS, TOEFL or PTE (Academic) results, you are placed in an appropriate level when you arrive in Australia and have completed a placement test. The placement test will give an accurate estimate of your course duration.

Transfers between registered providers – changing institutions

The National Code 2018 Standard 7

It is possible for you to transfer from one provider (education institution) to another after completing 6 months of the principal course. The principle course is the main course for which your student visa was granted.

To transfer to a new provider before completing 6 months of study of your principal course, you must:

1. obtain a release from the principal provider (and UTS College where your UTS College is not the principal provider)
2. obtain approval transfer from your sponsor (if you are a sponsored student).

The receiving provider (education institution) can only enrol you if you can provide a release and a letter of approval from your sponsor (where applicable).

Course progress

Assessments including assignments, progress tests and formal examinations are set at regular intervals throughout your enrolment. If you are thought to be at risk of not meeting your course requirements, you are notified and offered counselling and assistance to help ensure you can make satisfactory progress.

Deferring or cancelling the student's enrolment

In certain limited circumstances, you are allowed to defer commencement (late commencement) of your studies or temporarily suspend them. This includes taking leave of absence during your course through a formal agreement with the provider. Deferral, suspension or cancellation of enrolment may affect your student visa.

Definition of terms:

- Deferral - Postponement of the commencement of enrolment
- Suspension - Temporary postponement of enrolment
- Cancellation - Cessation of enrolment
- Leave of Absence - A request by a student to temporarily postpone study after the commencement of the study period.

Fees

Below is a summary of fees for 2021. The fees noted below are approximate only. For complete fee information (individual unit fee, unit code, unit of study name and unit EFTSL), refer to utscollege.edu.au/au/census-and-eftsl-information

English Language Teaching (ELT)

(CRICOS COURSE CODE 032410F)

Academic English -
each level comprises 10 weeks (1 block)

1 block tuition fee	A$5,500

UTS Foundation Studies

UTS Foundation Studies (Standard) (CRICOS COURSE CODE 082432G) (UTS COURSE CODE C30019)

Tuition fees	A$3,500 per subject
1st semester fee	A$14,000
2nd semester fee	A$14,000
TOTAL FEE	A$28,000

UTS Foundation Studies (Extended) (CRICOS COURSE CODE 082433G) (UTS COURSE CODE C30020)

Tuition fees	A$3,333.33 per subject
1st semester fee	A$13,333.33
2nd semester fee	A$13,333.33
3rd semester fee	A$13,333.33
TOTAL FEE	A$40,000

Diploma courses

For detailed fee information please refer to the UTS College website. The fee structures set out below are for both international students and domestic students (Australian Permanent Residents and Citizens).

Diploma of Business (Accelerated) (CRICOS COURSE CODE 070300G)

Tuition fees	A$4,125 per subject
1st semester fee	A$16,500
2nd semester fee	A$16,500
TOTAL FEE	A$33,000

Diploma of Business (Standard) (CRICOS COURSE CODE 053606J)

Tuition fees	A$4,125 per subject
1st semester fee	A$12,375
2nd semester fee	A$12,375
3rd semester fee	A$8,250
TOTAL FEE	A$33,000

Diploma of Business (Extended) (CRICOS COURSE CODE 080142A)

Tuition fees	A$3,727.27 per subject
1st semester fee	A$11,181.82
2nd semester fee	A$11,181.82
3rd semester fee	A$11,181.82
4th semester fee	A$7,454.55
TOTAL FEE	A$41,000

Diploma of Communication (Accelerated) (CRICOS COURSE CODE 080602M)

Tuition fees	A$5,500 per subject
1st semester fee	A$16,500
2nd semester fee	A$16,500
TOTAL FEE	A$33,000

Diploma of Communication (Standard) (CRICOS COURSE CODE 080601A)

Tuition fees	A$5,500 per subject
1st semester	A$11,000
2nd semester	A$11,000
3rd semester	A$11,000
TOTAL FEE	A$33,000

Diploma of Communication (Extended) (CRICOS COURSE CODE 080143M)

Tuition fees	A$4,555.55 per subject
1st semester fee	A$13,666.65
2nd semester fee	A$9,111.10
3rd semester fee	A$9,111.10
4th semester fee	A$9,111.10
TOTAL FEE	A$41,000

Diploma of Design & Architecture (Accelerated) (CRICOS COURSE CODE 082795C)

Tuition fees	A$4,714.29 per subject
1st semester fee	A$18,857.16
2nd semester fee	A$14,142.87
TOTAL FEE	A$33,000

Diploma of Design & Architecture (Standard) (CRICOS COURSE CODE 082796B)

Tuition fees	A$4,714.29 per subject
1st semester	A$14,142.87
2nd semester	A$14,142.87
3rd semester	A$4,714.29
TOTAL FEE	A$33,000

Diploma of Design & Architecture (Extended) (CRICOS COURSE CODE 080144K)

Tuition fees	A$4,100 per subject
1st semester fee	A$12,300
2nd semester fee	A$12,300
3rd semester fee	A$12,300
4th semester fee	A$4,100
TOTAL FEE	A$41,000

Diploma of Engineering (Accelerated) (CRICOS COURSE CODE 070305C)

Tuition fees	A$4,125 per subject
1st semester fee	A$16,500
2nd semester fee	A$16,500
TOTAL FEE	A$33,000

Diploma of Engineering (Standard) (CRICOS COURSE CODE 070304D)

Tuition fees	A$4,125 per subject
1st semester fee	A$12,375
2nd semester fee	A$12,375
3rd semester fee	A$8,250
TOTAL FEE	A$33,000

Diploma of Engineering (Extended) (CRICOS COURSE CODE 080145J)

Tuition fees	A$3,727.73 per subject
1st semester fee	A$11,183.19
2nd semester fee	A$11,183.19
3rd semester fee	A$11,183.19
4th semester fee	A$7,455.46
TOTAL FEE	A$41,000

Diploma of Information Technology (Accelerated) (CRICOS COURSE CODE 070299G)

Tuition fees	A$4,125 per subject
1st semester fee	A$16,500
2nd semester fee	A$16,500
TOTAL FEE	A$33,000

Diploma of Information Technology (Standard) (CRICOS COURSE CODE 053604M)

Tuition fees	A$4,125 per subject
1st semester fee	A$12,375
2nd semester fee	A$12,375
3rd semester fee	A$8,250
TOTAL FEE	A$33,000

Diploma of Information Technology (Extended) (CRICOS COURSE CODE 080146G)

Tuition fees	A$3,727.73 per subject
1st semester fee	A$11,183.19
2nd semester fee	A$11,183.19
3rd semester fee	A$11,183.19
4th semester fee	A$7,455.46
TOTAL FEE	A$41,000

Diploma of Science (Accelerated) (CRICOS COURSE CODE 070302F)

Tuition fees	A$3,666.67 per subject
1st semester fee	A$18,333.35
2nd semester fee	A$14,666.68
TOTAL FEE	A$33,000

Diploma of Science (Standard) (CRICOS COURSE CODE 070301G)

Tuition fees	A$3,666.67 per subject
1st semester fee	A$11,000
2nd semester fee	A$11,000
3rd semester fee	A$11,000
TOTAL FEE	A$33,000

Diploma of Science (Extended) (CRICOS COURSE CODE 080147G)

Tuition fees	A$3,416.67 per subject
1st semester fee	A$10,250
2nd semester fee	A$10,250
3rd semester fee	A$10,250
4th semester fee	A$10,250
TOTAL FEE	A$41,000

Graduate Certificate courses

Graduate Certificate in Accounting and Finance (Accelerated) (CRICOS COURSE CODE 103557F)

Tuition Fees	A$5,343.75 per subject
Semester fee	A$21,375
TOTAL FEE	A$21,375

Graduate Certificate in Accounting and Finance (Standard) (CRICOS COURSE CODE 103556G)

Tuition Fees	A$3,916.66 per subject
1st Semester fee	A$11,750
2nd Semester fee	A$11,750
TOTAL FEE	A$23,500

Graduate Certificate in Communication (Accelerated) (CRICOS COURSE CODE 103559D)

Tuition Fees	A$6,000 per subject
Semester fee	A$18,000
TOTAL FEE	A$18,000

Graduate Certificate in Communication (Standard) (CRICOS COURSE CODE 103558E)

Tuition Fees	A$4,700 per subject
1st Semester fee	A$9,400
2nd Semester fee	A$14,100
TOTAL FEE	A$23,500

Graduate Certificate in Technology Practice (Accelerated) (CRICOS COURSE CODE 1035561K)

Tuition Fees	A$5,500 per subject
Semester fee	A$22,000
TOTAL FEE	A$22,000

Graduate Certificate in Technology Practice (Standard) (CRICOS COURSE CODE 103560M)

Tuition Fee	A$3916.66 per subject
1st Semester fee	A$11,750
2nd Semester fee	A$11,750
TOTAL FEE	A$23,500

Refunds

UTS College will refund tuition fees in some circumstances. Please refer to the Terms and Conditions in your offer letter. The Refund Policy is also available on the Current Students tab on the UTS College website.

Payment of fees

Invoices for payment of tuition fees for subsequent semesters are sent out towards the end of each semester. You should pay your fees well before re-enrolment, as indicated on the invoice. If you are using the FEE-HELP scheme you may choose to continue with that rather than pay the forthcoming semester's fees.

Library fines and outstanding loans

Students who have an outstanding loan or owe late fees to the UTS Library or HELPS Centre will not be given examination results. Academic transcripts will not be available until the fines have been paid and/or outstanding loans have been returned.

UTS Housing and outstanding fees

Students who owe fees to UTS Housing will not be given examination results. Academic transcripts will not be available until all overdue fees have been paid. Once the issue has been resolved with the UTS Housing Office, bring a statement from the UTS Housing Office which shows a zero balance (no fees owing) to the UTS College Student Centre and once this has been confirmed results will be available the following day.

FEE-HELP rules

Eligible domestic students are entitled to use the FEE-HELP government loan scheme. Further information regarding the FEE-HELP scheme is available at the Study Assist website:
studyassist.gov.au

Some important things to remember:

- When applying for FEE-HELP your TFN (Tax File Number) or a certificate from the Australian Tax Office (ATO) confirming that you have applied for a TFN is required
- FEE-HELP students are able to:
  - Pay full fees (1st semester tuition fees or the fees required to complete the subjects they plan on studying if less than a full semester workload) up front
  - Pay part of the fees
  - Pay none of the fees
  - Prior to the census date, domestic students, including FEE-HELP students, can withdraw without incurring any debt for that semester.
- Continuing domestic students who commenced their diploma studies as NON FEE-HELP students may choose to use the FEE-HELP loan scheme for their second or subsequent semesters. This is done through e-Student. For assistance with this please contact staff in the UTS College Student Centre.
- Students wishing to use the FEE-HELP loan fee are required to provide UITS College with their Unique Student Identifer (USI).

UTS College reserves the right to charge the following additional fees:

Late fee

A late fee of A$500 will be charged to any student who fails to re-enrol by the end of the official re-enrolment period (the first day of class of a semester). No student will be permitted to re-enrol if they arrive after the end of the first week of classes.

Replacement testamur fee: A$50

Transcript fee: A$20

Student card replacement fee: A$20

International student processing fee: A$250

FEE-HELP students should refer to the FEE-HELP information booklet for further information, available at:
studyassist.gov.au

Scholarships, Sponsorships and Prizes – Academic Students

UTS College Scholarships, Sponsorships and Prizes

UTS College makes available a number of scholarships and sponsorships to UTS College students each year.

UTS College Dean's Merit Prizes

Each semester, a prize of A$5,000 will be awarded to the full time student who achieves the highest Grade Point Average (GPA) in their first semester in each of the diploma programs and the UTS Foundation Studies program. If more than one student achieves the highest GPA, the prize is shared.

UTS College Outstanding Graduate Prizes

Each semester, a A$5,000 prize will be awarded to the full-time student who achieves the highest Grade Point Average (GPA) overall in their studies in each of the diploma programs and the UTS Foundation Studies program. If more than one student achieves the highest GPA, the prize is shared.

Dianne Leckie Memorial Scholarship

The Dianne Leckie Memorial Scholarship was established in 2013 and is awarded annually to an international student who has completed the UTS College Diploma of Business and who is enrolled in the Bachelor of Business at UTS. It is awarded on the basis of academic merit and personal qualities and aims to enable the legacy and passion of Mrs Leckie to live on through the student's continued studies.

UTS College to UTS Pathway Scholarship

UTS College works closely with UTS to ensure students are fully prepared for tertiary studies. As part of this ongoing relationship UTS offers the UTS College to UTS Pathway Scholarship. This scholarship has been set up to support high achieving international students who are currently studying a UTS College diploma and wish to complete their undergraduate study at UTS. The scholarship is awarded twice a year to international students who can demonstrate high academic success and the motivation to succeed. The pathway scholarship covers 50% the entire cost of tuition fees for the duration of the undergraduate course at UTS.

External Scholarships, Sponsorships and Prizes

From time to time other scholarships and sponsorships are available, sponsored by external organisations. These may include cash prizes and are generally awarded each semester to outstanding students across all UTS College academic studies. For details on the scholarships, sponsorships and prizes available to UTS College students go to the website: utscollege.edu.au

Completing your studies

Graduation and Prize Giving ceremony

The Graduation and Prize Giving ceremony is an opportunity for students to celebrate the completion of their studies at UTS College with fellow students, family and friends. It is a formal event held for students who have completed their studies in the diploma program and UTS Foundation Studies.

The ceremony also includes the presentation of prizes including the Dean's Merit Prize, Outstanding Graduate Prize and the Alumni Prize for that semester.

Students are congratulated by the Vice Chancellor of UTS.

Students who are eligible to attend each ceremony (including all prize winners), will receive an invitation.

Academic records

Students will receive a copy of their Academic Transcript and Testamur upon graduation. Additional or replacement copies of these documents may be requested from the UTS College Student Centre or via an email request to transcripts@utscollege.edu.au. An Academic Transcript costs A$20 per copy and takes up to 5 days for processing. On the spot processing of an Academic Transcript is available at the UTS College Student Centre (upon request). For a replacement testamur, students will need to complete a statutory declaration signed by a justice of the peace. The replacement fee is A$50. A postage fee of A$25 (international) and A$5 (local) will apply if the documents are to be posted. The fees are applicable per location, payable in advance and non-refundable.

Studying at UTS or another institution

Transferring to UTS

If you are in the final semester of your diploma program or UTS Foundation Studies course and wish to transfer to UTS you must attend the UTS transfer session organised by the Study Success Advisers, where representatives of UTS faculties, UTS Admissions and UTS International, will be available to provide advice and information. You will also be given all the necessary forms to complete. This usually takes place in week 7 and 8 of your last semester. Please see your Study Success Adviser if you need further assistance.

Applying to another university

The process for applying to other universities is different for international and domestic students. If you are an international student you must lodge an application directly with the university of your choice and pay the application fee. These application forms can be obtained from the internet or from the International Office of the university.

International students holding a UTS packaged visa must comply with SVP/SSVF and Department of Home Affairs legislation.

All domestic students applying to transfer to UTS from UTS College must lodge a direct application by the specific closing date. On the application form, you can list two preferences. Please ensure you ONLY list courses from the articulation agreement from the year you started your Diploma at UTS College. If you would like to study a UTS course that is not in the articulation agreement, you will need to apply (and pay an application fee) via UAC. You will then compete for a place against other applicants for the same course.

UTS College policies and procedures for students

You can access all student policies and procedures via the About tab on the homepage of the UTS College website.

Academic Integrity

As a student studying at UTS College, you are expected to maintain high standards of academic honesty and integrity. Academic misconduct is defined as attempts by students to cheat, plagiarise or otherwise act dishonestly in undertaking an assessment task, or assisting other students to do so. You are considered guilty of cheating if you seek to gain advantage by unfair means such as copying another students' work, or in any way mislead a lecturer or tutor about your knowledge, ability, or the amount of original work you have done.

Your responsibilities as a student

1. Examinations
   a. You must not help or receive assistance from other students.
   b. You must not request the loan of or lend materials or devices to other students.
   c. You must not bring any materials into the examination room other than those specified for that examination.
   d. You must not use computer software or other devices during an examination other than those specified.

2. Other assessment tasks
   a. You must not copy or paraphrase any document, audiovisual material, computer-based material or artistic piece from another source except in accordance with the conventions of the field of study.
   b. You must not use another person's concepts, results or conclusions and pass them off as your own.
   c. In cases where the assessment task is intended to be individual work not group work, you must not prepare an assignment collaboratively and then submit work that is substantially the same as another student's assessment.
   d. You must not ask another person to produce an assessable item for you.

Procedures & penalties

UTS College has a range of policies and procedures available to assist you in understanding what is required during your studies, your responsibilities and our obligations to you. You can find a brief outline of important policies below, with full versions of the policies located throughout the Current Students tab utscollege.edu.au/current-students and via the About tab on the homepage of the UTS College website.

Non-academic misconduct

As a UTS College student, you are expected to respect other students, staff and property so that learning and teaching at UTS College can take place freely, safely and without impediment due to the misconduct of others. You are also expected to respect members of the wider community, outside UTS College.

Non-academic misconduct includes contraventions of UTS College's rules, policies and procedures and also includes but is not limited to breaches of confidentiality or privacy, discrimination, intimidation or assault on another student or staff member of UTS.

UTS College will report all criminal acts committed by its students to the relevant authorities.

Notification and appeal

1. You must be notified in writing of penalties as a consequence of misconduct.

2. The grounds for appeal are:

   a. procedural irregularities, and/or
   b. factual errors on which the decision was based and which were of such magnitude as to invalidate the decision.

3. Please refer to the UTS College student intranet website for full details of the policies and procedures: utscollege.edu.au/au/about/policies-and-procedures and on the main UTS College website: utscollege.edu.au/How-to-Apply/International-Students

ELT Attendance Policy and Procedure

UTS College believes good attendance is important in order to achieve the desired educational outcomes. If you are an international student, maintaining satisfactory attendance is also a requirement of your student visa. You must attend class regularly in order to progress satisfactorily in your course and to be deemed as a genuine / bona fide student.

UTS College will report you to the Department of Home Affairs for non-attendance via PRISMS as per the conditions outlined in the ELT Attendance policy and procedure (utscollege.edu.au/au/about/policies-and-procedures). Your student visa could be cancelled if you are reported via PRISMS for non-attendance.

Assessment policy

Assessments are used for measuring whether you have achieved the intended learning outcomes of subjects. The primary goals of assessments are to encourage learning and to indicate your level of progress or achievement. The assessment rules are designed to ensure that the assessment is reliable and valid. Where there is a subjective element in the grading of students' work, assessment moderation is conducted to ensure multiple assessor reliability.

Assessment is a key part of learning and teaching. UTS College promotes ethical practice and treats academic dishonesty seriously.

If you suffer from illness, misadventure or a disability that affects your ability to perform in assessments, you may be eligible to request special consideration or special needs.

Appeals against grades

If you believe there have been procedural or factual errors in the grading of your assignments or assessments, you should speak to the marker of the assignment in the first instance. If you still believe that procedural or factual errors have not been redressed, then you may lodge an appeal with the Director of Studies.

Dissatisfaction with grades alone does not constitute grounds for an appeal.

Student Complaints and Appeals Policy

UTS College views student complaints as providing an opportunity to review and improve its policies and practices, and also to gain insight into student levels of satisfaction. You can forward your complaint to complaint@utscollege.edu.au. UTS College regards student complaints as a confidential matter, however UTS College will usually not accept anonymous complaints.

If you are unsatisfied with the outcome of a complaint, you can pursue the complaint with a third independent party.

Please refer to the UTS College website for the full version of the policy utscollege.edu.au/au/about/policies-and-procedures

Guidelines for resolving student complaints

UTS College provides a learning and working environment in which complaints are responded to promptly and with minimum distress and maximum protection to all parties. As part of its commitment to creating a supportive and open organisational culture, UTS College values ethical and responsible management, transparency in its decision-making processes, and a visible, accessible and fair complaint process.
UTS College views student complaints as providing an opportunity to review and improve its policies and practices, and also to gain insight into student levels of satisfaction.

To ensure that you are comfortable voicing a complaint, every staff member at UTS College is able to receive and resolve complaints. You are also able to voice your complaint using the complaint@utscollege.edu.au email address. Complaints are handled confidentially at all times. Staff will always get permission from you before discussing a complaint with other relevant staff.

You are allowed to bring someone with you for support throughout the complaint process. If you need a translator, UTS College will provide one.

If you are unsatisfied with the outcome of a complaint, you can pursue the complaint with an independant third party.

Privacy

Insearch Limited is committed to protecting the privacy of your personal information, which will be handled in accordance with the Australian Privacy Principles, the Privacy Act 1988 (Cth) and Privacy and Personal Information Protection Act 1998 (NSW).

We collect your personal information in order to be able to provide UTS College courses and services and will seek your consent to do so. Supplying this information is voluntary, however, if you chose not to provide all the required information we may not be able to process your application. For full details on accessing or updating your personal information and other privacy matters please refer to the UTS College Privacy Policy: utscollege.edu.au/privacy-policy

Inquiries may be directed to:

The Privacy Officer
INSEARCH Limited
PO Box K1085,
Haymarket NSW 1240

T + 61 2 9218 8600

E privacy@utscollege.edu.au

Computer access procedure

Before you login for the first time, you will need to activate your UTS Email, and set your password and security questions.

1. 1. Go to https://email.itd.uts.edu.au/webapps/myaccount/activation/
2. Enter your personal details including your:
   a. UTS College student number
   b. Given Name (First Name)
   c. Family Name (Last Name)
   d. Date of Birth (in DD/MM/YY format)
3. Click “Continue”.
4. Read the UTS IT Facilities Policy and “tick” the boxes to accept.
5. Select 3 security questions and enter the answers.
6. Click “Set Security Question”.
7. Set your new password with the following requirements:
   a. 8 - 16 characters long
   b. Can only contain letters, numbers and symbols
   c. Must contain at least one of each above
   d. Spaces are not allowed
   e. Do not use your Student ID Number
8. Click “Set Password”.
9. For step-by-step video guides on this process,
10. please go to https://cms.utscollege.edu.au/au/current-students/support/it-support#heading-item-1

To use a UTS College computer you need a:

- login username
- password

Your username is your UTS College student number:

For example, 1234567.

Your password is your UTS Email Password (the one you have set on the left).

Follow the instructions below when using any computer at UTS College.

Begin Login

Press any key on the keyboard or click the mouse to bring up the login screen.

Enter your login information.

1. Enter your username in the user name box.
2. Enter your password in the password box.
3. Check that the domain listed is: **ADSROOT**.

Logging out of the system at the end of your computer session.

1. Click the “Windows key” on your keyboard to open the start menu
2. Click the account button 
3. Click on the “Sign out” option.
4. Click on the “Close all Programs and log on as a different user” option.
5. Click the “Yes” button.

UTS College courses

English Language Levels

If you are enrolling in an English course at UTS College, you are required to provide an original copy of an IELTS, TOEFL or PTE (Academic) test result, no older than 12 months or complete an entry test (VEPT test available through UTS College representative offices) to determine your appropriate level to begin your English language studies before commencing your chosen UTS College academic course or UTS undergraduate/ postgraduate degree.

Period of validity of results for entry to UTS

Please note the guidelines on the following pages are minimum requirements based on IELTS, TOEFL or PTE (Academic) scores no older than 12 months at the time of commencing your English course at UTS College. To qualify to enter a particular level, you will need to provide an original IELTS or or PTE (Academic).

UTS College placement test

If you do not have a current IELTS or TOEFL result, you will need to sit the UTS College placement test which is conducted in the morning of the first day of term (Orientation Day). See the application form for the exact dates of Orientation Day.

Exit testing

You will take several tests at the end of each level of study. Your result in these tests will be used to determine your progress. To progress to the next level, you must receive a pass in the final examinations in all skills (Listening, Speaking, Reading and Writing) demonstrating that you've achieved the learning outcomes and receive a pass overall. Other assessments throughout the course, provide you with feedback and support.

Entry to UTS

Please note that if you successfully complete Academic English 5 (AEL5) with a pass grade, you satisfy the English entry requirement for most UTS undergraduate and postgraduate courses, no further English test is required. For details on specific courses with higher English entry requirements, please see the UTS international prospectus.

Student visas

The above guidelines are based on UTS College academic advice. In certain countries, Australian immigration guidelines may determine the length of English study possible. Please check first with your local Australian immigration office to obtain guidelines for your country.

Language course levels

UTS College offers Academic English courses which meet a broad range of language needs. These courses lead to UTS Foundation Studies, UTS College diplomas and Graduate Certificates, UTS Bachelor degrees, Masters degrees and PhDs.

AEL1

Entry requirements	Overall	Writing ≥	All Skills ≥
IELTS	4.0	-	3.5
VEPT	33	-	No skill < 28
Linguaskill	-	-	-
TOEFL	450	3.0	-
TOEFL iBT	-	-	-
PTE	22	-	22

Topics studied

- Our World
- Lifestyle

Further studies

Progress to level AEL2

AEL2

Entry requirements	Overall	Writing ≥	All Skills ≥
IELTS	4.5	-	4.0
VEPT	38	-	No skill < 33
Linguaskill	147 and above	-	-
TOEFL	475		No skill < 3.0
TOEFL iBT	-	-	-
PTE	32	-	22

Topics studied

- People
- Society

Further studies

Progress to level AEL3

AEL3

Entry requirements	Overall	Writing ≥	All Skills ≥
IELTS	5.0	-	4.5
VEPT	43	-	No skill < 38
Linguaskill	154 and above	-	-
TOEFL	500		No Skill < 3.5
TOEFL iBT	58 minimum total score	16 minimum writing score	-
PTE	38	-	32

Topics studied

- Business
- Globalised World

Further studies

Direct Entry to:

- UTS Foundation Studies
- UTS College Extended diploma

OR

Progress to level AEL4

AEL4

Entry requirements	Overall	Writing ≥	All Skills ≥
IELTS	5.5	-	5.0
VEPT	47	-	No skill< 43
Linguaskill	162 and above	-	-
TOEFL	525		No skill < 4.0
TOEFL iBT	72 minimum total score	16 minimum writing score	-
PTE	46	-	38

Topics studied

- The Internet Society
- Cities

Further studies

Direct Entry to:

- UTS College Accelerated diploma
- Standard diploma
- UTS College Standard Graduate Certificate

OR

Progress to level AEL5

AEL5

Entry requirements	Overall	Writing ≥	All Skills ≥
IELTS	6.0	5.5	5.0
VEPT	53	47	No skill < 43
Linguaskill	169 and above	-	-
TOEFL	550	4.25	No skill < 4.0
TOEFL iBT	-	-	-
PTE	54	46	38

Topics studied

- Organisations
- Leadership in a Globalised World

Further studies

Direct Entry to:

- UTS College Accelerated Graduate Certificate
- UTS Undergraduate degree
- UTS Postgraduate degree

English pathways

Academic English (AE)

There are five levels in the UTS College Academic English (AE) course. AE levels 1 to 5 consist of ten weeks of intensive English learning.

Academic English for Foundation

Successful completion of Academic English for Foundation (AEL3) allows you direct entry* into UTS Foundation Studies and the UTS College Extended Diploma program (with entry requirements of IELTS 5.5).

Academic English for Diploma

Successful completion of Academic English for Diploma (AEL4) allows you direct entry* into UTS College Standard or Accelerated Diploma courses and UTS College Graduate Certificate courses (courses with entry requirement of IELTS 6.0).

Academic English for Bachelor/Masters

Successful completion of Academic English for Bachelor/Master (AEL5) allows you direct entry* into most UTS undergraduate and postgraduate degrees (with entry requirements of IELTS 6.5)

Pathways

Each level of English is supported by teacher-guided computer lessons using CALL (Computer Assisted Language Learning) activities and materials relevant to class lessons. The table on page 18 explains the pathway through the different AE levels.

After successfully completing AEL3, you may move onto AEL4, commence the UTS Foundation Studies program or Extended diploma courses at UTS College.

After successfully completing AEL4, you will have achieved the level of language proficiency required for entry into:

- UTS College diploma programs (Standard and Accelerated)
- UTS College Standard Graduate Certificates

After successfully completing AEL5, you will have achieved the level of language proficiency required for entry into:

- UTS College Accelerated Graduate Certificate courses
- most undergraduate and postgraduate courses at UTS and selected other universities.

You will also need to have met the university's academic requirements in their particular subject area.

Assessment methods

Information about specific assessment tasks can be found in the assessment briefs which are given to you in the first week of class. You are assessed on learning outcomes for each of the following skills: writing, reading, speaking and listening. Assessment includes most or all of the following elements: extended written assignments, group oral presentations, group discussions, reading and note-taking tasks, listening and note-taking tasks and final examinations. There is a standardisation process for marking and grading assessments to make sure that grading is consistent and fair.

Please note, you must pass the final examination and pass Writing (assignment and writing examination) in order to pass the overall course.

*English and academic entry requirements apply. Please refer to the courses page of our website for course information, entry requirements and articulation details. Successful completion of AEL5 satisfies the English Language Admission requirements for most UTS Undergraduate and Post Graduate degrees. For specific details of UTS English entry requirements please refer to the individual faculty pages on the UTS website.

Learning Outcomes
Academic English (AE)

Special features

At all levels, you will have opportunities to practise academic skills, such as research, critical thinking, reflection, time management and collaboration, while using technology in your learning. Courses are designed to help you become an independent language learner.

Our English Programs include the special features:

 Extensive Reading  Independent Learning  Pragmatic Interactions  Blended Learning  Learning Assistance Sessions (LAS)

The table on the following pages describes the learning outcomes for Academic English (AE) Programs.

AEL 1
Themes:
Our World
Lifestyle Events
Hours: 200
IELTS on entry: 4.0

- Present simple tense
- Present perfect simple tense to describe past experiences
- Present perfect simple & continuous tenses with since and for
- Past simple and continuous tenses
- Future intentions & plans
- Auxiliary verbs: be, do, have
- Modal auxiliary verbs
- Passive voice
- Clause structure – finite & non-finite verbs
- Coordination & subordination
- Relative clauses – non-defining
- Infinitives & gerunds
- Purpose – infinitive
- Used to
- Conditionals 1 & 2
- Comparative phrases
- Question forms





AEL 2
Themes:
People
Society
Hours: 200
IELTS on entry: 4.5

- Present simple tense
- Past tenses
- Present perfect simple & continuous tenses
- Subject-verb agreement
- Modal auxiliary verbs – past modals
- Passive voice
- Reporting verbs and their complements
- Clause structure – finite & non-finite verbs; independent clauses & finite dependent clauses
- Adjuncts
- Coordination & subordination
- Relative clauses: defining & non-defining
- Causal relationships
- Expressing contrast
- Expressing purpose
- Exemplification
- -ed & -ing adjectives
- Countable and mass nouns
- Determiners





Learning Outcomes
Academic English (AE)

AEL 3
Themes:
Business
Globalised World
Hours: 200
IELTS on entry: 5.0

- Present simple tense
- Present perfect simple tense
- Subject-verb agreement
- Modal auxiliary verbs – active & passive voice
- Passive voice – tense form overview
- Reporting verbs and their complements
- Clause structure – clause overview: adverbial, adjectival, nominal
- Reduced relative clauses
- Ellipsis in coordinate clauses
- Participle clauses
- Relative clauses – defining & non-defining
- Causal relationships
- Concession & contrast
- Expressing purpose
- Exemplification
- Explanation
- Nominalisation
- Countable and mass nouns
- Determiners
- Cohesion – referencing & discourse markers

AEL 4
Themes:
The Internet Society
Cities
Hours: 200
IELTS on entry: 5.5

- Present simple tense
- Present perfect simple
- Subject-verb agreement
- Modal auxiliary verbs to express tentativeness
- Passive voice
- Reporting verbs and their complements
- Clause structure – independent & non-finite dependent clause
- Participle clauses
- Relative clauses following prepositions
- Reduced relative clauses
- Causal relationships
- Concession & contrast
- Expressing purpose
- Nominalisation
- Subjunctives
- Phrases of concession & critique
- Exemplification
- Explanation
- Countable and mass nouns
- Determiners
- Cohesion – noun & verb phrases

AEL 5
Themes:
Organisations
Leadership in a Globalised World
Hours: 200
IELTS on entry: 6.0

- Present simple tense
- Subject-verb agreement
- Reporting verbs and their complements
- Passive voice
- Clause structure – independent & non-finite dependent clauses
- Relative clauses following prepositions
- Reduced relative clauses
- Participle clauses
- Nominalisation
- Expressing purpose
- Exemplification
- Phrases of concession & critique
- Conditionals & subjunctives
- Causal relationships: explicit & implicit
- Phrases of contrast and concession
- Phrases of addition
- Countable and mass nouns
- Determiners
- Hedging & levels of tentativeness
- Cohesion – referencing, discourse markers & implied

Diploma Programs

Diploma of Business

3.1.1 Diploma of Business (Accelerated)
2 Semesters

COURSE STRUCTURE

Stage 1
BABC001 Academic and Business Communication
BACC001 Accounting for Business
BECO001 Economics for Business
BMGT001 Managing People and Organisations

Stage 2
BFIN001 Fundamentals of Business Finance
BACC002 Accounting Transactions and Business Decisions *
BMKT001 Marketing Foundations
BSTA001 Business Statistics

Prerequisites
* Prerequisite is BACC001

3.1.2 Diploma of Business (Standard)
3 Semesters

COURSE STRUCTURE

Stage 1
BABC001 Academic and Business Communication
BACC001 Accounting for Business
BECO001 Economics for Business

Stage 2
BMGT001 Managing People and Organisations
BACC002 Accounting Transactions and Business Decisions *
BFIN001 Fundamentals of Business Finance

Stage 3
BMKT001 Marketing Foundations
BSTA001 Business Statistics

Prerequisites
* Prerequisite is BACC001

3.1.3 Diploma of Business (Extended)
4 Semesters

COURSE STRUCTURE

Stage 0
BMAT001 Business Maths
BSTU001 Fundamentals of Business
ACEN001 Academic English
OR
ACCO001 Academic Communication

Stage 1
BABC001 Academic and Business Communication
BACC001 Accounting for Business
BECO001 Economics for Business

Stage 2
BMGT001 Managing People and Organisations
BACC002 Accounting Transactions and Business Decisions *
BFIN001 Fundamentals of Business Finance

Stage 3
BMKT001 Marketing Foundations
BSTA001 Business Statistics

Prerequisites
* Prerequisite is BACC001

Students are placed in either ACEN001 or ACCO001 based on their level of English. Students enrolled in ACEN001 in the first semester of their course must successfully complete the subject before progression into further subjects.

SUBJECT DESCRIPTIONS

ACC0001
Academic Communication
This subject is designed to acclimatise students to a broad range of skills necessary to succeed in their academic studies. Performance and critical/creative thinking skills give students confidence in the use of their body and voice which will better enable them to deliver successful presentations and take part self-assuredly in any academic speaking contexts.

Writing tasks also build an understanding of structure and language that enhance essay writing. Working as a group, setting goals, understanding text, building empathy, expressing an opinion, engaging an audience, developing interpersonal, oral and written communication skills: all will be addressed through workshop activities.

Students use their own experiences to develop stories and a performance that utilises the principles and techniques of drama. They are encouraged to reflect on the practical relationship these skills have to their academic and professional lives. Research skills are employed to add context to storytelling. Multimedia is used to enhance student learning as well as to demonstrate how different media combine to engage an audience. The principles and techniques of effective storytelling form the basis of this subject and through practical application, students learn to write and perform their stories, explore ways to represent these stories digitally and understand the importance of storytelling in their personal lives, study and professional practice.

This subject also works to increase awareness of, as well as develop and employ 'soft skills': attributes such as adaptability, resourcefulness, initiative, creativity, interpersonal communication skills and the ability to problem solve and to work well in teams.

ACEN001
Academic English
This subject is designed for students entering the program with an IELTS of 5.5. The subject aims to develop students' reading, writing, listening and speaking skills in English in preparation for further studies in the diploma program.

BABC001
Academic and Business Communication
This subject provides an understanding of the literacy requirements of academic business environments. It examines the principles and practice of communication in undergraduate and professional business environments through an integrated approach that supports the learning of skills across disciplines.

Students have opportunities to practice and engage with the language and study skills required for undergraduate and further study in business. Such skills will help to develop an appreciation of the communication requirements of business professionals.

BACC001
Accounting for Business
This subject equips students with the broad and basic knowledge and skills to deal with accounting information systems in the business environment and is also a foundation for further study in accounting.

BACC002
Accounting Transactions and Business Decisions
This subject continues the study of accounting as an information system. It equips students with the appropriate accounting skills necessary to participate in a managerial capacity in the analysis of accounting information as it is used to facilitate and enhance decision making, accountability and control. It focuses on the development of a vocationally relevant understanding of accounting, fundamental processes and issues, as well as critical, analytical and quantitative skills, with consideration of ethical implications.

BECO001
Economics for Business
The subject introduces students to the basic concepts, theories and principles of economics as well as their application to business decision making and strategic behaviour. It provides students with the opportunity to understand the broad economic contexts in which business operates as well as topical economic issues presented in the financial and business media.

Diploma of Business

BFIN001
Fundamentals of Business Finance
This subject provides students with an understanding of the core principles of financial management and their applications to financial decision-making. Topics include: financial management, overview of the financial markets, time value of money, valuation of debt and equity securities, risk-and return, capital budgeting and financing decisions.

BMAT001
Business Maths
Business Maths is designed to enhance students' ability to recognise and apply various mathematical techniques to solve problems in the changing business environment. This subject provides students with the opportunity to develop numerical and digital literacy skills in the context of business decision making. It is a practical subject drawing on technology based activities to explore the various mathematical underpinnings of business, laying the foundation for further business studies.

BMGT001
Managing People and Organisations
This subject will cover where management theory came from; how it is applied, how organisations are structured, decisions made, people motivated, their performance managed and how the organisation works in a global setting. On the way, students will also be exposed to ideas about diversity, decision making, communication and ethics.

BMKT001
Marketing Foundations
This subject covers the basic principles of marketing. It develops an understanding of the overall process of marketing planning, implementation and control in the contemporary business environment. It also develops a basic understanding of marketing information systems; market research and marketing ethics; market segmentation; buyer behaviour; product development; and the development of product, distribution, promotion and pricing strategies for both goods and services domestically and internationally.

BSTA001
Business Statistics
This subject is designed to develop students' ability to assess and critically interpret statistics and business information and apply them in a changing business environment. The subject places a strong emphasis on developing a clear theoretical understanding of various analytical tools as well as an appreciation of the application of analytical tools to business decision contexts. These skills and competencies provide a foundation for professional practice and for further business studies.

BSTU001
Fundamentals of Business
Fundamentals of Business provides a broad introduction to the business sector and will equip students with the skills, knowledge and understanding necessary for further study in the field of business. This subject explores the nature, role and structure of business, the issues involved in establishing a business, the processes of business activity, internal and external influences on business as well as the social and ethical issues impacting business today.

Diploma of Communication

3.1.4 Diploma of Communication (Accelerated) (Public Relations Stream) 2 Semesters

COURSE STRUCTURE

Stage 1
CCAC001 Citizenship and Communication
CCOF001 Academic English: Communication Fundamentals
CEPC001 The Ecology of Public Communication

Stage 2
CDLC001 Digital Literacies
CDIC001 Digital Communities
CPPR001 Principles of Public Relations *

Prerequisite
* Prerequisite is CEPC001

3.1.5 Diploma of Communication (Standard) (Public Relations Stream) 3 Semesters

COURSE STRUCTURE

Stage 1
CCAC001 Citizenship and Communication
CCOF001 Academic English: Communication Fundamentals

Stage 2
CDLC001 Digital Literacies
CEPC001 The Ecology of Public Communication

Stage 3
CDIC001 Digital Communities
CPPR001 Principles of Public Relations *

Prerequisite
* Prerequisite is CEPC001

3.1.6 Diploma of Communication (Extended) (Public Relations Stream)
4 Semesters

COURSE STRUCTURE

Stage 0
CDCO001 Designing Communication
COEC001 Object Ecology
AND
ACEN001 Academic English
OR
ACCO001 Academic Communication

Stage 1
CCAC001 Citizenship and Communication
CCOF001 Academic English: Communication Fundamentals

Stage 2
CDLC001 Digital Literacies
CEPC001 The Ecology of Public Communication

Stage 3
CDIC001 Digital Communities
CPPR001 Principles of Public Relations *

Prerequisite
* Prerequisite is CEPC001

Students are placed in either ACEN001 or ACCO001 based on their level of English. Students enrolled in ACEN001 in the first semester of their course must successfully complete the subject before progression into further subjects.

3.1.7 Diploma of Communication (Accelerated) (Digital and Social Media Stream) 2 Semesters

COURSE STRUCTURE

Stage 1
CCAC001 Citizenship and Communication
CCOF001 Academic English: Communication Fundamentals
CDIC001 Digital Communities

Stage 2
CDLC001 Digital Literacies
CEPC001 The Ecology of Public Communication
CDMM001 Digital Media Metrics

(Note continuing students will undertake combined subjects CDMM001 Digital Media Metrics and CEPG001 Engagement, Participation, Gamification)

3.1.8 Diploma of Communication (Standard) (Digital and Social Media Stream) 3 semesters

COURSE STRUCTURE

Stage 1
CCAC001 Citizenship and Communication
CCOF001 Academic English: Communication Fundamentals

Stage 2
CDLC001 Digital Literacies
CDIC001 Digital Communities

Stage 3
CEPC001 The Ecology of Public Communication
CDMM001 Digital Media Metrics

3.1.9 Diploma of Communication (Extended) (Digital and Social Media Stream) 4 Semesters

COURSE STRUCTURE

Stage 0
CDCO001 Designing Communication
COEC001 Object Ecology
AND
ACEN001 Academic English
OR
ACCO001 Academic Communication

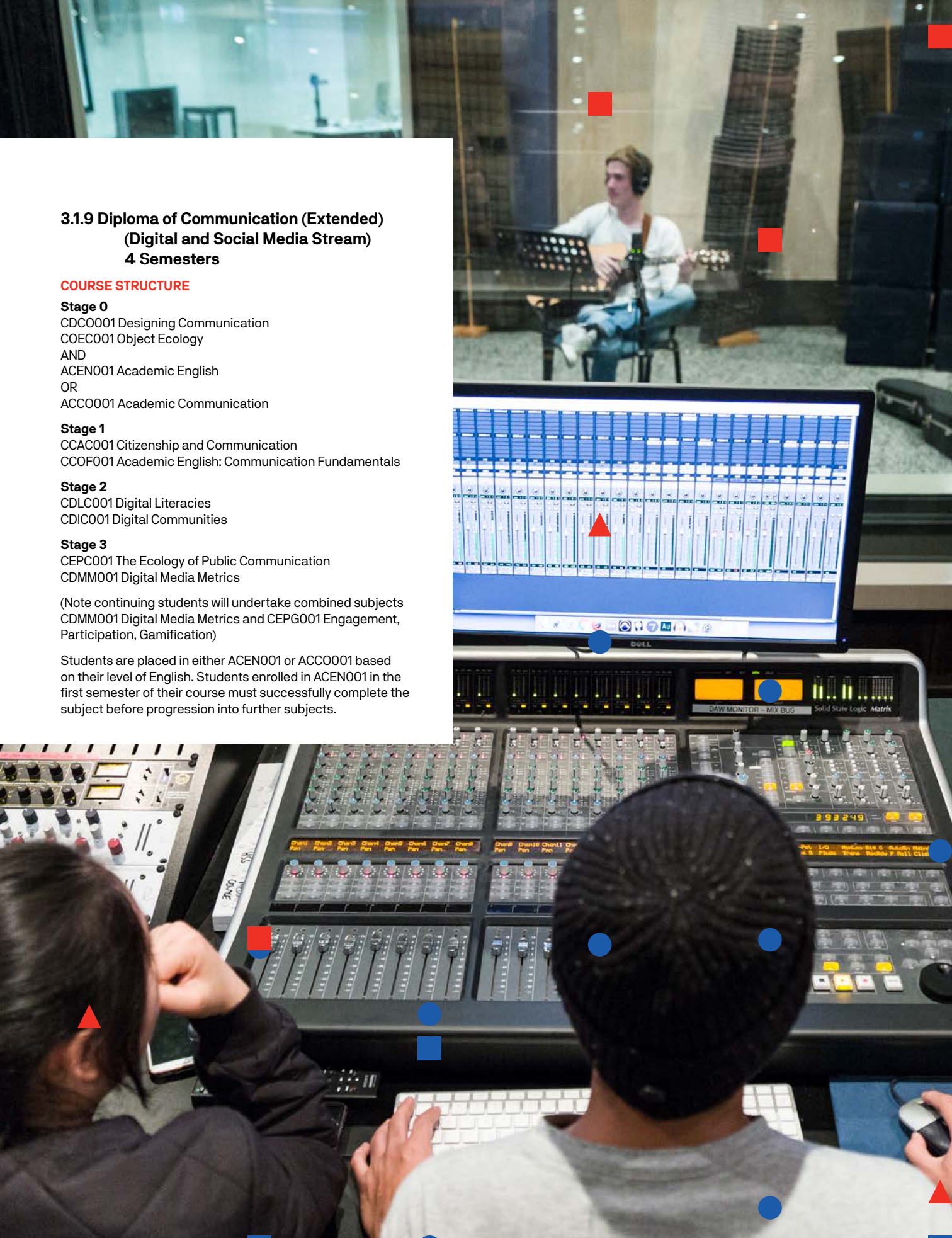
Stage 1
CCAC001 Citizenship and Communication
CCOF001 Academic English: Communication Fundamentals

Stage 2
CDLC001 Digital Literacies
CDIC001 Digital Communities

Stage 3
CEPC001 The Ecology of Public Communication
CDMM001 Digital Media Metrics

(Note continuing students will undertake combined subjects CDMM001 Digital Media Metrics and CEPG001 Engagement, Participation, Gamification)

Students are placed in either ACEN001 or ACCO001 based on their level of English. Students enrolled in ACEN001 in the first semester of their course must successfully complete the subject before progression into further subjects.



Diploma of Communication

SUBJECT DESCRIPTIONS

ACCO001
Academic Communication
This subject is designed to acclimatise students to the broad range of skills necessary to succeed in their academic studies. Performance and critical/creative thinking skills give students confidence in the use of their body and voice which will better enable them to deliver successful presentations and take part self-assuredly in any academic speaking contexts.

Writing tasks also build an understanding of structure and language that enhance essay writing. Working as a group, setting goals, understanding text, building empathy, expressing an opinion, engaging an audience, developing interpersonal, oral and written communication skills: all will be addressed through workshop activities.

Students use their own experiences to develop stories and a performance that utilises the principles and techniques of drama. They are encouraged to reflect on the practical relationship these skills have to their academic and professional lives. Research skills are employed to add context to storytelling. Multimedia is used to enhance student learning as well as to demonstrate how different media combine to engage an audience. The principles and techniques of effective storytelling form the basis of this subject and through practical application, students learn to write and perform their stories, explore ways to represent these stories digitally and understand the importance of storytelling in their personal lives, study and professional practice.

This subject also works to increase awareness of, as well as develop and employ 'soft skills': attributes such as adaptability, resourcefulness, initiative, creativity, interpersonal communication skills and the ability to problem solve and to work well in teams.

ACEN001
Academic English
This subject is designed for students entering the program with an IELTS of 5.5. The subject aims to develop students' reading, writing, listening and speaking skills in English in preparation for further studies in the diploma program.

CCOF001
Academic English: Communication Fundamentals
This subject is designed to provide students with an introduction to the nature of effective written and spoken communication in academic contexts, and to assist in reading academic texts. It examines what makes academic communication different from communication in other contexts, explaining some of the 'hidden rules' through the study of the 'principles of academic communication.' Putting these principles into practice, students will analyse and reflect on their own written and spoken communication, at the beginning of the course and as it proceeds. In addition, students have the opportunity of putting into practice skills of effective reading with academic journal articles and other published resources. The subject assists students to apply these frameworks and concepts to their required readings for 'Citizenship and Communication' (CCAC001) and to the spoken and written assessments in that subject, as well as to their future tertiary studies.

CDCO001
Designing Communication
Students in Designing Communication will undertake a series of practical assignments based around the exploration of urban environments. Students will work individually and in teams to investigate elements of visual communication, storytelling and semiotics and site-based research. This will be complemented by appropriate in-class and out of class activities, the use of a range of digital platforms and by engaging in self-directed learning. At the completion of the semester students will have acquired a range of academic skills for effective researching, academic writing and oral presentations that will provide a strong foundation for further academic study.

CEPC001
The Ecology of Public Communication
Students explore the field of public communication and its major areas of practice. They gain an understanding of the role of communication, audiences and environments and contexts of communication in the public sphere, including professional communication practices. Students learn how public communication, public relations and advertising are conceptualized and practised in various types of organizations and interest groups including organizational communication and marketing communication. They will explore controversies in the field such as social representations, agendas and advocacy, and begin to produce their own work in advertising, public relations and organizational communication including using new media.

Diploma of Communication

CDMM001 Digital Media Metrics
This subject responds to the digital media industry's growing emphasis and reliance on data, metrics and marketing to better segment and target audiences. The rapidly-evolving digital and social media industry is framed within historical and theoretical contexts and for commercial, professional, social and personal uses. In this subject, students learn foundational digital marketing skills, digital and social media technologies, devices, platforms, media and analytical techniques to develop their marketing-oriented, decision-making skills. Students develop skills linked to content marketing, social media marketing, email marketing, as well as relevant digital tools concerning search engine optimisation (SEO), digital analytics and other social media metrics. Students learn strategies from industry case studies in business-to-business (B2B) and business-to-customer (B2C) digital marketing to better understand how businesses leverage website traffic, content performance and lead generation. Students also critically examine the consequences of digital media marketing, and the limits and perils of big data.

CCAC001
Citizenship and Communication
This subject explores the role of the citizen communicator by examining the institutions which structure our social world, and the social arenas in which civic participation occurs. Students are introduced to political, legal, economic and media institutions and concepts in national and, to a lesser extent, global contexts. There is a particular emphasis on the skills of academic literacy, reflective practice, collaboration and cooperative peer review. Assessments include traditional essay and presentations in addition to reflective journal and interactive game based presentations.

CDLC001
Digital Literacies
This subject addresses literacies that are not only crucial for everyday life and our full participation as citizens, but are also required by every contemporary industry and workplace. Practical, critical and theoretical aspects of contemporary media use are explored and integrated. Students gain foundational digital media skills involving digital publishing and digital image production and compositing. They explore the shift in our understandings of being and knowing that both enabled and were enhanced by the development of digital technologies, and which provide the context for our use of them. Students also gain knowledge of the ethical responsibilities of using these media and learn to critically reflect on their own production of multimodal and participatory communication.

COEC001
Object Ecology
Object Ecology explores the relationship between artefacts and their social, cultural and national contexts. Students will directly experience designed objects in a number of environments including museums, consumer contexts and personal and public histories. Students will also be introduced to a variety of hands-on and digital design tools to produce reports and object biographies, as well as create objects in response to their research and analysis.

CPPR001
Principles of Public Relations
This subject provides an overview of the theories, concepts and practice of public relations, tracing the discipline's historical evolution from technical function to strategic management. This is achieved through a deconstruction of its history, an examination of the role of public relations in organisations and an exploration of what constitutes socially responsible and ethical practice. In addition, the subject examines key models of communication theory and explores these within the context of contemporary public relations case studies, making explicit connections between theory and practice. Students critique current news stories, analysing them in terms of newsworthiness and identifying their key characteristics, distribution, and potential strategic impact. Students are also introduced to researching and writing an industry-standard media plan and media release.

CDIC001
Understanding Digital Audiences
In Understanding Digital Audiences, students are introduced to key concepts for exploring digitally mediated social formations in order to explore, understand and work with digital communities. Students learn to research and analyse virtual and mediated sites in everyday life and investigate the ways in which the affordances of digital technologies generate and transform their knowledge and experience of community. In this subject, students also develop basic skills for digital marketing communication campaign development.

Diploma of Design & Architecture

3.1.10 Diploma of Design & Architecture (Accelerated) (Design Stream) 2 Semesters

COURSE STRUCTURE

Stage 1
DADC001 – Academic and Design Communication
DRDH001 - Researching Design Histories
DSMC001 - Social Media Cultures
DDWO001 - Design Workflows

Stage 2
DDTH001 - Thinking Through Design
DDFU001 - Design Futuring
DDPR001 - Design Project

3.1.11 Diploma of Design & Architecture (Standard) (Design Stream) 3 Semesters

COURSE STRUCTURE

Stage 1
DADC001 – Academic and Design Communication
DRDH001 - Researching Design Histories
DSMC001 - Social Media Cultures

Stage 2
DDTH001 - Thinking Through Design
DDWO001 - Design Workflows
DDFU001 - Design Futuring

Stage 3
DDPR001 - Design Project

3.1.12 Diploma of Design & Architecture (Extended) (Design Stream) 4 Semesters

COURSE STRUCTURE

Stage 0
DOEC001 - Object Ecology
DDCO001 - Designing Communication
ACEN001 - Academic English
OR
ACCO001 - Academic Communication

Stage 1
DADC001 – Academic and Design Communication
DRDH001 - Researching Design Histories
DSMC001 - Social Media Cultures

Stage 2
DDTH001 - Thinking Through Design
DDWO001 - Design Workflows
DDFU001 - Design Futuring

Stage3
DDPR001 - Design Project

3.1.13 Diploma of Design & Architecture (Accelerated) (Architecture Stream) 2 Semesters

COURSE STRUCTURE

Stage 1
DADC001 – Academic and Design Communication
DACO001 – Architecture Communications
DAHO001 – Orientations
DAMM001 - Architecture Modelmaking

Stage 2
DSPC001 – Spatial Communications
DSWR001 - Situated Writing
DAST001 – Architecture Studio

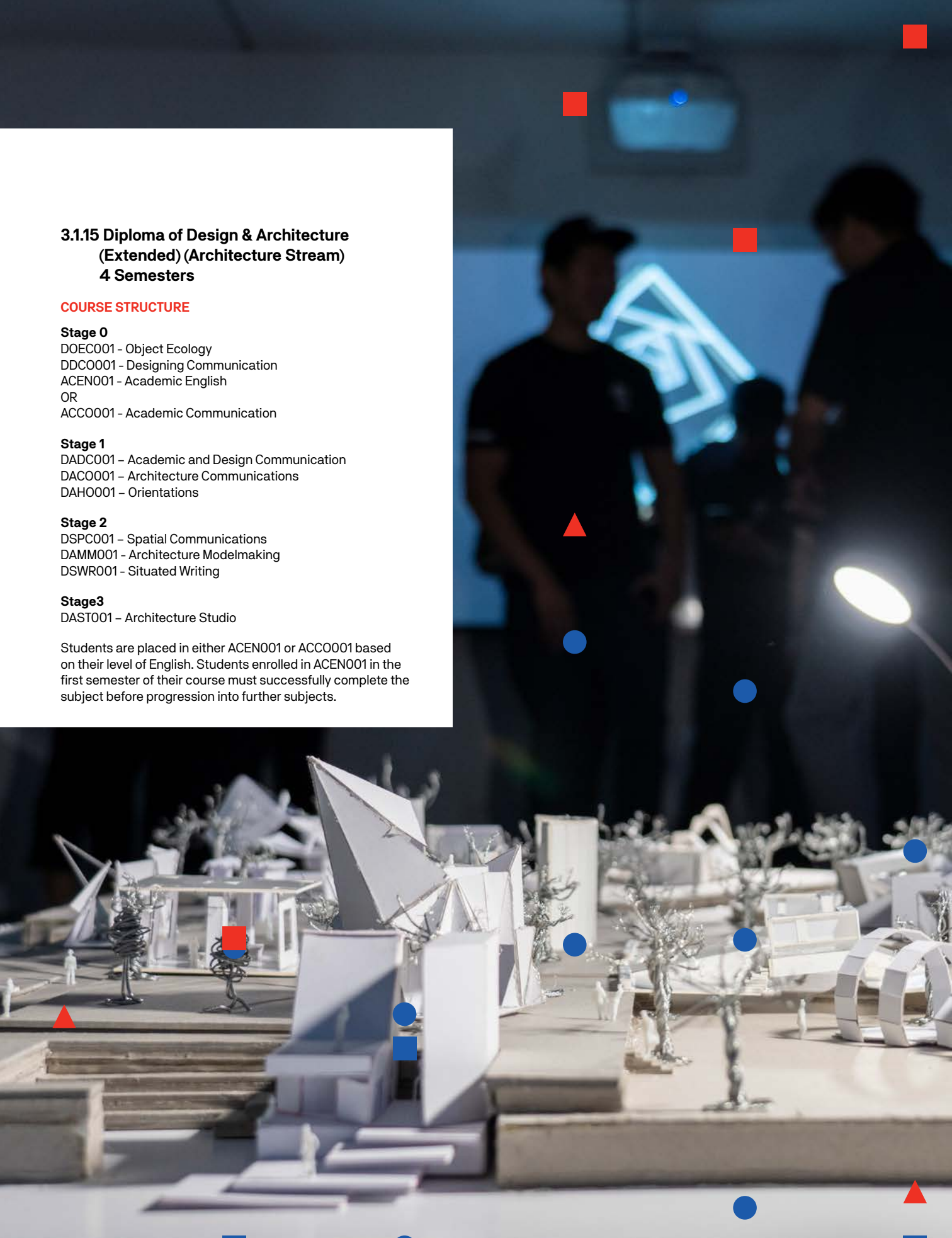
3.1.14 Diploma of Design & Architecture (Standard) (Architecture Stream) 3 Semesters

COURSE STRUCTURE

Stage 1
DADC001 – Academic and Design Communication
DACO001 – Architecture Communications
DAHO001 – Orientations

Stage 2
DSPC001 – Spatial Communications
DAMM001 - Architecture Modelmaking
DSWR001 - Situated Writing

Stage 3
DAST001 – Architecture Studio



3.1.15 Diploma of Design & Architecture (Extended) (Architecture Stream) 4 Semesters

COURSE STRUCTURE

Stage 0
DOEC001 - Object Ecology
DDCO001 - Designing Communication
ACEN001 - Academic English
OR
ACCO001 - Academic Communication

Stage 1
DADC001 – Academic and Design Communication
DACO001 – Architecture Communications
DAHO001 – Orientations

Stage 2
DSPC001 – Spatial Communications
DAMM001 - Architecture Modelmaking
DSWR001 - Situated Writing

Stage3
DAST001 – Architecture Studio

Students are placed in either ACEN001 or ACCO001 based on their level of English. Students enrolled in ACEN001 in the first semester of their course must successfully complete the subject before progression into further subjects.

Diploma of Design & Architecture

SUBJECT DESCRIPTIONS

ACCO001
Academic Communication
This subject is designed to acclimatise students to a broad range of skills necessary to succeed in their academic studies. Performance and critical/creative thinking skills give students confidence in the use of their body and voice which will better enable them to deliver successful presentations and take part self-assuredly in any academic speaking contexts.

Writing tasks also build an understanding of structure and language that enhance essay writing. Working as a group, setting goals, understanding text, building empathy, expressing an opinion, engaging an audience, developing interpersonal, oral and written communication skills: all will be addressed through workshop activities.

Students use their own experiences to develop stories and a performance that utilises the principles and techniques of drama. They are encouraged to reflect on the practical relationship these skills have to their academic and professional lives. Research skills are employed to add context to storytelling. Multimedia is used to enhance student learning as well as to demonstrate how different media combine to engage an audience. The principles and techniques of effective storytelling form the basis of this subject and through practical application, students learn to write and perform their stories, explore ways to represent these stories digitally and understand the importance of storytelling in their personal lives, study and professional practice.

This subject also works to increase awareness of, as well as develop and employ 'soft skills': attributes such as adaptability, resourcefulness, initiative, creativity, interpersonal communication skills and the ability to problem solve and to work well in teams.

ACEN001
Academic English
This subject is designed for students entering the program with an IELTS of 5.5. The subject aims to develop students' reading, writing, listening and speaking skills in English in preparation for further studies in the diploma program.

DOEC001
Object Ecology
This subject explores the relationship between artefacts and their social, cultural and national contexts. It aims to have students directly experience designed objects in a number of environments including museums, consumer contexts and personal and public histories. Students are introduced to a variety of hands-on and digital design tools to produce an innovative exhibition concept.

DDCO001
Designing Communication
Students will investigate the meaning and construction of images, sequencing, layouts and narrative through a series of practical assignments, which are based around an exploration of the urban environment. After further research and investigation students showcase their understanding of these skills.

DADC001
Academic and Design Communication
By drawing on a variety of theoretical frameworks from the disciplines of architecture and design this subject provides innovative ways in which to construct, analyse, interpret and redesign various modes of design. Students develop the necessary skills to move between and synthesise various means of communication, turning ideas into designs and turning designs into verbal and written texts. This subject fosters a community of design practitioners who can critically reflect on design and successfully explicate their own designs by incorporating appropriate modes of communication in their seminars, presentations and reports.

DRDH001
Researching Design Histories
The knowledge and skills gained though understanding and engaging with design histories are of vital importance to designers. In terms of design practice, the study of design histories enables designers to critically assess practical design projects and participate in debates within the field of design. This subject provides an opportunity for students to develop an historical understanding of design and learn research and critical thinking skills that may be applied in other subjects, educational contexts and professional practice.

DAHO001
Orientations
This subject introduces key themes in the history and theory of architecture and landscape, framed in terms of examples from antiquity until the beginning of the 19th century. Forums and tutorials question the relevance of these buildings and landscapes to contemporary practice. This subject addresses continuing themes of architecture and landscape disciplines and investigates opens important attributes in the visual dialogue developed between past and present.

DDTH001
Thinking Through Design
This subject connects students to the way designers work, think and approach design tasks. It gives students an experience in working in professional design environments by developing their skills in creativity and innovation, and strategic thinking and problem solving, while also introducing students to the relatively new field of service design. Assists students in applying theoretical frameworks and concepts in design to practical projects and situations.

Diploma of Design & Architecture

DDPR001
Design Project
This subject encourages students to explore the design field of their interest in great depth, be it visual communication, architecture, spatial design or services. The area of specialisation chosen by the student is coordinated and supervised by an expert teacher in the field. The students will also come together to form a studio and produce a design with their collective skills which will then be exhibited. Students will also produce high-quality individual portfolios, assisting them in further study or
future employment.

DACO001
Architecture Communications
This subject introduces a series of foundation skills required for effective communication in architectural design. These skills include both 2D and 3D digital and analogue techniques for exploring, translating and conceptualising existing and newly invented spaces. The refinement of drawings and images for presentation and for effective verbal communication of ideas are also developed in studio-based critique sessions.

DAST001
Architecture Studio
This subject delivers the framework to learn essential techniques for the production of space as well as important strategies in critical and analytical thinking. This subject introduces students to three key themes: body, organization, and context. These themes serve as a common knowledge base critical to the practice of architecture and landscape architecture.

DDWO001
Design Workflows
The central aim of this subject is to demonstrate the importance that critical thinking and iterative working methods play in the development of good design thinking. Themes include a range of design media spanning photography, film, drawing, modelling, sound and magazines, which are explored through operational systems of framing, sequence, notation, scale, ambience and montage/collages. These mediums and operations address a variety of design influences driven by applications of relevant software and rendering techniques.

DDFU001
Design Futuring
This subject explores the design of possible, probable and plausible futures by examining the social, cultural and ethical implications of design and human-technology relations. Students work in groups to visualise future scenarios, then individually to make speculative prototypes. By critically engaging with the world around them, conducting primary research and designing, students gain an understanding of a range of topics including climate change, artificial intelligence, digital democracies and online communities.

DSMC001
Social Media Cultures
This subject introduces students to methods for making sense of the internet and social media. Focusing on the interaction designs that empower digital connectivity and the way different cultures are responding to those interaction designs. This subject exposes students to critical frameworks for interrogating online cultures and their own experiences using these platforms.

DSWR001
Situated Writing
This subject explores storytelling as a method for investigating site. Working through a range of fieldwork and writing exercises that respond to complex entanglements of histories, materials, and bodies onsite, students will develop narrative projects in the form of books. Students will also observe dialogical conditions that can be unpacked through processes of storytelling.

DAMM001
Architecture Modelmaking
This subject extends basic modelling skills and introduces different techniques and media. Students make the most of conceptual, generative and illustrational opportunities to convey design ideas across a range of scales. The definition of 'model' in this subject is broad and the curriculum may include the notion of the model in both its physical and digital forms, with emphasis on the production of physical artefacts. Students develop a material sensibility that reveals the tactile, visual and structural potentials of any selected materials.

DSPC001
Spatial Communications
This subject is designed to equip students with a range of digital and analogue tools for the communication of architectural ideas. Students will focus on both the improvement of their own technical skills and their capacity to think critically through a series of iterative exercises.

Diploma of Engineering

Required Knowledge for the UTS Diploma of Engineering

The UTS College Diploma of Engineering accelerated (2 semester) and standard (3 semester) program is offered to students who have successfully completed Year 12 subjects in Mathematics and Physics.

Students who do not meet the course requirement may be considered for the extended program (4 semesters). The extended program includes three additional enabling subjects to ensure students have the core fundamentals before progressing onto more advanced subjects.

3.1.16 Diploma of Engineering (Accelerated) 2 Semesters

COURSE STRUCTURE

Stage 1
EITC001 Introduction to Technical Communication
EMAT001 Mathematical Modelling 1 *
EPHY001 Physical Modelling
EICE001 Introduction to Civil and Environmental Engineering

Stage 2
EMTH001 Mathematical Modelling 2 **
ENEF00 Network Fundamental
EENC001 Engineering Computations**
EIEE001 Introduction to Electrical and Electronic Engineering

Prerequisites
* Prerequisite is satisfactory Mathematical Readiness Test.
** Prerequisite subject is Mathematical Modelling 1

3.1.17 Diploma of Engineering (Standard) 3 Semesters

COURSE STRUCTURE

Stage 1
EITC001 Introduction to Technical Communication
EFMT001 Foundation Mathematics
OR
EMAT001 Mathematical Modelling 1 *
EPHY001 Physical Modelling

Stage 2
EICE001 Introduction to Civil and Environmental Engineering
EMAT001 Mathematical Modelling 1 *
OR
EMTH001 Mathematical Modelling 2**
ENEF00 Network Fundamentals

Stage 3
EMTH001 Mathematical Modelling 2 **
OR
EENC001 Engineering Computations**
EIEE001 Introduction to Electrical and Electronic Engineering

* Prerequisite subject is Foundation Mathematics or satisfactory Mathematical Readiness Test.
** Prerequisite subject is Mathematical Modelling 1

3.1.18 Diploma of Engineering (Extended) 4 Semesters

COURSE STRUCTURE

Stage 0
EIMT001 Introduction to Mathematics
EPFD001 Physics Fundamentals
ACEN001 Academic English
OR
ACCO001 Academic Communication

Stage 1
EITC001 Introduction to Technical Communication
EPHY001 Physical Modelling
EFMT001 Foundation Mathematics

Stage 2
EMAT001 Mathematical Modelling 1 *
EICE001 Introduction to Civil and Environmental Engineering
ENEF00 Network Fundamentals

Stage 3
EMTH001 Mathematical Modelling 2 **
EIEE001 Introduction to Electrical and Electronic Engineering

Prerequisites
* Prerequisite subject is Foundation Mathematics or satisfactory Mathematical Readiness Test.
** Prerequisite subject is Mathematical Modelling 1


MECHANICAL
ENGINEERING
LABORATORIES
UTS
MECH LABS
UNIVERSITY OF TECHNOLOGY, SYDN
suttontools
Basecamp
ACTION
ALUMINIUM
AITECH
PICTON
KARTING
TRACK
texense
NSK
MoTeC
LINCOLN
ELECTRIC

Diploma of Engineering

SUBJECT DESCRIPTIONS

ACCO001
Academic Communication
This subject is designed to acclimatise students to a broad range of skills necessary to succeed in their academic studies. Performance and critical/creative thinking skills give students confidence in the use of their body and voice which will better enable them to deliver successful presentations and take part self-assuredly in any academic speaking contexts.

Writing tasks also build an understanding of structure and language that enhance essay writing. Working as a group, setting goals, understanding text, building empathy, expressing an opinion, engaging an audience, developing interpersonal, oral and written communication skills: all will be addressed through workshop activities.

Students use their own experiences to develop stories and a performance that utilises the principles and techniques of drama. They are encouraged to reflect on the practical relationship these skills have to their academic and professional lives. Research skills are employed to add context to storytelling. Multimedia is used to enhance student learning as well as to demonstrate how different media combine to engage an audience. The principles and techniques of effective storytelling form the basis of this subject and through practical application, students learn to write and perform their stories, explore ways to represent these stories digitally and understand the importance of storytelling in their personal lives, study and professional practice.

This subject also works to increase awareness of, as well as develop and employ 'soft skills': attributes such as adaptability, resourcefulness, initiative, creativity, interpersonal communication skills and the ability to problem solve and to work well in teams.

ACEN001
Academic English
This subject is designed for students entering the program with an IELTS of 5.5. The subject aims to develop students' reading, writing, listening and speaking skills in English in preparation for further studies in the diploma program.

EITC001
Introduction to Technical Communication
This subject introduces both Engineering and IT students to the basic principles of technical communication. The subject allows students to engage with and practice the language and study skills required for undergraduate study in Engineering and IT. Students will have opportunities to understand and appreciate the communication requirements of the profession, and also to develop skills in oral, written, visual, and digital technical communication; essential to succeed in increasingly globalised electronic communication environments.

EFMT001
Foundation Mathematics
The subject introduces the aspects of algebra, functions and calculus that are considered fundamental and that are required in subsequent technical courses. Students are shown how to provide systematic and detailed answers to problems using standard mathematical notation, thus enhancing their written communication skills. Topics include algebra, polynomial functions, geometry, trigonometric functions, calculus, logarithmic and exponential functions and introduction to sequences and series. This subject is taken by students with moderate mathematical background as a prelude to Mathematical Modelling 1.

EIEE001
Introduction to Electrical and Electronic Engineering
This subject gives you an overview of the engineering process, the technologies involved, the approach to problem solving and the skills and tools used. Topics include basic electrical concepts such as voltage, current, resistance, power, DC and AC, supply and utilisation of domestic electricity and the functions of components commonly found in a linear DC power supply. The practical aspects include learning how to use basic equipment such as a multimeter and a CRO, learning some simple 'tinkering' skills and building and testing a DC power supply and a data acquisition system. The major objective of this subject is to give early-stage students some understanding of the scope and methods of electrical engineering.

EICE001
Introduction to Civil and Environmental Engineering
The civil and environmental engineer plays a major role in the provision of basic infrastructure necessary to support the development and maintenance of urban and rural settlements. This subject provides a sound foundation for further education in the processes of design, construction, operation and maintenance of community infrastructure AND an understanding of the need to develop the necessary individual and multidisciplinary skills in civil engineering project analysis and development.

EIMT001
Introduction to Mathematics
This subject provides a broad introduction to mathematics and statistics. It covers fundamental mathematical methods including number, basic algebra, functions and graphs and trigonometry. Students have opportunities to apply their mathematical knowledge in a variety of contexts and develop skills and knowledge which can then be used as a basis for further study of mathematics.

Diploma of Engineering

EPFD001
Physics Fundamentals
Physics Fundamentals serves as an essential foundation experience for all extended engineers and scientists. Students will be equipped with fundamental physics knowledge, including mechanics, thermal physics, electricity, fluids, waves and optics. They will also develop analytical, problem solving, observational and technical as well as measurement skills needed to address physics-specific problems. Further, they will learn the importance of scientific communication in the contemporary and increasingly global scientific context.

EENC001
Engineering Computations
This subject covers basic and advanced spreadsheet, matrix operations, solving nonlinear equations, numerical differentiation and integration, advanced built-in functions, spreadsheets add ins, macros and user-written functions.

EMAT001
Mathematical Modelling 1
The subject provides a thorough foundation in the mathematical techniques needed for undergraduate programs in Engineering and Science. The subject establishes essential knowledge and skills in the areas of algebra, functions and calculus. It also introduces the basic concepts of linear algebra, including matrices and systems of linear equations for the understanding of linear modelling. Topics include vectors, complex numbers, differentiation and differential equations arising from physical problems, general inverse functions, hyperbolic functions, integrals, solutions to differential equations by integration and introduction to matrices.

EMTH001
Mathematical Modelling 2
In this subject students will be working with statistics and mathematical resources to gain an appreciation of the way
in which mathematics, probability and statistics have enhanced engineering and science and how engineering and scientific problems have in turn motivated the development of the mathematics, probability and statistics required for their solution.

Topics from statistics include the presentation of data, discrete and continuous probability distributions, hypothesis testing and confidence intervals, and simple linear regression. Topics from mathematics include simultaneous linear equations and applications, matrices and determinants, heat and wave equations, optimisation and multiple integrals and their applications.

EPHY001
Physical Modelling
This subject is an introductory physics course for engineering and science students covering mechanics, thermal physics, waves and optics, electricity and fluids. The laboratory program complements the learning experiences in the lectures.

ENEF001
Network Fundamentals
This subject provides students with a modern introduction to the dynamic field of computer networking, including layered network architecture and the TCP/IP protocol suite. Student practical works include observing network traffic in action and building their own network applications through socket programming.
By developing problem solving and design skills in this subject, students also acquire the ability to select the most appropriate network services, design and develop network applications, e.g. web server and email client, to achieve the best data performance.

Diploma of Information Technology

3.1.19 Diploma of Information Technology (Accelerated) 2 Semesters

COURSE STRUCTURE

Stage 1
IITC001 Introduction to Technical Communication
IIIS001 Introduction to Information Systems
IPRG001 Programming Fundamentals
IWBS001 Web Systems

Stage 2
IBRM001 Business Requirements Modelling *
IAPP001 Applications Programming **
INET001 Networking Essentials
IDBF001 Database Fundamentals **

Prerequisites
* Prerequisite is IIIS001
** Prerequisite is IPRG001

3.1.20 Diploma of Information Technology (Standard) 3 Semesters

COURSE STRUCTURE

Stage 1
IITC001 Introduction to Technical Communication
IIIS001 Introduction to Information Systems
IPRG001 Programming Fundamentals

Stage 2
IWBS001 Web Systems
IBRM001 Business Requirements Modelling *
IAPP001 Applications Programming **

Stage 3
INET001 Networking Essentials
IDBF001 Database Fundamentals **

Prerequisites
* Prerequisite is IIIS001
** Prerequisite is IPRG001

3.1.21 Diploma of Information Technology (Extended) 4 Semesters

COURSE STRUCTURE

Stage 0
IIIT001 IT Essentials
IIPR001 Programming
ACEN001 Academic English
OR
ACC0001 Academic Communication for Diploma

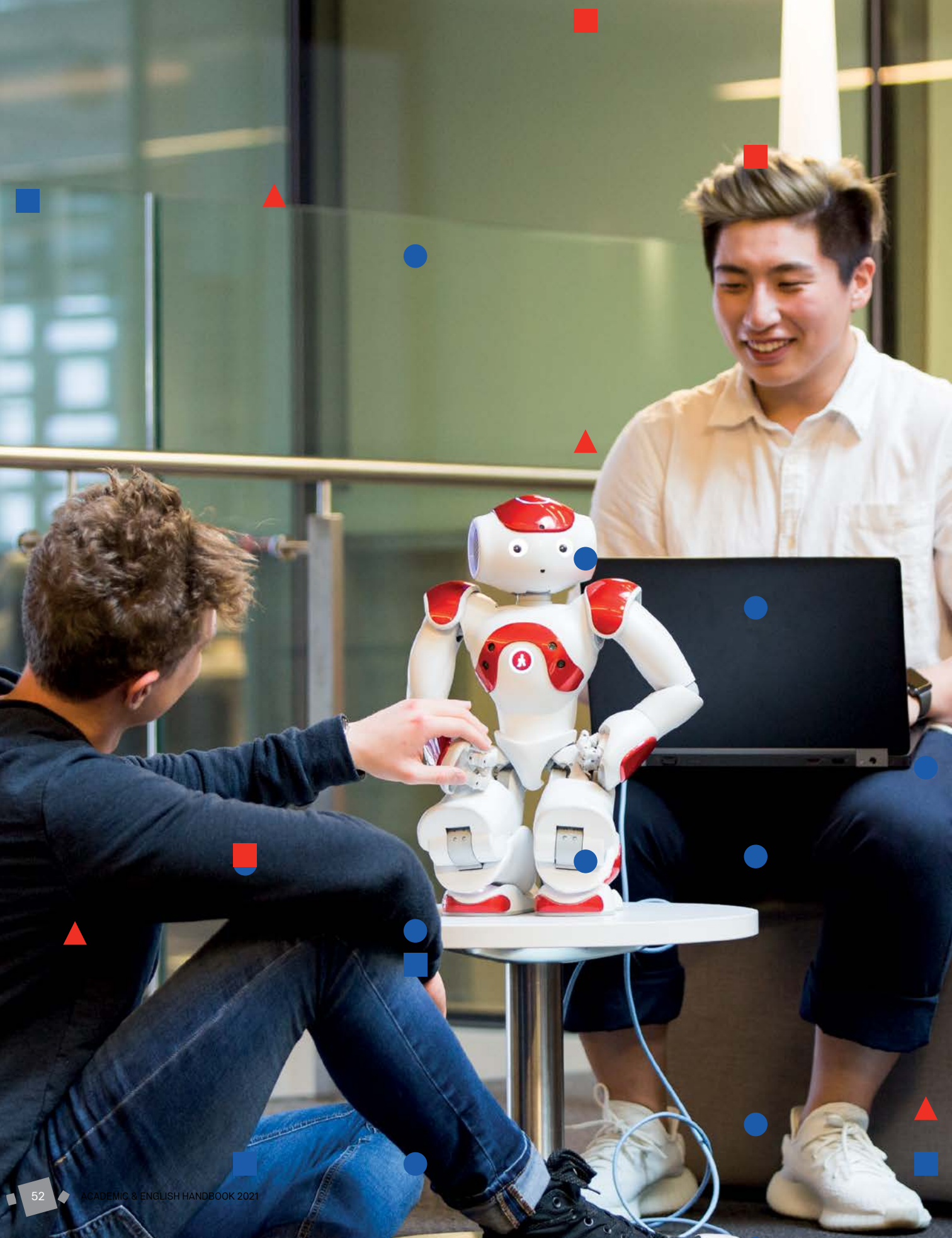
Stage 1
IITC001 Introduction to Technical Communication
IIIS001 Introduction to Information Systems
IPRG001 Programming Fundamentals

Stage 2
IWBS001 Web Systems
IBRM001 Business Requirements Modelling *
IAPP001 Applications Programming **

Stage 3
INET001 Networking Essentials
IDBF001 Database Fundamentals **

Prerequisites
* Prerequisite is IIIS001
** Prerequisite is IPRG001

Students are placed in either ACEN001 or ACCO001 based on their level of English. Students enrolled in ACEN001 in the first semester of their course must successfully complete the subject before progression into further subjects.



Diploma of Information Technology

SUBJECT DESCRIPTIONS

ACCO001
Academic Communication
This subject is designed to acclimatise students to a broad range of skills necessary to succeed in their academic studies. Performance and critical/creative thinking skills give students confidence in the use of their body and voice which will better enable them to deliver successful presentations and take part self-assuredly in any academic speaking contexts.

Writing tasks also build an understanding of structure and language that enhance essay writing. Working as a group, setting goals, understanding text, building empathy, expressing an opinion, engaging an audience, developing interpersonal, oral and written communication skills: all will be addressed through workshop activities.

Students use their own experiences to develop stories and a performance that utilises the principles and techniques of drama. They are encouraged to reflect on the practical relationship these skills have to their academic and professional lives. Research skills are employed to add context to storytelling. Multimedia is used to enhance student learning as well as to demonstrate how different media combine to engage an audience. The principles and techniques of effective storytelling form the basis of this subject and through practical application, students learn to write and perform their stories, explore ways to represent these stories digitally and understand the importance of storytelling in their personal lives, study and professional practice.

This subject also works to increase awareness of, as well as develop and employ 'soft skills': attributes such as adaptability, resourcefulness, initiative, creativity, interpersonal communication skills and the ability to problem solve and to work well in teams.

ACEN001
Academic English
This subject is designed for students entering the program with an IELTS of 5.5. The subject aims to develop students' reading, writing, listening and speaking skills in English in preparation for further studies in the diploma program.

IITC001
Introduction to Technical Communication
This subject introduces both Engineering and IT students to the basic principles of technical communication. The subject allows students to engage with and practise the language and study skills required for undergraduate study in Engineering and IT. Students will have opportunities to understand and appreciate the communication requirements of the profession, and also to develop skills in oral, written, visual, and digital technical communication, essential for them to succeed in increasingly globalised electronic communication environments.

IAPP001
Applications Programming
The subject builds on a set of basic skills in program design and object-oriented programming. It covers the topics of inheritance and swing and provides knowledge and practice in advanced GUI programming and design. It provides practical experience in the design, construction, testing, and evaluation of object-oriented systems and shows how to develop a correct and well-designed system from a specification.

IBRM001
Business Requirements Modelling
This subject provides students with the opportunity to experience the process by which IT solutions are designed to solve business problems. The subject emulates the commercial environment, with students working in groups to produce a design solution to a business problem. The subject contributes to developing team skills and an understanding of how teams work. It introduces students to the software development life cycle and relates information systems concepts to the business environment. In addition, it provides students with an opportunity to develop analytical thinking and problem-solving skills and develop effective writing and presentation skills, and demonstrate the capacity for continued learning.

Diploma of Information Technology

IDBF001
Database Fundamentals
This subject introduces students to the fundamentals of effective database systems. Students are taught how data is structured and managed in an organisation in a way that can be used effectively by applications and users. They also learn to use the language SQL for effective data retrieval and modification. This subject teaches students to appreciate the significance and challenges of good database design and management, which underpins the development of functional software applications.

IIPR001
Programming
The subject provides an introduction to general programming concepts and best practices. It provides practical experience in problem solving and critical thinking to create algorithms that solve programming problems. Topics include algorithm design, code development, code testing, debugging and deployment. Students will use J2ME to create mobile phone applications in Java. Skills learnt in this subject are transferrable and will help students prepare for Object Oriented Programming subjects.

IIIS001
Introduction to Information Systems
This subject introduces students to the type of information systems which form the foundation of conducting business in the 21st century. Key concepts include how information systems support organisations and add business value, the importance of stakeholders and users in information systems, systems development methodologies, collaborative work processes, teamwork and usability evaluation.

IIIT001
IT Essentials
The subject provides an introduction to information technology. This subject will explore computer technology, software, hardware, operating systems, computer networking and how information technology is used in society. An emphasis of critical thinking skills, problem solving and technical communication is given in order to prepare students for further computing studies and work readiness.

INET001
Networking Essentials
This is the first subject in the field of data communications and networking. Basic networking concepts and skills are developed. The skills and knowledge gained are essential to all IT professionals. Students will be introduced to networking technologies, network devices, end systems (PCs and servers) and the role of protocols and standards. Through a case study and group work, students will work collaboratively and individually to produce and justify an initial design for a computer network, requiring analysis and evaluation of alternative solution and technologies.

IPRG001
Programming Fundamentals
This subject introduces object-oriented programming in Java. It covers data flow, procedures, classes, and data structures. The topics include the Blue J environment, Object Oriented Programming, data structures and basic algorithms, file storage and retrieval, debugging strategies, design notations, processes and rules and software quality.

IWBS001
Web Systems
This subject introduces the computer as a component of the internet. This enables students to understand the use of a computer in a distributed environment, and provides the context for later subjects on distributed services. Students will be able to develop scripting skills required in later subjects, such as using the command line interface of UNIX and building web sites. Some fundamental computing theory is introduced.

Diploma of Science

Assumed Knowledge for the UTS College Diploma of Science Physical Sciences Stream

Although there are no formal prerequisites, students are assumed to be operationally familiar with the following mathematical concepts:

- Algebra
- Quadratic Equations
- Linear Relationships
- Graphing
- Exponents and Logarithms
- Geometry
- Trigonometric Functions
- Areas and Volumes
- Differentiation
- Integration.

Previous study of physics and chemistry is also recommended.

NOTE: Applicants who do not have the assumed knowledge outlined above, or who do not feel confident with this material, should enrol in the Extended Diploma of Science.

3.1.22 Diploma of Science (Accelerated) (Physical Sciences Stream) 2 Semesters

COURSE STRUCTURE

Stage 1
SATC001 Academic and Technical Communication
SCHM001 Chemistry 1
SPSP001 Principles of Scientific Practice
SPAN001 Physical Aspects of Nature
SFMT001 Foundation Mathematics

Stage 2
SCHM002 Chemistry 2 *
SPIA001 Physics in Action**
SITM001 Introduction to Materials
SMAT001 Mathematical Modelling 1 ***

Prerequisites
* Prerequisite is SCHM001
** Prerequisite is SPAN001
*** Prerequisite is SFMT001

3.1.23 Diploma of Science (Standard) (Physical Sciences Stream) 3 Semesters

COURSE STRUCTURE

Stage 1
SATC001 Academic and Technical Communication
SCHM001 Chemistry 1
SPSP001 Principles of Scientific Practice

Stage 2
SPAN001 Physical Aspects of Nature
SCHM002 Chemistry 2 *
SFMT001 Foundation Mathematics

Stage 3
SPIA001 Physics in Action**
SITM001 Introduction to Materials
SMAT001 Mathematical Modelling 1***

Prerequisites
* Prerequisite is SCHM001
** Prerequisite is SPAN001
*** Prerequisite is SFMT001

3.1.24 Diploma of Science (Extended) (Physical Sciences Stream) 4 Semesters

COURSE STRUCTURE

Stage 0
SIMT001 Introduction to Mathematics
SPFD001 Physics Fundamentals
ACEN001 Academic English
OR
ACCO001 Academic Communication

Stage 1
SATC001 Academic and Technical Communication
SCHM001 Chemistry 1
SPSP001 Principles of Scientific Practice

Stage 2
SPAN001 Physical Aspects of Nature
SCHM002 Chemistry 2 *
SFMT001 Foundation Mathematics

Stage 3
SPIA001 Physics in Action **
SITM001 Introduction to Materials
SMAT001 Mathematical Modelling 1 ***

Prerequisites
* Prerequisite is SCHM001
** Prerequisite is SPAN001
*** Prerequisite is SFMT001

Diploma of Science

Assumed Knowledge for the UTS College Diploma of Science

Life Sciences Stream

Although there are no formal prerequisites, students are assumed to be operationally familiar with the following mathematical concepts:

- Algebra
- Quadratic Equations
- Linear Relationships
- Graphing
- Exponents and Logarithms
- Geometry
- Trigonometric Functions
- Areas and Volumes.

Previous study of physics and chemistry is also recommended.

NOTE: Applicants who do not have the assumed knowledge outlined above, or who do not feel confident with this material, should enrol in the Extended Diploma of Science.

3.1.25 Diploma of Science (Accelerated) (Life Sciences Stream) 2 Semesters

COURSE STRUCTURE

Stage 1
SATC001 Academic and Technical Communication
SCHM001 Chemistry 1
SPSP001 Principles of Scientific Practice
SPAN001 Physical Aspects of Nature
SCBG001 Cell Biology and Genetics

Stage 2
SCHM002 Chemistry 2 *
SBCY001 Biocomplexity
SSDA001 Statistical Design and Analysis
SHAP001 Human Anatomy and Physiology

Prerequisites
* Prerequisite is SCHM001

3.1.26 Diploma of Science (Standard) (Life Sciences Stream) 3 Semesters

COURSE STRUCTURE

Stage 1
SATC001 Academic and Technical Communication
SCHM001 Chemistry 1
SPSP001 Principles of Scientific Practice

Stage 2
SPAN001 Physical Aspects of Nature
SCHM002 Chemistry 2 *
SCBG001 Cell Biology and Genetics

Stage 3
SHAP001 Human Anatomy and Physiology
SBCY001 Biocomplexity
SSDA001 Statistical Design and Analysis

Prerequisites
* Prerequisite is SCHM001

3.1.27 Diploma of Science (Extended) (Life Sciences Stream) 4 Semesters

COURSE STRUCTURE

Stage 0
SIMT001 Introduction to Mathematics
SPFD001 Physics Fundamentals
ACEN001 Academic English
OR
ACCO001 Academic Communication

Stage 1
SATC001 Academic and Technical Communication
SCHM001 Chemistry 1
SPSP001 Principles of Scientific Practice

Stage 2
SPAN001 Physical Aspects of Nature
SCHM002 Chemistry 2 *
SCBG001 Cell Biology and Genetics

Stage 3
SHAP001 Human Anatomy and Physiology
SBCY001 Biocomplexity
SSDA001 Statistical Design and Analysis

Prerequisites
* Prerequisite is SCHM001

Students are placed in either ACEN001 or ACCO001 based on their level of English. Students enrolled in ACEN001 in the first semester of their course must successfully complete the subject before progression into further subjects.

SUBJECT DESCRIPTIONS

ACCO001
Academic Communication
This subject is designed to acclimatise students to a broad range of skills necessary to succeed in their academic studies. Performance and critical/creative thinking skills give students confidence in the use of their body and voice which will better enable them to deliver successful presentations and take part self-assuredly in any academic speaking contexts.

Writing tasks also build an understanding of structure and language that enhance essay writing. Working as a group, setting goals, understanding text, building empathy, expressing an opinion, engaging an audience, developing interpersonal, oral and written communication skills: all will be addressed through workshop activities.

Students use their own experiences to develop stories and a performance that utilises the principles and techniques of drama. They are encouraged to reflect on the practical relationship these skills have to their academic and professional lives. Research skills are employed to add context to storytelling. Multimedia is used to enhance student learning as well as to demonstrate how different media combine to engage an audience. The principles and techniques of effective storytelling form the basis of this subject and through practical application, students learn to write and perform their stories, explore ways to represent these stories digitally and understand the importance of storytelling in their personal lives, study and professional practice.

This subject also works to increase awareness of, as well as develop and employ 'soft skills': attributes such as adaptability, resourcefulness, initiative, creativity, interpersonal communication skills and the ability to problem solve and to work well in teams.

ACEN001
Academic English
This subject is designed for students entering the program with an IELTS of 5.5. The subject aims to develop students' reading, writing, listening and speaking skills in English in preparation for further studies in the diploma program.

SATC001
Academic and Technical Communication
This subject provides a broad overview of the principles and practices of communication within the study of science at the undergraduate level in Australian Universities. Students will have the opportunity to engage with the research, language and literacy demands necessary to support the growth and development of their content knowledge for the science and mathematics subjects being studied. Sources from a range of texts are explored in terms of the way scientific, mathematical and technical knowledge is constructed and presented within the university environment and beyond.

SBCY001
Biocomplexity
This subject investigates the question: what does it take for life to exist in the range of habitats across the globe? There is considerable variation among living organisms, including humans, in their biology and how they interact with their environment.

This subject explores the problems faced by organisms living in different habitats and demonstrates the strategies of plants, animals, fungi, protists, bacteria and archaea that have evolved to cope with the vast array of habitats on earth. The order in which these biota are treated is reflected in the order of the evolution of life, i.e. movement from water to land (and in some cases back again). All major topics are discussed comparatively to better demonstrate the diversity of evolutionary strategies that have evolved in response to environmental conditions. The subject concludes with considerations of the sustainable use of animals, plants, fungi and bacteria as resources for humans.

SCBG001
Cell Biology and Genetics
This subject is concerned with the cellular nature of biological material and students engage in processes of scientific inquiry in cell biology and genetics. The subject introduces the student to the basic concepts of cell biology, cell structure and function and the underlying genetic code.

The different structure, composition and function of prokaryotes, eukaryotes and archaea are covered. The subject covers the structure and properties of cell membranes and transport across them, as well as the chemical changes (both synthetic and degradative) that occur in cells and the ways in which cells obtain, store and manipulate energy.

Processes of cell communication, including cell recognition and adhesion, and the ways in which cells respond to external signals are also covered. Students are introduced to the methods used to investigate cellular structure and the functional significance of their subcellular organisation. Cell growth and division along with stages of the cell cycle and key molecules and mechanisms involved in its regulation, along with mitosis and meiosis are discussed.

The topics of cell proliferation, cell differentiation and apoptosis (programmed cell death) are covered. In this subject students learn to undertake independent research and participate in the scientific peer review process.

Diploma of Science

SCHM001
Chemistry 1
This subject is an introduction to chemistry covering matter, chemical reactions, atomic structure, stoichiometry, the periodic table, intermolecular forces, crystal structures, molecular geometry, introductory carbon chemistry, thermochemistry, equilibrium and acidbase equilibria. The laboratory program complements the learning experiences in the lectures.

SCHM002
Chemistry 2
This subject builds on and develops further the material introduced in Chemistry 1. Physical chemistry topics include: acidic and basic salts, acid-base titrations, buffers, solubility equilibria, complex ion equilibria, introduction to chemical thermodynamics, enthalpy of reactions, Hess's Law, entropy and Gibbs free energy; chemical kinetics; coordination chemistry, redox chemistry, electrode potentials, electrolysis, corrosion and Galvanic cells. Carbon chemistry topics include: structures and reactions of the common families of carbon compounds, alkanes, alkenes, alkynes, arenes, halogen compounds, alcohols, ethers, alkanals, alkanones, carboxylic acids, amines, amides, esters; stereochemistry, chirality and optical isomerism; biological molecules and biopolymers, amino acids, peptides, proteins, carbohydrates and nucleic acids.

SFMT001
Foundation Mathematics
The subject introduces those aspects of algebra, functions and calculus that are considered fundamental and that are required in subsequent technical courses. Students are shown how to provide systematic and detailed answers to problems using standard mathematical notation, thus enhancing their written communication skills. Topics include algebra, polynomial functions, geometry, trigonometric functions, calculus, logarithmic and exponential functions and introduction to sequences and series. This subject is taken by students with moderate mathematical background as a prelude to Mathematical Modelling 1.

SHAP001
Human Anatomy and Physiology
This subject describes the anatomy (structure) and physiology (function) of the healthy human body. Lectures are complemented by a supportive practical/tutorial program. The content includes: homeostasis; the anatomical organisation of the body and anatomical terms; the structure and function of the blood, cardiovascular system, musculoskeletal system, endocrine system, nervous system, respiratory system, gastrointestinal system and urinary system; and human reproduction. Development of practical skills is a major part of the subject.

SIMT001
Introduction to Mathematics
This subject provides a broad introduction to mathematics and statistics. It covers fundamental mathematical methods including number, basic algebra, functions and graphs and trigonometry. Students have opportunities to apply their mathematical knowledge in a variety of contexts and develop skills and knowledge which can then be used as a basis for further study of mathematics.

SPFD001
Physics Fundamentals
The subject description is here: Physics Fundamentals serves as an essential foundation experience for all extended engineers and scientists. Students will be equipped with fundamental physics knowledge, including mechanics, thermal physics, electricity, fluids, waves and optics. They will also develop analytical, problem solving, observational and technical as well as measurement skills needed to address physics-specific problems. Further, they will learn the importance of scientific communication in the contemporary and increasingly global scientific context.

SITM001
Introduction to Materials
This subject develops a solid science foundation for further materials and engineering-related studies and facilitates the working relationship between engineers, materials scientists and other scientists, an ability to identify and solve materials problems, and an ability to relate properties of engineering materials to technical applications. Topics covered in this subject are: chemical bonding of materials, classification of materials, structure-property relationships, mechanical properties, heat treatment and strengthening mechanisms, ferrous and non-ferrous alloys, ceramics, polymers and composites, materials degradation, materials recycling and materials selection. Numerous applied examples are discussed. Laboratory work imparts practical skills and reinforces the underlying theories. This is an integral part of the subject along with tutorial workshops.

SMAT001
Mathematical Modelling 1
The subject provides a thorough foundation in the mathematical techniques needed for undergraduate programs in Engineering and Science. The subject establishes essential knowledge and skills in the areas of algebra, functions and calculus. It also introduces the basic concepts of linear algebra, including matrices and systems of linear equations for the understanding of linear modelling. Topics include vectors, complex numbers, differentiation and differential equations arising from physical problems, general inverse functions, hyperbolic functions, integrals and introduction to matrices.

SPAN001
Physical Aspects of Nature
This subject provides an introduction to motion, waves and optics, thermal effects, properties of solid and fluid matter, electrical and nuclear concepts, with a view to developing an appreciation and understanding of how to describe and model the physical aspects of nature. The material is presented with particular focus on applications in the medical, biological and environmental sciences. The subject integrates, as key components, hands-on laboratory work and the analysis of experimental data.

SPIA001
Physics in Action
This subject is a foundation for later stage subjects. In this subject students learn about: electrostatics, dc circuits, magnetism, electromagnetism and induction, geometrical optics, physical optics, introductory atomic physics, and quantum theory. Research linked to each of the topic areas, and what is happening within the School of Physics and Advanced Materials at UTS, is integrated into this subject.

SPSP001
Principles of Scientific Practice
This subject introduces the major themes of contemporary science and experimentation and has been designed to be applicable to all empirical sciences. The material presented emphasises how science formulates and addresses problems, and introduces the critical scientific tools of empirical data and its handling, experimental design, and scientific argument.

SSDA001
Statistical Design and Analysis
This subject focuses on data analysis. The subject aims to show students how to collect and analyse data and how to draw valid conclusions from the data. The subject begins with a discussion of how to sample from a population, and how to describe the data collected. This is followed by a discussion of how to form and test hypotheses about the population using the data collected from the sample.

UTS Foundation Studies

3.2.1 UTS Foundation Studies (Standard) 2 Semesters

COURSE STRUCTURE

8 Subjects + Academic Skills Modules, 2 Semesters

Stage 1
FFE001 Foundation English 1
OR
FAE001 Advanced English 1 ****
FDL001 Digital Literacies
FIM001 Introduction to Mathematics 1
OR
FIM002 Introduction to Mathematics 2 *
FLS001 Academic Skills 1

ONE elective from the following list:
FMU001 Multimedia ***
FIP001 International Perspectives
FST001 Science, Technology and Society

Stage 2
FFE002 Foundation English 2
OR
FAE002 Advanced English 2 ****
FIC001 Introduction to Creative Thinking
FPE001 Professional Environments
FLS002 Academic Skills 2

ONE elective from the following list:
FIM002 Introduction to Mathematics 2
OR
FIM003 Introduction to Mathematics 3 **
FIP001 International Perspectives
FMU001 Multimedia
FST001 Science, Technology and Society

3.2.2 UTS Foundation Studies (Extended) 3 Semesters

COURSE STRUCTURE

12 Subjects + Academic Skills Modules, 3 Semesters .

Stage 1
FFE001 Foundation English 1
OR
FAE001 Advanced English 1 ****
FAS001 Australian Studies
FSC001 Society and Culture
FIM001 Introduction to Mathematics 1
OR
FIM002 Introduction to Mathematics 2 *
FLS001 Academic Skills 1

Stage 2
FFE002 Foundation English 2
OR
FAE002 Advanced English 2 ****
FDL001 Digital Literacies
FLS002 Academic Skills 2

TWO electives from the following list:
FIM002 Introduction to Mathematics 2 *
OR
FIM003 Introduction to Mathematics 3 **
FMU001 Multimedia ***
FIP001 International Perspectives
FST001 Science, Technology and Society

Stage 3
FEN002 Academic Communication
OR
FAE003 Advanced English 3 ****
FIC001 Introduction to Creative Thinking
FPE001 Professional Environments
FLS003 Academic Skills 3

ONE elective from the following list:
FIM002 Introduction to Mathematics 2
OR
FIM003 Introduction to Mathematics 3 **
FMU001 Multimedia
FIP001 International Perspectives
FST001 Science, Technology and Society

Prerequisites

* This subject is a Prerequisite for FIM003 and is designed for students who have studied maths before at senior high school or who intend studying engineering or science. A readiness test is required to study this subject in Stage 1.
** Prerequisite is FIM002. This subject is designed for students who intend studying engineering or science.
*** It is recommended that students with little to no exposure to digital technologies should undertake FDL001 prior to attempting this subject.
**** Students with an IELTS of 6 overall with 5.5 in writing or equivalent will be enrolled in FAE0001 and take the advanced English stream to enhance their academic communication skills.

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SUBJECT DESCRIPTIONS

COMPULSORY SUBJECTS

FAS001
Australian Studies
In this subject, students gain a historical and contemporary understanding of Australia. The subject covers key themes and historical events enabling students to appreciate the development of Australian society and culture. Students also explore contemporary Australian social, cultural and political issues and interpret and make meaning of aspects of Australian society and culture in everyday life. Students will develop skills that will enable them to examine and document Australian society and culture from the perspectives of space and place, nation and national identity, cultural traditions and national events.

FDL001
Digital Literacies
This subject prepares students for further university studies through efficient use of application software and digital technologies. The course will equip students with fundamental skills in using office and business applications, as well as online resources. Emphasis will be placed on the decision making processes that involve the selection of appropriate tools for specific purposes. Students will also learn and think through social and ethical issues related to technology and the digital world. Through this subject, students will gain knowledge and confidence in using digital devices, applications and information resources that provide a basis for life-long learning.

FAE001*
Advanced English 1
This subject is designed to develop students' language skills and introduce them to the language and literacy demands of undergraduate study in a variety of disciplinary fields. Students will become familiar with expression, argumentation, evidence and case studies and their use in academic communication. The subject will develop students' literacy skills to comprehend and analyse academic materials, and to formulate and present arguments using disciplinary and academic language. Learning activities will give students the opportunity to develop their skills in communication, independent learning, critical thinking, team work and technology use, in the context of investigating relevant contemporary issues.

FAE002*
Advanced English 2
This subject is designed to prepare students for the language and literacy demands of undergraduate study in a variety of disciplinary fields. Students are provided with further opportunities to practice their academic communication and literacy skills to comprehend academic materials, formulate opinions and convey responses. This subject also equips students with the skills and strategies to conduct research and to integrate arguments and evidence effectively in written texts and oral presentations.

FAE003*
Advanced English 3
This subject aims to further develop students' competence in academic language and literacy toward the undergraduate level with a focus on students' chosen disciplinary field. Students will analyse, discuss and interpret a range of sources in order to develop understandings of the communication and research conventions of particular disciplines. Students will work to further develop skills in research methods, research writing, and in particular documenting the research path as they work towards the completion of a case study.

FFE001
Foundations of English 1
This subject is designed for students entering the program with an IELTS of 5.5. The subject aims to develop students' reading, writing, listening and speaking skills in English in preparation for further studies in the UTS Foundation Studies program.

FFE002
Foundations of English 2
This subject follows on from Foundations of English 1 and further develops students' reading, writing, listening and speaking skills in English in preparation for further studies in the UTS Foundation Studies program.

FEN002
Academic Communication
This subject is designed to prepare students for the language and literacy demands of undergraduate study in a variety of disciplinary fields. Students are provided with further opportunities to practise their academic communication and literacy skills to comprehend academic materials, formulate opinions and convey responses. This subject also equips students with the skills and strategies to conduct research and to integrate arguments and evidence effectively in written texts and oral presentations.

FIC001
Introduction to Creative Thinking
Creative thinking, critical thinking and reflective practice are valued in all fields both academically and professionally. Creative thinking is about the thinking that enables you to apply your imagination to generating ideas, experimenting with alternatives and evaluating your own and your peers' ideas, solutions and processes. This subject introduces theoretical concepts and practical tools to develop your understanding, skills and processes for generating ideas, exploring complex issues and presenting and refining proposals for improvement and change.

FIM001
Introduction to Mathematics 1
In this subject students are provided with a broad contextual introduction to elementary mathematics. It covers fundamental mathematical methods including an introduction to number, basic algebra, measurement, construction and interpretation of graphs, and introductory data analysis. Students have opportunities to apply their mathematical knowledge, in a variety of contexts and develop skills and knowledge which can then be used as a basis for further study of mathematics.

*For students with IELTS 6 overall or higher and 5.5 and above in writing (or equivalent)

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FPE001
Professional Environments
Disciplines underpin professional practices and environments. They represent categories of experience and study, each with their own body of specialised knowledge, theories, methods, language, attitudes and values, which constitute a disciplinary identity and culture. In this subject, students will be introduced to the construct of disciplines and become co- investigators of knowledge, engaging in critical analysis, evaluation and judgement through readings, role play, dialogues, case studies, portfolios, and a special interest project to critically reflect on their chosen discipline and its disciplinary identity and culture. Students will integrate their prior learning with new disciplinary understandings and strategies to consider real world scenarios, evaluating evidence, making judgements and identifying, analysing and considering multiple perspectives. Contextualized projects, group decision making, project scoping, and group negotiations all help to build a professional team environment to encourage and build confidence.

FSC001
Society and Culture
In Society and Culture you will explore human behavior, including the interactions of individuals, societies, cultures and environments. You will learn about the ways societies are affected by social, political, historical, environmental and cultural factors and as a result are constantly changing. The subject looks objectively at issues such as gender, ethnicity, race and class, as well as the structures of influence and power that affect the lives and identities of individuals and groups. Through your study of Society and Culture you will develop the ability to influence your own future by acquiring new skills and values and an understanding that will enable you to participate more effectively in contemporary society.

ELECTIVE SUBJECTS

FIM002
Introduction to Mathematics 2
This subject provides a broad contextual introduction to elementary mathematics building on the subject Introduction to Mathematics 1. It builds fundamental understandings of mathematical methods and introduces concepts such as transformation of graphs, graphing techniques, calculus, probability, sequences and series. The emphasis is on developing appropriate ways to approach mathematical problems helping students to understand and analyse their world through mathematics.

FIM003
Introduction to Mathematic 3
This subject will develop students' skills in mathematical processes, thinking and logic to provide a thorough foundation for learning higher level mathematics. The subject covers essential knowledge and skills, reviewing basic number and algebra and developing understandings and skills in calculus building on the knowledge and skills developed in Introduction to Mathematics 1 and 2. The subject aims to develop process and analytical skills and knowledge with a focus on mathematical thinking and communication.

FIP001
International Perspectives
This subject introduces International Perspectives through diverse conceptual approaches. The subject engages strongly with the processes of Globalisation and examines the issues and challenges facing the world from a range of cultural, economic, social, environmental and political viewpoints. Globalisation is a complex phenomenon that involves the expansion and stretching of social, cultural, economic and political activities across traditional boundaries, frontiers and physical distances. The result of this growing connectedness and integration is an increasingly interdependent world, where life at the local level is directly impacted and shaped by events occurring far away, and vice versa. The study of Globalisation requires a pluralistic approach, analysing past and present processes taking place in multiple domains (i.e. economic, political, cultural, social and environmental). Globalisation is a dynamic process that can only be understood by considering its effect upon individuals, communities and nations.

FMU001
Multimedia
This subject explores multimedia in an educational and social context. Audio, graphics and web based tools will be introduced and investigated through individual tasks and project work. The focus of this subject will be the critical analysis of suitability and appropriate implementation of the tools available. Differing viewpoints will be introduced to enable the technical and nontechnical aspects to be considered in decision making.

FST001
Science, Technology and Society
This subject explores science and technology by looking at a range of different topics throughout the semester. Students will examine how advancements in science and technology change our society and consider the impact of these changes on the world and their own lives. Students will also investigate the possibilities that science and technology might offer in the future.

LEARNING SUPPORT

FLS001, FLS002 and FLS003
Academic Skills Modules
These modules will focus on building students' skills across a range of areas and directly support learning and assessments in compulsory and elective subjects.

TEACHING AND LEARNING ACTIVITIES

All classes are face-to-face workshops and incorporate a range of teaching and learning strategies that include mini lectures, tutorial style activities, short presentations, simulations, games, class discussions, role play, debates, case studies, research and analysis, problem solving, group work, language and skills development. The workshop activities aim to develop a culture that encourages critical thinking and reflection, team work skills and the development of a range of academic literacy skills. Workshop activities are complemented by independent study, preparation exercises, and assignment work.

Integrity statement

UTS College has an ethical commitment to ensuring that all information and activities relating to students are undertaken with a degree of integrity. The UTS College marketing department is responsible for all marketing information provided by UTS College and its representatives. UTS College has in place an agent management framework with agreements which bind all of its agents to comply with the codes of practice set in the Education Services for Overseas Students (ESOS) Act 2000. If you have any concerns about information or assistance that has been provided to you by UTS College or its representatives,
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