



School of
Commerce

**University of South Australia
School of Commerce
Division of Business**

Undergraduate Handbook 2011

Bachelor of Applied Finance - DBBF &

**Double Degree Option:
Bachelor of Commerce,
Bachelor of Applied Finance – DBCB**



Contents

Contents	1
Welcome From the Head of School.....	2
Welcome From the Program Director	3
Program Director's Contact Details	4
School Location and Contacts.....	4
Important Dates for 2011	5
Study Modes	6
Graduate Qualities	7
Important Academic Information.....	8
Charter of Student Conduct.....	10
Bachelor of Applied Finance DBBF - Program	14
Program Schedule - DBBF	16
Double Degree Option: Bachelor of Commerce, Bachelor of Applied Finance DBCB - Program	18
Program Schedule - DBCB	20
Course Descriptions	23
Division Core Courses.....	23
Applied Finance Major Courses	25
Commerce Major Courses	27
Elective Courses	30
Work Placement Scheme	33
Other Study Options	35
Services for Students	36
Final Grades & GPA.....	38
Calculating Grade Point Average (GPA)	39
Academic Integrity.....	41
Career Options	42
Bachelor of Applied Finance	42
Bachelor of Commerce.....	43
Further Study in the School of Commerce	44
Honours Programs	44
School of Commerce (Honours) Scholarships.....	46
Other Scholarships, Prizes and Awards offered by the School of Commerce ..	47
Postgraduate Programs	49
Notes:	50
Further information	51

Welcome From the Head of School

Welcome to the School of Commerce!

The School of Commerce comprises the disciplines of Accounting, Applied Finance, Property, International Business/Economics and Business Administration with a total enrolment of over 5000 students and over 90 permanent members of academic and support staff.



The staff are dedicated professionals and the School provides a high quality teaching and research environment for students.

The purpose of this handbook is to acquaint you to the services that UniSA and the School of Commerce provides; to advise you of some important information relating to your program; and to inform you of the opportunities for further study and career planning.

I trust that you will find this handbook useful and will enjoy your studies with the School of Commerce. I look forward to seeing you on your graduation day!

Best Regards,

A handwritten signature in blue ink, appearing to read 'Janek Ratnatunga'. The signature is fluid and cursive, with a horizontal line underneath the name.

Janek Ratnatunga
Head: School of Commerce

Welcome From the Program Director

Congratulations on selecting the Applied Finance single degree program (DBBF) / double degree program combination with Commerce (DBCB) as your preferred study option at the University of South Australia.

I trust you will apply yourself conscientiously and diligently throughout the duration of your studies as well as find time to make many new acquaintances (both fellow students and staff teaching your courses as well as professional staff providing an important support role with your studies).



Both Finance and Commerce are employment disciplines in high demand at present and the knowledge and skills you will gain from your studies at the University will ensure that you will have many opportunities to apply these in the future.

Please feel free to make contact with me should you have any further queries in relation to your program arising from the information included herein.

Best wishes with your progress in DBBF / DBCB.

Kind Regards

Peter Lennox
Program Director

Program Director's Contact Details

Name: Peter Lennox
Location: Way Lee Building, WL3-28
Email: peter.lennox@unisa.edu.au
Telephone: 08 8302 0004

School Location and Contacts

Location

School of Commerce
 University of South Australia
 City West Campus
 Way Lee Building
 Level 2 Way Lee Building

Telephone 08 8302 9047
 08 8302 0436
Facsimile 08 8302 0992
Email cmr.enquiries@unisa.edu.au
Website www.unisa.edu.au/commerce/

Postal Address

School of Commerce
 University of South Australia
 GPO Box 2471
 ADELAIDE SA 5001

Contacting Academic Staff:

There are a variety of ways to contact academic staff:
 During Consultation Hours (specific to each staff member):

- in person;
- by telephone.

Outside Consultation Hours:

- via email;
- via online discussion groups;
- by leaving a message in their pigeonhole or
- by leaving a message on their voicemail.

Many lecturers prefer email or online contact, as this is an efficient way to assist large numbers of students. If phoning or meeting in person contact your lecturers and tutors in the consultation hours that they specify (displayed on their office door or advised at the beginning of each study period).

To see lecturers and tutors outside these times you will need to make an appointment. You cannot expect that staff will be able to see you if you "drop in" without notice. Use the time with your lecturer effectively.

Important Dates for 2011

The majority of UniSA courses are scheduled during study periods 2 and 5.

For information about summer school and the other study periods please visit <http://www.unisa.edu.au/future/study/2011calendar.asp>

Study Period Two – FIRST HALF OF YEAR	
Core teaching 28/02/2011 to 1/07/2011*	
<i>*(Students should consult their timetable for exact teaching dates. Core teaching dates are approximate and will vary in a small percentage of courses).</i>	
Orientation to UniSA for International Students	14-18 Feb
Orientation Activities	21-25 Feb
Enrolment add deadline	11 Mar
Due date for payment – Study Period 2 (Domestic/ International 1 st instalment)	17 Mar
Due date for payment – Study Period 2 (International 2 nd instalment)	17 Apr
Census date	31 Mar
Teaching Break	11-22 Apr
Final date for Withdraw Without Fail (W)	29 Apr
Final date for Withdraw Fail (WF)	13 May
Study Period Five – SECOND HALF OF YEAR	
Core teaching 25/07/2011 to 25/11/2011*	
<i>*(Students should consult their timetable for exact teaching dates. Core teaching dates are approximate and will vary in a small percentage of courses).</i>	
Enrolment add deadline	5 Aug
Due date for payment – Study Period 5 (Domestic/ International 1 st instalment)	17 Aug
Due date for payment – Study Period 5 (International 2 nd instalment)	17 Sep
Census date	31 Aug
Final date for Withdraw Without Fail (W)	16 Sep
Teaching Break	20-30 Sept
Final date for Withdraw Fail (WF)	14 Oct
Examinations	
Mid Year	18 Jun -2 Jul
Deferred Mid Year Exams	21Aug-6 Aug
End of Year	12-26 Nov
Deferred End of Year (2010) Exams	6 Feb-11 Feb 2012
Major Study Breaks	
Mid Year Break	4 -22 July
End of Year Break	Dec 2011-Feb 2012
Please note: These dates may vary depending on the study periods you enrol in.	

Study Modes

The School of Commerce programs are generally available in both internal and external study modes. It is possible to change between internal and external study and to undertake a combination of internal and external study.

Internal Teaching Mode

The internal teaching mode employs the traditional techniques which include lectures, tutorials, seminars, workshop and project work as applicable to individual courses.

External Teaching Mode*

This mode enables students to study at a distance without attending classes and relies mainly on the provision of printed matter. A typical package of printed materials would include:

- a Course Information Booklet encompassing administrative aspects, assessment requirements, reading lists and content elaboration;
- a Study Guide providing structured learning guidance, supplementary materials, self-assessment questions and review;
- course articles or excerpts from the literature which may otherwise be difficult for external students to obtain;
- where appropriate, other materials provided on the web or CDs.

*International Students

Please consult an international student advisor at the Learning and Teaching Unit. Studying externally may breach your visa conditions. International student advisors are located on each metropolitan campus at Learning and Teaching Unit. You can see an international student advisor at a drop-in session or by making an appointment, a list of current international student advisors can be found here:

<http://www.unisa.edu.au/ltu/contact/default.asp>

Open Universities Australia (OUA)

Students wishing to enrol into courses via OUA **MUST** seek prior approval from the relevant Program Director or Program Advisor (Lyn Nipperess):

Lyn Nipperess
Program Advisor: Undergraduate
School of Commerce
Telephone: 08 8302 0294
Email: lyn.nipperess@unisa.edu.au

Graduate Qualities

All UniSA programs and courses are designed around a unique set of seven (stated below) Graduate Qualities which ensure that UniSA students graduate with the skills and knowledge required of a modern, global professional.

A graduate of the University of South Australia:

1. operates effectively with and upon a body of knowledge of sufficient depth to begin professional practice
2. is prepared for life-long learning in pursuit of personal development and excellence in professional practice
3. is an effective problem solver, capable of applying logical, critical, and creative thinking to a range of problems
4. can work both autonomously and collaboratively as a professional
5. is committed to ethical action and social responsibility as a professional and citizen
6. communicates effectively in professional practice and as a member of the community
7. demonstrates international perspectives as a professional and as a citizen.

Each of the qualities has indicators which serve as a guide to their development. You can learn more about UniSA's Graduate Qualities at this website:

www.unisanet.unisa.edu.au/gradquals/

Important Academic Information

Attendance Expectations and Requirements

Students are expected to attend the lectures, tutorials and practicums of each course in which they are enrolled. Please refer to the Course Information Booklet for each lecturer's expectations.

International Students: You must attend at least 80 percent of the contact hours for each study period of your program. For further information about mandatory student obligations and visa conditions please visit the Department of Immigration and Multicultural Affairs (DIMIA)

www.immi.gov.au/students/students/573-2/obligations-student.htm

Learning Approach

For internal students, the program may involve lecture and tutorial classes, practicums in the computer labs, seminars, project work and assignments. Students are expected to develop their abilities to work in groups and to present effectively in both oral and written forms. Part of the assessment may require team work and formal presentations in tutorials.

Program Load

One of the big differences between studying at university and studying at school or TAFE is the way your study time is organised.

The School of Commerce programs are designed as 3 year full-time or part-time equivalent for single degrees and 4 years full-time or part-time equivalent for double degrees.

Full-time students will normally undertake up to 12 hours per week of class contact time while part-time students will normally undertake up to 6 hours per week of classes.

Contact time or time that you spend in formal classes, is only about a quarter of your total study workload. Non-contact time or time that you spend preparing for tutorials, reviewing lectures, researching, preparing assignments etc, is about three times as much as your contact time.

Students will need to work at least two to three times as many hours in private study in order to cope with the requirements of their program. This means you will have 8-9 hours out-of-class time for a 3 – hour class, which is a total of 11-12 hours per week for the course. For a full-time load this adds up to 44 hours each week or 22 hours for a half time load. Unless you consistently make this commitment of time you will find it hard to keep up, achieve high grades or be prepared for exams at the end of study period.

International Students: To comply with your student visa conditions you must remain enrolled on a full-time basis while studying at UniSA.

Planning Your Time

As a University student you are totally responsible for your own study program and habits. In order to succeed, you will need to plan your study time carefully and systematically.

In estimating the time and effort required for individual assignments, some students find the consideration of the following factors useful:

- the complexity (for you) of the topic to be addressed;
- the expected length for written assignments;
- how many marks the assignment is worth (not always a good indicator as some assignments are set with a low value but are required to be completed to ensure that you understand the material so far).

Remember that one of the characteristics of a successful student is how effectively he or she can organise and use the non-contact study time (see above). For further information on time management and study skills, please refer to the Learning and Teaching Unit website: <http://www.unisa.edu.au/ltu/students/default.asp>

Sometimes difficulties arise which are beyond your control. In these situations approach academic and student support staff for help as early as possible.

Academic Review of Student Progress

The University regularly monitors the progress of every student. This is called “academic review”. If you fail a course for a second time, have a grade point average that is less than 2.80 for a study period or fail a practicum or field placement, you will be referred to Learning and Teaching Unit, required to attend group academic counselling or have a discussion with your Course Coordinator or Program Director. If your grades do not improve, further action will be taken by the University in an attempt to assist you.

If your progress does not improve after these interventions, you may be denied permission to continue with your studies. Full details of policies related to academic review are available in the *Assessment Policies and Procedures Manual* at: www.unisa.edu.au/policies/manual/default.asp

International Students: To comply with your student visa conditions you must have satisfactory academic results for each study period of your program.

Glossary of Academic Terms

A list of useful information and terminology used within the University of South Australia can be found at: www.unisa.edu.au/sas/glossaryacadterms.asp

Charter of Student Conduct

The University of South Australia is committed to ensuring that students are offered a quality teaching and learning environment that recognises and places priority on their needs as adult learners. To achieve this and to enable students to have access to the best possible experience, the University recognises the importance of a supportive and flexible educational environment.

The above ideals are reflected in the University's 'student centred' approach to teaching and learning. Student centred learning encourages students to be actively involved in the planning and managing of their learning opportunities. Thus, a student centred approach to teaching and learning enables students to exercise some measure of control over how, when and what they learn. At the same time, adoption of this framework means that students must also take personal responsibility for their learning. For these reasons it is important for both staff and students to be aware of their mutual obligations under the University's student centred approach to teaching and learning.

The Student Charter of Conduct for the School of Commerce provides guidance on this set of mutual obligations. First, it establishes the *expectations* that students are reasonably entitled to hold with regard to the teaching and learning environment provided to them. Second, it establishes the *responsibilities* placed upon students within this teaching and learning environment over the course of their studies. The expectations described in this document are drawn from various University policies and procedures, which are referenced throughout.

It is an expectation that provision of clear guidance of the expectations and responsibilities associated with being a student within the School of Commerce at UniSA will facilitate a cooperative and productive relationship between staff and students of the School. Additionally, by focusing attention on and upholding those standards of ethical behaviour outlined in the University's Code of Ethical Conduct, it is hoped that students will be encouraged to attempt to gain maximum benefit from their experience of the teaching and learning environment at UniSA. The Code of Ethical Conduct can be found here: <http://www.unisa.edu.au/policies/codes/ethics/ethics.asp>

Student Expectations	Student Responsibilities
<i>Students can expect:</i>	<i>Students have a responsibility to:</i>
1 Equity and Ethics	
To be treated with courtesy and with respect.	Always treat staff and other students politely, courteously and with respect in all interactions.
That attempts will be made to address their reasonable needs in a timely and appropriate manner regardless of gender, age, ethnicity, disability, sexual preference, religious orientation or any other personal attribute. All students regardless of their backgrounds or characteristics are provided with an equal opportunity to learn. See University Teaching , Equal Opportunity , Anti racism , Students with disabilities	Not discriminate against or harass fellow students or staff on the basis of gender, age, ethnicity, disability, sexual preference or religious beliefs and customs.
To be provided with a safe and stimulating environment. See OHSW and Damage to University Property, By-law 7 disorderly or offensive behaviour	Respect University property, observe rules and contribute to campus life.

To be allowed to communicate informed judgments and perspectives freely through rational debate within appropriate forums. See Equal Opportunity	Respect the rights of others to hold different views to your own, and to handle disagreement responsibly.
That any personal information obtained by the University is kept confidential subject to the student's request and that personal privacy is respected. See Integrity and Confidentiality	Always respect the personal privacy of others.
2 Program and Course Information, Delivery and Support	
2.1 Information about Courses and methods of communication	
That accurate and up to date information is provided and is readily available on all aspects of a course or program, including information on admissions, enrolment, course content and aims, assessment requirements and relevant University policies. See Course Information Booklets and The University's Online Environment	Be aware of any information relevant to your course or program. This may mean accessing electronic material or attending information/orientation sessions.
That the requirements of the course and expectations of students will be clearly defined, communicated and adhered to by teaching staff at the beginning of the semester. See Course Information Booklets and The University's Online Environment	Be aware of course requirements and expectations including meeting all attendance requirements, actively participating in class discussions, preparing for classes by completing assigned reading or tasks, etc. (e.g. preparation for tutorials). Read course information booklets and check course home pages, myUniSA , and your email for updates. Be aware that the official method of communication at UniSA is via email and that your lecturers will also often communicate via websites and discussion groups that are linked to course homepages
2.2 Staff Access and Support	
To have reasonable access to quality teaching staff for individual consultation outside of dedicated class times (in person or by other means, including web-based discussion forums). University Teaching	Respect that teaching staff, like students, have many competing demands on their time, in the form of teaching, research and administration, and that student access to individual staff reflects the provision/allocation of a fixed level of workload hours for this purpose. Note that as many teaching staff work part-time, this may further limit their availability for in person contact outside of class time.
That staff will be respectful of and give reasonable and timely consideration to extenuating circumstances, as defined by and allowed for under University Policy, which are affecting academic performance or progress. See University Teaching .	Make sure that teaching staff are advised of any extenuating circumstances that are affecting your academic performance as soon as possible.
That information on and reasonable access to any additional support required, such as disability or language support, is provided. See Disability services	Be familiar with the many support services available to students, and take responsibility for seeking help if needed.
The University's primary method of communication with students is electronic, and includes email. See Assessment Policies and Procedures	Regularly check your email and myUniSA announcements to ensure that you are aware of all current information relating to your course/s and the University in general.

To study in a harmonious learning environment, in which concerns are addressed as quickly as is practical and freedom of expression is respected. See Behaviour and Violence on Campus	Not disrupt the learning of others, whether in the classroom or on discussion boards. Be polite and courteous in all interactions, including in the classroom and via email.
Be free to pursue studies, research, duties or lawful activities in the University and to participate in the life of the University. See Student Misconduct	Behave responsibly and courteously both in class and on campus generally.
2.3 University Facilities	
That equipment and facilities are safe and adhere to Occupational Health and Safety guidelines. See OHSW and Damage to University Property	Treat University facilities and equipment appropriately and follow safety guidelines.
To have reasonable access to any resources and facilities required for successful completion of studies. See Computer Pools and Library Loans Guidelines for students on the use of IT facilities	Plan use of resources such as library books, computers etc. and allow fair access for fellow students. Students are not to abuse their IT privileges.
3 Assessment	
That course assessment requirements are clearly communicated by the teaching staff responsible for the course. See Course Information Booklets and Code of good practice: principles of student assessment	Be familiar with the assessment requirements set out in your Course Information Booklets and in the Assessment Policies and Procedures .
That both a reasonable timeframe and adequate resources are provided for the completion of assessments. See Submission of Assignments , the Library , The University's Online Environment and UniSAnet .	Meet assessment deadlines or seek extensions well before the due date , if needed.
That feedback on assessment is fair, impartial, valid and constructive and is received within a reasonable timeframe from the date of submission. See Feedback	Use assessment feedback constructively to help your learning and your work in future assignments.
Students will be advised of the scheduled date for course examinations via the University web site and Student portal. See Examination Arrangements	Find out when and where course exams are scheduled and attend the appropriate venue(s) at the set time(s).
Students with disabilities are entitled to be assessed in ways that ensure a fair opportunity to demonstrate their knowledge. See Disability services	Be aware of the support that is available and seek assistance from staff when necessary and appropriate.
4 Intellectual Property and Plagiarism	
That matters relating to intellectual property and plagiarism are clearly communicated to students and consequences for non-compliance with guidelines are defined. See Academic Integrity	Comply with intellectual property (IP) and plagiarism guidelines and be aware of the consequences for non-compliance.
Students have the right to have their intellectual property rights recognised and respected. See Ownership of Intellectual Property created by Students	Be respectful of the IP rights of others, including staff and students, and always acknowledge the contribution of others in your assignments.

5 Feedback on Courses and Teaching	
<p>To be given opportunities to provide feedback on teaching staff, course content or any other aspect of their experiences without fear of retribution. See Quality Assurance & Improvement</p>	<p>Provide constructive feedback on teaching staff, course content and any other relevant aspect of study (e.g. in the CEI and SET surveys). Such feedback should reflect consideration of the University's teaching and learning environment (i.e., student centred learning), be mindful of its policies on University Teaching, and recognise constraints under which both individual staff and the School operate (eg, buildings and IT facilities).</p>
6 Problems and complaints	
<p>That their grievances are dealt with in a timely and fair manner. That appropriate procedures for dealing with complaints and grievances are in place, that they are clearly defined, transparent as to process, and easily accessible. See Policy and Procedures for the resolution of student grievances, Discrimination and Harassment Grievance Procedures and Student Ombud</p>	<p>Be aware of University procedures for complaints and grievances and utilise these procedures appropriately. Attempt to resolve concerns through informal discussion with staff before making a formal appeal.</p>

Source: Adapted from Division of Education, Arts and Social Sciences, Draft: *Charter of Student Conduct*, September 2006.

Bachelor of Applied Finance DBBF - Program

Program overview

Finance is a dynamic discipline specifically concerned with the borrowing, lending and investing of money by: individuals, financial institutions, businesses and government organisations. Each of these organisations operates within a dynamic and complex framework, encompassing issues arising at any or all of the local, national and international environments. These organisations require professional staff to administer the finance function, analysing and interpreting a range of information utilising various technologies.

This allows them to assess the needs of the organisation and the external environment in order to make decisions that are consistent with its objectives.

The Bachelor of Applied Finance program equips students with the general and specific skills necessary to make informed financial and management decisions. The program includes both the general areas of personal and business finance, as well as specialist areas that can be further developed with electives available across a number of business and allied areas.

The Applied Finance program is the longest established finance program in the state, providing suitably qualified finance professionals for over 25 years. Links with industry have allowed this program to be continually modified and updated to ensure it meets its objectives of providing well informed and wellequipped graduates who are able to perform in a challenging, dynamic and rewarding industry.

What will I study?

The program requires students to complete an Applied Finance major together with a core of business courses in complementary areas including accounting, economics, information systems, law and management. Specialist finance skills are developed in the areas of financial mathematics, financial markets and asset valuation principles, business finance, personal finance, international finance, portfolio management and risk analysis. Students typically complete the core of business courses in the earlier periods with the major Applied Finance courses studied on a progressive basis throughout the program.

Elective courses from a number of business disciplines are completed from the second year of the program. The elective courses provide students with an opportunity to enhance, as well as broaden, their skills developed in the Applied Finance major.

Who will employ me?

Across Australia, employment opportunities in the financial services and allied areas are excellent, with a number of graduates currently occupying senior positions across a range of local, national and international organisations. Graduates of the Bachelor of Applied Finance are able to work in a range of industries and sectors as a result of the varied knowledge and skills developed throughout the program.

The combination of the Applied Finance major with electives taken in other business disciplines provides employment opportunities for graduates in allied areas such as accounting, international business, information systems and marketing.

Graduates of the program have obtained employment in areas as diverse as: lending; retail, investment and international banking; corporate treasury and money markets;

foreign currency trading; funds management; risk management; financial planning; and private financial consulting.

Aim

This degree provides graduates with specialist knowledge in applied finance that is appropriate to the needs of managerial personnel in financial institutions or in areas of business such as treasury, financial planning and small business management, and the potential to proceed to the honours program and other postgraduate study.

Structure

Students undertake the eight course division-wide core, an eight course major in applied finance and eight elective courses. Students must complete 108 units to satisfy the requirements of the program.

Professional recognition

Graduates of the program satisfy the educational requirements for membership of the Financial Services Institute of Australasia (FINSIA) where they are working in the financial services industry.

Students completing Financial Planning (BANK 2008) and/or Applied Financial Planning (BANK 3005) satisfy the Tier 1 competency level requirements at both the knowledge and skills levels for a number of the core competencies specified by the government regulatory body, the Australian Securities and Investments Commission (ASIC). Such competency requirements are required in Australia to act as a representative of an Australian financial services licensee.

Program Schedule - DBBF

* Courses may have prerequisites, please check prior to enrolment.

Course name	Area + Cat. No.	Prerequisites
FIRST YEAR First Half (Study Period 1, 2 or 3)		
Business and Society (See Note 1)	BUSS 1057	Nil
Accounting for Business (See Note 1) <i>This course must not be attempted by students who have passed or have credit/recognition of prior learning for Accounting Decisions and Accountability.</i>	ACCT 1008	Nil
Quantitative Methods for Business (See Note 1)	MATH 1053	Nil
Principles of Economics (See Note 1) <i>This course must not be attempted by students who have passed or have credit/recognition of prior learning for Microeconomics or Economic Principles.</i>	ECON 1008	Nil
Second Half (Study Period 4, 5 or 6)		
Derivatives and Securities Markets	BANK 1005	ACCT 1005 OR ACCT 1008; MATH 1052 OR MATH 1053 Corequisite: ECON 1006
Macroeconomics	ECON 1007	Nil
Foundations of Business Law (See Note 1) <i>This course must not be attempted by students who have passed or have credit/recognition of prior learning for Introduction to Law.</i>	COML 1001	Nil
Communication and Information Systems in Business (See Note 1)	BUSS 1058	Nil
SECOND YEAR First Half (Study Period 1, 2 or 3)		
Business Finance <i>Students who study Finance and Investment in their degree should not also study Business Finance.</i>	BANK 2007	
Forecasting and Business Analysis	ECON 2007	MATH 1052; ECON 1006
Financial Planning	BANK 2008	BANK 2007 OR BANK 2005
Management Principles (See Note 1) <i>This course must not be attempted by students who have passed or have credit/recognition of prior learning for Introduction to Management.</i>	BUSS 1054	Nil
Second Half (Study Period 4, 5 or 6)		
International Currency and Banking Markets	BANK 2006	BANK 2005 OR BANK 2007
Marketing Principles: Trading and Exchange (See Note 1)	MARK 1010	Nil
Elective		*
Elective		*
THIRD YEAR First Half (Study Period 1, 2 or 3)		
Portfolio and Fund Management	BANK 3004	BANK 2005 & ECON 2007 OR BANK 2007 & BANK 2006
Elective		*
Elective		*
Elective		*
THIRD YEAR Second Half (Study Period 4, 5 or 6)		
Financial Specialism (See Note 3)		
Elective		*
Elective		*
Elective		*

Rules

The program comprises:

- A division wide core of eight courses;
- 1. A major sequence of eight courses specific to the program comprising seven compulsory courses and one Finance Specialism course chosen by students from:
 - BANK 3009 Corporate Valuation and Risk Management OR
 - BANK 3005 Applied Financial Planning (see Note 2); and
 - 8 elective courses, including one course that may be chosen from any course offered at the University. All other elective courses should be selected from those offered within the Division of Business, other than if approved by the Program Director.

Notes

1. All Division core courses will be offered in Study Period 2 and Study Period 5.
2. Students who intend to complete an Accounting Major must consult the Program Director before enrolling in this program.
3. For the Finance Specialism course students must choose one of:
 - BANK 3009 Corporate Valuation and Risk Management or;
 - BANK 3005 Applied Financial Planning.
 (Students are able to take the other finance specialism course as an elective if they wish).
4. During 2008 and 2009 there has been a major review of the Division of Business core courses. As a result of this review a new core will be introduced in 2010. The below table outlines the new core courses and the prior courses for which students will receive recognition of equivalence/level of academic equivalence. This transition applies to all students who were enrolled in a Division of Business undergraduate degree program as at study period 5, 2009.

Pre 2010 Course Courses	2010 Core Courses
MARK 1010 Marketing Principles: Trading and Exchange	MARK 1010 Marketing Principles: Trading and Exchange
LAWS 1002 Introduction to Law or LAWS 1007 Marketing and Trade Practices Law	COML 1001 Foundations of Business Law
MATH 1029 Statistical Analysis in Business or MATH 1052 Statistics for Business or MATH 1053 Quantitative Methods for Business	MATH 1053 Quantitative Methods for Business
BUSS 1054 Introduction to Management	BUSS 1054 Management Principles
ACCT 1005 Accounting, Decisions and Accountability	ACCT 1008 Accounting for Business
INFS 1013 Knowledge Management in Organisations or INFS 1011 Business Information Systems	BUSS 1058 Communication and Information Systems in Business
ECON 1007 Macroeconomics or ECON 1006 Microeconomics or ECON 1006 Economic Principles	ECON 1008 Principles of Economics
COMM 1054 Managing Communication in Business	BUSS 1057 Business and Society

Double Degree Option: Bachelor of Commerce, Bachelor of Applied Finance DBCB - Program

Program overview

The Bachelor of Commerce / Bachelor of Applied Finance double degree responds to employer demands for appropriately qualified executives in the accounting and finance professions. Over a term of four years, students will graduate with both accounting and finance degrees, providing opportunities for accelerated career prospects.

What will I study?

This program requires students to complete both a Commerce and Applied Finance major, together with a core of business courses in complementary areas including: economics, information systems, law, management, marketing, accounting, statistics and communications.

Students typically complete the core business courses in the earlier study periods with the major courses studied on a progressive basis throughout the program.

In each of the commerce and finance disciplines, the courses build on each other, providing graduates with a sound understanding of the major concepts and principles relevant to each discipline.

Elective courses from a number of business disciplines are studied from the second year of the program. These elective courses provide students with an opportunity to enhance and broaden their skills. Students also have the opportunity to complete a professional sequence of courses in commerce and finance, which can be used to meet the educational requirements for entry into formal study programs offered by the industry professional bodies, for example the Certified Practising Accountant program conducted by CPA Australia.

Who will employ me?

Graduates of this program will have employment opportunities in financial and management accounting, management consulting, as well as taxation and auditing specialisations. In the financial services sector, a number of graduates have obtained employment in areas such as lending, retail and investment banking, corporate treasury and money markets, trading foreign currencies, funds management, risk management, financial planning and private financial consulting.

Across Australia, a number of double-degree graduates currently occupy senior positions in a number of local, national and global organisations. The global nature of accounting and finance provides opportunities to use the program as a 'passport' to a range of careers available in a range of locations.

Aim

To provide graduates with the education and skills necessary for those who wish to pursue a career in accounting and finance in public practice, commerce and industry, and the public sector. It also provides a sound qualification for careers in business and management.

Structure

The program comprises eight Division Core courses, majors in Accounting and in Applied Finance, and ten elective courses. The program requires the completion of courses totalling 144 units.

Professional recognition

Graduates of this program may satisfy the educational requirements for membership of CPA Australia and the Institute of Chartered Accountants in Australia (ICAA) depending on the courses taken as specified in Notes 3 and 4. This program has been recognised by the Association of Chartered Certified Accountants (ACCA) as fulfilling the requirements for exemptions in the ACCA's professional program. Where the graduate is working in the financial services industry the entry requirements for membership of the Financial Services Institute of Australasia (FINSIA) are met by completing this program.

Students completing Financial Planning (BANK 2008) and/or Applied Financial Planning (BANK 3005) satisfy the Tier 1 competency level requirements at both the knowledge and skills levels for a number of the core competencies specified by the government regulatory body, the Australian Securities and Investments Commission (ASIC). Such competency requirements are required in Australia to act as a representative of an Australian financial services licensee.

Program Schedule - DBCB

Course name	Area + Cat. No.	Prerequisites
FIRST YEAR First Half (Study Period 1, 2 or 3)		
Accounting for Business <i>This course must not be attempted by students who have passed or have credit/recognition of prior learning for Accounting Decisions and Accountability.</i>	ACCT 1008	Nil
Business and Society	BUSS 1057	Nil
Principles of Economics <i>This course must not be attempted by students who have passed or have credit/recognition of prior learning for Microeconomics or Economic Principles.</i>	ECON 1008	Nil
Quantitative Methods for Business	MATH 1053	Nil
Second Half (Study Period 4, 5 or 6)		
Financial Accounting 1	ACCT 1006	ACCT 1005 OR ACCT 1008
Marketing Principles: Trading and Exchange	MARK 1010	Nil*
Derivatives and Securities Markets	BANK 1005	ACCT 1005 OR ACCT 1008; MATH 1052 OR MATH 1053 Corequisite: ECON 1006
Macroeconomics	ECON 1007	Nil
SECOND YEAR First Half (Study Period 1, 2 or 3)		
Financial Accounting 2	ACCT 2005	ACCT 1006 & ACCT 1005 OR ACCT 1008
Foundations of Business Law <i>This course must not be attempted by students who have passed or have credit/recognition of prior learning for Introduction to Law.</i>	COML 1001	Nil
Business Finance <i>Students who study Finance and Investment in their degree should not also study Business Finance.</i>	BANK 2007	Nil
Management Accounting	ACCT 2006	ACCT 1005 OR ACCT 1008
Second Half (Study Period 4, 5 or 6)		
Management Principles <i>This course must not be attempted by students who have passed or have credit/recognition of prior learning for Introduction to Management.</i>	BUSS 1054	Nil
Communication and Information Systems in Business	BUSS 1058	Nil
Financial Accounting 3	ACCT 3007	ACCT 1005 OR ACCT 1008; ACCT 1006; ACCT 2005
Elective		
THIRD YEAR First Half (Study Period 1, 2 or 3)		
Financial Planning	BANK 2008	BANK 2007 OR BANK 2005
Forecasting and Business Analysis	ECON 2007	MATH 1052; ECON 1006
Elective		*
Elective		*
Second Half (Study Period 4, 5 or 6)		
Global Issues for Accounting	BUSS 3017	ACCT 1006; ACCT 2006
International Currency and Banking Markets	BANK 2006	BANK 2005 OR BANK 2007
Elective		*
Companies and Partnership Law or Elective (see Notes 3 and 4) <i>This course must not be attempted by students who have passed or have credit/recognition of prior learning for LAWS 2005 Corporations and Partnership Law.</i>	COML 2005	Assumed knowledge: COML 1001 OR LAWS 1002
FOURTH YEAR First Half (Study Period 1, 2 or 3)		
Portfolio and Fund Management	BANK 3004	Either BANK 2005 & ECON 2007 OR BANK 2007 & BANK 2006
Taxation Law 1 or Elective (see Notes 3 and 4)	ACCT 3002	Assumed knowledge: COML 2005
Auditing Theory and Practice or Elective (see Notes 3 and 4)	ACCT 3005	ACCT 2005; Assumed knowledge: MATH 1053 OR MATH 1052; COML 2005 OR LAWS 2005; ACCT 3007
Elective		*
Second Half (Study Period 4, 5 or 6)		
Issues in Accounting Theory	ACCT 3003	ACCT 1005 OR ACCT 1008; ACCT 1006; ACCT 2005; ACCT 2006; Corequisite: BANK 2005; ACCT 3007
Finance Specialism (see Note 5)		

Elective		*
Elective		*
*Elective courses may have prerequisites, please check prior to enrolment.		

Rules

The program comprises:

1. a Division Core of eight courses
2. an accounting major sequence of six courses specific to the program
3. an applied finance major sequence specific to the program comprising seven compulsory courses and one Finance Specialism course chosen by students from:
 - BANK 3009 Corporate Valuation and Risk Management or;
 - BANK 3005 Applied Financial Planning
4. ten elective courses.

Notes

1. All division core courses will be offered in both first and second half of the year.
2. A majority of elective courses are offered in the third and fourth years so that sufficient pre-requisite courses can be completed by students undertaking professional educational requirements.
3. Students who wish to satisfy the educational requirements for admission to the professional program of the Institute of Chartered Accountants in Australia (to qualify as a chartered accountant) must take the professional accounting minor which comprises:
 - COML 2005 Companies and Partnership Law (taken in study period 5 of third year)
 - ACCT 3005 Auditing Theory and Practice (taken in study period 2 of fourth year)
 - ACCT 3002 Taxation Law 1 (taken in study period 2 of fourth year)
4. Students who wish to satisfy the educational requirements for admission to the professional program of CPA Australia (to qualify as a CPA) must complete at least
 - COML 2005 Companies and Partnership Law (taken in study period 5 of third year)

And may take :

 - ACCT 3005 Auditing Theory and Practice (taken in study period 2 of fourth year)
 - ACCT 3002 Taxation Law 1 (taken in study period 2 of fourth year)
5. For the Finance Specialism course students must choose one of:
 - BANK 3009 Corporate Valuation and Risk Management or;
 - BANK 3005 Applied Financial Planning

(Students are able to take the other finance specialism course as an elective if they wish).

7. During 2008 and 2009 there has been a major review of the Division of Business core courses. As a result of this review a new core will be introduced in 2010. The below table outlines the new core courses and the prior courses for which students will receive recognition of equivalence/level of academic equivalence. This transition applies to all students who were enrolled in a Division of Business undergraduate degree program as at study period 5, 2009.

Pre 2010 Course Courses	2010 Core Courses
MARK 1010 Marketing Principles: Trading and Exchange	MARK 1010 Marketing Principles: Trading and Exchange
LAWS 1002 Introduction to Law or LAWS 1007 Marketing and Trade Practices Law	COML 1001 Foundations of Business Law
MATH 1029 Statistical Analysis in Business or MATH 1052 Statistics for Business or MATH 1053 Quantitative Methods for Business	MATH 1053 Quantitative Methods for Business
BUSS 1054 Introduction to Management	BUSS 1054 Management Principles
ACCT 1005 Accounting, Decisions and Accountability	ACCT 1008 Accounting for Business
INFS 1013 Knowledge Management in Organisations or INFS 1011 Business Information Systems	BUSS 1058 Communication and Information Systems in Business
ECON 1007 Macroeconomics or ECON 1006 Microeconomics or ECON 1006 Economic Principles	ECON 1008 Principles of Economics
COMM 1054 Managing Communication in Business	BUSS 1057 Business and Society

In the Bachelor of Commerce in 2010 LAWS 2005 Corporations and Partnership Law will be replaced with COML 2005 Companies and Partnership Law.

Course Descriptions

Division Core Courses

All undergraduate programs in the Division include the eight division core courses. Each core course is offered in Study Period 2 and Study Period 5.

Study Period	Area	Catalogue Number	Course ID	Course Description
SP2/SP5	ACCT	1008	105457	Accounting for Business
SP2/SP5	BUSS	1058	105459	Communication and Information Systems in Business
SP2/SP5	COML	1001	105394	Foundations of Business Law
SP2/SP5	BUSS	1057	105458	Business and Society
SP2/SP5	MATH	1053	101178	Quantitative Methods for Business
SP2/SP5	MARK	1010	010704	Marketing Principles: Trading and Exchange
SP2/SP5	ECON	1008	105460	Principles of Economics
SP2/SP5	BUSS	1054	101011	Management Principles

1. Accounting for Business

Course Code ACCT 1008

This course must not be attempted by students who have passed or have credit/recognition of prior learning for Accounting Decisions and Accountability.

- Accounting and the business environment
- Accounting information and its role in decision making for management and external stakeholders
- Recording, reporting and analysing business transactions within the accounting cycle
- Analysis and interpretation of financial statements and cashflow for business users
- Use of accounting information for business planning

2. Communication and Information Systems in Business

Course Code BUSS 1058

The course will include the following content:

- the influence of globalisation and cultural diversity on communication in organisations
- the influence of communication theories on organisations namely; non-verbal, interpersonal, intrapersonal, intercultural, group, organisational communication, effective listening and oral presentations,
- the management of organisational communication and information systems,
- the impact of technology and the internet in the global business environment,
- the strategic value of information and business intelligence in key enterprise systems,
- creating, managing and sharing information and knowledge in business through the effective use of technologies and systems.

3. Foundations of Business Law**Course Code COML 1001**

This course must not be attempted by students who have passed or have credit/recognition of prior learning for Introduction to Law.

Topics will be drawn from the following:

- Introduction to the Australian legal system and functions of law in the business environment;
- Dispute resolution outside of the courts including ethical considerations related to business disclosures and confidentiality and business ethics in relation to legal problems;
- The development of legal problem-solving skills;
- Business contracts including forming and interpreting contracts;
- Dealing with suppliers including the concepts of good faith and unconscionability;
- Marketing of goods and services including product safety and consumer protection law, misleading and deceptive conduct and other Trade Practices Act considerations;
- Legal risk management including potential remedies for breach of obligations;
- Employing staff and/or agents;
- Choosing a business vehicle;
- Liability for negligence;
- Corporate social responsibility;
- Dealing with financial difficulty.

4. Business and Society**Course Code BUSS 1057**

Business and society provides an introduction to the relationship between society, business, government, and the not-for-profit sector. It considers the historical and cultural influences on that relationship and the responsibilities of professionals as managers, practitioners, employees and customers. It provides the foundation for future study in Division of Business courses.

5. Quantitative Methods for Business**Course Code MATH 1053**

Business Mathematics and Statistics for decision making: time value of money and net present value calculations with applications, working with equations and graphs of straight lines, linear programming, quantitative research principles in collecting, summarising and displaying business data, index numbers, relations in categorical data, measures of association, fitting straight lines, elementary probability concepts, the normal distribution and its business applications, elementary estimation and hypothesis testing, elementary decision making with Excel spreadsheets.

6. Marketing Principles: Trading & Exchange**Course Code MARK 1010**

This course introduces students to the role and contribution of Marketing Principles and thinking to achieving positive outcomes for most organisations and enterprises today. Marketing and marketing people are used in, and by, most types of organisations both big and small; for example, commercial, government, educational, artistic and social. The course will cover the main concepts and principles that underlie marketing thinking and practice. It will require students to understand these and also find out how they are applied in a range of enterprises. As part of the course, students research a nominated organisation over the study period and present their findings as to how the organisation uses marketing. The course also covers issues pertaining to group collaboration as well as oral presentation skills.

7. Principles of Economics**Course Code ECON 1008**

This course must not be attempted by Commerce degree students who have passed or have credit/recognition of prior learning for Microeconomics or Economic Principles.

The economic decisions faced by individuals, households, firms and governments and the role of a mixed market economy in resource allocation decisions in the macroeconomy; analysis of prices and output determination in the context of markets and incentives; market structures, competition policy and its implication for the general economy; the strengths and weaknesses of the market mechanism and the role of public policy; Australia and the fundamental relationships in its macroeconomy; Gross Domestic Product, unemployment and inflation; business cycles; significance of international trade; introductory macroeconomic models; the role of government and economic policy; and economic analysis of contemporary economic issues.

8. Management Principles**Course Code BUSS 1054**

This course must not be attempted by students who have passed or have credit/recognition of prior learning for Introduction to Management.

The nature and meaning of management, work and work organisation; influence of changing technology on management processes and practices; the motivation of people to achieve organisational objectives; social relations in the work place; organisational culture and control; conflict, its regulation and management; cross-cultural dimensions; global trends.

Applied Finance Major Courses

Course name	Area +Catalog No.
Macroeconomics	ECON 1007
Derivatives and Securities Markets	BANK 1005
Business Finance	BANK 2007
International Currency and Banking Markets	BANK 2006
Financial Planning	BANK 2008
Portfolio and Fund Management	BANK 3004
Forecasting and Business Analysis	ECON 2007
Applied Financial Planning OR	BANK 3005
Corporate Valuation and Risk Management	BANK 3009

Macroeconomics**Course Code ECON 1007**

Introduction to macroeconomics; the economy over time, fundamental relationships in the macro-economy; the introduction of simple macroeconomic models; the simple aggregate demand/ aggregate supply model of the macro-economy, money; the open economy, economic policy; contemporary economic issues.

Derivatives and Securities Markets**Course Code BANK 1005**

Financial mathematics: Principles of compounding and discounting.

Financial instruments: Properties, uses and evaluation of typical financial instruments: equities; debentures and bonds; bills and discount-type instruments.

Markets and trading of instruments: Domestic financial markets for debt and equity instruments; foreign exchange markets; interest rate determination and the term structure of interest rates; analysis of buying and selling financial instruments.

Risk and financial instruments: Measuring interest rate risk; instruments for managing risk-futures, options, and swaps; introduction to foreign exchange risk.

Business Finance**Course Code BANK 2007**

The financial environment and the role of finance in business: financial objectives of firms, financial mathematics, cash flow, time value of money; financial markets and sources of finance. Investment evaluation: net present value and other criteria; risk and uncertainty in capital investment decisions.

Capital structure and cost of capital: intermediate and long term funding; debt valuation; equity models, dividend valuation, capital asset pricing model; weighted average cost of capital; theoretical debate on capital structure and the value of the firm. Dividend policy: comparison of different payout policies and the effect of dividend payments or retention on the value of the firm.

International Currency and Banking Markets**Course Code BANK 2006**

Aim: International Currency and Banking Markets aims to: introduce students to the financial markets relevant to the conduct of international financial transactions and to the financial systems of the world's major economies; provide students with an understanding of the key parity and no arbitrage relationships that hold in international financial markets; equip students with the tools and insights needed to analyse and measure the extent foreign exchange risk; explain the methods by which foreign exchange risk can be managed through the use of on and off balance sheet items including derivative products; and inform students of issues relevant to the financing and making of foreign investment decisions, including the impact of the introduction of exchange rate risk on the evaluation of capital projects.

Objectives: The identification, measurement and management of international financial risk at the level of the individual enterprise; the distinction between risk management and speculation in international finance; the use of forwards, futures, options, swaps and other derivatives in the risk management process; use of on balance financial instruments to hedge risk; incorporating foreign exchange risk into the foreign investment decision.

Financial Planning**Course Code BANK 2008**

The financial planning environment: evolution of financial planning industry; industry participants; role of financial planning; regulatory and licensing issues. The principles underlying construction of personal investment portfolios: investor goals; attitudes to risk and return; time horizon and constraints. Formulation of an investment plan: effects of diversification; taxation considerations; performance goals. Performance measurement and review. Evaluating investments: risk and return characteristics; performance record and prospects; direct vis-a-vis indirect investment; market efficiency. Appraisal of principal investment markets: property, equities, interest bearing securities. Personal risk management and insurance: assessment of risks and benefits; analysis of insurance types; factors influencing insurance premiums.

Portfolio and Fund Management**Course Code BANK 3004**

Introduction to investment management and analysis. Quantitative techniques in investment management; mean-variance and portfolio optimisation. Portfolio theory: modern portfolio theory (MPT); capital asset pricing model (CAPM); index models; arbitrage pricing theory (APT); empirical evidence and market efficiency.

Asset markets: bonds; equities; derivatives. Investment strategies: bond portfolio strategies; equity portfolio strategies; derivative portfolio strategies; the asset allocation process. Portfolio management: active versus passive investment strategies; market timing; security and asset class selection; international diversification; evaluating portfolio performance; performance measures; construction and use of benchmarks.

Forecasting and Business Analysis**Course Code ECON 2007**

Review of statistical analysis and techniques used for cross-sectional and time-series modelling. The application and limitations of the analysis of data, including economic indicators and survey results. Regression techniques: concepts, applications, interpretation, and limitations. Use of appropriate computer software. Alternative methods of reporting and using analytical results.

Applied Financial Planning**Course Code BANK 3005**

The financial planning process and professional, moral and regulatory requirements. Income and capital gains tax considerations for investments and financing. Issues surrounding the establishment, administration, contributions and investments for superannuation funds, including self managed superannuation funds. Investment structuring and tax planning considerations for investments and financing. Retirement planning including income streams and estate planning considerations.

OR**Corporate Valuation and Risk Management****Course Code BANK 3009**

Project analysis and discounted cash flows: project cash flow forecasts and risk analysis. Estimating the cost of capital for firms and projects: alternative methods for establishing required returns for projects; cost of capital of the firm; divisional required returns. Firm valuation techniques and models: relative valuation of listed firms, valuation of private equity, debt valuation; project selection; and case studies. Derivatives and the valuation of real investments: contractual options, real options, strategic options. Risk management frameworks, policies and implementation systems, in the non-financial corporate sector. Measuring financial risks: portfolio analysis and the measurement of risk; market risk and CFaR. The management of risks in non-financial corporations.

Commerce Major Courses

Course name	Area +Catalog No.
Accounting for Business	ACCT 1008
Financial Accounting 1	ACCT 1006
Financial Accounting 2	ACCT 2005
Finance and Investment	BANK 2005
Management Accounting	ACCT 2006
Financial Accounting 3	ACCT 3007
Issues in Accounting Theory	ACCT 3003
Global Issues for Accounting	BUSS 3017

Accounting for Business**Course Code ACCT 1008**

- Accounting and the business environment
- Accounting information and its role in decision making for management and external stakeholders
- Recording, reporting and analysing business transactions within the accounting cycle
- Analysis and interpretation of financial statements and cashflow for business users
- Use of accounting information for business planning

Financial Accounting 1**Course Code ACCT 1006**

Confirmation and expansion of the knowledge pertaining to the complete accounting cycle with emphasis on the design and implementation of double entry accounting systems as applied to manual and computerised formats. An introduction to the financial reporting environment including an introductory exposure to various accounting standards used in financial accounting. An introductory investigation of the

practical, theoretical and ethical issues underlying the application of accounting standards with particular reference to the acquisition, depreciation and disposal of Non-Current Assets, Inventories, Accounts Receivable, Cash Controls and Liabilities.

Financial Accounting 2

Course Code ACCT 2005

Presentation of financial statements: review of financial reporting requirements for companies in Australia, overview of general purpose financial reports; relevant accounting standards relating to the Balance sheet, Income Statement and Statement of changes in equity, and associated notes, including revisions and errors, retained profits and underlying accounting treatments. Other Disclosure Issues: accounting policies, materiality, events occurring after reporting date, segment reporting. Liabilities: definition, measurement and classification, provisions and contingencies, disclosure and presentation. Leases: classification criteria, accounting treatment in the books of the lessee, disclosure requirements. Accounting for tax. Accounting for assets and associated disclosure requirements.

Finance and Investment

Course Code BANK 2005

The international financial environment and the role of finance in business: financial objectives of firms, agency costs, efficient markets; mathematics for business, cash flow, time value of money; share price information and price earnings ratios. Investment evaluation: net present value and other criteria; risk and uncertainty in capital investment decisions, evaluation of international operations, integration of cross cultural norms. Capital structure and cost of capital: intermediate and long term funding; debt valuation; equity models, dividend valuation, capital asset pricing model; weighted average cost of capital; theoretical debate on structure and the value of the firm.

Management Accounting

Course Code ACCT 2006

Management accounting information that creates value; Cost terms, concepts & behaviour; Cost estimation & CVP analysis; Product costing systems; Overhead costs; ABC; Budgeting; Standard costing: material & labour; Standard costing: overhead; Tactical decision-making; Pricing & product-mix decisions.

Financial Accounting 3

Course Code ACCT 3007

Overview of the financial reporting environment. Income statement – related accounting and disclosure issues. Accounting for employee benefits. Alternative Business Structures: trusts, introduction to consolidated entities. Consolidations: the economic entity, preparation of consolidated financial statements including goodwill/discount on acquisition and the elimination of inter-entity transactions and balances. Analysis and interpretation of financial statements including Statement of Cash Flow. Voluntary reporting/disclosures and corporate social responsibilities.

Issues in Accounting Theory

Course Code ACCT 3003

Nature of theory and theory testing; capital market research (CMR); theory of accounting policy choice; behavioural research; critical perspectives of accounting.

Global Issues for Accounting

Course Code BUSS 3017

- Globalisation
- Global competition
- International politics and law
- Cultural influences on business and accounting
- International corporate governance
- Accounting for foreign currency transactions
- Translation of foreign currency financial statements
- International financial reporting issues

- Strategic accounting issues

For further information about Applied Finance and Commerce Core Courses please visit/contact:

<http://www.unisanet.unisa.edu.au/majorminor/displaymajor.asp?Year=2011>

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Elective Courses

Terminology Explained:

Professional Minor/Sequence

A stream of related elective courses in a single discipline that students of a particular degree are strongly encouraged to complete.

Minor

A stream of related elective courses in a single discipline area that students can choose to complete to reflect their interests and which comprises up to 18 units (commonly four courses).

Major

A stream of related courses in a single discipline area that students can choose to complete to reflect their interests and which comprises 36 units (commonly eight courses).

Elective Options Available to You:

You have a range of options on how you use your elective courses to structure your study.

1. A Range of Electives

You can choose each of your elective courses from a different discipline area if you wish. This choice provides you with the opportunity to broaden your business studies experience as much as possible.

2. Minor/s

A minor enables you to use your elective courses to develop some expertise in one or two other discipline areas. You can use your elective courses to build two minors or one minor and a selection of courses in other topics.

Some planning is required in advance to ensure that you are able to complete your courses in the correct order, as some courses will have prerequisites, and are not offered in every Study Period or year. You may need to seek advice from your program director or program advisor.

3. Professional Minor/Sequence

Students completing the Commerce major who wish to satisfy the educational requirements for admission to the professional program of the Institute of Chartered Accountants in Australia (to qualify as a chartered accountant) must take the professional accounting minor which comprises:

Course name	Area +Catalog No.
Companies and Partnership Law	COML 2005
Taxation Law 1	ACCT 3002
Auditing Theory and Practice	ACCT 3005

Students completing the Commerce major who wish to satisfy the educational requirements for admission to the professional program of CPA Australia (to qualify as a CPA) must complete from the professional accounting minor at least

Course name	Area +Catalog No.
Companies and Partnership Law	COML 2005

And may take :

Course name	Area +Catalog No.
Taxation Law 1	ACCT 3002
Auditing Theory and Practice	ACCT 3005

4. Major

You use all your elective courses to focus on one other discipline area. So if your degree is in Commerce then your elective major could be in international business, applied finance etc. This allows you to develop more comprehensive expertise in a second discipline.

For this option the planning of your study and courses is critical in achieving the desired outcome in the normal three year time frame, as some courses have prerequisites and are only offered in specific Study Periods or years. It cannot be guaranteed that you will complete in the minimum time. You will need to seek advice from the relevant program directors.

For further information about Elective Courses please visit/contact:

<http://www.unisanet.unisa.edu.au/majorminor/displaymajor.asp?Year=2011>

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Small Business Electives & Minor

With 96% of all businesses in Australia being small businesses it is likely that you as a graduating business student will be dealing with a small business.

The Small Business Minor will provide you with an insight into this highly popular area of business. The Small Business Minor is open to all Division of Business students and requires the completion of the following four specialised courses:

Course name	Area + Catalog No.
Small Business Accounting	ACCT 2011
Small Enterprise Management EF	BUSS 3001
Enterprise and Business Creation	BUSS 3011
Small Business Financial Management	BUSS 2057

Small Business Courses Detailed

Small Business Accounting

Course Code ACCT 2011

Objectives and resultant accounting needs of small business; the role played by accounting and accountants in small business; organisational structures; recording systems; managerial reporting and financial decision making; meeting compliance needs; taxation planning and assessment; payroll and other cost management; debtor management; applying for credit; current issues; ethical considerations.

Small Enterprise Management EF**Course Code BUSS 3001**

Defining small business. Economic and social contributions. Start-up process.
Business management. Role of the accountant. Problems, failure and assistance.
Financial management. Business analysis and evaluation.

Enterprise and Business Creation**Course Code BUSS 3011**

Understanding entry strategies for new business people, concept evaluation, the business planning process, key aspects of business regulation and legal aspects to consider when setting up and staffing a business. Market research and analysis, market penetration, pricing, financials for the entrepreneur, debt versus equity financing, ethical business behaviour, safeguarding intellectual property.

Small Business Financial Management**Course Code BUSS 2057**

Financial management of the small business, financial information, operational funding, bank finance, export finance, trade credit, venture capital financing, cash flow management, business variation, performance benchmarks.

Delivery Calendar - complete your Minor over three or four study periods

Study Period 2	Study Period 5	Study Period 7
	BUSS 2057	
BUSS 3001	ACCT 2011	BUSS 3011

For further information about Small Business Electives & Minor please contact:

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Got a brilliant business idea? Pank Prize for Entrepreneurial Activity will fund it!

Winners of the Pank Prize receive \$10,000 plus mentoring to implement their business ideas.

Students who develop a business plan as their assessment for a course in their UniSA studies can nominate their plan for the Pank Prize for Entrepreneurial Activity provided they achieve at least a Credit in their course.

Two of the three past winners of the Prize have undertaken elective courses in the Small Business Minor:

- Nicholas Zuppar & Anita Paech (joint winners)
- Edward Lane

Work Placement Scheme

The Work Placement Scheme offers support to students who wish to undertake an unpaid work placement relevant to their program of study. You must be enrolled for the duration of the placement or between study years in accordance with the University's insurance policy. The Work Placement Scheme is aimed at final and penultimate year undergraduate students. However, other students may take up a WPS placement if they hold skills at a relevant level, have the approval of their Program Director and have been successful in an application.

There are two ways you can obtain a placement:

1. By sourcing your own placement. This allows you to target the organisations, roles, or industries that interest you most. Also, you don't need to worry about competing with other students for the placement position. The [Work Experience](http://www.unisa.edu.au/careers/students/default.asp) (<http://www.unisa.edu.au/careers/students/default.asp>) section of the Career Services website provides information about how to find work experience opportunities.
2. By applying for Work Placement Scheme projects advertised on [MyCareerPlan](https://mycareerplan.unisa.edu.au/Login.chpx?ReturnUrl=%2fDEFAULT.CHPX) (<https://mycareerplan.unisa.edu.au/Login.chpx?ReturnUrl=%2fDEFAULT.CHPX>) These positions are displayed under **jobs** with the prefix WPS (see *Vacation/Internship/Cadetship/Work Experience* and *Voluntary/Community*). You will need to contact the Career Services staff member nominated in the advertisement, who will provide you with the application instructions.

How long are WPS placements?

If you source your own placement, you can negotiate the timeframe with the host organisation. Placements advertised on [MyCareerPlan](https://mycareerplan.unisa.edu.au/Login.chpx?ReturnUrl=%2fDEFAULT.CHPX) (<https://mycareerplan.unisa.edu.au/Login.chpx?ReturnUrl=%2fDEFAULT.CHPX>) will indicate the timing for the project. For example, some may be for one day a week for two months or for an entire week during a semester break, up to 16 consecutive weeks. No placement can require students to work more than two days a week during the study period.

Can I be assessed on my placement?

Work Placement Scheme placements are undertaken in your own time, and are not a formal part of your program. This means that you can negotiate your hours with your host organisation. The only involvement of your academic staff will be that your Program Director will have to sign an insurance form agreeing to your participation in the placement and confirming that the placement is relevant to your program.

Career Services

Your career starts here with your UniSA studies and by using your university experience wisely you can graduate ahead of the pack with a great start to your career. Plan Your Study.

Create a career plan for your study time that includes research into employment options for your degree, a plan for gaining experience and knowledge in the field, and a strategy for targeting and winning your first graduate role.

Visit www.UniSA.edu.au/Careers for online hints and tips, attend Careers Workshops advertised on MyCareerPlan and through your weekly Careers emails, and book a Career Consultation at your Learning and Teaching Unit Manage Your Resources

Always check your Careers emails for events, workshops, work placements and employment. Emails are always targeted to discipline areas and are a valuable resource to researching graduate employment and paid vacation internships too. Create an account on MyCareerPlan, save searches that match your current needs, track your experiences, skills and achievements and use these to build your resume. Seek out Work Placement Scheme opportunities, study related employment and graduate career options as well as browse through a range of graduate employer profiles.

Get connected

Use the Employment and Careers Expo, International Careers Day (for International students) and Work Experience Fair to connect you directly with employers, alumni and work placement providers. In many cases you will be able to speak with the Human Resources staff (the people who will judge your application) and recent graduates who can tell you about their road to success.

Attend Employer Presentations, listed on MyCareerPlan and emailed directly to your inbox, this is your chance to speak with employers about opportunities and how to win the position. Make the most of Careers Forums and all opportunities to connect with employers and alumni – and ask questions on how to use your time at UniSA for success in your career!

Where to find us:

Learning and Teaching Unit at each campus (City West next to Campus Central)

UniSA.edu.au/careers

MyCareerPlan – under “My Services” in “My UniSA”

Other Study Options

Business Double Degree DBDD - Program

Why Choose a Different Business Double Degree?

The Business Double Degree gives you complete flexibility - you are no longer bound by tradition, or what the University specifies. If you can see an opportunity in the work environment, you can select the degree combination which will help you take advantage!

Interest in double degree programs is on the increase - why? Having a good degree is essential in today's competitive graduate job market. The number of students enrolling in university programs is at its highest rate ever, so what will make you stand out from the crowd when employers are looking at your CV? A Business Double Degree at UniSA!

Aim

This program provides a high degree of flexibility for students to combine any two single degrees in the Division of Business. A double degree provides a number of benefits, in particular:

- Wider career options, now and in the future
- Shows dedication to studies, which is a good indication to employers of your work ethic
- Gaining a significant range of skills and knowledge which employers value
- Becoming multi-skilled
- Gaining a broad outlook

Key Benefits to You

- YOU decide what combination of degrees you want to study of any B. Business, B. Applied Finance, B. Commerce, B. Management and B. Arts (International Studies, Aboriginal Policy and Management, Aboriginal Studies, Australian Studies) degrees. There are over 100 possible combinations.
- YOU will receive two parchments - one for each degree you study.
- YOU only need to study for a minimum 4 years full time (or the equivalent part-time).
- YOU will be able to choose wider career options and greater opportunities now and further down the track.
- YOU will have accelerated career prospects as increasingly employers are looking for multi skilled employees.

Program Length

The Business Double Degree can be completed in a minimum of 4 years full-time or part time equivalent. More information on the Business Double Degree can be found at <http://www.unisanet.unisa.edu.au/programs/program.asp?Program=DBDD&Year=2011>

Services for Students

Email

Each student will receive an email address. You will receive information via email throughout the year. Course Coordinators may choose to distribute course administrative information this way. You are advised to check your email daily and to keep your email account maintained.

Library

The University Library provides reference material and services to all Schools of the University of South Australia. On the City West Campus, the Library is located in the Catherine Helen Spence Building. The Library conducts tours early in the first half of the year, students are encouraged to attend.

Computer Facilities

There are computer facilities and terminals available for the use of students and staff. The main computer pool for the School of Commerce students is located in the George Kingston Building, City West Campus.

In addition, computer pools on other campuses of the University are available for use by University of South Australia students. However, there is a range of specific software installed in each pool, and students should check with the software listings on the noticeboards of each pool to determine whether the computers have the software they require.

Rules require that students do not eat or drink in the computer rooms. The use of computers is restricted to study-related work. Students using them for personal use, especially for games, will be asked to leave. The display of offensive or pornographic material may lead to penalties.

Further details of the computing facilities at the University are presented at the Computer workshops during Orientation.

Learning and Teaching Unit

The Learning and Teaching Unit provides a wide range of services for students including: counselling, learning support, welfare and careers advice, referral and general information. The Learning and Teaching Unit is located in the Yungondi Building, Ground Floor (City West), <http://www.unisa.edu.au/ltu/default.asp>
Phone: 8302 0022 or 1300 656 377(cost of a local call).

Submission and Return of Assignments (*AssignIT*)

All text based assignments are required to be submitted via *AssignIT*. *AssignIT* is an online service allowing assignments to be submitted directly to the Course Coordinator. Please note that **submission opening and closing times apply** (this means that you cannot submit your assignment before or after the specified submission date and time), refer to your relevant Course Coordinator for the nominated submission times.

Once marking is completed, you will be informed by email and can collect your assignment or feedback and grade via *AssignIT*. All assignments must use the Assignment Cover Sheet. Copies of the Assignment Cover Sheet can be obtained via *AssignIT* when you are submitting your assignment.

Full instructions on how to use *AssignIT* are available in the 'Students' section of this web site: www.unisa.edu.au/helpassignIT/students/default.asp

For other general information regarding the submission of assignments, please refer to *Extra Course Information* at www.unisanet.unisa.edu.au/extracourseinformation/default.asp

Student Administration Forms

The University's administration system requires you to complete a relevant form in order to enable such requests as: leave of absence, internal transfer between programs, or application for credit, efficiently and effectively. All student administration forms can be found at: www.unisa.edu.au/student/forms/default.asp

Security and Callpoints

Several locations on campuses are equipped with emergency wall phones for direct contact with Security staff. These are distinguished by a sign overhead and will automatically dial direct to Security. Exact location details can be found here: <http://www.unisa.edu.au/facilities/security/citywest.asp>

When calling from call boxes please state call box number you are calling from. Directions for the use of the call boxes are clearly marked on the front of the call box. Make yourself familiar with the locations of these call points - if you don't, it might be too late in an emergency. To obtain a brochure listing the locations of all call points contact your local Security office.

Campus Security in City West is located in Yungondi Building, Room Y1-55 tel: 8302 0000 (if dialling from outside telephone). Alternatively dial Security (all hours) 1 800 500 911 - free call. Security staff are responsible for the opening and closing of buildings, and all security on campus. They are available to escort students and staff through the University grounds and to the Car Park. Arrangements for the escort service may be made by contacting direct the on-duty security officer on your campus. Security is maintained over a 24 hour shift, seven days a week.

Campus Central – Information Centre

Campus Central staff will assist you with completing administrative procedures such as organising your student card, obtaining enrolment advice and timetable, purchasing readers and accessing safe and affordable accommodation options. Campus Central is located in the Yungondi Building, Ground Floor (City West), telephone: (08) 8302 0511 or 1300 301 708 (cost of a local call), www.unisa.edu.au/campuscentral/

Final Grades & GPA

Final Grades Awarded by the University of South Australia:

Grade	Notation	Notational %
High Distinction	HD	85 - 100
Distinction	D	75 - 84
Credit	C	65 - 74
Pass level 1	P1	55 - 64
Pass level 2	P2	50 - 54
Fail level 1	F1	40 - 49
Fail level 2	F2	below 40
Conceded Pass	CP	
Terminating Pass	TP	
Non-graded pass	NGP	
Non-graded pass	NG	
Satisfactory	S	

Note: Students who are granted more than 10 courses credit may only be eligible for one Conceded Pass and one Terminating Pass.

There are also some interim notations that are used where no final grade has been given. These are detailed in the following table.

Name	Interim notation on MyUniSA	Explanation Refer to <i>Assessment and results in the Assessment Policies and Procedures Manual*</i> .
Supplementary assessment	S	Often referred to as a "supp". This indicates that your work is below pass level but that you have been granted another assessment on academic grounds.
Deferred assessment	D	Indicates that you have been granted, on medical or compassionate grounds, permission to complete the assessment at a later time.
Incomplete assessment	I	Indicates that the assessment for the course is not completed and an extension of time has been allowed.

*<http://www.unisa.edu.au/policies/manual/default.asp>

What is a Conceded Pass?*

If you fail the course with a mark between 45% and 49%, and achieve a grade point average (GPA) for the study period of at least 3.75, you may be eligible for a 'conceded pass' as part of the Academic Review of student progress. A conceded pass permits you to use the course as a pre-requisite for another course.

What is a Terminating Pass?*

As part of the academic review of student progress for undergraduates, you may be given a terminating pass if the marks achieved are between 45-49%. This can only be done when your overall results for the study period are considered as well as other course-specific rules for terminating passes. A terminating pass does not permit you to use the course as a pre-requisite for another course. Other conditions apply and are available in the policy documents.

***Please note** CPs and TPs are not available in most Commerce degree courses.

Supplementary examinations and passes (Commerce degrees)

As part of the academic review of grades, you may be awarded a supplementary exam in the courses which comprise the accounting major and professional minor. The awarding of supplementary exams is in accordance with the University's assessment policies and procedures. A possible outcome of completing a supplementary exam is to be awarded a supplementary pass for the course. Please refer to section 7.2.6 of the Assessment Policies and Procedures manual for more information -

<http://www.unisa.edu.au/policies/manual/default.asp>

Calculating Grade Point Average (GPA)

What is GPA?

The Grade Point Average (GPA) is the average of all your grades for the study period by using the following formula:

Formula

GPA = Sum of (grade points) divided by the sum of number of courses undertaken per study period

$$\text{GPA} = \frac{\text{Sum of (grade points)}}{\text{Sum of the number of courses undertaken per study period}}$$

When is a Grade Point Average used?

The Grade Point Average (GPA) is used to determine your eligibility for:

- internal transfer between Programs
- prizes and awards
- a Terminating Pass (TP)
- a Conceded Pass (CP)
- alternative entry (other than SACE) into Program

Grade Point Average Weighting System		
Grade Description	Grade	Grade Point Weighting
High distinction	HD	7
Distinction	D	6
Credit	C	5
Pass level 1	P1	4.5
Pass level 2	P2	4
Supplementary pass	SP	3.5
Conceded pass	CP	3
Terminating pass	TP	3
Fail level 1	F1	1.5
Fail	F	1.5
Fail level 2	F2	1
Withdraw Fail	WF	1.5
Non-graded pass	NGP	Value of 4 points, but are included in the calculation only if GPA is less than 4.
Satisfactory	S	

Example:

A student receives the following grades over two terms:

Course 1: Distinction Course 3: Pass level 1

Course 2: Credit Course 4: Pass level 1

$$\text{GPA} = \frac{(6 + 5 + 4.5 + 4.5)}{4 \text{ (courses)}}$$

$$\text{GPA} = \frac{20}{4}$$

$$\text{GPA} = 5$$

Academic Integrity

The University's academic policies are the rules which govern student enrolment in, and academic progress through, the University. They provide a clear statement of the University's position on academic and student issues and the procedures to be followed. It is your responsibility to be aware of all these policies. These policies can be found at: www.unisa.edu.au/policies/policies/default.asp

Academic Integrity

The University considers academic misconduct to be very serious. The penalties for students who are involved in academic misconduct can be quite severe.

From clause 9.2.1 of the 2010 Assessment Policies and Procedures Manual, academic misconduct includes:

- a) plagiarism (see clause 9.2.2);*
- b) breaches of the examination procedures specified in Section 6: Examination Procedures,*
- c) presentation of data with respect to laboratory work, clinical placements, practicums, field trips or other work, that has been copied, falsified or in any other way obtained improperly;*
- d) inclusion of material in individual work that has involved significant assistance from another person, where such assistance is not expressly permitted in the course information booklet;*
- e) providing assistance to a student in the presentation of individual work, where such assistance is not expressly permitted in the course information booklet;*
- f) falsification or misrepresentation of academic records; and*
- g) any other actions that contravene the principles of academic integrity.*

More information on Academic Integrity can be found at www.unisa.edu.au/policies/manual/default.asp

Career Options

Bachelor of Applied Finance

What are my career options?

UniSA's Bachelor of Applied Finance program prepares graduates for work in a wide range of roles across a variety of organisations and sectors.

During your time at UniSA you will have developed the experience to move into the exciting world of finance with options as broad as international business, foreign currency trading, risk management, corporate treasury, financial planning, financial regulation, or asset and debt management. Most recently, employment opportunities in areas related to Applied Finance have been stimulated, for instance expansion of superannuation schemes.

As an Applied Finance graduate, your skills will be relevant to any organisation that has significant cash holdings or cash flows. Virtually all large businesses fall into this category, as do investment companies and fund managers, which can have millions, and in some cases billion, of dollars of funds under management.

Starting in a graduate entry position, this degree gives you the opportunity to progress towards roles in management. Titles may include branch accountant, manager, commercial manager, finance adviser, finance dealer and broker, business manager, specialist consultant, chief financial officer, financial controller, or financial manager. Applied Finance graduates may establish their own business providing consultancy services and advice to a range of organisations, individuals and financial institutions.

Visit *UniSA's Career Services* for information about business administration and other graduate positions, recruitment timetables, and assistance with resume preparation and honing of interview skills at www.unisanet.unisa.edu.au/careers/

Also, visit *Division of Business: Careers* service committed to providing career support and assistance to students <http://www.unisa.edu.au/business/alumni/careers/>

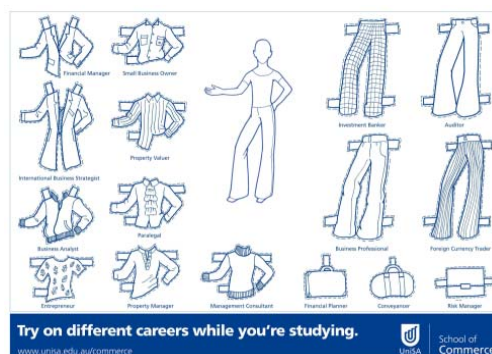


Bachelor of Commerce

What are my career options?

Complete a Bachelor of Commerce at UniSA and you are on your way to a career where you can make a significant impact on business operations worldwide.

This program gives you many career choices where your skills in analysing and planning the financial matters of organisations means you have an open door when seeking employment. This qualification will give you flexibility to make broad choices about your career direction. The skills and knowledge this program of study helps you to develop are attributes that many employers worldwide are seeking.



As businesses around the world strive for continuous improvement, seek ways of increasing effectiveness and meet the challenges of local and global competition, the demand for skilled and experienced commerce professionals and business advisors is increasing. You have an opportunity to enter an area that is dynamic and global. Increasing growth in this area means that continuing employment options for graduates exist in an enormous range of areas – nationally and internationally.

Commerce graduates can enjoy the freedom of seeking work across many areas as most businesses and government departments require professionals skilled in accounting and financial management. By starting in a graduate entry position with this degree, you have the opportunity to progress towards specialist and management roles, offering you an upward career path that will be both challenging and rewarding.

This program gives students the education and skills necessary to be an accountant in public practice, commerce and industry and the public sector. Graduates of this degree can find employment as accountants; financial analysts; taxation agents; account keepers; auditors; management accountants; financial managers and forensic accountants. Graduates may also choose roles such as secretarial or administrative officers. The program also provides a sound qualification for careers in business and management.

Graduates may find employment within a number of business-related fields including accounting; administration; banking; business; liquidation and receivership practices; economics; finance; importing and exporting; industrial relations; management; marketing or human resources management. Graduates may even elect to be self employed and run their own small businesses. They may work in the areas of health or education, hospitals or federal, state and local government.

Visit UniSA's Career Services for information about business administration and other graduate positions, recruitment timetables, and assistance with resume preparation and honing of interview skills at www.unisanet.unisa.edu.au/careers/

Also, visit Division of Business: Careers service committed to providing career support and assistance to students <http://www.unisa.edu.au/business/alumni/careers/>

Further Study in the School of Commerce

Honours Programs

Bachelor of Business (Honours), Bachelor of Management (Honours), Bachelor of Commerce (Honours) DHBB – Program

It is possible to undertake an Honours year. By providing graduates with opportunities for advanced study in various business and management discipline areas, this program is designed to develop in graduates the ability to undertake academic research and proceed to PhD work.

The program is available in three options:

- A. Bachelor of Business (Honours)
- B. Bachelor of Management (Honours)
- C. Bachelor of Commerce (Honours)

Students may enrol in the option of their choice. The program of study for each option is identical. There are two intakes per year, Study Period 2 and Study Period 5.

Program overview

The Honours program provides an advanced year of study through coursework and a thesis in Business, Commerce, Marketing or Management for students who have completed an undergraduate degree with superior grades in a business-related discipline. It can be taken in any area of business under qualified supervision, and is intended to develop research skills and the ability to carry out research, in preparation for either an academic career or a career in business and/or government.

Successful completion of the Honours program is rewarded with a prestigious undergraduate qualification which gives a competitive edge to graduates on seeking professional employment and is also recognised worldwide as a direct entry path to a PhD. The honours year is a unique opportunity to learn and develop your research skills, while also acquiring expertise in a specialist area of research interest within a single year of study.

What will I study?

The first study period of the Honours program involves classes/workshops in Research Methods and Data Analysis. Students also participate in and provide a critique of seminars by visiting researchers and undertake a literature review on a topic of their interest. The second study period is devoted to developing and writing a thesis under supervision of a senior academic in one of the fields of accounting, economics, finance, business law, business education, human resource management, entrepreneurship, marketing or sport & recreation management.

Who will employ me?

UniSA Honours graduates are either employed in high-status roles within government, banking, professional firms and other prominent corporations, or have gone on to successfully complete PhD studies.

An honours degree develops advanced thinking and analytical capabilities that give honours graduates a competitive advantage when initially seeking a professional position and also over their longer-term career.

For further information about DHBB Programs please contact:

Dr Brianne Hastie
Program Director - Honours
Office: DP2-37
Telephone: 08 8302 0289
Fax: 08 8302 0904
Email: brianne.hastie@unisa.edu.au

School of Commerce (Honours) Scholarships

About Scholarships¹

The School of Commerce (Honours) Scholarships are open to candidates who are enrolled in (or are considering admission into) the Bachelor of Business (Honours)/Bachelor of Commerce (Honours) (DHBB) Program in Study Period 2, 2010 academic year with a research focus in any discipline² offered by the School of Commerce. To be eligible for these scholarships, students must study their honours year internally in Australia (onshore).

The scholarships will be awarded to candidates considered most likely to succeed at producing research in the area of the School of Commerce.

The awarding of a scholarship is conditional upon meeting the following criteria:

- the scholarship will be available for candidates who are enrolled in (or are considering admission into) the Bachelor of Business (Honours)/Bachelor of Commerce (Honours) (DHBB) Program
- the candidate must provide a covering letter
- the candidate must provide an essay of up to 1000 words outlining the area of their proposed research topic

Scholarship Value

Up to six Scholarships will be awarded each year, and will provide payment of \$10,000 (each) for a single year. The scholarships will be paid after the census date of Study Period 2, each academic year.

Selection Panel

Shortlisted candidates will be interviewed by a panel comprising:

- the Head of School (Commerce)³ and
- two relevant academic staff members of the School of Commerce.

Selection Interview

At the interview candidates will be invited to give a short presentation and may be asked to answer questions by the panel. The selection panel will consider the following:

- academic merit
- merit of the proposed research topic and
- communication skills

Scholarship Conditions

- It is a condition of the scholarship that recipients will be supervised by a relevant academic member of the School of Commerce.
- Students who suspend their studies, may be asked to repay the scholarship.

¹ Scholarships are subject to change and are awarded based on conditions current at the time of award

² Commerce (Accounting), Applied Finance, International Business/Market Regulation, Property and Business Administration

³ The Head of School reserves the right to amend the interview panel if required

Other Scholarships, Prizes and Awards offered by the School of Commerce

The School offers a number of Grants and Scholarships, relating to the various programs. Details of these scholarships can be found on:

http://www.unisa.edu.au/scholarship/undergraduate/ug_bue.asp

The School of Commerce also offers a number of Prizes and Awards for high academic achievement by high profile institutions each year, more details can be found on:

<http://www.unisa.edu.au/student/awards/bue.asp>

Below is a table outlining all the prizes and awards for courses taught by the School of Commerce.

Prize	Description	Prize
Australian Tax Office Award	Awarded to the student with the most outstanding academic performance in Taxation Law 1, Taxation Law 2	\$1,000
BankSA Prize for Finance and Investment	Awarded to the student who obtains the highest mark for the course BANK 2005 Finance and Investment.	\$500
BankSA Prize for Business Finance	Awarded to the student who obtains the highest mark for the course BANK 2007 Business Finance.	\$500
Business SA Award	Awarded to the student who obtains the highest mark for the course BUSS3011 Enterprise and Business Creation.	\$600 voucher to attend any Business SA Training courses, workshops or forums plus a commemorative certificate.
Colliers International Second Year Property Prize	Awarded to the student with the most outstanding academic performance in AGEN 2002 Property Utilisation and Sustainability, ECON 2011 Property Market Analysis, BUSS 2050 Property Agency.	\$500
CPA Australia - Jack Harrison Memorial Award	Awarded to student who obtains the highest marks for the courses ACCT 1008 Accounting for Business and ACCT 1006 Financial Accounting 1	\$500
CPA Australia Prize for Global Issues for Accounting and Issues in Accounting Theory	Awarded to the student with the most outstanding academic performance in BUSS 3017 Global Issues in Accounting and ACCT 3003 Issues for Accounting Theory.	\$500
CPA Australia Prize for Young Professionals	Awarded to the student who obtains the highest mark fo the course ACCT 3007 Financial Accounting 3.	\$500
CPA Australia Prize Taxation Law 1	Awarded to the student with the most outstading academic performance in ACCT 3002 Taxation Law 1.	\$500
CPA Australia Postgraduate Prize	Awarded the student who obtains the highest grade point average upon completion of DBMS Master of Business (Professional Accounting) program.	\$500
Deloitte Touche Tohmatsu Prize	Awarded to the student who obtains the highest mark for the course BUSS 3017 Global Issues for Accounting.	\$500
Ernst & Young Prize	Awarded to the student who obtains the highest mark for the course ACCT 1008 Accounting for Business.	\$500

Financial Services Institute of Australasia (FINSIA) Award	Awarded to the student who obtains the highest marks for the courses BANK 3004 Portfolio and Fund Management and BANK 3009 Corporate Valuation and Risk Management.	\$500
Gary Lindblom Memorial Prize	Awarded to the student with the highest grade point average over three years of the Bachelor of Business (Property) program.	\$500
John Wiley & Sons Australian Book Prize	Awarded to the two students who obtain the highest marks for the course BANK 2008 Financial Planning.	\$500 book voucher
Knight Frank Prize	Awarded to the student who obtains the highest mark for the course BANK 3007 Property Investment.	\$600
LexisNexis Prize for Property Law	Awarded to the student who obtains the highest mark for the course COML 2003 Fundamentals of Property Law.	7 month subscription to online law dictionary
McGraw-Hill Australia Prize	Awarded to the student who obtains the highest mark for the course ACCT 3003 Issues in Accounting Theory.	\$500 book voucher
Pearson Australia Prize	Awarded to the student who obtains the highest mark for the course BANK1005 Derivatives and Securities Markets.	\$500 book voucher
Pitcher Partners Prize	Awarded to the student who obtains the highest marks for the courses ACCT 1006 Financial Accounting 1, ACCT 2005 Financial Accounting 2 and ACCT 3007 Financial Accounting 3.	\$500
PwC Prize	Awarded to the student who obtains the highest mark for the course ACCT 2005 Financial Accounting 2.	\$500
Property Council of Australia Prize	Awarded to the student who obtains the highest mark for the course BUSS 3032 Property Development.	\$500
Real Estate Institute of South Australia Prize	Awarded to the student who obtains the highest mark for the course BUSS 2050 Property Agency	\$500
RP Data Prize	Awarded to the student who obtains the highest mark for the course BUSS 1055 Introduction to Property and Valuation.	Subscription to RP Data Property Information
South Australian Auditor-General's Department for Auditing Theory and Practice	Awarded to the student who obtains the highest mark for the course ACCT 3005 Auditing Theory and Practice.	\$500
South Australian Auditor-General's Department Prize for Government and not for Profit Accounting	Awarded to the student who obtains the highest mark for the course ACCT 2008 Government and not for Profit Accounting.	\$500
The Chartered Institute of Management Accountants Prize	Awarded to the student who obtains the highest mark for the course ACCT 2006 Management Accounting.	\$500

Postgraduate Programs

The School offers the following postgraduate programs:

Master of Business:

- Accounting
- Professional Accounting
- Professional Accounting and Finance
- Professional Accounting and Specialisation
- Property

Graduate Diploma in Business:

- Professional Accounting
- Property

Graduate Certificate in Business:

- Professional Accounting
- Property

Enquiries on these programs can be directed to the School office.

Why Continue Studying with Us?

1. We have a long and proud history of providing **quality professional postgraduate education in accounting dating back to the 1940's** and our programs have earned a high reputation within the industry.
2. **Our teaching staff has relevant industry experience and close connections with the professional and qualifying programs of both CPA Australia and the Institute of Chartered Accountants in Australia (ICAA).**
3. We ensure that **course content is constantly up-to-date through regular reviews, taking into account changes in industry standards.** This means our students learn a combination of theory and practical application of models and methods that can be used to help make better decisions or develop better strategies within the workplace.
4. **Our postgraduate property program is the only postgraduate valuation accredited program run in South Australia** that offers accreditation for membership to the Australian Property Institute and satisfies the SA Office of Consumer and Business Affairs education requirements for valuers.
5. **Our postgraduate students undertake industry-based projects** providing for study and learning about a topical property issue with direct relevance to the modern workplace.
6. **Our nested Property and Accounting programs provide multiple entry and exit points,** offering flexibility to study.
7. **Our courses have been designed to allow for flexibility** for those working full time and are offered both on campus and online.
8. Our Postgraduate programs will help to develop:
 - Analytical and methodical skills
 - High level communication skills
 - General business management skills
 - Problem solving skills
 - International perspective

Notes:

Further information

School of Commerce

Telephone 08 8302 9047

08 8302 0436

Email cmr.enquiries@unisa.edu.au

Website www.unisa.edu.au/commerce/

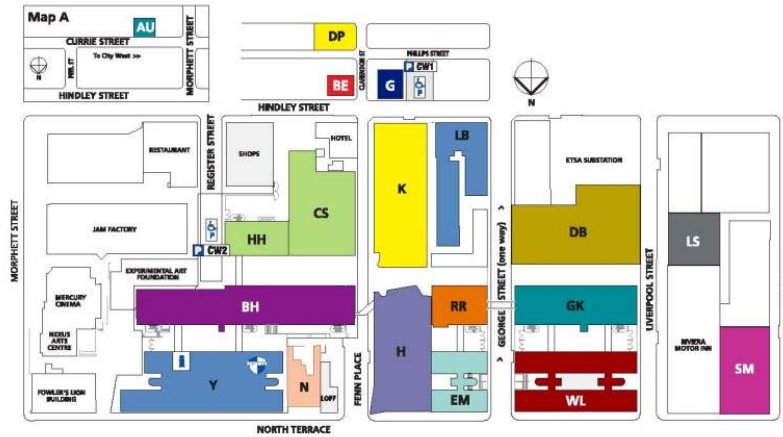
The University of South Australia reserves the right to alter, amend or delete any program, fee, course, admission requirement, mode of delivery or other arrangement without prior notice.

Information correct at time of printing (February 2010)

CRICOS provider number 00121B



City West campus



Building legend

AU	101 Currie Street
BE	189 Hindley Street
BH	Barbara Hanrahan Building
CS	Catherine Helen Spence Building
DB	Dorrit Black Building
DP	David Pank Building
EM	Elton Mayo Building
G	Child Care Centre
GK	Sir George Kingston Building
H	Hawke Building
HH	Sir Hans Heysen Building
K	Sir Hans Heysen Building
LB	Law Building
LS	Liverpool Street Studios
N	58-60 North Terrace
RR	Rowland Rees Building
SM	27-29 North Terrace
WL	Way Lee Building
Y	Yungondi Building

Location

Indigenous Student Services	Y
International & Prospective Students Office	AU
International Graduate School of Business (IGSB)	WL
International Students Common Room	BH, HH
Kerry Packer Civic Gallery	H
Learning and Teaching Unit	DP, Y
Lecture Theatres	BH, HH, H
Library	CS
Marketing and Development Unit (101 Currie Street)	AU
Multi-Access Suite	CS
'Nunga' Research	Y
Planning & Assurance Services	DP
Prayer Rooms	GK
Program Information (101 Currie Street)	AU
SAIBT South Australian Institute of Business and Technology	DP
School of Art, Architecture and Design	
SASA Gallery	K
School Office	K
School of Commerce	WL
School of Computer & Information Science	SM
School of Law	LB
School of Management	EM
School of Marketing	Y
School of Mathematics and Statistics	Y
Security	Y
Student & Academic Services Unit	AU
Graduation and Transcripts Office	AU
Student Finance (101 Currie Street)	AU
Student Lounge	BH, N
Student Ombud (access via Rowland Rees Building)	H
UniLife	Y
UniSA International	AU
All Enquiries to:	
Campus Central	
Information & Campus Services, Level 1	Y
Security	
Freecall	1800 500 911
Internal	88 888
Contact Numbers	
Campus Central	8302 0511
Child Care	8212 4266
Learning and Teaching Unit	1300 656 377
Library	1300 137 659
UniLife	8302 0833
UniSA Switchboard	8302 6611

	Location
Allan Scott Auditorium	H
Anne & Gordon Samstag Museum of Art	H
Australia Post	Y
Bob Hawke Prime Ministerial Centre	H
Bob Hawke Prime Ministerial Library	H
Bookshop	BH
Bradley Forum	H
Cafe	K
Cafeteria	BH
Campus Central	Y
Chancellery	H
Child Care Centre (221 Hindley Street)	G
Computer Barn	BH, CS
Computer Pools	CS, GK
CRC for Irrigation Futures	WL
CRC for Sustainable Tourism	EM
David Unaipon College of Indigenous Education and Research	Y
Division of Business	
Division Office	DP
Transnational Support Services (189 Hindley Street)	BE
Division of Education, Arts and Social Sciences	Y
Ehrenberg-Bass Institute for Marketing Science	GK, Y
Facilities Management Unit (101 Currie Street)	AU
Finance Unit (101 Currie Street)	AU
FM Assist	Y
Human Resources Unit (101 Currie Street)	AU
OHS&W Services	AU