

# Academic Programs Handbook

[utscollege.edu.au](http://utscollege.edu.au)

# Welcome to UTS College



Welcome to UTS College, your pathway to UTS. Our courses actively engage you in your studies and enhance your skills as a learner. The knowledge and experience you gain at the College will prepare you for your university study and future careers. Students who complete the Graduate Certificate or UTS Foundation Studies programs, or who graduate from our Diplomas, go on to achieve strong academic results at UTS.

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

**Sally Payne**  
Dean  
UTS College

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# Who's Who at UTS College



**Sally Payne**

Dean



**Jasmine Cheng**

Program Manager  
Business and  
Information Technology



**Justin Chu**

Program Manager  
UTS Foundation Studies



**Ali Hunt**

Program Manager  
Science and  
Engineering Programs



**Leo Roehrich**

Program Manager  
Creative Industries -  
Diploma of Animation  
Production, Diploma of  
Communication and  
Diploma of Design &  
Architecture



**Zoe Wang**

Student Support  
Manager



**Isaac Howell**

Student Success  
Team Lead



**David Hurlow**

Student Experience  
and HELPS Team Lead

# Key Dates

## 2026 Academic Programs

### Academic Programs

| Trimester   | Welcome Week      | Last Date to Re-enrol | Classes Commence | Census Date | Class Finish | Academic Exams          | UTS Foundation Studies Finish | Holidays and Re-Enrolment      |
|-------------|-------------------|-----------------------|------------------|-------------|--------------|-------------------------|-------------------------------|--------------------------------|
| Trimester 1 | 23 - 27 February  | 25 February           | 2 March          | 27 March    | 15 May       | 18 - 22 May             | 22 May                        | 25 May - 5 June                |
| Trimester 2 | 9 - 12 June       | 10 June               | 15 June          | 10 July     | 28 August    | 31 August - 4 September | 4 September                   | 7 - 18 September               |
| Trimester 3 | 21 - 25 September | 23 September          | 28 September     | 23 October  | 11 December  | 14 - 18 December        | 18 December                   | 21 December - 19 February 2027 |

## 2027 Academic Programs (Tentative Dates)\*

### Academic Programs\*

| Trimester   | Welcome Week      | Last Date to Re-enrol | Classes Commence | Census Date | Class Finish | Academic Exams          | UTS Foundation Studies Finish | Holidays and Re-Enrolment      |
|-------------|-------------------|-----------------------|------------------|-------------|--------------|-------------------------|-------------------------------|--------------------------------|
| Trimester 1 | 22 - 26 February  | 24 February           | 1 March          | 26 March    | 14 May       | 17 - 21 May             | 21 May                        | 24 May - 4 June                |
| Trimester 2 | 7 - 11 June       | 9 June                | 15 June          | 9 July      | 27 August    | 30 August - 3 September | 3 September                   | 6 - 17 September               |
| Trimester 3 | 20 - 24 September | 22 September          | 27 September     | 22 October  | 10 December  | 13 - 17 December        | 17 December                   | 20 December - 18 February 2028 |

\*2027 dates are indicative only and are subject to change.



# Services for Students

## Extra Help to Support Our Students

If you're having difficulties with your studies, the first thing to do is to see your teacher before or after your class (or contact them by Canvas inbox). For support with your academic program, your Academic Coordinator is available once a week. Please use Canvas Inbox (found on your Canvas subject homepage) to contact your teacher or Academic Coordinator.

### Student Success Advisers

If you're finding life and study difficult or would like to discuss your study plan or study strategies, please see one of our helpful Student Success Advisers. You'll find them in the Student Centre on the ground floor (1-59 Quay Street). They're here to support you in your studies and help you meet course progress requirements. You can see a Student Success Adviser during drop-in times (9.00 am - 5.00 pm Monday to Friday). You can also make an [online appointment](#).

[E] [advisersdiploma@utscollege.edu.au](mailto:advisersdiploma@utscollege.edu.au)

[E] [advisersfoundation@utscollege.edu.au](mailto:advisersfoundation@utscollege.edu.au)

### Student Centre

The UTS College Student Centre is the primary point of contact for anything that you need throughout your student journey. We specialise in handling student administration, revision of study plan, withdrawing from a course, paying your fees, official documentation requests and much more. If you're not sure where to go for your enquiry, get in touch and we'll direct you to the right place!

The UTS College Student Centre is on: Level 1, Block C, UTS Building 5, 1-59 Quay Street, Haymarket and is open 8.30 am - 5.00 pm Monday to Friday.

### HELPs

The HELPS Centre is a safe, friendly space where you can study independently. Your teacher may also take your class to the HELPS Centre to research a project or to for other class-related activities. The HELPS Centre is in UTS Building 5, Block C, Level 1, 1-59 Quay Street, Haymarket NSW 2000.

The HELPS team offers a drop-in or online service for learning support. You can also use Canvas to access [Studiosity](#), our online 24-hour, seven day a week academic and study skills feedback service. It offers live chat with subject specialists anytime, anywhere, and timely writing feedback.

### On-campus physical resources

For learning English, the HELPS Centre has a wide range of resources, such as grammar books, dictionaries, listening materials, and IELTS practice books. There are also graded readers (fiction books that have been adjusted for different English levels). You'll also find industry magazines in Business, Design and Architecture, Science, and I.T. HELPS Centre staff can also assist with academic skills and study-related questions.

### Borrowing resources

You may borrow up to five books at a time from the HELPS Centre. Please return all your borrowed materials by the due date. When you complete your studies, you'll need to return all your borrowed materials before you can receive your certificate.

### Computers

The HELPS Centre has computers with internet access for research, email, and word processing. UTS College provides fast, campus-wide Wi-Fi. You'll find more information in the Current Students tab under IT Support. See [Login to a UTS College Computer](#) and [ITDS Acceptable Use of Facilities](#), to learn more about using computers at UTS College. You'll also find more details on page 30 of this Handbook.

If you're having computer problems, the ITDS Service Desk is here to help on +61 2 9218 7000 (ext. 7000 on internal phone provided).

### Online resources

There are also plenty of support resources online. Once you're enrolled, you can access the HELPS Canvas Learning Management System (LMS) resources. These include:

- Academic skills resources – including American Psychological Association (APA) Referencing, and essay writing – and presentation/speaking online tutorials with audio and text so you can practice listening and reading.
- Practice quizzes for English grammar, academic skills, reading, listening and much more.
- Extra reading and listening activities related to your chosen discipline for study at UTS.
- Writing feedback. Submit a piece of writing for comprehensive writing feedback within 24 hours covering grammar, referencing, cohesion, and formatting.

Canvas UTS College HELPS resources online are [available here](#).

## Workshops

Depending on your course, the HELPS team can offer assessment-related interactive workshops specifically designed to help you prepare for a presentation, essay, or exams.

## Consultations

With [Studiosity](#), you can connect live anytime, anywhere, 24 hours a day, 7 days a week, to a subject specialist to discuss English, Maths, or Science related questions. You can also email [HELPS@utscollege.edu.au](mailto:HELPS@utscollege.edu.au) or come into the HELPS Centre to meet a HELPS Adviser. The HELPS Centre is open Monday–Friday 9am–5pm.

## Wellbeing

If you need support with personal problems, your Student Success Adviser can refer you to the UTS Health and Counselling Service, which is on [level 6 of the UTS Tower Building](#). Either [book](#) your appointment directly with UTS or ask your Student Success Adviser to help you. Counsellors can help with stressful circumstances, and psychological or emotional issues that interfere with your studies. These may include issues such as adjusting to studying in Australia, culture shock, loneliness, sadness, or anxiety about your coursework. UTS can provide counsellors who speak languages other than English.

### UTS Counsellors

Here's how you can contact the UTS Counselling Service:

#### Phone

+61 2 9514 1177

#### Email

[student.services@uts.edu.au](mailto:student.services@uts.edu.au)

#### Website

<https://www.uts.edu.au/current-students/support/health-and-wellbeing/counselling-service-and-self-help/contact-us>

### Medical help

Visit the UTS Student Medical Centre on level 6 of the UTS Tower Building for a [range of health services](#), including doctors. Call +61 2 9514 1177 to make an appointment.

### Legal help

Sometimes students need legal assistance, which is available at no cost to you from these services:

#### The Redfern Legal Centre

Address: 73 Pitt Street Redfern NSW 2016

Phone: +61 2 9698 7277

Email: [info@ric.org.au](mailto:info@ric.org.au)

#### UTS Student Legal Service

Address: UTS Tower, 1 Broadway, Broadway NSW 2007 (Building 1, Level 5, Room 12)

Phone +61 2 9514 2484

Email [studentlegalservice@uts.edu.au](mailto:studentlegalservice@uts.edu.au)

## Accommodation

### Under 18 years of age

International students under 18 must use accommodation approved by UTS College (with approved welfare arrangements) or have welfare arrangements approved by the [Department of Home Affairs](#).

If an international student's parent, legal custodian, or eligible relative wishes to care for them in Australia, they must apply to be their nominated guardian through the [Department of Home Affairs](#).

The College currently approves the three accommodation types below. You'll find details and application instructions in our [Under 18 information guide](#).

### Homestay

Living with a local family is a great way for you to experience life in Australia and practise your spoken English. Our homestays have all been specially chosen to provide a safe and supportive home environment. Each home is within 45–60 minutes travelling time from the campus. Homestay is a fantastic opportunity to live like a local and enjoy an authentic Australian lifestyle experience.

### Student residential accommodation

Each purpose-built student residential building features ultra-modern facilities including study areas, collaboration zones, and social spaces to connect with friends. With all the comforts of home in a safe, community-style setting, student residential buildings have everything you need. If it's your first time living away from home, they provide a great student lifestyle experience while you study at UTS College.

### Special host

If an international student under 18 wants to live with a close family friend or a family member who doesn't meet the Department of Home Affairs' definition of an 'eligible relative', the family friend or family member will need to apply to be a Special Host under UTS College Homestay arrangements.

### Over 18 years of age

If you're over 18 years of age, you can choose from a range of accommodation options. You can choose from homestay, student residential building, or other housing options in the private rental market. There's more information on our [UTS College website](#). Or visit [Study NSW](#) for more about finding a place to live in Sydney.

# Student Life

## Activities, sports, and fun

As a UTS College student, you automatically become a member of ActivateUTS, which is home to over 190 student clubs and societies, and sporting activities and hosts a huge number of events throughout the year. You can join as many clubs or events as you like.

Live music, free food, social sport, clubs and societies, day trips, games, movie nights, prizes – you name it! There's something for everyone when you're a student at UTS College, with plenty of opportunities to settle into university life, meet new people and make new friends.

You'll find all upcoming events on the [Student Events](#) page, or directly through [ActivateUTS](#).

## CareerSmart at UTS College

**CareerSmart** is a six-week program combining face-to-face workshops with online resources and activities, available to all College students from Week 1 of each trimester. It provides you with opportunities to hone your interview techniques, develop your CV, cover letter, and selection criteria writing skills, and get advice about your career options and study pathway. You can register to join the program via Canvas Courses.

## Travel concessions

### Domestic students

#### (Australian and New Zealand citizens and Australian PR visa holders)

For travel concessions, log into e-student estudent.utscollege.edu.au and click on the OPAL consent form. This allows UTS College to provide your details to Transport for NSW. Once UTS College has your consent, we'll send you an email to confirm your eligibility for transport concessions. It's important to wait for our email before you apply for a concession OPAL card. Once your eligibility is confirmed, visit [opal.com.au/ordercard](http://opal.com.au/ordercard) or call 13 67 25 (13 OPAL) 24 hours, 7 days a week. Your Concession OPAL card will be mailed to you within 5-7 working days. You can then follow the enclosed instructions to activate your card.

### International students

International students are not eligible for Concession OPAL cards. To travel on public transport, they must purchase an Adult OPAL card. This card offers a range of travel benefits including daily, weekly and weekend travel caps. To find out more, please visit [transportnsw.info](http://transportnsw.info) or [opal.com.au](http://opal.com.au)

## Safety

Emergency numbers are available on our [website](#).

UTS College takes your safety very seriously. If you need urgent support, please call the UTS College 24/7 welfare and accommodation emergency line 02 9218 4911.

Please report any incident or allegation of sexual, physical, or other abuse to the Student Success Advisers on Level 1, Block C, UTS College UTS Building 5. These reports will be dealt with confidentially, and we encourage all students to report abuse and seek support.

For general enquiries, please contact 02 9514 1192. For emergencies after office hours (9.00 am - 5.00 pm Monday to Friday) please contact UTS Security:

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

**UTS College Building 5** 1800 249 559

## How to communicate with UTS College

### Check your UTS email account

UTS College uses your UTS email account for all communications with you. That's why it's important to activate your UTS email account as soon as you enrol. Once activated, you can forward any email sent to your UTS email account to your personal email account.

### Check all digital signs

There are electronic notice boards throughout the buildings on campus. Please check these regularly for information about forthcoming student activities and important notices.

### Canvas

Any notifications of high importance will be posted to Canvas as a general announcement. These will appear on your dashboard when you log into Canvas and will usually be there for a week.

# Student Life continued

## Contact details

It's important to keep UTS College up to date with your current contact details. You can update your contact details on eStudent if you are over 18 years old. If you are under the age of 18, please contact UTS College Student Centre

The Department of Home Affairs requires international students to advise UTS College of any changes to contact details within seven (7) days.

If you're an international student under the age of 18 and you're changing your address, you'll need to contact UTS College Student Centre staff to update your details. That's because UTS College is responsible for confirming that your accommodation and welfare arrangements are appropriate.

## Your student ID card

You'll need to submit a photo for your UTS College Student Card when you enrol. Use your computer, tablet, or smartphone to upload your photo through the [CaptureME portal](#).

See the [guidelines for uploading your photo](#).

After you submit your photo, check your Student Email account regularly for an approval or rejection message.

- If you receive a rejection email, please submit a new photo that addresses the rejection criteria outlined in the email. Please don't resubmit the same photo.
- If your photo is approved Student Centre will let you know you when your ID card is ready to collect from the Student Centre (Building 5, Block C, Level 1).

When you receive your card, please make sure to sign the grey strip on the back.

It's important to always carry this card when attending UTS College. You might be asked to produce it:

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

Don't forget to sign your student card and never let others borrow it. If you lose your card, the UTS College Student Centre can arrange a replacement card for a cost of A\$30.

## UTS Library

All Academic students have access to the full online and physical resources of UTS Library. In addition to a comprehensive range of books, magazines and publications, students can access:

- Individual and group study rooms
- Presentation practice rooms
- Assistive technologies rooms
- Computer labs



# Studying at UTS College

## Attendance

Students with good attendance rarely fail, and regular attendance at every class is very important for success in your studies.

You must attend all classes. Good attendance is a requirement for both domestic and international students, but for international students it's also a student visa requirement. Personal reasons such as weddings, holidays, sports, or hobbies are not acceptable reasons for missing classes.

It is also important to arrive on time for class. Lateness disrupts your studies and those of your classmates. You cannot change your tutorial without your program manager's approval, and if you fail to attend the specific class you've enrolled in, you will be marked absent.

UTS College reserves the right to alter any student's timetable.

## Documentary evidence

If you can't attend classes for reasons such as illness, accident, or family bereavement, you need to contact the UTS College Student Centre at [StudentCentre@utscollege.edu.au](mailto:StudentCentre@utscollege.edu.au) or call them on +61 2 9218 8666.

If you are absent due to illness, you'll need a medical certificate (which should include the period of illness). A medical certificate must be issued via a telehealth or an in-person consultation by a registered medical provider such as a hospital, doctor, dentist (emergency appointments only), psychiatrist, or psychologist. A consultation involves a discussion between a patient and doctor to assess symptoms, provide medical advice, and plan treatment. You cannot purchase medical certificates online or from friends. UTS College doesn't accept certificates from alternative medical practitioners such as herbal practitioners, acupuncturists, massage therapists, iridologists, psychics, etc. The medical certificate must be the original (not a copy) and must state the practitioner's provider number. It must not be backdated. Please provide this documentation to the UTS College Student Centre on the first day back after your absence.

For international students, the law requires UTS College to have documentary evidence of the circumstances that prevented you from attending class. This documentation is essential to prevent the cancellation of your student visa. Depending on the circumstances, documentation may include medical certificates, a police report, or in the case of a loss in the family, a death certificate or statement from a funeral home.

For domestic students, documentation is required to support any claim for special consideration on the grounds that your ability to study has been seriously affected.

## What to do when you cannot attend classes

If unexpected circumstances such as hospitalisation, involvement in a police matter, or a family emergency prevent you from attending class, please email [StudentCentre@utscollege.edu.au](mailto:StudentCentre@utscollege.edu.au).

## Going on holidays

Holiday time is at the end of exams and over the Christmas/New Year break in December. Holiday leave isn't permitted during the trimester (UTS Foundation Studies, diploma, undergraduate certificate) or block (Academic English course).

## Changing your course

### Transfer to another UTS College course

If you want to change your course, it's important to contact a Student Success Adviser for an application process. Transfer to another UTS College course will depend on availability and your academic progress or academic qualifications and/or English qualifications. You are eligible to apply to transfer to another UTS College course if you apply before the deadline and have completed only one trimester of your current course.

Applications to transfer to another UTS College course will be accepted from the date results are published until the Wednesday before Week 1.

### Adding or dropping a subject

To add a subject, you need permission from your Student Success Adviser. All applications to add a subject must be lodged at the Student Centre no later than the Wednesday before Week 1 of your trimester. If you want to withdraw from a subject after enrolment you should visit a Student Success Adviser at the UTS College Student Centre. Please remember, you can't withdraw from a subject without academic penalty after Week 4 (Census date).

### Extending your study

If you hold a student visa and need to extend your studies at UTS College beyond the normal or expected period of study, you'll need to obtain additional visa documentation to cover the extra period of study. Please contact the Department of Home Affairs directly at <https://www.homeaffairs.gov.au/help-and-support/> contact-us for assistance with your visa renewal process.

# Studying at UTS College continued

## Academic Progress

You're expected to maintain satisfactory academic progress and complete your course within the required timeframe. This is not only a UTS College requirement for all students but is also an Australian Government requirement for international students. Failing subjects may impede your planned articulation to your degree studies.

If you're struggling to meet academic progress expectations, please contact your Student Success Adviser who will offer additional support such as an Academic Success Program to help you get back on track.

## Working while studying

UTS College courses are fast-tracked, so it's important to focus on study. While we recognise that you may wish to work part-time, you must fit your working arrangements your study commitments.

If you're an international student, you may work, but only after you have commenced your course. More about working conditions and limitations is available at the [Department of Home Affairs](#).

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

You can find out more about the Fair Work Ombudsman at [fairwork.gov.au](http://fairwork.gov.au)

We recommend always recording the hours worked in your part-time job. The Fair Work Ombudsman provides an [app](#) to help with this.

## Withdrawing

If you decide to withdraw from your studies, please speak to a Student Success Adviser. Before you can withdraw, you need to return your student card, return all library resources to the UTS Library or HELPS Centre, and make sure you've paid any library fines.

Students who leave early are bound by the [UTS College refund policy](#) and the Terms and Conditions outlined in their offer letter.

### Grounds for withdrawal

International students:

- If you've decided to return overseas because you're no longer interested in studying or your personal and/or financial circumstances mean you can't continue
- If you've been granted a release by both UTS College and your principal provider to transfer to a course offered by another provider

UTS College can cancel your enrolment under certain circumstances. These include:

- If a deferral or suspension is for reasons other than compassionate and compelling circumstances due to your conduct;
- The compassionate or compelling circumstances which warranted the deferral or suspension of studies cease to exist;
- Fraudulent evidence documents provided to UTS College.
- You are found to have committed academic or non-academic misconduct.

If you are an international student, your visa may be cancelled if any of the above circumstances apply.



# Studying at UTS College continued

## International students

- If you're considering changing to another educational provider, you should first speak to a Student Success Adviser and then a member of the UTS College Student Centre staff. You'll need to complete an 'Application to Transfer to Another Provider' form. Documentation, including a valid offer letter from the new institution supporting your request to transfer is required.
- Department of Home Affairs regulations require UTS College approval if you intend to enrol at another institution after withdrawing from UTS College.
- Department of Home Affairs regulations will not normally permit you to change to a course that has a lower Australian Qualification Framework (AQF) level. You must comply with immigration rules to maintain your student visa.
- In some cases, you may be required to return overseas after withdrawing.
- Where approval to withdraw is granted, UTS College is required to inform the Department of Home Affairs. If you hold a UTS package offer, you'll need to contact the UTS International office to advise them of this change in your study plans.

## Domestic students

Domestic students (whether they are FEE-HELP, non-FEE-HELP or HECS-HELP) can withdraw from their studies by submitting a formal application to UTS College Student Centre. Make sure you submit your application on or before the Census date to avoid academic and financial penalty. If you withdraw after census date academic and financial penalties will apply.

## Deferring

Please contact UTS College Student Centre and submit a formal Application to Defer if you need to defer your studies. Your application will need to be approved by the UTS College Student Success Adviser. Before you apply to defer your course, please ensure that you have paid any library fines and have returned all library resources.

## International students

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

## Grounds for deferral or suspension

Students may apply to defer or suspend their studies on the grounds of compassionate or compelling circumstances.

Compassionate or compelling circumstances are generally beyond your control and have an impact on your course progress or wellbeing. These could include, but are not limited to:

serious illness or injury, where a medical certificate states that you were unable to attend classes; bereavement of close family members such as parents or grandparents (where possible a death certificate should be provided); major political upheaval or natural disaster in your home country requiring emergency travel; a traumatic experience, which could include:

- Involvement in, or witnessing of a serious accident
- Witnessing or being the victim of a serious crime (these cases should be supported by police or psychologists' reports)
- UTS College was unable to offer a pre-requisite unit, or you have failed a prerequisite unit and face a shortage of relevant units as a result.

UTS College can also defer or suspend your studies. Reasons include but are not limited to:

- Compassionate or compelling circumstances (as above)
- You're under 18 years of age and refuse to maintain approved care arrangements
- You are missing
- You have medical concerns, severe depression or psychological issues which lead UTS College to fear for your wellbeing
- You have engaged or threaten to engage in behaviour that is reasonably believed to endanger yourself or others
- You're at risk of committing a criminal offence.
- You're found to have committed serious academic or non-academic misconduct
- You haven't paid the required fees

# Studying at UTS College continued

## UTS College Academic Board

The UTS College Academic Board meets each quarter. It is chaired by an external member and includes student representatives. Under its terms of reference, the Academic Board oversees and makes recommendations on matters relevant to the academic operations of UTS College. The Academic Board has two sub committees; the Learning and Teaching Committee and the Academic Standards Committee, both of which also have student representatives.

### Learning and Teaching Committee

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

- Strategic directions, priorities and quality assurance processes for the student experience and learning and teaching,
- Policies, processes and systems related to learning and teaching,
- Improvement plans based on the outcomes of course and subject reviews, student and staff surveys, benchmarking activities, and reports on progress in their implementation.

### Academic Standards Committee

The Academic Standards Committee advises and makes recommendations to Academic Board on:

- Risks to academic standards, their management, and mitigation strategies,
- Aligning programs offered by UTS College to appropriate external standards,
- Policies, processes, and systems that safeguard and enhance academic standards.



# UTS College Courses

## Diploma of Animation Production

### Mode of Study

#### ASSESSMENT METHODS FOR THE DIPLOMA OF ANIMATION PRODUCTION

Assessment methods in the Diploma of Animation Production include presentations (group and individual); projects requiring computer and hand drawings; models; critical reflective writing; and functional prototype creation.

### Diploma of Animation Production (Accelerated) 2 Trimesters

#### COURSE STRUCTURE

##### Stage 1

ACOF001 Academic English: Communication Fundamentals  
ACXT001 Context: 2D Animation Introduction  
ASTU001 Studio: Foundations in Animation Language

##### Stage 2

ADMI001 Digital Media Industries  
ASTU002 Studio: Foundations in Animation Design  
ACXT002 Introduction to Hybrid Animation

### Diploma of Animation Production (Standard) 3 Trimesters

#### COURSE STRUCTURE

##### Stage 1

ACOF001 Academic English: Communication Fundamentals  
ACXT001 Context: 2D Animation Introduction

##### Stage 2

ASTU001 Studio: Foundations in Animation Language  
ADMI001 Digital Media Industries

##### Stage 3

ASTU002 Studio: Foundations in Animation Design  
ACXT002 Introduction to Hybrid Animation

#### Accreditation

This course is accredited by the Tertiary Education Quality Standards Agency (TEQSA). It is offered to both domestic and international students and is recognised by the Australian Qualifications Framework.

## SUBJECT DESCRIPTIONS

### ACOF001/ACOF011

#### Academic English: Communication Fundamentals

This subject provides a base line for ALL students to learn and craft strategies in order to engage with and to create different types of academic multimodal texts for different purposes, contexts and audiences. The subject aims to improve your current level of communication skills: academic literacies, English language proficiency, and multiliteracies. Aligned with and embedded into your other diploma subjects, the subject focuses on the communication skills you may need to complete your assessments successfully. You'll also learn how to maintain academic integrity and follow academic conventions, and develop your reading and listening skills, as well as your research and critical thinking skills (enabling you to search for, locate, and evaluate the relevance of, academic texts). You can choose, and reflect on, strategies to develop your personal learning potential in academic, social, and professional contexts. By developing your English language proficiency, you'll learn to explore the different types of language used for different text types, audiences, and contexts. Developing your multiliteracy skills will enable you to express meaning as compelling written and spoken multimodal texts, using appropriate verbal and non-verbal meaning-making resources. Overall, during this subject, you can construct a communication 'tool kit' that you can carry into your academic and professional future.

### ACXT001

#### Context: 2D Animation Introduction

This subject develops students' core animation skills through the 12 principles of animation. Students apply these principles to human mechanics, movement physics, and timing. Students acquire these animation skills through a number of exercises creating 2D animation in the Harmony software package.

### ACXT002

#### Introduction to Hybrid Animation

This subject introduces students to theories and best practices for 3D CGI animation.

It is a skill-based subject that uses industry- standard software, focusing on understanding the basic technical fundamentals and processes of creating animation. Students continue to build upon, and develop, the 12 principles of animation studied in ACXT001, bringing their practice from one medium to another. Translating the drawn aesthetic of 2D, one that is not bound by real 3D space, into the 3D digital environment, challenges students to adapt to new ways of working, while further developing their fundamental animation skills, essential in the creation of nuanced and believable, 3D character animation.

Students continue to use Autodesk Flow and broaden their fundamental skillset and knowledge of professional practices.

### ADMI001

#### Digital Media Industries

Focusing on social, political, and economic transformations, this subject explores how contemporary media industries have been shaped and reshaped by the introduction of new technologies and the transnational media flows that result from the introduction of new business models. The subject offers a critical overview of media use, distribution and production through internet platforms and introduces students to contemporary scholarly analyses of technological innovations, media geographies and audiences. Students are directly engaged with a range of industry problems that have emerged due to the rapid pace of transformation across digital media industries. They explore the impact of digital media in transforming legacy industries and in catalysing the emergence of radically new industries and ways of doing business. Students gain a critical understanding of cutting-edge transformations across multiple sectors, from entertainment to social media and from government to commerce. They develop capacities for intercultural professional practice and career-readiness through engagement with a range of local and international case-studies.

### ASTU001

#### Studio: Foundations in Animation Language

Primary research through observational drawing, photography, film, and sound recording are key elements in the creative process in this subject. Students participate in a varied program of observational drawing classes, visual research, story-telling and problem-solving projects designed to introduce them to a wide range of possibilities within animation. These short projects acquaint students with a diverse range of research methods, which feed directly into their creative outcomes. Students learn to record and collect information and imagery, and then to apply this to their work in imaginative ways. Secondary research, through the exploration of existing art, design, media and culture – not just animation – is also an essential component, as inspiration and information should be found in the most varied and unlikely places. The subject prioritises the development of a clear, original and thorough approach to research, ideas generation and character design.

## ASTU002

### Studio: Foundations in Animation Design

This subject advances students' knowledge and skills in the development of narrative and non-narrative forms of animation. Students build on their fundamental animation skills acquired from ASTU001, with a continuing emphasis on visual research through observation, film and sound.

Projects focus on the production of animated sequences as final outcomes, with a strong emphasis on experimentation and creative risk-taking. The subject expands on building both representational and conceptual narratives for animation through visual and auditory stimuli.

Students explore composition, colour theory, staging, timing, and movement to sound, as well as the application of animation principles within different contexts. The introduction of multiple software platforms such as the Adobe Creative Cloud Suite, ToonBoom Harmony and Shotgun, supports their studio project production, while broadening students' fundamental skillset and knowledge of professional practice.

Students explore composition, colour theory, staging, timing, and movement to sound, as well as the application of animation principles within different contexts. The introduction of multiple software platforms such as the Adobe Creative Cloud Suite, ToonBoom Harmony and Shotgun, supports their studio project production, while broadening students' fundamental skillset and knowledge of professional practice.

# Diploma of Business

## Mode of Study

### ASSESSMENT METHODS FOR THE DIPLOMA OF BUSINESS

The assessment methods in the Diploma of Business include online quizzes (multiple choice, calculations, open ended questions); learning portfolios, presentations (group and individual); videos presentations (vivas); written case studies; written reflections; written assignments and reports (group and individual) and final exams (multiple choice, calculations, and open-ended questions).

## Diploma of Business (Accelerated) 2 Trimesters

### COURSE STRUCTURE

#### Stage 1

- BABC011 Academic and Business Communication
- BACC011 Accounting and Accountability
- BECO011 Economics for Business
- BMKT011 Marketing and Customer Value
- BRED001 Responsible Evidence-Based Decisions

#### Stage 2

- BFILO01 Financial Literacy
- BACC012 Accounting, Business and Society\*
- BMGT011 People and Organisations
- BBSI011 Business and Social Impact

### Prerequisites

\*Prerequisite is BACC011

## Diploma of Business (Standard) 3 Trimesters

### COURSE STRUCTURE

#### Stage 1

- BABC011 Academic and Business Communication
- BACC011 Accounting and Accountability
- BECO011 Economics for Business

#### Stage 2

- BMKT011 Marketing and Customer Value
- BFILO01 Financial Literacy
- BACC012 Accounting, Business and Society\*

#### Stage 3

- BMGT011 People and Organisations
- BRED001 Responsible Evidence-Based Decisions
- BBSI011 Business and Social Impact

### Prerequisites

\*Prerequisite is BACC011

### Accreditation

This course is accredited by the Tertiary Education Quality Standards Agency (TEQSA). It is offered to both domestic and international students and is recognised by the Australian Qualifications Framework.

## SUBJECT DESCRIPTIONS

### **BABC011**

#### **Academic and Business Communication**

In this subject, you have opportunities to improve your communication skills: academic literacies, English language proficiency, and multiliteracies. Aligned with and embedded into your other diploma subjects, this subject focuses on the communication skills you may need to complete the assessments in those subjects. You can learn how to maintain academic integrity and follow academic conventions; develop your reading and listening skills, and your research and critical thinking skills (enabling you to search for, locate, and evaluate the relevance of, academic texts). You can choose and reflect on strategies to develop your learning potential in academic, social, and professional contexts. Developing your English language proficiency enables you to explore different types of language used for different text types, audiences, and contexts. Developing your multiliteracy skills enables you to express meaning as compelling written and spoken multimodal texts by using appropriate verbal and non-verbal meaning-making resources. Overall, during this subject, you can construct a communication 'tool kit' that you can carry into your academic and professional future.

### **BACC011**

#### **Accounting and Accountability**

The subject provides students with a user perspective on accounting information, focusing on the types of accountability most business students will use in their professional careers. Through the lens of accountability, it emphasises the key role of accounting in decision-making in business and society. Students will use spreadsheet software to assist in the analysis of financial reporting and internal business decision making. Students will be introduced to legal principles and rules related to the use of accounting information.

### **BACC012**

#### **Accounting, Business and Society**

This subject provides students with the 'preparer' perspective of accounting information and develops critical understanding of business issues underpinning the demand for financial and management accounting information. Accounting information is prepared for various organisational forms, using contemporary analytical tools (including Excel and practical accounting software which require the use of technical skills). The implications of accounting issues are also discussed with an emphasis on ethical decision-making by preparers who need to balance the economic objectives of the primary users of accounting information, while also considering broader legal, social, and environmental issues.

### **BECO011**

#### **Economics for Business**

This subject provides students with a foundational understanding of the economic influences on business. It offers an introductory treatment of consumer and business behaviour in competitive markets, the effects of government policies and different market structures on market outcomes, and other fundamental economic concepts used in business analysis and decision-making. It also introduces students to the problem of aggregate economic fluctuations, inflation, and the structure of economic relations between countries. Economics for Business also equips students with analytical skills to examine the impact of these economic forces on business conditions and to communicate the results of their analysis in writing.

### **BFIL001**

#### **Financial Literacy**

This subject will equip you with a comprehensive suite of financial literacy skills and knowledge, with an emphasis on practical financial analysis skills and proficient use of Microsoft Excel for financial modelling. This will empower you to make informed personal and business financial decisions. You will have the opportunity to work with real financial data and engage with realistic case studies. You will explore key financial concepts essential for business professionals, such as the time value of money, personal financial management, financing choices for investments, investment performance, and portfolio analysis. You will gain exposure to emerging trends in the field, such as fintech and sustainable investing, ensuring that you stay up-to-date with the latest developments in finance.

### **BMGT011**

#### **People and Organisations**

This subject explores the relationship between organisations and individuals from the perspective of the individual at work. It seeks to provide a conceptual understanding of how an individual navigates work in an organisation, including working in teams, leading and motivating staff, organisational politics, and tackling power structures. Students learn an appreciation of the importance of equity, diversity, and inclusion in the workplace as well as strategies for managing conflict and communication with internal and external stakeholders. Importantly, students will apply these concepts, and develop these skills, as they self-manage their studies and work in teams. Students develop resilience, and a framework to and work successfully in all types of organisations in the future.

## **BMKT011** **Marketing and Customer Value**

In a changing world, organisations are increasingly called to respond to the needs and wants of customers and other external stakeholders. This subject covers the basic principles of marketing and focuses on the customer (which in many cases is you). As well as the traditional 4Ps (Product, Price, Place and Promotion), we explore a more consumer-based perspective on the marketing mix to include the 4 Cs of marketing – Consumer wants and needs, Cost, Convenience, and Communication. It will also place a special focus on cultivating knowledge and skills related to analysing competitors, digital and non-digital communication, and developing strategies for generating customer value.

## **BRED001** **Responsible Evidence-Based Decisions**

This subject is designed to develop students' abilities to use evidence-based reasoning to solve important problems confronting business and society at large. Statistics and data are ubiquitous in the modern corporate world. Students will learn quantitative methods essential for organisational roles across all business discipline areas. The relevance of these methods will be demonstrated with applications to a diverse set of real-world case studies. The subject will train students to be responsible users of data, emphasising ethical considerations, the strengths and limitations of analytical tools, and how to communicate statistical evidence to inform decision making, laying the foundation for further study in different business disciplines.

## **BBSI011** **Business and Social Impact**

The key challenge businesses now face is how to integrate social impact into the way they work. In this subject we explore how we can make a difference through creating businesses whose mission is dedicated to realising positive social and environmental change. We first interrogate the relationship between a company's mission, its operations, and the resultant impact on society and the environment from multiple perspectives (accounting, economics, finance, management, marketing, Indigenous and global). Students then examine the challenges and opportunities in harnessing the power of the markets to create both economic and social value. The outcome is that students will develop their own mission through purpose-learning tasks, which support their agency as future business leaders to build a stronger and fairer society.

# Diploma of Communication

## Mode of Study

### ASSESSMENT METHODS FOR THE DIPLOMA OF COMMUNICATION

The assessment methods in the Diploma of Communication include quizzes (multiple-choice, open-ended questions); presentations (group and individual); written reflections and learning journals; written reports; essays and essay drafts; functional prototype creation; website creation; group debates; communication plans, media release writing (exam conditions); photo portfolio; PR campaign; group reports and presentations; individual artefact; interactive learning object.

### Diploma of Communication (Digital and Strategic Communication Stream) (Accelerated) 2 Trimesters

#### COURSE STRUCTURE

##### Stage 1

|         |  |
|---------|--|
| CCAS001 | Communication & Society                      |
| CCOF001 | Academic English: Communication Fundamentals |
| CSCS001 | Strategic Communication in Society           |
| CUDA011 | Understanding Digital Audiences              |

##### Stage 2

|         |                          |
|---------|--------------------------|
| CSAS001 | Self & Society           |
| CDMI011 | Digital Media Industries |
| CMLE001 | Media Law & Ethics       |
| CITR001 | Imagining the Real       |

### Diploma of Communication (Digital and Strategic Communication Stream) (Standard) 3 Trimesters

#### COURSE STRUCTURE

##### Stage 1

|         |  |
|---------|--|
| CCAS001 | Communication & Society                      |
| CCOF011 | Academic English: Communication Fundamentals |
| CUDA011 | Understanding Digital Audiences              |

##### Stage 2

|         |                                    |
|---------|------------------------------------|
| CSCS001 | Strategic Communication in Society |
| CSAS001 | Self & Society                     |
| CDMI011 | Digital Media Industries           |

##### Stage 3

|         |                    |
|---------|--------------------|
| CMLE001 | Media Law & Ethics |
| CITR001 | Imagining the Real |

#### Accreditation

This course is accredited by the Tertiary Education Quality Standards Agency (TEQSA). It is offered to both domestic and international students and is recognised by the Australian Qualifications Framework.

## SUBJECT DESCRIPTIONS

### CCOF001 / CCOF011

#### Academic English: Communication Fundamentals

This subject provides a base line for ALL students to learn and craft strategies in order to engage with and to create different types of academic multimodal texts for different purposes, contexts and audiences. The subject aims to improve your current level of communication skills: academic literacies, English language proficiency, and multiliteracies. Aligned with and embedded into your other Diploma subjects, it focuses on the communication skills you may need to complete the assessments in those subjects successfully. You can learn how to maintain academic integrity and follow academic conventions; you can develop your reading and listening skills, as well as your research and critical thinking skills, enabling you to search for, locate, and evaluate the relevance of academic texts. You can choose and reflect on strategies to develop your learning potential in academic, social and professional contexts. Developing your English language proficiency enables you to explore different types of language used for different text types, audiences, and contexts; you can develop your multiliteracy skills so you can express meaning as compelling written and spoken multimodal texts by using appropriate verbal and non-verbal meaning-making resources. Overall, during this subject, you can construct a communication 'tool kit' you can carry into your academic and professional future.

### CUDA001 / CUDA011

#### Understanding Digital Audiences

This subject guides students as they examine communication and cultural practices in the construction of audiences on digital platforms. Students are introduced to key media concepts used to research and understand digital audiences. They engage with and discuss key theories and concepts relating to digital audiences, and gain knowledge of the history of audience studies.

Students work individually and in groups to research and learn about the social, historical, cultural and economic aspects of digital sociality, and how digital and social media have impacted the ways we understand and work with audiences in a contemporary media landscape.

They develop skills in essay writing, collaborative work, and group presentations, and present the results of their investigations through both group-based and independent research.

### CCAS001

#### Communication & Society

In this subject you learn about the role of communication practices in promoting inclusion and social justice. You explore the social context of communication and why it is important for communication professionals to understand the social world and social change. You learn foundational communication theories, explore contemporary case studies drawn from public and popular culture, and develop academic skills to support your development as a communication professional.



## **CSAS001** **Self & Society**

How are we shaped by the societies in which we live? This subject introduces students to key ideas in social and political thought which enable us to understand social life. It focuses on concepts such as class, race and gender and explores how these structures shape society and the life-paths of individuals and groups. As a core activity of the subject, students learn how to conduct a life history interview, in order to build their own social analysis of one individual's life story. A close examination of an individual life history enables students to understand how self and society are powerfully intertwined.

## **CSCS001** **Strategic Communication in Society**

This subject explores the landscape for professional strategic communication. Students develop their understandings of the roles and major areas of communication practice in the public sphere. They also learn how strategic communication, public relations and advertising are conceptualised and practised in organisations from different sectors (such as not-for-profit, commercial and government). Students consider issues of ethics and professionalism, listening and persuasion, and learn approaches to understanding publics, their motivations, cultures, and communication preferences. They assess influence and representation in the construction of news and meaning in the public sphere, and consider the consequences for society. Special attention is given to engaging responsibly with Aboriginal, Torres Strait Islanders and/or Indigenous Australian communities.

## **CDMI011** **Digital Media Industries**

Focusing on social, political, and economic transformations, this subject explores how contemporary media industries have been shaped and reshaped by new technologies and the transnational media flows that result from the introduction of new business models. The subject offers a critical overview of media use, distribution, and production through internet platforms and introduces students to contemporary scholarly analyses of technological innovations, media geographies and audiences. Students are directly engaged with a range of industry problems that have emerged due to the rapid pace of transformation across digital media industries. They explore the impact of digital media in transforming legacy industries and in catalysing the emergence of radically new industries and ways of doing business. Students gain a critical understanding of cutting-edge transformations across multiple sectors, from entertainment to social media and from government to commerce. They develop capacities for intercultural professional practice and career-readiness through engagement with a range of local and international casestudies.

## **CMLE001** **Media Law & Ethics**

Knowledge, empathy and integrity combine in a journalist's daily working life. Using contemporary legal cases and news stories this subject looks at Australian and international media law and ethics, and traces the dilemmas and decisions impacting journalism and the communication industries. Students examine the legal parameters within which media professionals operate and the increased sophistication of and citizen interaction with digital and social media technologies. Students consider the commercial, social and political underpinnings of legacy media as contributing factors in the news media's contemporary issues, alongside the new ethical boundaries being drawn to accommodate the production of media content in a digital world. In this subject, students learn about developing their own set of values when reporting the news. The course includes discussion of the latest verification tools being used to combat misinformation, disinformation, and examines miscontextualisation of media stories.

## **CITR001** **Imagining the Real**

This subject explores the diverse field of creative non-fiction. Students learn how to write their own works of creative non-fiction across formats and platforms through close analysis of existing texts. The subject covers a wide array of non-fiction forms, which may include memoir, travel, nature, true crime, as well as the cultural review, the personal and lyric essay, and writing about human subjects. Students apply techniques such as voice, perspective, scene-setting, and dialogue to non-fiction texts; develop skills in critical self-reflection; and discuss and respond to current debates in the field. Students also consider the theoretical and ethical aspects of representing the real.



# Diploma of Design and Architecture

## Mode of Study

### ASSESSMENT METHODS FOR THE DIPLOMA OF DESIGN AND ARCHITECTURE

The assessment methods in the Diploma of Business include online quizzes (multiple choice, calculations, open ended questions); learning portfolios, presentations (group and individual); video presentations (vivas); written case studies; written reflections; written assignments and reports (group and individual) and final exams (multiple choice, calculations, and open-ended questions).

### Diploma of Design and Architecture (Design Stream) (Accelerated) 2 Trimesters

#### COURSE STRUCTURE

##### Stage 1

- DADC001 Academic and Design Communication
- DRDH001 Researching Design Histories
- DSMC001 Social Media Cultures
- DSTU001 Design Studio 1

##### Stage 2

- DDTH001 Thinking Through Design
- DDFU001 Design Futuring
- DSTU002 Design Studio 2

### Diploma of Design and Architecture (Design Stream) (Standard) 3 Trimesters

#### COURSE STRUCTURE

##### Stage 1

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

##### Stage 2

- DDTH001 Thinking Through Design
- DSTU001 Design Studio 1
- DDFU001 Design Futuring

##### Stage 3

- DSTU002 Design Studio 2

### Diploma of Design and Architecture (Architecture Stream) (Accelerated) 2 Trimesters

#### COURSE STRUCTURE

##### Stage 1

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

##### Stage 2

- DSPC001 Spatial Communications
- DSWR001 Situated Writing
- DAST001 Architecture Studio

### Diploma of Design and Architecture (Architecture Stream) (Standard) 3 Trimesters

#### COURSE STRUCTURE

##### Stage 1

- DADC001 Academic and Design Communication
- DACO001 Architecture Communications
- DAHO001 Orientations

##### Stage 2

- DSPC001 Spatial Communications
- DAMM001 Architecture Modelmaking
- DSWR001 Situated Writing

##### Stage 3

- DAST001 Architecture Studio

#### Accreditation

This course is accredited by the Tertiary Education Quality Standards Agency (TEQSA). It is offered to both domestic and international students and is recognised by the Australian Qualifications Framework.

## SUBJECT DESCRIPTIONS

### DADC001

#### Academic and Design Communication

This subject provides a base line for ALL students to learn and craft strategies in order to engage with and to create different types of academic multimodal texts for different purposes, contexts and audiences. The subject aims to improve your current level of communication skills: academic literacies, English language proficiency, and multiliteracies. Aligned with and embedded into your other diploma subjects, this subject focuses on the communication skills you may need to complete the assessments in those subjects. You can learn the importance of maintaining academic integrity and following academic conventions; you can develop your reading and listening skills, as well as your research and critical thinking skills, enabling you to search for, locate, and evaluate the relevance of, academic texts. You can choose and reflect on strategies to develop your personal learning potential in academic, social, and professional contexts. Developing your English language proficiency enables you to explore different types of language used for different text types, audiences, and contexts; you can develop your multiliteracy skills so you can express meaning as compelling written and spoken multimodal texts by using appropriate verbal and nonverbal meaning-making resources. Overall, during this subject, you can construct a communication 'tool kit' you can carry into your academic and professional futures.

### DRDH001

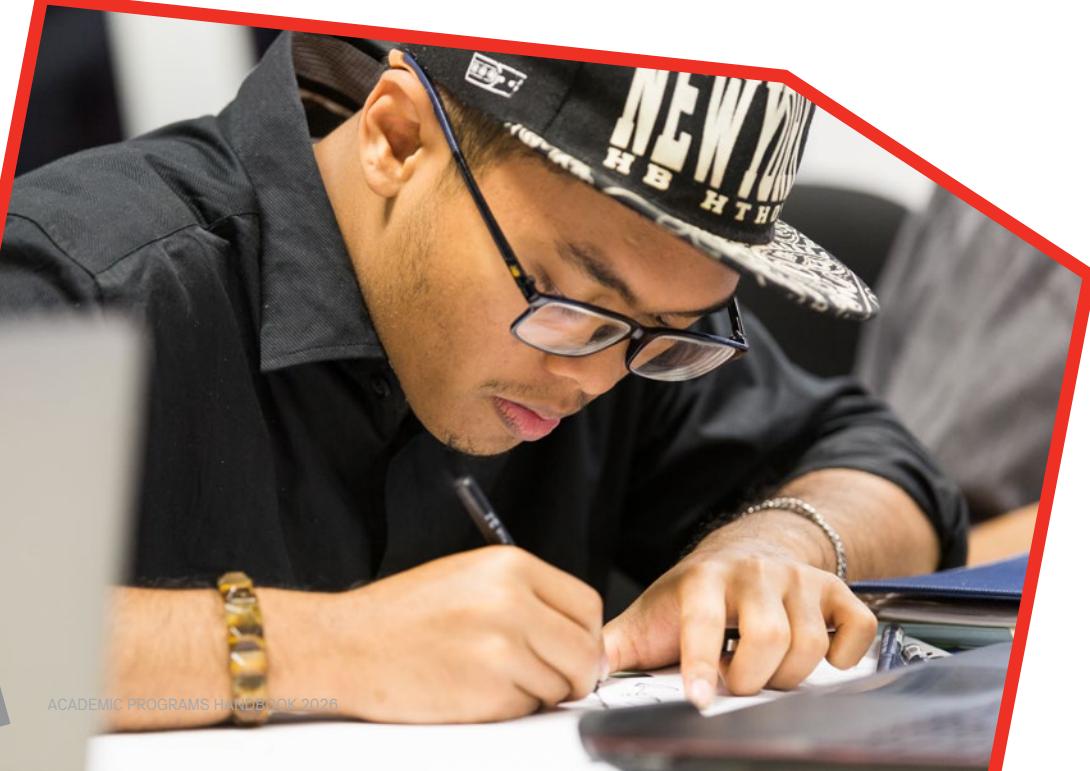
#### Researching Design Histories

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

### DAHO001

#### Orientations

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



## **DDTH001** **Thinking Through Design**

In this subject, students explore the field of design from the inside and reassess their preconceptions about what a designer does when they design. Students are encouraged to develop designerly attitudes, behaviours, and ways of thinking as they define design problems, research design contexts, generate creative responses, evaluate design proposals, and work collaboratively. The key contexts of the subject are systems thinking, human-centred design, decolonisation, and the Anthropocene.

## **DSTU001** **Design Studio 1**

In their first studio subject, students explore the constructive qualities of paper, the tactile qualities of various everyday materials, and the performative materiality of the electronic book. These material explorations are initially guided by specific prompts and methods and then evolve into highly experimental and adventurous activities. As students document, reflect on, and translate their material studies, they also experiment with mediums such as photography, pencil drawing, paper cutting, video work, sound work, and various textual forms; Adobe InDesign and Acrobat are used to collate and graphically explore the studies. As part of a design community of practice, students are invited to share and further their material experiments and discoveries and learn about the materialsbased work of various modernist and postmodernist designers.

## **DSTU002** **Design Studio 2**

In their second studio subject, students creatively explore a range of historical, theoretical, and practical contexts for design. The importance of these three kinds of contexts for any design practice is a key premise of the subject, and students are encouraged to integrate them in highly experimental and iterative ways. The theoretical context of visual semiotics is a recurring point of departure and students develop their practical skills in many areas, including sketching, photography, photomontage, typography, book design, and poster design; Adobe Photoshop, Illustrator, and InDesign facilitate much of this practical work. The subject culminates in an original zine design, in which students explore several contexts that are important to their emerging design practices.

## **DACO001** **Architecture Communications**

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

## **DAST001** **Architecture Studio**

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

## **DDFU001** **Design Futuring**

In this subject, students engage with the politics of design by imagining a range of alternatives to things that are often assumed to be self-evident, inevitable, or enduring. Students research and envision future storyworlds and design future artefacts that exist within these storyworlds, using a variety of research and creative methods. The key contexts of the subject are design fiction, history and philosophy of technology, sustainability, and First Nations perspectives.

## **DSMC001** **Social Media Cultures**

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

## **DSWR001** **Situated Writing**

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

## **DAMM001** **Architecture Modelmaking**

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

## **DSPC001** **Spatial Communications**

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



# Diploma of Engineering

## ASSESSMENT METHODS FOR THE DIPLOMA OF ENGINEERING

The assessment methods in the Diploma of Engineering include quizzes (multiple-choice, calculations, open-ended questions); presentations (group and individual); written case studies; written reports; written assignments; skills tests; lab tests; practical tests; SQL scripts; projects; reflective journal; mid-trimester tests and final exams (multiple-choice, calculations, open-ended questions).

## ASSUMED KNOWLEDGE

The UTS College Diploma of Engineering Accelerated (2 trimester) and Standard (3 trimester) program delivered on the assumption that students have successfully completed Year 12 subjects in Mathematics and Physics.

Students who do not have this background knowledge are still eligible for the Standard diploma. Please note that this diploma may be challenging for students without a strong mathematics background.

## Diploma of Engineering (Accelerated) 2 Trimesters

### COURSE STRUCTURE

#### Stage 1

|         |   |
|---------|---|
| EITC001 | Introduction to Technical Communication             |
| EMAT011 | Mathematics 1*                                      |
| EPHY001 | Physical Modelling                                  |
| EICE001 | Introduction to Civil and Environmental Engineering |

#### Stage 2

|         |   |
|---------|---|
| EMAT012 | Mathematics 2**                                       |
| EPRO001 | Programming 1   |
| EENC001 | Engineering Computations**                            |
| EIEE001 | Introduction to Electrical and Electronic Engineering |

### Prerequisites

\*Prerequisite is satisfactory Mathematical Readiness Test result.

\*\*Prerequisite subject is Mathematics 1

## Diploma of Engineering (Standard) 3 Trimesters

### COURSE STRUCTURE

#### Stage 1

|         |   |
|---------|---|
| EITC001 | Introduction to Technical Communication |
| EFMT001 | Foundation Mathematics                  |
| EPHY001 | Physical Modelling                      |

#### Stage 2

|         |   |
|---------|---|
| EICE001 | Introduction to Civil and Environmental Engineering |
| EMAT011 | Mathematics 1*                                      |
| EPRO001 | Programming 1                                       |

#### Stage 3

|         |   |
|---------|---|
| EMAT012 | Mathematics 2**                                       |
| EIEE001 | Introduction to Electrical and Electronic Engineering |

### Prerequisites

\*Prerequisite is Foundation Mathematics.

\*\*Prerequisite is Mathematics 1

*Note: Students in certain majors may choose to include EENC001 in Stage 3, provided they meet the assumed knowledge and achieve a satisfactory result in the Mathematic Readiness Test.*

### Accreditation

This course is accredited by the Tertiary Education Quality Standards Agency (TEQSA). It is offered to both domestic and international students and is recognised by the Australian Qualifications Framework.

## SUBJECT DESCRIPTIONS

### **EITC001**

#### **Introduction to Technical Communication**

Aligned with your other Diploma subjects, this subject focusses on the communication skills you may need to develop to complete the assessments in those subjects successfully. In this subject, you can learn the importance of maintaining academic integrity and conventions; you can develop your reading and listening skills, as well as your research and critical thinking skills, enabling you to search for, locate, and evaluate the relevance of, academic texts. You can choose, and reflect on, strategies to develop your personal learning potential in academic, social and professional contexts. You can develop your English language proficiency to enable you to explore different types of language that is used for different text types, audiences and contexts; you can develop your multiliteracy skills so you can express meaning as compelling written and spoken multimodal texts by using appropriate verbal and non-verbal meaning-making resources. Overall, during the course of this subject, you can construct your own communication “tool kit” that you can carry into your academic and professional futures.

### **EFMT001**

#### **Foundation Mathematics**

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

### **EIEE001**

#### **Introduction to Electrical and Electronic Engineering**

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

### **EICE001**

#### **Introduction to Civil and Environmental Engineering**

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

### **EENC001**

#### **Engineering Computations**

This subject covers basic and advanced spreadsheet, matrix operations, solving nonlinear equations, numerical differentiation and integration, advanced built-in functions, spreadsheets add ins, macros, and user-written functions. This subject is only offered to students who do not need to complete EFMT001 Foundation Mathematics.

### **EMAT011**

#### **Mathematics 1**

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

## **EMAT012** **Mathematics 2**

In this subject, students work with statistics and mathematical resources to gain an appreciation of the way mathematics, probability, and statistics have enhanced engineering and science and how engineering and scientific problems have in turn motivated the development of the mathematics, probability and statistics required for their solution.

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

## **EPHY001** **Physical Modelling**

Physical Modelling lays the foundation for engineering and the physical sciences with topics that cover classical mechanics, oscillations and waves, fluids, electricity, and thermal physics. The subject explores these concepts in the context of current technology and engineering. It equips the student with general knowledge and skills in physics, together with practical application of this knowledge extending the student's problem-solving capabilities to the physical world.

## **EPRO001** **Programming 1**

Programming computers is an essential skill for computer scientists, software engineers, software developers and data scientists, and successful programmers integrate many diverse capabilities to be able to solve complex, abstract problems. This subject introduces the core programming concepts using an object-oriented approach to programming, prioritising project-based learning and independent research, experimentation, and communication skills. Additionally, most programming in industry occurs as alterations to a portion of a large existing codebase, and this subject introduces students to the ways their initial programming explorations may eventually expand to making fixes or improvements to complex industry-scale projects.



# Diploma of Information Technology

## Mode of Study

### ASSESSMENT METHODS FOR THE DIPLOMA OF INFORMATION TECHNOLOGY

The assessment methods in the Diploma of Information Technology include quizzes (multiple-choice, calculations, open-ended questions); presentations (group and individual); written case studies; written reports; written assignments; skills tests; lab tests; practical tests; SQL scripts; projects; reflective journal; mid-trimester tests and final exams (multiple-choice, calculations, open-ended questions).

## Diploma of Information Technology (Accelerated) 2 Trimesters

### COURSE STRUCTURE

#### Stage 1

- IITC001 Introduction to Technical Communication
- IIIS001 Introduction to Information Systems
- IPRO001 Programming 1
- IWBS001 Web Systems

#### Stage 2

- IBRM001 Business Requirements Modelling\*
- IPRO002 Programming 2\*\*
- INEF001 Network Fundamentals
- IDBF001 Database Fundamentals\*\*

### Prerequisites

\*Prerequisite is IIIS001

\*\*Prerequisite is IPRO001

## Diploma of Information Technology (Standard) 3 Trimesters

### COURSE STRUCTURE

#### Stage 1

- IITC001 Introduction to Technical Communication
- IIIS001 Introduction to Information Systems
- IPRO001 Programming 1

#### Stage 2

- IWBS001 Web Systems
- IBRM001 Business Requirements Modelling\*
- IPRO002 Programming 2\*\*

#### Stage 3

- INEF001 Network Fundamentals
- IDBF001 Database Fundamentals\*\*

### Prerequisites

\*Prerequisite is IIIS001

\*\*Prerequisite is IPRO001

### Accreditation

This course is accredited by the Tertiary Education Quality Standards Agency (TEQSA). It is offered to both domestic and international students and is recognised by the Australian Qualifications Framework.

## SUBJECT DESCRIPTIONS

### IBRM001

#### **Business Requirements Modelling**

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

### IDBF001

#### **Database Fundamentals**

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

### IITC001

#### **Introduction to Technical Communication**

In this subject, you have opportunities to improve your communication skills: academic literacies, English language proficiency, and multiliteracies. Aligned with and embedded into your other diploma subjects, it focuses on the communication skills you may need to complete the assessments in those subjects. You can learn how to maintain academic integrity and follow academic conventions; you can develop your reading and listening skills, as well as your research and critical thinking skills, enabling you to search for, locate, and evaluate the relevance of academic texts. You can choose and reflect on strategies to develop your personal learning potential in academic, social and professional contexts. Developing your English language proficiency enables you to explore different types of language used for different text types, audiences, and contexts; you can develop your multiliteracy skills so you can express meaning as compelling written and spoken multimodal texts by using appropriate verbal and non-verbal meaning-making resources. Overall, during this subject, you can construct a communication 'tool kit' that you can carry into your academic and professional future.

### IIIS001

#### **Introduction to Information Systems**

This subject introduces today's business environment and how technology is integrated into business, government and community systems. It covers the trends towards greater mobility, greater complexity, globalisation and business networking, and ways that technology can deliver services to improve business competitiveness in an increasingly global and networked environment. The subject also describes the role of information systems (IS) for better business management and the formation of business networks. Real-world case studies are presented to understand the role of IS in obtaining and maintaining competitive advantage. This introductory subject explains the main components of IS and how each one of them serves an organization to achieve its goals and objectives. In addition, ethics, privacy and information security are highlighted. In this subject, students learn to apply theoretical knowledge to solve practical situations, learn to generate new ideas and learn how to work together to develop team skills.

### INEF001

#### **Network Fundamentals**

This subject provides students with a modern introduction to the dynamic field of computer networking, including layered network architecture and the TCP/IP protocol suite. Practical works include observing network traffic in action and building network applications through socket programming.

By developing problem solving and design skills in this subject, students also acquire the ability to select the most appropriate network services, design and develop network applications (such as web server and email client), to achieve the best data performance.

Programming computers is an essential skill for computer scientists, software engineers, software developers and data scientists, and successful programmers integrate diverse capabilities to solve complex, abstract problems. This subject introduces the core programming concepts using an object-oriented approach to programming, prioritising project-based learning and independent research, experimentation, and communication skills. Additionally, most programming in industry occurs as alterations to a portion of a large existing codebase, and this subject introduces students to how their initial programming explorations may eventually expand to making fixes or improvements to complex industry-scale projects.

## **IPRO001 Programming 1**

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

## **IPRO002 Programming 2**

This subject teaches students how to design, develop and evaluate software systems to meet predefined quality characteristics of functionality (suitability) and usability (understandability, learnability, operability, compliance). Software solutions are implemented using Java or Python. Concepts, theories, and technologies underlying the methods and techniques are introduced and explained as required. Students apply all that they have learned to develop and implement the architecture of a business system.

## **IWBS001 Web Systems**

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



# Diploma of Science

## ASSESSMENT METHODS FOR THE DIPLOMA OF SCIENCE

The assessment methods in the Diploma of Science include online quizzes (multiple-choice, calculations, open-ended questions); presentations (group and individual); written case studies; written reflections; written assignments/lab reports (group and individual); and final exams (multiple-choice, calculations, open-ended questions).

## Assumed Knowledge – Physical Sciences Stream

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

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

Previous study of physics and chemistry is also recommended.

## Diploma of Science (Physical Sciences Stream) (Accelerated) 2 Trimesters

### COURSE STRUCTURE

#### Stage 1

SATC001 Academic and Technical Communication  
SCHM001 Chemistry 1  
SPGI001 Scientific Perspectives of Global Issues  
SPHY001 Physical Modelling  
SFMT001 Foundation Mathematics

#### Stage 2

SCHM002 Chemistry 2\*  
SPHY002 Physics 2\*\*  
SCBG001 Cell Biology and Genetics  
SMAT011 Mathematics 1\*\*\*

#### Prerequisites

\*Prerequisite is SCHM001

\*\*Prerequisite is SPHY001

\*\*\*Prerequisite is SFMT001

## Diploma of Science (Physical Sciences Stream) (Standard) 3 Trimesters

### COURSE STRUCTURE

#### Stage 1

SATC001 Academic and Technical Communication  
SCHM001 Chemistry 1  
SPGI001 Scientific Perspectives of Global Issues

#### Stage 2

SPHY001 Physical Modelling  
SCHM002 Chemistry 2'  
SFMT001 Foundation Mathematics

#### Stage 3

SPHY002 Physics 2\*\*  
SCBG001 Cell Biology and Genetics  
SMAT011 Mathematics 1\*\*\*

#### Prerequisites

\*Prerequisite is SCHM001

\*\*Prerequisite is SPHY001

\*\*\*Prerequisite is SFMT001

### Accreditation

This course is accredited by the Tertiary Education Quality Standards Agency (TEQSA). It is offered to both domestic and international students and is recognised by the Australian Qualifications Framework.

### **Assumed Knowledge – Life Sciences Stream**

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

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

Previous study of physics and chemistry is also recommended.

### **Diploma of Science (Life Sciences Stream) (Accelerated) 2 Trimesters**

#### **COURSE STRUCTURE**

##### **Stage 1**

|         |  |
|---------|--|
| SATC001 | Academic and Technical Communication     |
| SCHM001 | Chemistry 1                              |
| SPGI001 | Scientific Perspectives of Global Issues |
| SNAE001 | Nature and Evolution                     |
| SCBG001 | Cell Biology and Genetics                |

##### **Stage 2**

|         |                              |
|---------|------------------------------|
| SCHM002 | Chemistry 2*                 |
| SMBL001 | Molecular Biology            |
| SDDD001 | Design, Data, and Decisions  |
| SHAP001 | Human Anatomy and Physiology |

#### **Prerequisites**

\*Prerequisite is SCHM001

### **Diploma of Science (Life Sciences Stream) (Standard) 3 Trimesters**

#### **COURSE STRUCTURE**

##### **Stage 1**

|         |  |
|---------|--|
| SATC001 | Academic and Technical Communication     |
| SCHM001 | Chemistry 1                              |
| SPGI001 | Scientific Perspectives of Global Issues |

##### **Stage 2**

|         |                           |
|---------|---------------------------|
| SNAE001 | Nature and Evolution      |
| SCHM002 | Chemistry 2*              |
| SCBG001 | Cell Biology and Genetics |

##### **Stage 3**

|         |                              |
|---------|------------------------------|
| SHAP001 | Human Anatomy and Physiology |
| SMBL001 | Molecular Biology            |
| SDDD001 | Design, Data, and Decisions  |

#### **Prerequisites**

\*Prerequisite is SCHM001



## SUBJECT DESCRIPTIONS

### SATC001

#### Academic and Technical Communication

In this subject, you have opportunities to improve your communication skills: academic literacies, English language proficiency, and multiliteracies. Aligned with and embedded into your other diploma subjects, this subject focuses on the communication skills you may need to complete the assessments in those subjects. You can learn how to maintain academic integrity and follow academic conventions; you can develop your reading and listening skills, as well as your research and critical thinking skills, enabling you to search for, locate, and evaluate the relevance of academic texts. You can choose and reflect on strategies to develop your personal learning potential in academic, social, and professional contexts. Developing your English language proficiency enables you to explore different types of language used for different text types, audiences, and contexts; you can develop your multiliteracy skills so you can express meaning as compelling written and spoken multimodal texts by using appropriate verbal and non-verbal meaning-making resources. Overall, during the course of this subject, you can construct a communication ‘tool kit’ that you can carry into your academic and professional future.

### SCBG001

#### Cell Biology and Genetics

This subject is concerned with the cellular nature of biological materials and the metabolic processes involved in cell biology and genetics. The subject first introduces students to the basic theme of life on earth – cells, where functions of the cell and sub-cellular organelles will be explored. Then, students will learn the biologically important molecules, such as carbohydrates, lipids, proteins, nucleic acids and water. This is followed by enzymes, metabolism and cell cycle. The final part of this subject will deal with the fundamental principles of heredity, with an emphasis on the molecular basis of Mendelian inheritance, gene expression, gene regulation and protein synthesis. Upon successful completion of this course, students will be equipped with the fundamental knowledge and skills in Biology which are essential to undertake advanced biological studies at UTS such as Biomedical Science, Biotechnology, Forensic Biology, Medical Science, Environmental Biology, and Marine Biology.

### SCHM001

#### Chemistry 1

The study of chemistry is central to an understanding of the world around us and is relevant to all other science areas, such as physics, biology, and the environment at the fundamental level. Chemical concepts underpin many modern scientific discoveries and innovations. This subject is designed to develop your understanding of the basic principles of chemistry. Topics covered include an introduction to matter; chemical reactions; atomic structure; stoichiometry; the Periodic Table; bonding and intermolecular forces; molecular geometry; thermochemistry; equilibrium and acids-base equilibria. This subject provides the requisite knowledge and skills for SCHM001 Chemistry 2.

### SCHM002

#### Chemistry 2

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

### SDDD001

#### Design, Data, and Decisions

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

### SFMT001

#### Foundation Mathematics

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

### SHAP001

#### Human Anatomy and Physiology

Human Anatomy and Physiology (SHAP001) is the study of the anatomy (structure) and physiology (function) of the complex human body. The course will help students develop an awareness of how the human body functions as a coordinated organism, as well as the importance of homeostasis for the normal functioning of different organs within each body system. The content includes homeostasis; the anatomical organisation of the body and anatomical terms; and the cardiovascular, musculoskeletal, endocrine, nervous, integumentary, respiratory, reproductive, gastrointestinal and urinary systems. At the end of this course, you are expected to gain excellent basic knowledge in physiology, putting them in good stead for medical-oriented subjects in subsequent years.

## **SMAT011 Mathematics 1**

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

## **SMBL001 Molecular Biology**

This subject provides an introduction to the basics of molecular biology and an understanding of the key concepts underlying the experimental techniques of DNA manipulations in molecular biology experiments. The key techniques and the science behind the methodology are introduced, which enables students to embrace a wide learning curve of elements within the subject. Students are encouraged and challenged to understand ideas and concepts, evaluate and analyse data and information, and apply these skills to critique current molecular biology projects in the assessment task.

Topics include the structure, function, isolation, and extraction of DNA, RNA, and proteins; molecular cloning techniques involving restriction enzymes, DNA ligation, transformation, and expression systems; and an introduction to DNA sequencing and PCR. This subject encourages students to become adept at the techniques required for molecular analysis in a modern scientific laboratory. It also provides a foundation for more advanced molecular biology studies, as well as the skills and knowledge for future potential positions in industry, such as pharmaceutical and commercial, research and development, and gene technology and engineering companies

## **SNAE001 Nature and Evolution**

The existence of humans on earth has arguably been made possible through the evolution of a vast diversity of biota – to which we are inextricably linked, both directly and indirectly. Earth's biodiversity is not only extraordinary and fascinating but also fundamental to our ongoing survival. An understanding of the biological complexity of life is an important component underpinning a career in science, irrespective of the chosen scientific profession.

This subject investigates the question, 'What does it take for life to exist in the range of habitats across the globe?'

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

## **SPGI001 Scientific Perspectives of Global Issues**

Our world is facing multiple challenges: environmentally; economically; and socially. Students learn the issues, the science behind them, what is being done, and how are they being monitored. Through inquiry-based learning and pertinent case studies, students explore the value of scientific thinking, conventional science, and indigenous knowledge, as well as the unique opportunities that each offer in helping to address global issues. This subject also supports students to develop critical thinking skills and professional attributes of the modern scientist, to conduct science ethically and respectfully for a successful career.

## **SPHY001 Physical Modelling**

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

## **SPHY002 Physics 2**

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

# UTS Foundation Studies

## Mode of Study

### TEACHING AND LEARNING ACTIVITIES

All classes are face-to-face tutorials and incorporate a range of teaching and learning strategies that include the following, but not limited to: collaborative or group work, communicating information to others orally as well as in writing, using technology, problem solving, independent reading, independently collecting and analysing information, research projects and laboratory work. The tutorial activities aim to develop a culture that encourages critical thinking and reflection, teamwork skills and the development of a range of academic literacy skills. Tutorial activities are complemented by independent study, preparation exercises, and assignment work.

### ASSESSMENT METHODS FOR UTS FOUNDATION STUDIES

Assessment in UTS Foundation Studies courses is diverse, encompassing written assignments, essays, and extended research projects; individual and group presentations; tests, quizzes, and examinations; design proposals and media or website creation projects; group reports, debates, and discussions; listening, reading, and note-taking tasks; learning portfolios; and reflective tasks.

UTS Foundation Studies operates on a 13-week trimester structure, which includes a dedicated Week 0 for Welcome and Welcome-Back activities, followed by Weeks 1-12 of academic study.

### Week 0 – Welcome and Welcome-back Week

Welcome and Welcome-back Week activities are orientation and preparation activities for each academic trimester at UTS College. It's an exciting time because you'll find out everything you need to know to get started in your course and set yourself up for success.

Attendance at Welcome and Welcome-back Week is mandatory\*, and it's a lot of fun. You'll be introduced to UTS College by the Academic Staff and attend workshops to discuss your course goals and objectives. These are opportunities to find out what is expected of you and what you can expect from your program. You'll take part in:

- introductory sessions about the learning outcomes of all your subjects
- meetings to form learning groups within your subjects. These are a chance to get to know your classmates and teachers through fun and practical activities.
- study success sessions where your teachers will help you prepare for your studies. Sessions include information about:
  - developing your learning skills while studying at UTS College, including our Learning Connected approach to teaching and learning
  - preparing for your classes, the types of assessments you'll complete, and the support available to you.

During Welcome Week, you'll learn about UTS College's wide range of support services. These include a learning support program, peer mentoring program, Student Success Advisers, special needs, special consideration, wellbeing, UTS counselling, and UTS medical services.

Additionally, on the final day of each Welcome and Welcome-back Week, you will join your classmates and other new students for a fun Welcome to Campus Fair, filled with games, activities, performances, food, prizes and opportunities to join ActivateUTS clubs and societies.

\*All students are expected to attend at least 80% of their classes, but if you're an international student, you're required to maintain a class attendance rate of 80%. Please remember that UTS College is required to advise the Department of Home Affairs if your attendance drops below 80%. This could affect your visa status. Personal reasons aren't acceptable for missing Welcome and Welcome-back Week.

# UTS Foundation Studies

## UTS Foundation Studies (Standard) 2 Trimesters

### Week 1 – 12

#### COURSE STRUCTURE

#### 8 Subjects, 2 Trimesters

##### Stage 1

FFE001 Foundation English 1  
OR  
FFE003 Foundation English 3  
FCS001 Culture and Society  
FMT001 Foundation Mathematics 1  
OR  
FMT002 Foundation Mathematics 2\*

##### ONE elective from the following list:

FFP001 Foundation Physics<sup>#</sup>  
FCP001 Foundation Creative Practice  
FFB001 Foundation Business  
FFI001 Foundation IT  
FMC001 Foundation Media Communication  
FGP001 Global Perspectives

##### Stage 2

FFE002 Foundation English 2  
OR  
FFE004 Foundation English 4  
FKP001 Professional Knowledge and Practice

##### TWO electives from the following list:

FMC001 Foundation Media Communication  
FFI001 Foundation IT  
FFB001 Foundation Business  
FCP001 Foundation Creative Practice  
FFP001 Foundation Physics<sup>#</sup>  
FMT002 Foundation Mathematics 2  
FMT003 Foundation Mathematics 3\*\*  
FGP001 Global Perspectives

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

## UTS Foundation Studies (Extended) 3 Trimesters

#### COURSE STRUCTURE

#### 12 Subjects, 3 Trimesters

##### Stage 1

FFE001 Foundation English 1  
OR  
FFE003 Foundation English 3<sup>\*</sup>  
FMT001 Foundation Mathematics 1  
FCS001 Culture and Society

##### ONE elective from the following list:

FFP001 Foundation Physics<sup>#</sup>  
FCP001 Foundation Creative Practice  
FFB001 Foundation Business  
FFI001 Foundation IT  
FMC001 Foundation Media Communication

##### Stage 2

FFE002 Foundation English 2  
OR  
FFE004 Foundation English 4  
FGP001 Global Perspectives

##### TWO electives from the following list:

FFP001 Foundation Physics<sup>#</sup>  
FCP001 Foundation Creative Practice  
FFB001 Foundation Business  
FFI001 Foundation IT  
FMC001 Foundation Media Communication  
FMT002 Foundation Mathematics 2<sup>\*</sup>

##### Stage 3

FFE003 Foundation English 3  
FKP001 Professional Knowledge and Practice

##### TWO or THREE<sup>^^</sup> electives from the following list:

FFP001 Foundation Physics<sup>#</sup>  
FCP001 Foundation Creative Practice  
FFB001 Foundation Business  
FFI001 Foundation IT  
FMC001 Foundation Media Communication  
FMT002 Foundation Mathematics 2<sup>\*</sup>  
FMT003 Foundation Mathematics 3<sup>\*\*</sup>

#### Prerequisites

<sup>\*</sup>This subject is a Prerequisite for FMT003 and is designed for students who have studied maths before at senior high school or who intend to study engineering.

<sup>\*\*</sup>Prerequisite is FMT002. This subject is designed for students who intend to study engineering or science.

<sup>^^</sup>This subject is designed for students who intend to study engineering.

<sup>\*</sup>Students with an IELTS of 6 overall with 5.5 in writing or equivalent will be enrolled in FFE003 in Stage 1 to enhance their academic communication skills.

<sup>^^</sup>Students who have completed Foundation English 4 in Stage 2 can choose three electives in Stage 3 in the Extended Program.

## SUBJECT DESCRIPTIONS

### FFE001

#### Foundation English 1

This subject is designed for students entering the program with an IELTS of 5.5. It aims to develop students' English language skills as well as academic skills that are useful for study in current foundation subjects and future diploma and degree programs.

### FFE002

#### Foundation English 2

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

### FFE003

#### Foundation English 3

This subject is designed for students entering the program with an IELTS of 6.0. It aims to develop students' English language skills as well as academic skills that are useful for study in current foundation subjects and future diploma and degree programs.

### FFE004

#### Foundation English 4

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

### FMT001

#### Foundation Mathematics 1

In this subject, students are provided with a broad contextual introduction to elementary mathematics. It covers fundamental mathematical methods including an introduction to numbers, rates and ratios, basic algebra, solving linear and literal equations, trigonometry, introductory data analysis and measurement. Students have opportunities to apply their mathematical knowledge in a variety of contexts and develop skills and knowledge which can then be used as a basis for further study of mathematics.

### FMT002

#### Foundation Mathematics 2

Today's world is fast paced, diverse and increasingly complex. In this context, many are seeing the essential need for humans to understand the beauty of Mathematics to give them the skill and language needed to be a significant contributor to the next generation.

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

### FMT003

#### Foundation Mathematics 3

Quantitative knowledge and skills are fundamental to many disciplines and many professions. This subject aims to provide students with opportunities to acquire essential knowledge and skills in fundamental quantitative areas including basic algebra, functions, and calculus. Therefore, students' confidence in the basic mathematics topics can be promoted, ensuring smooth and confident transition to further quantitative subjects in Science and Engineering.

### FCS001

#### Culture and Society

This subject is designed to facilitate the development of the student's social and cultural literacy to synthesize personal experience and public knowledge at the micro, meso and macro levels of society. The subject examines a range of cultural aspects, such as identity, gender, food, technology, power, authority, etc., to identify the dynamic interaction between culture, society, persons and environment over periods of time. Students are also scaffolded to develop their perceptions of Australian Indigenous communities as well as globalisation so that they can better understand Australian society and the world to achieve intercultural communication in contemporary society.

### FFB001

#### Foundation Business

Foundation Business provides students with an overview of basic business concepts including management, economics, and finance. This subject provides the opportunity to develop some skills to assist with making simple business decisions. It is a practical subject drawing on students' knowledge using activities to lay the foundation for further business studies.

## **FKP001 Professional Knowledge and Practice**

Graduates of today are facing the perplexities of what the future of work look like and find it hard to catch up to the employment trends of tomorrow. Redefining opportunities for people is likely to be the most pressing social issue of the coming century. Before examining the challenges and opportunities in the Future of Work, students begin by examining three types of knowledge:

- Personal knowledge – In which the values, aspirations and emotional aspects of learning and educating are formed and fostered. First, we will be looking at how culture, values, and belief system shape personal goals and aspirations through the human-centered design framework.
- Academic knowledge – Students will be introduced to the Theory of Knowledge framework. The role of disciplines- orientated knowledge is critical to this. We will also be exploring the various disciplinary streams on offer at UTS.
- Professional knowledge – This allows theory to be explored through practical workplace situations and enquiry-based learning will help you to understand and apply personal and academic knowledge in the face of emerging technologies.

Students will also explore the United Nations Sustainability Development Goals to ensure that they become well-informed global citizens that can contribute to sustainable development in their future careers and studies. In the tutorials each week, students will engage in readings, group discussions, pitching, and rapid prototyping. Students are expected to leave the course confident about the degree they aim to undertake and gain better insights into the Future of Work.

## **FFP001 Foundation Physics**

Foundation Physics lays the fundamental base for engineering and the physical sciences with topics that cover classical mechanics, oscillations and waves, fluids, electricity, and thermal physics. The subject explores these concepts in the context of current technology and engineering. It equips students with general knowledge, mathematical concepts, and skills in physics. Practical applications are also explored, extending the student's problem-solving capabilities to the physical world. Through the tutorials, students are introduced to data analysis methods, experimental and measurement techniques used in engineering. The aim is to develop core physical skills needed for real-world problem-solving.

## **FFI001 Foundation IT**

This subject introduces students to the latest trends in information technology. Students will explore the current and potential impacts of emerging and rapidly evolving technologies on various aspects of life and society.

Designed with a project-based learning approach, this subject allows students to work in groups to discuss and share project ideas. Students will be guided to identify problems, develop relevant proposals, and present their ideas through research and real-world issues using a set of contemporary tools. Alongside learning about these tools and best practices, students will also explore the benefits and challenges of project planning involving new technologies.

## **FGP001 Global Perspectives**

This subject provides students with a thorough understanding of globalisation through diverse conceptual approaches. The subject engages with processes of globalisation, such as trade, migration and technology, and examines the issues and challenges facing the world from a range of cultural, economic, social, environmental and political viewpoints. Globalisation is a complex phenomenon that involves the expansion and stretching of social, cultural, economic and political activities across boundaries, frontiers and physical distances. The result of this growing connectedness and interdependence increased the integration of the world, where life at the local level is directly impacted and shaped by events occurring far away, and vice versa. A pluralistic approach is employed to examine globalisation by analysing past and present processes taking place in multiple domains. As a dynamic process, globalisation can be understood by considering its effects on individuals, communities and nations.

## **FCP001** **Foundation Creative Practice**

Creative Practice explores how design objects work and make meaning in their various, interrelating contexts, including personal, social, cultural, economic, and technological ones. This subject includes a series of creative projects that are informed by historical and formal research and human-centred and speculative design approaches. Students visit a variety of Sydney museums and galleries virtually or in person to research the biographies of existing objects, use the Australian Design Centre's Object Therapy project to create a re-imagined object, and use Futures Thinking theory to create an object from the future. This work will give students the opportunity to deepen their conceptions of their chosen design field and begin to shape their own, unique design practice.

## **FMC001** **Foundation Media Communication**

This subject introduces media communication forms, practices, and theories. It provides a framework for media analysis and creation using primary knowledge in media theory, meaning construction, sociocultural practices, and audiences. Students develop visual-spatial reasoning and apply systems to realise assignments informed by theory, research, critical analysis, reflection, planning, and production practices. Knowledge and skills gained from the course are transferable across learning contexts and support the development of academic and professional literacies.



# Graduate Certificate in Accounting and Finance

\*From trimester 2

## Mode of Study

### ASSESSMENT METHODS FOR THE GRADUATE CERTIFICATE IN ACCOUNTING AND FINANCE

The assessment methods in the Graduate Certificate in Accounting and Finance include online quizzes (multiple choice, calculations, open ended questions); a learning portfolio; presentation (group and individual); written reflection; written assignment/report (group and individual); final exams (multiple choice, calculations, open-ended questions).

## Graduate Certificate in Accounting and Finance (Accelerated) 1 Trimester

### COURSE STRUCTURE

#### Stage 1

- BACC801 Accounting for Managerial Decisions
- BECO801 Economics for Management
- BFIN801 Financial Management
- BCPM801 Capital Markets

## Graduate Certificate in Accounting and Finance (Standard) 2 Trimesters

### COURSE STRUCTURE

#### Stage 1

- EPS001 English for Postgraduate Study 1
- BACC801 Accounting for Managerial Decisions
- BECO801 Economics for Management

#### Stage 2

- EPS002 English for Postgraduate Study 2\*
- BFIN801 Financial Management
- BCPM801 Capital Markets

### Prerequisites

\*Prerequisite is EPS001

### SUBJECT DESCRIPTIONS

#### EPS001

#### English for Postgraduate Study 1

This subject prepares students primarily for the English language demands, but also for the academic skills demands, of degree, higher education diploma, and foundation studies courses at UTS and other higher education institutions. Students who successfully complete this subject, and English for Postgraduate Study 2, will be deemed by UTS (and other education providers with which UTS College has a direct entry requirement) to have met the English language requirements for degree courses which usually require an overall IELTS band score of 6.5 (with a minimum of 6.0 in writing).

#### EPS002

#### English for Postgraduate Study 2

This subject prepares students primarily for the English language demands, but also for the academic skills demands, of degree, higher education diploma, and foundation studies courses at UTS and other higher education institutions. Students who successfully complete this subject, and English for Postgraduate Study 1, will be deemed by UTS (and other education providers with which UTS College has a direct entry requirement) to have met the English language requirements for degree courses which usually require an overall IELTS band score of 6.5 (with a minimum of 6.0 in writing).

### Accreditation

This course is accredited by the Tertiary Education Quality Standards Agency (TEQSA). It is offered to both domestic and international students and is recognised by the Australian Qualifications Framework.

## **BACC801** **Accounting for Managerial Decisions**

This subject exposes students to the nature and use of accounting information as used by managers to plan and control business operations and for decision support. It is intended to prepare students to understand and use accounting information for decision support, analysing historical operations and planning future business activity. It provides a sound grounding in the application of accounting concepts and techniques used to gain intelligence about all aspects of business operations. The topics comprise a mix of financial and management accounting. The financial accounting topics concern the basic financial statements, their analysis, and the concepts and procedures that underpin their preparation. The management accounting topics relate to cost and profit planning, and the use and application of financial information to support management decision activity for both routine and non-routine business situations.

## **BECO801** **Economics for Management**

This subject comprises two parts which deal with the fundamental principles of macroeconomics and microeconomics as they relate to business management. The macroeconomics part of the subject concerns the larger-scale aspects of the economic systems in which businesses operate. It examines the determinants of gross domestic product, the behaviour of the general price level and inflation, unemployment, and the forces that affect the general rate of interest. Attention is also given to the nature, rationale, and impact of government policies on the macroeconomic environment and business conditions.

The microeconomics part of the subject examines the forces of supply and demand, consumer behaviour, the nature of production costs, price-setting by firms in a range of market types, and the rationale for and fundamental forces affecting international trade.

## **BFIN801** **Financial Management**

This subject introduces students to finance and helps them acquire the basic analytical skills required to make informed financial decisions. Topics include the goals of financial management, introduction to security market regulation, ethics and the firm's investment and financing decisions. Working capital management and international aspects of financial management are also introduced.

## **BCPM801** **Capital Markets**

This subject examines the structure and behaviour of Australia's financial system and its main components. Its principal topics are the instruments and processes through which financing is arranged, the pricing of instruments and the associated risks and their management with derivatives. It prepares students for more specialised subjects in investment management, international finance and the various subjects that deal with financial institutions and risk management.



# Graduate Certificate in Technology Practice

\*From trimester 2

## Mode of Study

### ASSESSMENT METHODS FOR THE GRADUATE CERTIFICATE IN TECHNOLOGY PRACTICE

The assessment methods in the Graduate Certificate in Technology Practice include projects; written assignments; design projects; research reports and presentations.

## Graduate Certificate in Technology Practice (Accelerated) 1 Trimester

### COURSE STRUCTURE

#### Stage 1

|         |                                     |
|---------|-------------------------------------|
| TPRM801 | Project Management                  |
| TTRC801 | Technical Research Preparation      |
| TTPS801 | Technology Professional and Society |
| TPRS801 | Project Studio                      |

## Graduate Certificate in Technology Practice (Standard) 2 Trimesters

### COURSE STRUCTURE

#### Stage 1

|         |                                  |
|---------|----------------------------------|
| EPS001  | English for Postgraduate Study 1 |
| TPRM801 | Project Management               |
| TTRC801 | Technical Research Preparation   |

#### Stage 2

|         |                                     |
|---------|-------------------------------------|
| EPS002  | English for Postgraduate Study 2*   |
| TTPS801 | Technology Professional and Society |
| TPRS801 | Project Studio                      |

### Prerequisites

\*Prerequisite is EPS001

### SUBJECT DESCRIPTIONS

#### EPS001

##### English for Postgraduate Study 1

This subject prepares students primarily for the English language demands, but also for the academic skills demands, of degree, higher education diploma, and foundation studies courses at UTS and other higher education institutions. Students who successfully complete this subject, and English for Postgraduate Study 2, will be deemed by UTS (and other education providers with which UTS College has a direct entry requirement) to have met the English language requirements for degree courses which usually require an overall IELTS band score of 6.5 (with a minimum of 6.0 in writing).

#### EPS002

##### English for Postgraduate Study 2

This subject prepares students primarily for the English language demands, but also for the academic skills demands, of degree, higher education diploma, and foundation studies courses at UTS and other higher education institutions. Students who successfully complete this subject, and English for Postgraduate Study 1, will be deemed by UTS (and other education providers with which UTS College has a direct entry requirement) to have met the English language requirements for degree courses which usually require an overall IELTS band score of 6.5 (with a minimum of 6.0 in writing).

### Accreditation

This course is accredited by the Tertiary Education Quality Standards Agency (TEQSA). It is offered to both domestic and international students and is recognised by the Australian Qualifications Framework.

## **TPRM801 Project Management**

This subject covers the management of the development and implementation of information technology solutions, with particular emphasis on information systems, project management and contemporary issues in the delivery of information technology solutions to business. It considers the role of project management in business and identifies the managerial control and reporting aspects necessary from inception to implementation of a development project.

## **TTRC801 Technical Research Preparation**

This subject provides postgraduate technology students with professional communication skills appropriate to their course. The subject begins with the techniques necessary to develop a literature-based report and professional ethics is taught in the research context. Students then learn to plan all aspects of research, producing a research proposal.

## **TTPS801 Technology Professional and Society**

This subject covers the body of ideas and commonly held principles that apply to professional standards and ethical behaviour in the information technology industry. The intent is to expose students to standards of professional behaviour and legal responsibility through case studies and current media-related articles featuring potential ethical and/or legal situations/dilemmas. It considers the history of information technology, the impact of information technology on society, the IT profession's codes of ethics and codes of conduct and the legal requirements pertaining to the information technology industry.

## **TPRS801 Project Studio**

Project studios are designed to be high energy, high collaboration, project-based subjects where students can engage in real-world design challenges. The studios enable students to demonstrate professional skills by working on real-world projects.

Supported by a mixture of studio facilitators, academic experts, and industry and community partners, students work in teams to define problems, and identify, develop, and implement solutions. Using a design-thinking framework and systems thinking, students regularly engage in pitching and critiquing work among peers. Assessment requires students to demonstrate their achievement of each of the subject learning objectives using a collection of artefacts and reflections that meet the relevant performance criteria.



# Policies and Procedures

## Student Charter

Written by students, for students, the **Student Charter** is about understanding what it means for you to be a part of the UTS College community. It is a user-friendly set of guidelines that recognises the rights and responsibilities you, other students and staff have to one another and encourages everyone in our community to actively work together in upholding and maintaining our collective values.

By following the Student Charter, you are given opportunities to enjoy a fulfilling and rewarding learning experience – one that will assist you in reaching your academic, social, and personal potential.

## Policies and Procedures

UTS College has a range of policies and procedures available to assist you in understanding what is required during your studies, your responsibilities, and our obligations to you. All student Policies and Procedures can be accessed via the Current Students Tab on the homepage of the [UTS College Website](#).

### Admissions Policies

Admissions Policies are in place to accurately advise students of the entry requirements for their course.

#### Related Policies

[Student Application, Admission and Enrolment Policy](#)

[Recognition of Prior Learning \(RPL\) Policy](#)

### Academic integrity

As a student studying at UTS College, you are expected to maintain high standards of academic honesty and integrity. Academic misconduct is a breach of academic integrity, where a student seeks to gain an unfair or unjustified academic advantage either for themselves or another student, including but not limited to cheating, collusion, fabrication, ghost writing, misrepresentation, plagiarism, solicitation, and any form of breaching examination or test condition rules.

#### Your responsibilities as a student

##### Examinations:

- you must not help or receive assistance from other students
- you must not request the loan of or lend materials or devices to other students
- you must not bring any materials into the examination room other than those specified for that examination
- you must not use computer software or other devices during an examination other than those specified.

##### Other assessment tasks:

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

##### Non-academic misconduct

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

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

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

## Notification and appeal

You must be notified in writing of penalties of misconduct.

The grounds for appeal are:

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

### Related Policies:

[Academic Integrity Policy](#)

[Non-Academic Misconduct Policy](#)

## Attendance requirement

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

UTS College is required to report international students who do not maintain satisfactory attendance in their courses to the Department of Home Affairs.

Your student visa could be cancelled if you are reported for non-attendance.

### Related Policies:

[Attendance Policy –](#)

[UTS Foundation Studies /](#)

[Cambridge International AS and A Levels Program](#)

[Attendance Management Procedure –](#)

[UTS Foundation Studies /](#)

[Cambridge International AS and A Levels Program](#)

## Assessment policy

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

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

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

### Related Policies:

[Assessment Policy](#)

## Request a review of a result

If you believe there have been procedural or factual errors in the grading of your assignments or assessments, you should speak to the marker of the assignment in the first instance. If you still believe that procedural or factual errors have not been redressed, then you may lodge an [request a review of a result online](#).

### Related Policies:

[Student Complaints and Appeals Policy](#)

## Student Complaints and Appeals policy

UTS College provides a learning and working environment in which complaints are responded to promptly and with minimum distress and maximum protection to all parties. As part of its commitment to creating a supportive and open organisational culture, UTS College values ethical and responsible management, transparency in its decision-making processes, and a visible, accessible, and fair complaint process.

To ensure that you are comfortable voicing a complaint, every staff member at UTS College can receive and resolve complaints. You are also able to voice your complaint by submitting an online [complaint form](#).

If an interview is required, you are allowed to bring someone with you for support throughout the complaint or appeals process. If you need an interpreter, UTS College will provide one.

If you are dissatisfied with the outcome of an appeal (or complaint), you can pursue it with an independent third party. You will be advised of the relevant third party if your internal complaint or appeal is unsuccessful.

For details of the UTS College complaints and appeals process, please refer to the policies and procedures at UTS College website.

### Related Policies:

[Student Complaints and Appeals Policy](#)

## Privacy

UTS College is committed to protecting the privacy of your personal information (e.g. name, date of birth, address) and sensitive information (e.g. health information, ethnic origin).

UTS College manages personal and sensitive information in accordance with the Australian Privacy Principles, the *Privacy Act 1988* (Cth), and the *Privacy and Personal Information Protection Act 1998* (NSW).

UTS College collects, holds, uses, and discloses your personal information and sensitive information to provide UTS College courses and services, as set out in the UTS College Privacy Policy at [utscollege.edu.au/privacy](http://utscollege.edu.au/privacy).

While providing this information is voluntary, failure to do so may prevent UTS College from processing your application or delivering services.

Common situations in which UTS College discloses personal information and sensitive information to third parties are listed below:

- Other education providers involved with UTS College
- Government, regulatory and professional bodies to meet legal obligations
- Financial institutions for payment processing
- Universities (e.g. University of Technology Sydney) and the Universities Admissions Centre Pty Ltd
- Education agents regarding your application, enrolment status, progression, and completion
- Emergency contacts regarding your whereabouts or safety

The Privacy Policy also outlines your rights to access and correct your information, make privacy complaints, and how UTS College will respond.

### Related Policies:

[UTS College Privacy Policy](#)

### Privacy Enquiries:

Enquiries may be directed to the Privacy Officer:

#### Address

The Privacy Officer UTS College Limited  
University of Technology Sydney,  
UTS College, CB10.13 PO Box 123 Broadway NSW 2007  
Australia

#### Email

[privacy@utscollege.edu.au](mailto:privacy@utscollege.edu.au)

## Modern Slavery

### What is modern slavery?

Modern slavery occurs when individuals are exploited and cannot refuse or leave due to threats, coercion, or abuse of power. It includes practices such as forced labour, human trafficking, forced marriage, child labour and exploitation, and debt bondage. Modern slavery is a serious violation of human rights.

### Our commitment

As a global enterprise, UTS College is committed to ethical business practices that help to maintain the highest levels of health, safety, and human dignity around the world. UTS College condemns all forms of human rights abuses and the exploitation of children. We take meaningful steps to identify, assess, and address modern slavery risks within our operations and supply chains.

As a higher education provider, UTS College plays an important role in raising awareness of modern slavery and human rights issues with students. We are committed to embedding this awareness through orientation programs, student resources, and the design and delivery of our courses. Our goal is to ensure every student understands these issues and feels empowered to speak up if they have concerns.

UTS College has taken steps to combat modern slavery, which are outlined in our [Modern Slavery Statement](#).

### Modern Slavery Statement

For a copy of our latest statement and more information, please visit the [modern slavery page of our website](#).

You can also [download the latest Modern Slavery Statement here](#).

### Modern Slavery Enquiries:

Enquiries may be directed to the Modern Slavery Officer:

#### Address

The Modern Slavery Officer,  
UTS College Limited,  
University of Technology Sydney,  
UTS College,  
CB10.13 PO Box 123 Broadway NSW 2007 Australia

# Fees and Assistance

## Student Fees

Below is a summary of fees for 2026. The fees noted below are approximate only. For complete fee information (individual unit fee, unit code, unit of study name and unit EFTSL), refer to [utscollege.edu.au/au/census-and-eftsl-information](http://utscollege.edu.au/au/census-and-eftsl-information) UTS College reserves the right to vary fees at any time. You should factor in the likelihood of an annual UTS College fee increase into your budget, which in recent years has averaged less than 4%.

### UTS Foundation Studies

#### UTS Foundation Studies

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

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

#### UTS Foundation Studies

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

|                   |                      |
|-------------------|----------------------|
| Tuition fees      | A\$4,125 per subject |
| 1st trimester fee | A\$16,500            |
| 2nd trimester fee | A\$16,500            |
| 3rd trimester fee | A\$16,500            |
| TOTAL FEE         | A\$49,500            |

### Diploma courses

For detailed fee information please refer to the UTS College website.

#### Diploma of Animation Production

(Accelerated) (CRICOS COURSE CODE 112656F)

##### Domestic students

|                   |                        |
|-------------------|------------------------|
| Tuition Fees      | A\$6333.33 per subject |
| 1st trimester fee | A\$18,999.99           |
| 2nd Trimester fee | A\$18,999.99           |
| TOTAL FEE         | A\$38,000              |

##### International students

|                   |                      |
|-------------------|----------------------|
| Tuition Fees      | A\$6,500 per subject |
| 1st trimester fee | A\$19,500            |
| 2nd trimester fee | A\$19,500            |
| TOTAL FEE         | A\$39,000            |

#### Diploma of Animation Production

(Standard) (CRICOS COURSE CODE 112658D)

##### Domestic students

|                   |                        |
|-------------------|------------------------|
| Tuition Fees      | A\$6333.33 per subject |
| 1st trimester fee | A\$12,666.66           |
| 2nd trimester fee | A\$12,666.66           |
| 3rd trimester fee | A\$12,666.66           |
| TOTAL FEE         | A\$38,000              |

##### International students

|                   |                      |
|-------------------|----------------------|
| Tuition Fees      | A\$6,500 per subject |
| 1st trimester fee | A\$13,000            |
| 2nd trimester fee | A\$13,000            |
| 3rd trimester fee | A\$13,000            |
| TOTAL FEE         | A\$39,000            |

#### Diploma of Business

(Accelerated) (CRICOS COURSE CODE 070300G)

##### Domestic students

|                   |                         |
|-------------------|-------------------------|
| Tuition Fees      | A\$4,222.22 per subject |
| 1st trimester fee | A\$21,666.65            |
| 2nd trimester fee | A\$16,888.88            |
| TOTAL FEE         | A\$38,000               |

##### International students

|                   |                         |
|-------------------|-------------------------|
| Tuition fees      | A\$4,333.33 per subject |
| 1st trimester fee | A\$21,666.65            |
| 2nd trimester fee | A\$17,333.32            |
| TOTAL FEE         | A\$39,000               |

#### Diploma of Business

(Standard) (CRICOS COURSE CODE 053606J)

##### Domestic students

|                   |                         |
|-------------------|-------------------------|
| Tuition Fees      | A\$4,222.22 per subject |
| 1st trimester fee | A\$12,666.66            |
| 2nd trimester fee | A\$12,666.66            |
| 3rd trimester fee | A\$12,666.66            |
| TOTAL FEE         | A\$38,000               |

##### International students

|                   |                         |
|-------------------|-------------------------|
| Tuition fees      | A\$4,333.33 per subject |
| 1st trimester fee | A\$12,999.99            |
| 2nd trimester fee | A\$12,999.99            |
| 3rd trimester fee | A\$12,999.99            |
| TOTAL FEE         | A\$39,000               |

**Diploma of Communication**

(Accelerated) (CRICOS COURSE CODE 080602M)

**Domestic students**

|                   |                      |
|-------------------|----------------------|
| Tuition Fees      | A\$4,750 per subject |
| 1st trimester fee | A\$19,000            |
| 2nd trimester fee | A\$19,000            |
| TOTAL FEE         | A\$38,000            |

**International students**

|                   |                      |
|-------------------|----------------------|
| Tuition fees      | A\$4,875 per subject |
| 1st trimester fee | A\$19,500            |
| 2nd trimester fee | A\$19,500            |
| TOTAL FEE         | A\$39,000            |

**Diploma of Communication**

(Standard) (CRICOS COURSE CODE 080601A)

**Domestic students**

|                   |                      |
|-------------------|----------------------|
| Tuition Fee       | A\$4,750 per subject |
| 1st trimester fee | A\$14,250            |
| 2nd trimester fee | A\$14,250            |
| 3rd trimester fee | A\$9,500             |
| TOTAL FEE         | A\$38,000            |

**International students**

|                   |                      |
|-------------------|----------------------|
| Tuition fees      | A\$4,875 per subject |
| 1st trimester fee | A\$14,625            |
| 2nd trimester fee | A\$14,625            |
| 3rd trimester fee | A\$9,750             |
| TOTAL FEE         | A\$39,000            |

**Diploma of Design and Architecture**

(Accelerated) (CRICOS COURSE CODE 082795C)

**Domestic students**

|                   |                         |
|-------------------|-------------------------|
| Tuition Fees      | A\$5,428.57 per subject |
| 1st trimester fee | A\$21,714.28            |
| 2nd trimester fee | A\$16,285.71            |
| TOTAL FEE         | A\$38,000               |

**International students**

|                   |                         |
|-------------------|-------------------------|
| Tuition fees      | A\$5,571.42 per subject |
| 1st trimester fee | A\$22,285.68            |
| 2nd trimester fee | A\$16,714.26            |
| TOTAL FEE         | A\$39,000               |

**Diploma of Design and Architecture**

(Standard) (CRICOS COURSE CODE 082796B)

**Domestic students**

|                   |                         |
|-------------------|-------------------------|
| Tuition Fees      | A\$5,428.57 per subject |
| 1st trimester fee | A\$16,285.71            |
| 2nd trimester fee | A\$16,285.71            |
| 3rd trimester fee | A\$5,428.57             |
| TOTAL FEE         | A\$38,000               |

**International students**

|               |                         |
|---------------|-------------------------|
| Tuition fees  | A\$5,571.42 per subject |
| 1st trimester | A\$16,714.26            |
| 2nd trimester | A\$16,714.26            |
| 3rd trimester | A\$5,571.42             |
| TOTAL FEE     | A\$39,000               |

**Diploma of Engineering**

(Accelerated) (CRICOS COURSE CODE 070305C)

**Domestic students**

|                   |                      |
|-------------------|----------------------|
| Tuition Fees      | A\$4,750 per subject |
| 1st trimester fee | A\$19,000            |
| 2nd trimester fee | A\$19,000            |
| TOTAL FEE         | A\$38,000            |

**International students**

|                   |                      |
|-------------------|----------------------|
| Tuition fees      | A\$4,875 per subject |
| 1st trimester fee | A\$19,500            |
| 2nd trimester fee | A\$19,500            |
| TOTAL FEE         | A\$39,000            |

**Diploma of Communication**

(Standard) (CRICOS COURSE CODE 070304D)

**Domestic students**

|                   |                      |
|-------------------|----------------------|
| Tuition Fees      | A\$4,750 per subject |
| 1st trimester fee | A\$14,250            |
| 2nd trimester fee | A\$14,250            |
| 3rd trimester fee | A\$9,500             |
| TOTAL FEE         | A\$38,000            |

**International students**

|                  |                      |
|------------------|----------------------|
| Tuition fees     | A\$4,875 per subject |
| 1st semester fee | A\$14,625            |
| 2nd semester fee | A\$14,625            |
| 3rd semester fee | A\$9,750             |
| TOTAL FEE        | A\$39,000            |

**Diploma of Design and Architecture**

(Accelerated) (CRICOS COURSE CODE 070299G)

**Domestic students**

|                   |                      |
|-------------------|----------------------|
| Tuition Fees      | A\$4,750 per subject |
| 1st trimester fee | A\$19,000            |
| 2nd trimester fee | A\$19,000            |
| TOTAL FEE         | A\$38,000            |

**International students**

|                   |                      |
|-------------------|----------------------|
| Tuition fees      | A\$4,875 per subject |
| 1st trimester fee | A\$19,500            |
| 2nd trimester fee | A\$19,500            |
| TOTAL FEE         | A\$39,000            |

**Diploma of Design and Architecture**

(Standard) (CRICOS COURSE CODE 053604M)

**Domestic students**

|                   |                      |
|-------------------|----------------------|
| Tuition Fees      | A\$4,750 per subject |
| 1st trimester fee | A\$14,250            |
| 2nd trimester fee | A\$14,250            |
| 3rd trimester fee | A\$9,500             |
| TOTAL FEE         | A\$38,000            |

**International students**

|                   |                      |
|-------------------|----------------------|
| Tuition fee       | A\$4,875 per subject |
| 1st trimester fee | A\$14,625            |
| 2nd trimester fee | A\$14,625            |
| 3rd trimester fee | A\$9,750             |
| TOTAL FEE         | A\$39,000            |

## Diploma of Science

(Accelerated) (CRICOS COURSE CODE 070302F)

### Domestic students

|                   |                        |
|-------------------|------------------------|
| Tuition Fees      | A\$4222.22 per subject |
| 1st trimester fee | A\$21,111.10           |
| 2nd trimester fee | A\$16,888.88           |
| TOTAL FEE         | A\$38,000              |

### International students

|                   |                         |
|-------------------|-------------------------|
| Tuition fees      | A\$4,333.33 per subject |
| 1st trimester fee | A\$21,666.65            |
| 2nd trimester fee | A\$17,333.32            |
| TOTAL FEE         | A\$39,000               |

## Diploma of Science

(Standard) (CRICOS COURSE CODE 070301G)

### Domestic students

|                   |                         |
|-------------------|-------------------------|
| Tuition Fees      | A\$4,222.22 per subject |
| 1st trimester fee | A\$12,666.66            |
| 2nd trimester fee | A\$12,666.66            |
| 3rd trimester fee | A\$12,666.66            |
| TOTAL FEE         | A\$38,000               |

### International students

|                   |                         |
|-------------------|-------------------------|
| Tuition fees      | A\$4,333.33 per subject |
| 1st trimester fee | A\$12,999.99            |
| 2nd trimester fee | A\$12,999.99            |
| 3rd trimester fee | A\$12,999.99            |
| TOTAL FEE         | A\$39,000               |

## Graduate Certificate courses

\*From trimester 2

### Graduate Certificate in Accounting and Finance

(Accelerated) (CRICOS COURSE CODE 103557F)

|               |                      |
|---------------|----------------------|
| Tuition Fees  | A\$5,875 per subject |
| trimester fee | A\$23,500            |
| TOTAL FEE     | A\$23,500            |

### Graduate Certificate in Accounting and Finance

(Standard) (CRICOS COURSE CODE 103556G)

|                   |                         |
|-------------------|-------------------------|
| Tuition Fees      | A\$4,333.33 per subject |
| 1st trimester fee | A\$12,999.99            |
| 2nd trimester fee | A\$12,999.99            |
| TOTAL FEE         | A\$26,000               |

### Graduate Certificate in Technology Practice

(Accelerated) (CRICOS COURSE CODE 1035561K)

|               |                      |
|---------------|----------------------|
| Tuition Fees  | A\$5,875 per subject |
| trimester fee | A\$23,500            |
| TOTAL FEE     | A\$23,500            |

### Graduate Certificate in Technology Practice

(Standard) (CRICOS COURSE CODE 103560M)

|                   |                         |
|-------------------|-------------------------|
| Tuition Fee       | A\$4,333.33 per subject |
| 1st trimester fee | A\$12,999.99            |
| 2nd trimester fee | A\$12,999.99            |
| TOTAL FEE         | A\$26,000               |



## Refunds

UTS College will refund tuition fees in some circumstances. Please refer to the Terms and Conditions in your offer letter. The Refund Policy is also available on the Current Students tab on the UTS College website at: [utscollege.edu.au/about/policies-and-procedures](http://utscollege.edu.au/about/policies-and-procedures)

## Payment of Fees

Invoices for payment of tuition fees for subsequent trimesters are sent out towards the end of each trimester.

You should pay your fees well before re-enrolment, as indicated on the invoice. If you're using the FEE-HELP scheme you may choose to continue with that rather than pay the forthcoming trimester's fees.

## Library fines and outstanding loans

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

## FEE-HELP Rules

Eligible domestic students wishing to enrol in diploma courses are entitled to use the FEE-HELP government loan scheme. Further information regarding the FEE-HELP scheme is available at the Study Assist website: [studyassist.gov.au](http://studyassist.gov.au)

Some important things to remember:

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

FEE-HELP students should refer to the FEE-HELP information booklet for further information, available at: [studyassist.gov.au](http://studyassist.gov.au)

## Non-Tuition Fees

UTS College reserves the right to charge the following additional fees

### Late fee

A late fee of A\$150 will be charged to any student who fails to enrol by the end of the official enrolment period (the first day of class of a trimester). No student will be permitted to re-enrol if they arrive after the end of the first week of classes.

|                                      |        |
|--------------------------------------|--------|
| Replacement Testamur fee             | A\$50  |
| Transcript fee                       | A\$20  |
| Late Enrolment Fee                   | A\$150 |
| International student processing fee | A\$300 |

## UTS College scholarships and prizes

Each year, UTS College makes available a number of scholarships and sponsorships.

### UTS College Outstanding Graduate Prize

Each trimester, the Outstanding Graduate prize will be awarded to the full-time student who achieves the highest Grade Point Average (GPA) over all in the Diploma and Foundation Programs plus meets the prize criteria for outstanding graduate. Please note this award is separate to the Dean's Merit Award.

UTS College will review student results at the end of each trimester and notify you ahead of the Graduation Ceremony if you're receiving a prize. Criteria for receiving these prizes includes:

- Highest GPA
- Highest attendance
- Outstanding participation in class
- Engagement in the wider college (Peer mentoring, Peer Helper, Student Representative Group, Volunteering, University Clubs, Student activities etc.)

In the event of students having the same GPA, attendance etc, the prize may be shared equally.

UTS College may vary, suspend or withdraw any scholarship, prize or award at its discretion without prior notice. Changes may take immediate effect and include adjustments to eligibility, selection, value, benefits, application processes, or full discontinuation.

Students who have formally accepted an award for the current academic period will not be affected, provided they continue to meet all eligibility and compliance requirements.

### UTS College to UTS Pathway Scholarship

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

## Integrity Statement

UTS College has an ethical commitment to ensuring integrity across all information and activities relating to students. The UTS College marketing department is responsible for all marketing information provided by UTS College and its representatives. An agent management framework binds all UTS College agents to comply with the codes of practice set in the *Education Services for Overseas Students (ESOS) Act 2000*.

If you have any concerns about information or assistance that has been provided to you by UTS College or its representatives, please contact:

#### University of Technology Sydney

UTS College CB10.13

PO Box 123

Broadway NSW 2007 Australia

T: +61 2 9218 8600

E: [marketing@utscollege.edu.au](mailto:marketing@utscollege.edu.au)

W: [utscollege.edu.au](http://utscollege.edu.au)



UNIVERSITY  
OF TECHNOLOGY  
SYDNEY

## CONTACT DETAILS

### Postal Address

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PO Box 123  
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### Street Address

UTS College Student Centre  
Level 1, Block C, 1-59 Quay Street, Sydney NSW 2000

T +61 2 9218 8666 E [studentcentre@utscollege.edu.au](mailto:studentcentre@utscollege.edu.au)

The information contained in this brochure is correct at time of printing.  
Changes in circumstances may impact the accuracy or currency of the information.  
UTS College reserves the right to vary any matter described in this handbook  
at any time without notice. Please visit [utscollege.edu.au](http://utscollege.edu.au) for latest information.

UTS College Limited ABN 39 001 425 065

CRICOS Provider Code: 00859D / TEQSA Provider Identification No: PRV12022, Provider Category: Institute of Higher Education

University of Technology Sydney CRICOS Provider Code: 00099F / TEQSA Provider Identification No: PRV12060, Provider Category: Australian University

UTS College Limited is a controlled entity of the University of Technology Sydney (UTS), and as an institute of higher education, UTS College Limited provides pathway courses to UTS.

UTS Foundation Studies CRICOS course code:

2 Trimesters (Standard) CRICOS course code: 082432G | UTS course code: C30019

3 Trimesters (Extended) CRICOS course code: 082433G | UTS course code: C30020