2022
Handbook & Calendar

USP
THE UNIVERSITY OF THE SOUTH PACIFIC

Shaping Pacific Futures

2022 Handbook and Calendar_V02Feb2022

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IMPORTANT NOTICE

This Handbook and Calendar is the University's document of authority. The information contained in it is correct at the time of printing but the University reserves the right to change its statutes, regulations, policies, procedures, programmes, courses and any other contents of this Handbook and Calendar at any time. The online version of the Handbook and Calendar is the most current version of the Handbook and Calendar. In particular, the University reserves the right to cancel a course on the basis of insufficient enrolments or unavailability of staff. Unless specifically stated otherwise, all new statutes, regulations, policies and procedures printed in this Handbook and Calendar are effective from 1 January 2022, and supersede those in any prior publication or correspondence.

Students will have their eligibility for conferment or award of a qualification assessed on the basis of the relevant regulations stated in the Handbook and Calendar published in their first year of enrolment in that qualification. However, if the regulations have changed since the student first enrolled for the qualification, Senate may decide, in individual cases, to vary or waive particular requirements. Students who are uncertain about whether courses passed under previous requirements will meet current requirements should consult the relevant academic advisor within their school.

All general correspondence should be addressed to:

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The USP 2022 Handbook and Calendar was produced by The University of the South Pacific Handbook and Calendar Committee.

EMERGENCY CONTACT DETAILS

COOK ISLANDS

Ambulance	(+682) 22664/ 999
Rarotonga Hospital	(+682) 22664
Community Health Clinic	(+682) 20066
Police	(+682) 22499
Emergencies Police/Fire/Ambulance	999

LAUCALA CAMPUS, FIJI

Ambulance	
(St John Ambulance, Suva City Area)	(+679)330 2584
Sigatoka	(+679) 922 0933
Korolevu	(+679) 937 8394
Campus Emergency	122
Electricity	913/ (+679) 339 3213
Fire	911/ (+679) 331 2877
Hospital	(+679) 331 3444
Police	919/ 917
USP Health and Wellness Centre	(+679) 323 2362 / 323 2202
USP Security	
Main Gate	(+679) 323 2211 ext 122
Pedestrian Gate	(+679) 323 2211 ext 121
Back Gate	(+679) 323 2211ext 120
Control Room (after hours)	(+679) 323 2211/ 323 2840

EMALUS CAMPUS, VANUATU

Hospital	(+678) 22100
Ambulance - Hospital	112
Emergency - Promedical Ambulance	115
Fire	(+678) 22333/ 113
Police	111/ (+678) 22222
Unelco/ Electricity & Water (24hr line)	(+678) 26000
Water	(+678) 27284

USP Security	(+678) 22748/24568 (Ext 166 or Ext 333)
Weather/ Forecasting/ Tsunami/ Earthquake (24 hour line)	(+678) 22932

KIRIBATI

Police	192
Fire	193
Ambulance	194 and 195
General Emergency Service Number	100

LABASA

Police	917
Ambulance and Fire	911
Broken power line	913
Labasa Hospital	(+679) 8811444

LAUTOKA

Police	917
Ambulance and Fire	911
Lautoka Hospital	(+679) 6660399
Fiji Eectricity Contact Centre	132333
Water Authority of Fiji	(+679) 3346777 or 5777 (Vodafone & Inkk)

MARSHALL ISLANDS

National Disaster Management Office	(+692) 625 6366
National Police	(+692) 625 8666/ 3233
Local Police	(+692) 625 8148/ 5911
Ambulance	(+692) 625 4144
Fire	(+692) 625 3233

NAURU

Police	110/ (+674) 556 2060
Ambulance Emergency	111

Fire Emergency	112
National Disaster Management	(+674) 557 3101

NIUE

Police	(+683) 4333
National Disaster Management Office	(+683) 4349
Niue Foou Hospital	(+683) 4100
24 hours Nurse station	(+683) 4202
Rescue Fire Service	(+683) 4133
Telecom Niue Emergency number	(+683) 4000

SAMOA CAMPUS

Ambulance	911
Fire	911
Police	22222
Red Cross	24334
Usp Security	23083
Water	20409
Weather	20855
Hospital	21212
Electricity	65400/65444

SOLOMON ISLANDS

Fire	988
Police	999
Search and Rescue Marine	977
Ambulance	111
National Disaster	955
Weather	933

TOKELAU

Hospital	(+690) 2112
Police	(+690) 2116

TONGA

Police	922
Fire	999
Hospital	933
Electricity	944
Any other Emergency Service	911

TUVALU

Police	911
Fire	000
Ambulance	999
Hospital	(+688) 20749
Tuvalu Electricity Authority	(+688) 20735

2022 Principal Dates

JANUARY	
1 Saturday	**Public Holiday (Tonga, RMI, Nauru, Samoa & Emalus, Solomon Islands, Cook Islands Campus)** – New Year's Day
2 Sunday	
3 Monday	**Public Holiday (Kiribati, Niue, Fiji, Tuvalu Campus)**– Holiday in Lieu of New Year's Day
4 Tuesday	**Public Holiday (Niue Campus)-** New Year Holiday
5 Wednesday	
6 Thursday	
7 Friday	**Semester 1**: Admission Application Deadline for International Students.
8 Saturday	
9 Sunday	
10 Monday	**Trimester 1: Orientation (Graduate School of Business Students ONLY)** Specific orientation dates will be communicated to students for different GSB Cohorts: 10 – 22 January
11 Tuesday	
12 Wednesday	
13 Thursday	
14 Friday	
15 Saturday	
16 Sunday	
17 Monday	
18 Tuesday	
19 Wednesday	
20 Thursday	
21 Friday	**PDLP**: Deadline for late registration and adding of courses
22 Saturday	
23 Sunday	**Trimester 1**: Deadline for adding courses
24 Monday	**PDLP**: Orientation and lectures commence & Invoice available on SOLS **Trimester 1**: Lectures commence and Invoice available on SOLS **Semester 0:** Commences
25 Tuesday	
26 Wednesday	
27 Thursday	**Review Committee 1/22**
28 Friday	
29 Saturday	
30 Sunday	

31 Monday	**Semester 1**: **Undergraduate** Admission Application Deadline for students new to USP and students resuming after a lapse of six semesters. Applications received after this date will incur a *late application fee* **Public Holiday (Nauru Campus)** – Independence Day
FEBRUARY	
1 Tuesday	**Public Holiday (Nauru Campus)** – Day following Independence Day
2 Wednesday	
3 Thursday	**Tender Board 1/22**
4 Friday	**Trimester 1:** Deadline for withdrawal from trimester 1 courses with no financial penalty **PDLP**: Deadline for withdrawal of courses with no financial penalty
5 Saturday	
6 Sunday	
7 Monday	
8 Tuesday	**Global Engagement Strategy Committee 1/22 Staff Policy Committee 1/22**
9 Wednesday	
10 Thursday	**Governance and Nominations Committee1/22**
11 Friday	
12 Saturday	
13 Sunday	
14 Monday	
15 Tuesday	
16 Wednesday	
17 Thursday	**Executive Committee 1/22**
18 Friday	**PDLP**: Deadline for payment of fees **Trimester 1:** Deadline for Payment of Trimester 1 fees
19 Saturday	**Trimester 1: Late Payment of Fee Period Start:** Students who have not paid their fees in full will be required to clear all outstanding fees and a Late Payment fee of FJ$125.00 within the 1st four (4) weeks.
20 Sunday	
21 Monday	**Public Holiday (Emalus Campus) –** In memory of the "Fr. Of Independence "Fr.Dr.W.H.L
22 Tuesday	**University Scholarships Committee 1/22**
23 Wednesday	
24 Thursday	**Medals and Prizes Committee 1/22**
25 Friday	
26 Saturday	
27 Sunday	
28 Monday	**Semester 1: Postgraduate** Admission Application Deadline for students new to USP and students resuming after a lapse of six semesters. Late application shall not be permitted. **Innovations in Technology Enhanced Learning and Teaching Committee 1/22**

MARCH	
1 Tuesday	**Public Holiday(RMI Campus)** – Nuclear Victims Remembrance Day **Academic Programmes Committee 1/22**
2 Wednesday	
3 Thursday	**University Research Committee 1/22**
4 Friday	**Semester 0:** Ends
5 Saturday	**Public Holiday (Emalus Campus)** – Custom Chief's Day / Fete des Chefs coutumiers
6 Sunday	
7 Monday	Semester 1: Orientation and Academic Advisory week; Registration continues **Space Management Committee 1/22**
8 Tuesday	**Teaching Quality Committee 1/22** **Public Holiday (Kiribati, Nauru Campus)** – International Women's Day
9 Wednesday	
10 Thursday	**Audit & Risk Committee 1/22 Review Committee 2/22**
11 Friday	**Governance and Nominations Committee2/22 Medals and Prizes Committee 2/22**
12 Saturday	
13 Sunday	
14 Monday	
15 Tuesday	**Communication and Information Technology Committee 1/22**
16 Wednesday	
17 Thursday	**Tender Board 2/22**
18 Friday	**Semester 1:** Deadline for registration for all campuses. Students who register for courses after this date will be charged a *late* registration fee. **Semester 1: Undergraduate *late*** Admission Application Deadline.
19 Saturday	
20 Sunday	**Trimester 1: Late Payment of Fee Period continue:** Students who have not paid their fees in full by this date will be liable for Late Payment fee as follows: · $150.00 (next 4 weeks after 20 March). · $200.00 thereafter.
21 Monday	**Semester 1:** Lectures commence and Invoice available on SOLS
22 Tuesday	
23 Wednesday	
24 Thursday	
25 Friday	**Semester 1:** Deadline for applications for change of programme **PDLD**: Deadline for Late Registration and adding of courses
26 Saturday	
27 Sunday	
28 Monday	**PDLD:** Lectures commence
29 Tuesday	**Student Discipline Committee 1/22**

30 Wednesday	**Pacific TAFE** Semester 2: Admission Application Deadline
31 Thursday	
APRIL	
1 Friday	**Semester 1:** Deadline for applications for campus transfer; Deadline for *late* registration; Deadline for adding of courses for those who registered within the registration period (no fee charged for this cohort) **Medals and Prizes Committee 3/22**
2 Saturday	
3 Sunday	
4 Monday	
5 Tuesday	
6 Wednesday	
7 Thursday	**Audit and Risk Committee2/22**
8 Friday	**Semester 1:** Deadline for dropping of courses without incurring any tuition fee. Any courses dropped after this date will incur the full tuition fee. **PDLD:** Deadline for withdrawal of courses with no financial penalty **Trimester 1:** Lectures end. Deadline for students to withdraw from courses they do not wish to be assessed in. **Global Engagement Strategy Committee 2/22** **Public Holiday (Kiribati Campus)** – World Health Day
9 Saturday	**Trimester 1:** Study week and Examination period: 9 – 22 April
10 Sunday	
11 Monday	
12 Tuesday	**Finance & Resources Committee 2/22**
13 Wednesday	
14 Thursday	**Senate 1/22**
15 Friday	**Semester 1:** Deadline for payment of semester 1 fees for all campuses. **Public Holiday (Tonga, Niue, Nauru, Kiribati, Samoa, RMI, Solomon Island, Tuvalu, Emalus & Fiji Campus)** – Good Friday
16 Saturday	
17 Sunday	
18 Monday	**Public Holiday(Tonga, Niue, Solomon Island, Nauru, Samoa, Kiribati, Tuvalu, Emalus & Fiji Campus)** – Easter Monday
19 Tuesday	**Remuneration and People Committee 1/22** **Public Holiday (Nauru Campus)** – Easter Tuesday
20 Wednesday	
21 Thursday	**Executive Committee 2/22**
22 Friday	**PDLD:** Deadline for Payment of Fees **Staff Policy Committee 2/22**
23 Saturday	**TRIMESTER 1 BREAK:** 23 April – 8 May
24 Sunday	
25 Monday	**Public Holiday(Niue, Tonga, Cook Islands Campus)** – Anzac Day

26 Tuesday	
27 Wednesday	
28 Thursday	
29 Friday	**Pacific TAFE** Semester 1: Deadline for payment of semester 1 fees for all campuses
30 Saturday	
MAY	
1 Sunday	
2 Monday	**PDLP:** 1st Intake Placement Commences **Public Holiday (RMI, Kiribati, Emalus Campus)** – Constitution & Labour Day
3 Tuesday	**Library Advisory Committee 1/22**
4 Wednesday	
5 Thursday	**Space Management Committee 2/22**
6 Friday	**Academic Regulations & Policy Review Committee 1/22**
7 Saturday	**MID-SEMESTER BREAK:** 07 – 15 May
8 Sunday	**Trimester 2:** Deadline for adding courses
9 Monday	Laucala Campus Graduation: 09 – 13 May **Trimester 2:** Lectures commence and Invoice available on SOLS **Public Holiday (Samoa Campus)** – Mother's Day **Public Holiday (Tuvalu Campus)** – Te Aso Tala Lei (Gospel Day)
10 Tuesday	
11 Wednesday	
12 Thursday	
13 Friday	**Trimester 2**: Deadline for withdrawal from trimester 2 courses with no financial penalty
14 Saturday	
15 Sunday	
16 Monday	
17 Tuesday	**Campus Life Committee 2/22** **Public Holiday (Nauru Campus)** – Constitution Day
18 Wednesday	
19 Thursday	**Council C93**
20 Friday	**Council C93**
21 Saturday	
22 Sunday	
23 Monday	
24 Tuesday	**Innovations in Technology Enhanced Learning and Teaching Committee 2/22**
25 Wednesday	**Public Holiday (Emalus Campus)** – Children's Day
26 Thursday	**Public Holiday(Emalus Campus)** – Ascension Day
27 Friday	**PDLP:** Last Day of Placement **Samoa Campus Graduation**
28 Saturday	

29 Sunday	
30 Monday	**Public Holiday (Emalus Campus)** – Independence Day
31 Tuesday	**Communication and Information Technology Committee 2/22**
JUNE	
1 Wednesday	**Public Holiday (Samoa Campus) –** Independence Day
2 Thursday	Tender Board 3/22 **Public Holiday** (**Solomon Island Campus)** – Queen's Birthday
3 Friday	**Trimester 2:** Deadline for Payment of trimester 2 fees Student Discipline Committee 2/22
4 Saturday	**Trimester 2: Late Payment of Fee Period start:** Students who have not paid their fees in full will be required to clear all outstanding fees and a Late Payment fee of FJ$125.00 within the 1st four (4) weeks 4 June – 3 July
5 Sunday	
6 Monday	**Public Holiday (Niue Campus) –** Queen's Birthday **Public Holiday** (**Solomon Island Campus)** – Whit Monday **Public Holiday (Tonga Campus)** – Emancipation Day
7 Tuesday	**Academic Programmes Committee 2/22**
8 Wednesday	
9 Thursday	**University Research Committee 2/22**
10 Friday	**Emalus Campus Graduation**
11 Saturday	
12 Sunday	
13 Monday	**Governance and Nominations Committee3/22** **Public Holiday (Tuvalu Campus) –** Queen's Birthday
14 Tuesday	**Teaching Quality Committee 2/22**
15 Wednesday	
16 Thursday	**Diversity, Equity, and Inclusion Committee 2/22 Audit & Risk Committee 3/22**
17 Friday	
18 Saturday	
19 Sunday	
20 Monday	
21 Tuesday	
22 Wednesday	
23 Thursday	**Staff Policy Committee 3/22**
24 Friday	**Semester 1:** Last day of lectures **PDLP**: Last Day of Lectures
25 Saturday	
26 Sunday	
27 Monday	**Semester 1:** Study Week: 27 June – 03 July
28 Tuesday	

29 Wednesday	
30 Thursday	
JULY	
1 Friday	**PDLP**: 2nd Intake Application deadline **Semester 1:** Deadline for students to withdraw from courses they do not wish to be assessed in. **Public Holiday (RMI Campus)** – Fisherman's Day **Public Holiday** – Ra ō te Ui Ariki (Cook Islands Campus) **Public Holiday – (Nauru Campus)** – RONPHOS Handover
2 Saturday	
3 Sunday	
4 Monday	**Semester 1:** Examination Period : 04 – 15 July **Trimester 2: Late Payment of Fee Period continue:** Students who have not paid their fees in full by this date will be liable for Late Payment fee as follows: • $150.00 (next 4 weeks after 4 July) • $200.00 thereafter. **Public Holiday (Tonga Campus)** – Official Birthday of His Majesty King Tupou VI (Birthday of the Reigning Sovereign)
5 Tuesday	
6 Wednesday	
7 Thursday	Senate 2/22 **Public Holiday** (**Solomon Island Campus)** – Independence Day
8 Friday	**Public Holiday (Kiribati Campus)** – Gospel Day
9 Saturday	
10 Sunday	
11 Monday	**Public Holiday (Kiribati Campus) –** National Culture and Senior Citizens Day
12 Tuesday	**Academic Regulations & Policy Review Committee 2/22** **Public Holiday (Kiribati Campus)** – National Day
13 Wednesday	**Public Holiday (Kiribati Campus)** – Kiribati Special Day
14 Thursday	**Tender Board 4/22**
15 Friday	**PDLP**: Deadline for late registration. **Semester 2: Undergraduate & Postgraduate** Admission Application Deadline for students new to USP and students resuming after a lapse of six semesters. Undergraduate Applications received after this date will incur a late application fee. Late Post Grad application shall not be permitted.
16 Saturday	**MID YEAR BREAK :** 16 July – 14 August
17 Sunday	
18 Monday	
19 Tuesday	**Finance & Resources Committee 3/22**
20 Wednesday	
21 Thursday	**Executive Committee 3/22**

22 Friday	**Trimester 2**: Lecture end Deadline for students to withdraw from courses for which they do not want to be assessed in
23 Saturday	**Trimester 2:** Study week and Examination period : 23 July– 5 August
24 Sunday	
25 Monday	**Public Holiday (Emalus Campus)** – Children's Day / Journee Mondiale des Enfants
26 Tuesday	**Innovations in Technology Enhanced Learning and Teaching Committee 3/22**
27 Wednesday	
28 Thursday	**Student Discipline Committee 3/22**
29 Friday	
30 Saturday	Public Holiday (Emalus Campus) – Independence day /Jour de independence
31 Sunday	
AUGUST	
1 Monday	**PDLP**: Orientation and Lectures Commence Invoice available on SOLS **Public Holiday (Tuvalu Campus) –** National Youth Day
2 Tuesday	**Academic Programmes Committee 3/22**
3 Wednesday	
4 Thursday	**Space Management Committee 3/22** **Constitution Day** – Cook Islands Campus
5 Friday	**Public Holiday (Kiribati Campus)** – National Youth & Children's Day
6 Saturday	**TRIMESTER 2 BREAK:** 6 – 21 August
7 Sunday	
8 Monday	**Semester 2:** Academic Advisory week; Registration continues
9 Tuesday	**Teaching Quality Committee 3/22**
10 Wednesday	
11 Thursday	**Audit & Risk Committee 4/22**
12 Friday	**Semester 2:** Deadline for registration for all campuses. Students who register for courses after this date will be charged a *late* registration fee. **PDLP**: Deadline for withdrawal of courses with no financial penalty
13 Saturday	
14 Sunday	
15 Monday	**Semester 2:** Lectures commence and Invoice available on SOLS **Public Holiday (Emalus Campus)** – Assumption Day **(Samoa Campus)** – Father's Day **Governance and Nominations Committee 4/22**
16 Tuesday	**Campus Life Committee 3/22**
17 Wednesday	
18 Thursday	**Diversity, Equity and Inclusion Committee 3/22**
19 Friday	**Semester 2:** Deadline for applications for change of programme University Research Committee 3/22 **Public Holiday (Nauru Campus)** – Ibumin Earoeni Day

20 Saturday	
21 Sunday	**Trimester 3:** Deadline for adding courses
22 Monday	**Trimester 3:** lectures commence and Invoices available via SOLS
23 Tuesday	
24 Wednesday	**Pacific TAFE** Semester 2: Admission Application Deadline
25 Thursday	Staff Policy Committee 4/22
26 Friday	**Semester 2:** Deadline for applications for campus transfer. Deadline for late registration; Deadline for adding of courses for those who registered within the registration period (no fee charged for this cohort). **Pacific TAFE** Semester 2: Deadline for registration for all campuses. (No late Registrations) **PDLP**: Deadline for Payment of fees **Trimester 3:** Last day for withdrawal from trimester 3 courses with no financial penalty
27 Saturday	
28 Sunday	
29 Monday	
30 Tuesday	**Communication and Information Technology Committee 3/22**
31 Wednesday	
SEPTEMBER	
1 Thursday	
2 Friday	**Semester 2:** Deadline for dropping courses without incurring any tuition fee. Any courses dropped after this date will incur the full tuition fee **Public Holiday (RMI Campus)** – Dri-Jerbal Day
3 Saturday	
4 Sunday	
5 Monday	
6 Tuesday	**Library Advisory Committee 2/22**
7 Wednesday	**Public Holiday** – (Fiji Campus) Constitution Day
8 Thursday	**Senate 3/22**
9 Friday	**Semester 2** : Deadline for payment of semester 2 fees for all campuses **Remuneration and People Committee 3/22**
10 Saturday	
11 Sunday	
12 Monday	
13 Tuesday	**Academic Regulations & Policy Review Committee 3/22**
14 Wednesday	
15 Thursday	**Tender Board 5/22 University Scholarship Committee 3/21**
16 Friday	**Trimester 3:** Deadline for Payment of trimester 3 fees
17 Saturday	**Trimester 3: Late Payment of Fee Period start:** Students who have not paid their fees in full will be required to clear all outstanding fees and a Late Payment fee of FJ$125.00 within the 1st four (4) weeks 17 Sept – 16 Oct

	Public Holiday (Tonga Campus) – Birthday of His Royal Highness The Crown Prince Tupoto'a-'Ulukalala (Birthday of the Heir to the Crown).
18 Sunday	
19 Monday	
20 Tuesday	
21 Wednesday	
22 Thursday	**Audit and Risk Committee 5/22**
23 Friday	**Pacific TAFE Semester 2:** Deadline for payment of semester 2 fees for all campuses **Public Holiday (RMI Campus)** – Manit Day **Global Engagement Strategy Committee 4/22**
24 Saturday	
25 Sunday	**Public Holiday (Nauru Campus)** – Hammer DeRoburt Day
26 Monday	**Innovations in Technology Enhanced Learning and Teaching Committee 4/22** **Public Holiday (Nauru Campus)** – Angam Day
27 Tuesday	**Finance & Resources Committee 4/22**
28 Wednesday	
29 Thursday	**Executive Committee 4/22 Academic Programmes Committee 4/22**
30 Friday	**Student Discipline Committee 4/22**
OCTOBER	
1 Saturday	**MID-SEMESTER BREAK:** 01 – 09 October
2 Sunday	
3 Monday	Laucala Campus Graduation: 03 – 07 October **Public Holiday (Tuvalu Campus)** -Tuvalu Day
4 Tuesday	**Public Holiday (Tuvalu Campus)** -Tuvalu Day
5 Wednesday	**Public Holiday (Emalus Campus)** – Constitution Day **Public Holiday (Kiribati Campus)** – World Teachers Day
6 Thursday	
7 Friday	**Public Holiday** (Fiji Campus) – Prophet Mohammed's Birthday
8 Saturday	
9 Sunday	
10 Monday	**Public Holiday (Samoa Campus**) – White Sunday **Public Holiday (Tuvalu Campus) –** National Children's Day **Public Holiday (Fiji Campus)** – Fiji Day
11 Tuesday	**Space Management Committee 4/22 Teaching Quality Committee 4/22**
12 Wednesday	
13 Thursday	**University Research Committee 4/22**
14 Friday	
15 Saturday	

16 Sunday	
17 Monday	**Trimester 3: Late Payment of Fee Period continue:** Students who have not paid their fees in full by this date will be liable for Late Payment fee as follows: · $150.00 (next 4 weeks after 17 October) · $200.00 thereafter.
18 Tuesday	**Communication and Information Technology Committee 4/22**
19 Wednesday	**Public Holiday (Niue Campus)** – Niue Constitution Day
20 Thursday	**PDLD:** Last day for Lectures **Public Holiday (Niue Campus) –** Constitution Holiday Diversity, Equity and Inclusion Committee 4/22 Campus Life Committee 4/22
21 Friday	**Solomon Islands Campus Graduation**
22 Saturday	
23 Sunday	
24 Monday	**Public Holiday (Niue Campus) –** Peniamina (Gospel) Day
25 Tuesday	**Public Holiday (Fiji Campus)** – Diwali
26 Wednesday	Cook Islands Gospel Day – **Cook Islands Campus**
27 Thursday	
28 Friday	**Student Discipline Committee 5/22**
29 Saturday	
30 Sunday	
31 Monday	
NOVEMBER	
1 Tuesday	**Staff Policy Committee 5/22**
2 Wednesday	
3 Thursday	**Senate 4/22**
4 Friday	**Trimester 3**: Lectures end Deadline for students to withdrawal from Trimester 3 courses for which they do not want to be assessed in **Review Committee 3/22**
5 Saturday	**Trimester 3:** Study week and Examination period: 5 – 18 November
6 Sunday	
7 Monday	**PDLP**: 2nd Intake Placement Commences **Public Holiday (Tonga Campus)** – Constitutional Day (National Day)
8 Tuesday	
9 Wednesday	
10 Thursday	**Council C94**
11 Friday	**Council C94**
12 Saturday	
13 Sunday	
14 Monday	
15 Tuesday	**University Scholarship Committee 4/21**

16 Wednesday	
17 Thursday	**Public Holiday (RMI Campus)** – President's Day
18 Friday	**Semester 2:** Last day of classes **Library Advisory Committee 3/22**
19 Saturday	**TRIMESTER 3 BREAK**
20 Sunday	
21 Monday	**Semester 2:** Study Week: 21 – 27 November **Tender Board 6/22**
22 Tuesday	
23 Wednesday	
24 Thursday	**Audit and Risk Committee 6/21**
25 Friday	**Semester 2:** Deadline for students to withdraw from courses they do not wish to be assessed in.
26 Saturday	
27 Sunday	
28 Monday	**Semester 2:** Examination Period
29 Tuesday	**Public Holiday (Emalus Campus)** – Unity Day
30 Wednesday	
DECEMBER	
1 Thursday	
2 Friday	**PDLP:** Last day for Placement **Public Holiday (RMI Campus)** : Gospel Day
3 Saturday	
4 Sunday	
5 Monday	**Public Holiday (Tonga Campus)** – Anniversary of the Coronation of H.M. King George Tupou I
6 Tuesday	
7 Wednesday	
8 Thursday	
9 Friday	**Summer Flexi School Period**
10 Saturday	
11 Sunday	
12 Monday	**Public Holiday (Kiribati Campus)** – Human Rights Day
13 Tuesday	
14 Wednesday	
15 Thursday	
16 Friday	
17 Saturday	
18 Sunday	
19 Monday	

20 Tuesday	
21 Wednesday	
22 Thursday	
23 Friday	
24 Saturday	
25 Sunday	**Public Holiday (Tonga, RMI, Solomon Islands, Nauru, Samoa & Emalus, Cook Islands Campus)** – Christmas Day
26 Monday	**Public Holiday (Tuvalu, Niue, Solomon Islands, Nauru, Kiribati, Fiji Campus)** – Holiday in lieu of Christmas Day (**Tonga, RMI, Fiji & Samoa, Cook Islands Campus)** – Boxing Day **Public Holiday** (**Solomon Islands)** – National Day of Thanksgiving **Public Holiday (Emalus Campus)** – Family day
27 Tuesday	**Public Holiday (Emalus, Niue, Kiribati, Tuvalu, Fiji Campus)** – Holiday in Lieu of Boxing Day
28 Wednesday	**Public Holiday (Niue Campus) –** Christmas Holiday
29 Thursday	
30 Friday	**PDLP**: Last day for Lectures
31 Saturday	

GLOSSARY, ABBREVIATIONS AND ACRONYMS

Academic Advising	Academic advice given to students according to the Academic Advice Framework with the intent of aiding students in making informed academic decisions.
Academic Advice Framework	The Framework is based on Academic Regulations to provide academic guidance.
Academic Year (Level 7 & above)	Comprises of two semesters, each of 18 weeks in length, or 3 semesters each of 12 weeks. For a full time student total workload Learning Hours for one year will be between 1500-1800.
Academic Progress Grade Point Average (APGPA)	This is the sum of all grade points achieved, divided by the number of courses attempted within a Senate-approved programme. Where a student repeats a course, only the highest grade achieved for that course shall be included in the calculation of the APGPA. For students returning from academic suspension, the consideration of progress for the APGPA shall be the sum of all grade points since resumption.
Academic Unit	faculties, schools, departments, institutes, centres and other academic divisions requiring specific budgetary allocation
Admission	The process of applying to study and being offered a place at The University of the South Pacific.
Aegrotat Pass	A pass granted (on application) to a student who falls ill immediately prior to or during their final examination. A student's eligibility for an aegrotat pass is based on their achieving a coursework grade of B, a valid reason and relevant supporting documentation.
Assessment	Gathering evidence about the current levels of capability and competency of students using valid (fit-for-purpose) tasks.
Assessment Task	A fit-for-purpose task or activity used to develop and evaluate students' achievement of course learning outcomes.
At-risk Student	A student who shows early indication(s), or past history, of unsatisfactory academic performance or non-academic circumstances, putting them at risk of failure.
Attrition Rate	The percentage of enrolments which were not retained by the University (either as graduates or returnees). The University retention rate plus attrition rate equals 100%. Note that Retention rate is a lagging indicator by 12 months (1 year).

Auditing a Course	Attendance in a course on a non-credit basis.
Award	The qualification given to students after they have successfully completed all the requirements of their programme.
Campuses	A physical location where the University provides teaching and engages in research. The University of the South Pacific is a multi-campus university and has 14 teaching campuses. All campuses outside the Laucala Campus are classified as regional campuses.
Candidate	A person admitted to a course and enrolled at the University until such time as that person has completed, is withdrawn from, been excluded from, or is determined to have abandoned the programme in which they are enrolled.
Careers Office	An office within Campus Life that offers programmes and services that connect students and recent graduates with employers.
Cohort	A cohort is a group of students often enrolled in a programme during a specific period of time, selected from a particular industry/agency or other organisational partner, donor/funding agencies with the University.
Cohort programme	A programme delivered on cohort basis is an intensive form of learning which can be offered during an academic term and through a variety of modes delivering the same outcomes as semester/trimester delivery.
Combined Degree Programme	An approved programme of study made up of two normally separate programmes. Students enrolled in combined degree programmes receive a single award upon completion of their course requirements. As students are specifically enrolled in the combined degree, it is not possible to graduate from either programme separately.
Compassionate Pass	A pass granted (on application) to students who under exceptional circumstances beyond their control and other than their own illness or injury and who consider that their performance in examination will be or was seriously impaired by the same circumstances. Students' eligibility for a compassionate pass is based on their achieving a coursework grade of B or above.
Competence	The ability to apply knowledge and skills in context, which is described using learning outcomes.
Completion	The administrative process of checking that a student has met all the requirements of a programme in which they wish to graduate.

Compulsory Course	A course that must be completed to meet the requirements of a programme. This is also referred to as a core course.
Computer Laboratory	A general purpose or specifically designed laboratory containing desktop computers or laptops available to all students on every campus.
Conditional Enrolment	A limitation placed on the enrolment of a student due to failure to pay fees or unsatisfactory academic performance.
Conditional Offer	An offer letter may be made when an applicant has applied for a formal course of study at The University of the South Pacific, but who has not met the academic and English requirements for admission.
Counselling Service	Personal counselling available to students. Students can talk about areas of difficulty, conflict or crises in their lives. The service is free and confidential. The counselling service also offers free study and life skills workshops to students. The counselling service falls under the Campus Life operations.
Core Course	A course that must be completed to fulfil the requirements of a programme. This is also referred to as a compulsory course.
Course	A component of a discipline and normally a semester-long that is taught by one or more academic staff, and has a fixed number of credit points. It is usually an individual subject. Full-time study at undergraduate level typically will involve registration in four courses per semester. Students will undertake a number of courses to complete the requirements of a programme. There are many variations of the length of courses and associated credit points.
Course Completion	The status applied to a student academic record when they have met all the requirements of their course. A student is deemed to have completed a course if they: meet all the compulsory requirements of a course; satisfy the assessment requirements of the course; meet the minimum specific requirements of a course.
Course Coordinator	An academic staff member who administers and teaches a course either on his/her own or in a team. The Coordinator is also responsible for the design, delivery and quality of the courses offered as well as ensuring that student concerns pertaining to the course are adequately addressed.

Course Learning Outcomes	The capabilities and competencies that students are expected to demonstrate they have developed to a required standard by the end of a course. Course learning outcomes are measured through appropriate assessments.
Course Level	An indication of the level of learning required, which generally corresponds to the year of study. For example, courses at 100-level are equivalent to first year learning expectations and requirements. All undergraduate programmes require eight courses to be taken at each level.
Course Outline	A summarized outline of the course provided to students at the beginning of each course they are registered in. The course outline provides course learning outcomes, teaching and learning activities and assessment tasks for a course. It gives the weekly schedule, associated topics, reading materials and other course requirements and expectations of students. The course outline also indicates the alignment of the course learning outcomes with the USP and Programme Graduate Outcomes.
Course Pass Rate	The number of students who pass a course divided by total registration in a course expressed as a percentage. Pass grades are: A+, A, B+, B, C+, C, AEG, Comp, Pas, R and S. Fail grades are: D, E, EX, NC, NV, U and Fail. Note that courses where a grade has not yet been determined are not included in the pass rate calculation and are presented as Provisional results, which show either: I, IP or SE.
Course Schedule	A schedule of courses approved by the University Senate providing a coherent study for an award.
Credit	A value assigned for the recognition of effort and attainment of course learning outcomes in different learning experiences.
Credit Point	A measure that indicates the amount of student workload in terms of notional learning hours for a course.
Credit Transfer	A process for enabling a student to have a course(s) or components of a course from another programme or higher education institution recognised as equivalent in knowledge and skills to those in a USP course in their required programme of study.
Cumulative 10-year Programme Completion Rate	The proportion of a group of students who commence a programme, who subsequently graduate within 10 years.

Current Student	A student who is successfully enrolled in a programme and courses for the teaching session in question.
Deferment	The choice of an applicant, after being offered a place at The University of the South Pacific, to delay enrolment for no longer than six semesters/trimesters. After this time students must apply for re-admission.
Disability	A condition due to sickness, sensory impairment or injury that curtails a person's ability to carry on normal pursuits. A disability may be partial or total, and temporary or permanent as verified by a doctor.
Disability Resource Centre	A resource centre within Campus Life that assesses the needs of students with a disability or chronic health condition, and provides necessary support to assist the student in achieving his or her programme requirements.
Discipline	An area of study, such as chemistry, economics, or history.
Discipline Coordinator	An academic staff who coordinates activities among Course Coordinators to ensure the quality of the academic programmes under the discipline and to offer advice on such programmes.
Distance Education	When students are based at a distance from the campus site that is pertinent to their study. This form of education may include varied modes of study such as online, blended and print. Study is conducted by mail, email and the University's learning management system (Moodle). Periodical attendance on campus may be required.
E-Learning	Learning that occurs in an online learning environment using electronic educational technologies. The online platform of e-learning at USP is Moodle, which is its learning management system.
Elective Course	A course which may be chosen by a student, usually from a discipline outside the student's major(s) or minor(s), which must be passed as part of a programme.
ELSA	English Language Skills Assessment, a test of English language proficiency offered by the University. All new students of USP shall sit the ELSA test except students admitted to the following programmes: Centre for Vocation and Continuing Education courses Preliminary Programmes Foundation Programmes Postgraduate Programmes

	Students who have not achieved an ELSA score of 6.0 or better shall register for and pass EL001 before they register for any 200- or 300-level course.
English Language Proficiency	A measure of a student's capability in the use of the English language. All applicants who have not completed formal studies at secondary or tertiary level in the English language must also demonstrate proficiency in English by achieving a prescribed level in an approved English examination. The approved English Language tests include the English Language Skills Assessment (ELSA), the International English Language Testing System (IELTS), and the Test of English as a Foreign Language (TOEFL).
Enrolment	The completion of the three processes of admission, registration and fee payment.
Equivalent Full-time Student (EFTS)	A measure of the study load for a year of a student undertaking a programme of study (made up of courses) on a full-time basis.
Equivalent Course	A course deemed to be equivalent in achieving outcomes of learning to another specified course.
Examination	A formal supervised assessment process conducted under controlled conditions and designed to test a student's learning.
Exchange Programme	An international exchange programme based on an official agreement between two partner universities. Students are required to pay full fees to their home university, while studying at a host university and vice versa.
Exclusion	A student whose enrolment and/or registration is cancelled, and is prohibited from re-enrolling. Students are excluded from study due to failure to meet progression requirements or for disciplinary reasons. The period of exclusion shall be communicated to the student by Student Administrative Services. During a period of exclusion, a student's enrolment will be terminated and the student will not be entitled to have access to University premises, except with the written permission of the Vice-Chancellor and President.
Exit Award	An official qualification at an exit point from a programme, which is lower than the intended programme. For example, a student studying a Bachelor's degree in Information System who ended study before completing the degree, could be awarded a Diploma in Information Systems if they completed the requirements of that award. This is only applicable where a lower award is available.

Expulsion	The removal of a student from the University on a permanent basis for disciplinary reasons.
External Scholarship	A scholarship awarded and funded by an organisation, institution or donor outside of USP.
Fees	A payment made to the University for the courses and services offered to students. This may include tuition, any other fees specified by the University.
Final Grades	Final grades refer to the grade awarded on the completion of a course and is presented as letter grades.
Field-trip or Field–lab	Field trips are activities by students away from their normal learning environment. The purpose is usually for observation of issue learned in class, non-experimental research or to provide students with experience outside their everyday activities. Field activities that practice and teach hands-on skills and scientific field methods are also called field-labs.
Flexi-School	A course taught intensively, typically between four to six weeks normally during semester breaks. This was formerly known as summer or winter school.
Full Fee Paying Student	A student who pays their full tuition and all associated fees, usually classified as a private student.
Full Time Student	Full time study will involve registration in more than or equal to 0.75 for the full year per year (that is more than or equal to 75% of the standard annual full-time workload (i.e., learning hours).
Grade	A letter designation of a mark range given for an assessment or formal examination for a course of study.
Grade Point	A convention used to convert letter grades into numerical values for the calculation of the students' grade point averages (GPA).
Grade Point Average (GPA)	A sum of all grades achieved divided by the number of courses attempted in adherence with a Senate-approved programme.
Grading	Approved indicators that describe performance required to achieve different grade levels.

Graduand	A student who has completed the requirements of a course and is eligible to graduate, but has not yet had the award formally conferred.
Graduate	A student who has had their award conferred.
Graduation	The ceremony during which students' awards are presented to them, and in which they officially become a graduate.
Graduate Programme	A programme of study leading to an award, where entry into the programme requires students to have completed an undergraduate programme in a different discipline.
Handbook & Calendar	An annual authoritative source of information published by the University, providing details of its academic year, regulations, fees, course and programme offerings, relevant committee compositions and staff listing.
In Absentia	A student who graduates but does not attend their graduation ceremony.
International English Language Testing System (IELTS)	An internationally accredited test for students who need to demonstrate English language proficiency.
International Student	A student who studies at USP and comes from outside the University member countries.
Introduction & Assessment (I&A)	An introductory book about a course and its assessment requirements, mainly used in the print mode. It generally includes information that changes from semester to semester such as semester calendar, course coordinator information, study schedule, REACT tutorial sessions, assignment questions and due dates and sample test and examination papers.
Joint Scholarship	A scholarship partly funded by USP and an organisation, institution or donor outside of USP.
Learning	An evidence-based, demonstrably positive improvement in specified capabilities and competencies that count towards a course or programme of study.
Learning Design & Resources	Fit-for-purpose learning design, learning resources, with an aligned student support system and capable staff available to deliver it.

Learning Hours	The time spent by a student through directed learning activities (e.g., lectures, tutorials, tests, labs, online required activities, exams, field trips, internships etc.) and/or self-directed learning activities (study, reading, exam or test preparation, formal or informal coaching, group study, writing drafts, completing assignments, consulting with academic staff or Student Learning Specialists (SLS), research data gathering, project design etc.).
Lecture	A teacher-led session normally of about one hour duration, held in a large room or lecture theatre with many students registered in a course and one lecturer.
Local/Regional Students	Any student, who is a citizen of Fiji or regional member country, permanent resident, or holder of a Fiji or regional member country permanent visa or passport.
Major	A defined sequence of courses in an undergraduate degree, which defines an area of focus within the Bachelor of Arts, Bachelor of Commerce and Bachelor of Science programmes and usually consists of two majors.
Minor	A supplementary discipline taken in addition to, and in support of, a single major within the Bachelor of Arts, Bachelor of Commerce and Bachelor of Science programmes. A single major can be combined with up to two minors in a degree programme.
Mobile Learning	Any learning through the use of mobile technologies.
Mode of Study	The medium used in the delivery and support of a course. Possible modes of study currently used are face-to-face (F), online (O), blended (B) and print (P) and definitions are as follows: Blended (B): A blended (hybrid) course is one that blends online and face-to-face modes of delivery. A blended course has a substantial proportion of the content (30-79%) delivered online with some face-to-face interaction between the student and the lecturer or tutor. Face-to-face (F): A course offered with up to two hours of lectures per week and face-to-face tutorials during the semester of offer. These courses may include any specified laboratory or field work, and utilise Moodle as a learning management system Online (O): An online course is one where 80+% is delivered online and may include some face-to-face interaction. Print (P): A course offered in the print mode will normally have learning resources in the form of print and online materials and may include tutorials.

Moodle	An acronym for 'modular object-oriented dynamic learning environment', the learning management system that the University uses.
Non-Award Student	A student who is registered in one or more courses but is not enrolled in a programme leading to a qualification.
Non-Standard Course	A course that does not conform to the semester-long structure. This includes 7 week courses, year-long project courses and industry attachment courses lasting beyond one semester.
Notional Learning Hours	An estimate of the number of hours that equates to 1 credit.
Offer Letter	A letter sent to a successful applicant for entry into a programme of study at the University.
Online Student Support	The provision of learning support to students studying in any mode using online tools including online orientation, emails, e-mentoring, Moodle.
Open Book Examination	A final examination in which students may bring into and use in the examination room specified textbooks and/or other course materials with the approval of the Head of Academic Unit. The approval of the Head of Academic Unit shall be obtained before a course that is partly assessed by an open book examination is taught.
Orientation	An information session, held at the beginning of each semester that provides new students with the opportunity to meet other students in their course and staff teaching their course; find their way around the campus; learn about skills that will assist them with their studies; find out about services we offer and ask questions in a friendly environment. The University also offers online orientation to students.
Part Time Student	Part time study will involve registration in less than 0.75 for the full year (that is less than 75% of the standard annual full-time workload).
Partial Scholarship	A scholarship that is partly funded either by USP or an external institution or donor outside of USP.
Postgraduate Programme	A programme of study leading to an award, where entry into the programme requires students to have completed an undergraduate programme in that particular discipline.
Postgraduate Specialisation	A sequence of courses or research in a postgraduate qualification, which defines an area of focus within a discipline.

Prerequisite	A course, which must have been satisfactorily completed, or a requirement which must have been satisfied, before a student may register in a particular, normally advance level course.
Probation	A period of one semester when students are put reduced loads to enable them to improve their performance in the courses that semester. Students are put on probation as a result of unsatisfactory performance in the previous year.
Programme	An arrangement of courses fitting the requirements for a University qualification such as a certificate, a diploma or a degree.
Programme Graduate Outcomes	The outcomes of a programme that graduates are expected to demonstrate at or near graduation. These include discipline or profession-specific outcomes and USP Graduate Outcomes.
Programme Mapping	Confirmation that all programme level outcomes are achieved in a programme through all courses that make up that programme. This is done in a systematic scaffolding of the different level courses with appropriate course level learning outcomes. This is also known as curriculum mapping.
Programme Retention	The percentage of student enrolments in an academic year who were retained in the same programme the following year.
Progression	A student's movement throughout a programme from admission to graduation, satisfying at least the minimum course requirements at each stage.
Recognition of Prior Learning (RPL)	A process used to evaluate learning outcomes achieved that cannot be wholly attributed to formal courses of study successfully completed outside of the programme. Such learning can arise from life experience, formal or informal work experience, and/or formal and informal education or training that may or may not have been assessed.
Registration	The process of selecting course(s) and subsequent approval of the selected course(s).
Research Degree	Degrees where students work under expert supervision, on discipline-based topics, becoming an expert in their area of interest. Research degrees include the Doctor of Philosophy (PhD) and Masters by Thesis degrees.
Restricted Pass	A pass granted to a student who has marginally failed the final course required to complete their programme.

Results	The final performance outcomes of students in a course and is a combination of their performance in continuous assessments and final examination.
Retention Rate	A measure of the University's ability to retain students beyond a year. The proportion of students in year X, who either completed or returned in year (X+1).
School	An academic unit that undertakes teaching, research and outreach activities in particular areas.
Semester	The normal duration for which a course is offered and 18 weeks long.
Semester Grade Point Average (SGPA)	This is a sum of all grade points achieved in a particular semester divided by the number of courses attempted in that semester. The results for 30-week courses shall be included in a SGPA calculation for Semester II only.
Service Course	Courses taken during the undergraduate programme by students in a discipline (major), which are outside the discipline area but complement their major and is compulsory.
Special Consideration	Consideration given to students when they experience serious misadventure, accident or extenuating circumstances beyond their control, which affect their academic performance. Applying for and receiving special consideration means that those circumstances will be taken into account when their grade is determined.
Specialisation	Areas of study that students can select to make up part of their formal programme structure. Students choose specialisation by selecting major(s) and/or minor.
Staircase	Step-wise progression from a lower qualification to a higher qualification in the same discipline. The progression involves increased complexity in the qualification among a common core standard, for example moving from a certificate to a diploma to a degree. In practice this means a person may first start at the Certificate level by completing six courses. If he/she wishes to complete the Diploma then completes another six courses. And if he/she wants to do a Bachelor's Degree, he/she would only need to complete the remaining twelve courses to graduate with a Degree.
Student Bursary Scheme	A University scheme, which provides financial assistance for the payment of tuition fees for eligible full fee paying underprivileged students.
Study Abroad Students	Students who study with an overseas provider when there is no formal exchange agreement.

Suspension	The barring of a student from attendance at the University for a specified period of time for disciplinary or academic non-performance reasons. During a period of suspension, a student's enrolment and/or registration will be terminated and the student will not be entitled to have access to University premises or facilities, except with the written permission of the Vice-Chancellor and President. A student who is suspended from the University shall not be granted Advanced Standing for courses completed at another University during the period of suspension.
Termination	The cancellation by the University of a student's enrolment in a course, usually due to failure to meet administrative requirements.
Testamur	The certificate presented to a graduate at graduation, indicating the award received.
Timetable	A list of where and when classes are scheduled.
Test of English as a Foreign Language (TOEFL)	A test of English language proficiency.
Transcript	The formal written record of results achieved in all registered courses in a programme.
Trimester	A period of study offered three times a year that is shorter than a semester, usually 10 weeks long. For e.g. the Graduate School of Business conducts its programme of study on a trimester basis.
Tuition Fees	Course fees paid by full fee paying students for each course in which they are registered.
Tutorial	An interactive teaching technique in which a small group of students (e.g. 20-25 students) interact, usually once or twice a week, with an academic or academic support staff for directed learning.
Unclassified Foundation Studies	Persons who fail to meet the Bachelor's degree admission requirements but fulfil the Unclassified Studies requirements.
Unclassified Studies	A student may apply to the University to take courses under Unclassified Studies that do not lead to the award of a certificate, diploma or degree. Qualifying courses taken under unclassified studies as a pre-requisite to a particular programme will not be credited towards a qualification.

Undergraduate Programme	A programme of study leading to an award that does not require students to have already completed a degree course prior to admission.
University Course	A compulsory interdisciplinary course for all degree programmes. Most USP courses are offered by specific disciplines, but University courses (coded UU) range across several disciplines.
University Retention	The percentage of student enrolments in an academic year that were retained in the same or different programme the following year.
Unspecified Credits	Credits awarded for non-specific courses that can be used as general elective/optional credit points at the appropriate level within the USP programme.
USP Alumni	Graduates of The University of the South Pacific.
USP Graduate Attributes	The qualities, skills and understandings that USP agrees that its students should develop during their time at the institution.
USP scholarship	A scholarship funded by USP and awarded by the University Scholarship Committee.
USP Graduate Outcomes	Generic outcomes that USP graduates are expected to demonstrate at or near graduation. These outcomes are measurable forms derived from USP Graduate Attributes. These include: Communication, Creativity, Critical Thinking and Quantitative Reasoning, Ethics, Pacific Consciousness, Professionalism and Teamwork.
Withdrawal	Formally withdrawing enrolment in a course. There are different procedures and penalties for withdrawing before and after census date.
Working Day	Where University documents refer to timelines specified in 'working days', these are taken to mean weekdays, Monday to Friday within normal business hours and excludes public holidays.
ACRONYMS	
BA	Bachelor of Arts
BCom	Bachelor of Commerce

BE	Bachelor of Engineering
BEd	Bachelor of Education
BNS	Bachelor of Networks & Security
BSc	Bachelor of Science
BSE	Bachelor of Software Engineering
CAH	College of Arts & Humanities
CBA	Competency Based Assessment
CBTH	College of Business, Tourism & Hospitality
CFL	Centre for Flexible Learning
CSTE	College of Science, Technology & Environment
FL	Flexible learning
ELSA	English Language Skills Assessment
FNA	Foundation Arts
FNBS	Foundation Business
FNSN	Foundation Science
FYE	First Year Experience
GPA	Grade Point Average
LLB	Bachelor of Laws
LLM	Master of Laws
MA	Master of Arts
MAgr	Master of Agriculture
MBA	Master of Business Administration

MCom	Master of Commerce
MEd	Master of Education
MEL	Master of Environmental Law
MOODLE	Modular Object Oriented Dynamic Learning Environment
MSc	Master of Science
OMDT	Online Mathematics Diagnostic Tool
PA	Preliminary Arts
PaCE-SD	Pacific Centre for Environment and Sustainable Development
Pacific TAFE	Pacific Technical & Further Education
PBS	Preliminary Business
PDLP	Professional Diploma in Legal Practice
PGC	Postgraduate Certificate
PGCTT	Postgraduate Certificate in Tertiary Teaching
PGD	Postgraduate Diploma
PhD	Doctor of Philosophy
PSN	Preliminary Science
RPL	Recognition of Prior Learning
SAS	Student Administrative Services
SAFE	School of Accounting, Finance and Economics
SAGEONS	School of Agriculture, Geography, Environment, Oceans, and Natural Sciences
SBM	School of Business and Management
SoLaSS	School of Law and Social Sciences

SOLS	Student Online Services
SPACE	School of Pacific Arts, Communication, and Education
STEMP	School of Information Technology, Engineering, Mathematics, and Physics
USP	The University of the South Pacific
USPSA	The University of the South Pacific Students' Association
WDTU	Workforce Development Training Unit

ABOUT THE UNIVERSITY OF THE SOUTH PACIFIC

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ORGANISATIONAL STRUCTURE

ACADEMIC SECTIONS OF THE UNIVERSITY

Teaching and research at The University of the South Pacific are conducted mainly by the six schools, the College of Foundation Studies and regional campuses. The schools are: School of Accounting, Finance and Economics (SAFE); School of Business and Management (SBM); School of Information Technology, Engineering, Mathematics, and Physics (STEMP); School of Agriculture, Geography, Environment, Oceans, and Natural Sciences (SAGEONS); School of Law and Social Sciences (SoLaSS); and School of Pacific Arts, Communication, and Education (SPACE). Disciplines within each school offer a wide range of programmes and courses at the undergraduate and postgraduate levels. The academic staff members in each school are also expected to be actively involved in research.

School of Accounting, Finance and Economics (SAFE)

The School of Accounting, Finance and Economics includes the following disciplines:

- Accounting and Finance; and
- Economics;

School of Business and Management (SBM)

The School of Business and Management includes the following disciplines:

- Tourism and Hospitality;
- Management and Public Administration;
- GSB; and
- Land Management

School of Information Technology, Engineering, Mathematics, and Physics (STEMP)

The School of Information Technology, Engineering, Mathematics, and Physics includes the following disciplines:

- Electrical/Electronics Engineering
- Mechanical Engineering
- Civil Engineering
- Physics
- Computer Science & Information Systems
- Mathematics and Statistics

School of Agriculture, Geography, Environment, Oceans, and Natural Sciences (SAGEONS)

The School of Agriculture, Geography, Environment, Oceans, and Natural Sciences includes the following disciplines:

- Agriculture and Food Technology;
- Geography; Earth Science & Environment;
- Biological, Chemical Sciences & Environment; and
- Marine Studies

School of Law and Social Sciences (SoLaSS)

The School of Law and Social Sciences includes the following disciplines:

- Law, Governance & Social Science & Development Studies; and
- Social Sciences

School of Pacific Arts, Communication, and Education (SPACE)

The School of Pacific Arts, Communication, and Education includes the following disciplines:

- Language Arts & Media;
- Education; and
- Oceania Centre of Arts & Culture

Other sections of the University that are involved in teaching are:

PACIFIC TECHNICAL & FURTHER EDUCATION (PACIFIC TAFE)

Pacific Technical & Further Education (Pacific TAFE) is a strategically amalgamated and integrated learning and teaching section which offers high quality Skills Based Qualifications (SBQ's), Foundation and Preliminary studies. The programmes provide employment opportunities at entry and para professional levels, pathways for higher studies at USP where approved, and career advancement for working people. The two learning and teaching units are:

- College of Foundation Studies;
- College of Continuing Vocational Education and Training

Pacific TAFE has achieved Registered Training Organisation (RTO) status with Australian Skills Quality Authority (ASQA).This means that Pacific TAFE can deliver qualifications which are accredited with Australian Qualifications Framework (AQF) and has global recognition. Ten (10) of its qualifications have been externally accredited on the Fiji Qualifications Framework (FQF) by Fiji Higher Education Commission (FHEC). The Certificate III in Commercial Cookery and Certificate IV in Hospitality Operations programmes are internationally accredited by International Centre of Excellence in Tourism & Hospitality Education (THE-ICE). The Certificate III in Early Childhood Education and Care programme has international recognition by Australian Children's Education & Care Quality Authority (ACECQA). Certificate III in Community Development programme is internationally accredited by Australian Community Workers Association (ACWA). The Diploma of Information Technology (level 5) programme has been recognised by Skills International New Zealand confirming that Pacific TAFE's Diploma of Information Technology (Level 5) aligns to the New Zealand Diploma in Information Technology – Technical Support (Level 5).

CENTRE FOR FLEXIBLE LEARNING

The Centre for Flexible Learning (CFL) encompasses the Programme Design and Development (PDD) Team, the Learning Systems Team (LST) and Multimedia Team (MMT). The Programme Design and Development Team develop high quality learning materials for students in flexible learning. The Learning Systems Team manages and maintains the University's Learning Management System (Moodle) and learning technologies. The Multimedia Team offers a wide range of services in quality and innovative production of educational media including services in audio, video, graphics, photography, animation, multimedia and web design. The Centre for Flexible Learning is also responsible for training students and staff in the use of Moodle and the learning technologies and new pedagogies that are integrated with flexible learning design and development.

STUDENT LEARNING SUPPORT

Student Learning Support (SLS) provides academic support to students in the form of workshops, mentoring, drop-in (individual consultation), ACTS, online support and Success@USP. SLS also offers the English Language Skills course EL001.

PACIFIC CENTRE FOR ENVIRONMENT & SUSTAINABLE DEVELOPMENT

The Centre primarily works with relevant sections of the University, regional governments, intergovernmental organisations, CROP agencies and NGOs to promote sustainable development in the Pacific. PaCE-SD is a Centre of Excellence for teaching, training and research-based capacity building for the Pacific Islands Region.

PaCE-SD pursues its current goals through five thematic areas:

Postgraduate Training and Teaching
Research Publications and Consultancies
Community Engagement and Outreach
Capacity Building, Workshops, Conferences and Training
Communication and Visibility

PaCE-SDs priority areas are Climate Change and Sustainable Development. Work in these areas is carried out with support from major donor funded projects:

Supporting the European Union (EU) Global Climate Change Alliance through Capacity Building Research, Community Engagement and Applied Research (USP EU GCCA).

The Pacific Technical Vocational Education and Training (PACTVET) project of the EU funded Adaptation to Climate Change and Sustainable Energy (ACSE) programme being implemented in partnership with the Secretariat of the Pacific Community (SPC).

The USAID funded Coastal Community Adaptation project being implement with Development Alternatives International.

PaCE-SD hosts a weekly science seminar series to encourage community exchange and application of innovative research to Pacific problems and issues.

PaCE-SD student and staff alumni are working together throughout the region and the planet to build climate resilient sustainable futures for Pacific Island countries.

UNIVERSITY GOVERNANCE STRUCTURE

COUNCIL

- EXECUTIVE COMMITTEE (EC)
- FINANCE RESOURCE COMMITTEE (FRC)
  - **FRC SUB-COMMITTEE:** Tender Board (TB)
    - **TB SUB-COMMITTEES:** Goods & Services; Projects; Other Campuses
- AUDIT & RISK COMMITTEE (ARC)
- REMUNERATION & PEOPLE COMMITTEE (RPC)
  - **RPC SUB-COMMITTEE:** Review Committee (VC&P Annual Performance)
- SEARCH COMMITTEE
- USP TRUST FUND
- JOINT APPOINTMENTS COMMITTEE FOR VC&P, DVCs, VPs & COO
- GOVERNANCE & NOMIN ATIONS COMMITTEE*
- STUDENT DISCIPLINE APPEALS COMMITTEE (SDAC)*

MANAGEMENT COMMITTEES:

- SENIOR MANAGEMENT TEAM (SMT) **
- APPOINTMENTS COMMITTEE
- STAFF CONDUCT COMMITTEE
- STAFF REVIEW COMMITTEE
- REGIONAL CAMPUS ADVISORY COMMITTEE
- SPACE MANAGEMENT COMMITTEE
- POLICY WORKING GROUP
- STAFF POLICY COMMITTEE (SPC)
- GLOBAL ENGAGEMENT STRATEGY COMMITTEE

SPC SUB-COMMITTEE: Staff Development Committee

SENATE

- ACADEMIC PROGRAMMES COMMITTEE (APC)
  - **APC SUB-COMMITTEES:** Credit Assessment and Validation Committee; University Scholarships Committee; Academic Regulations and Policy Review Committee; Flexible Learning Board; Academic Unit Academic Standards and Quality Committee
- TEACHING QUALITY COMMITTEE (TQC)
  - **TQC SUB-COMMITTEES:** Innovations in Technology Enhanced Learning and Teaching Committee (ITeL)
- CAMPUS LIFE COMMITTEE (CLC)
- MEDALS & PRIZES COMMITTEE (MPC)
- DIVERSITY, EQUITY AND INCLUSION COMMITTEE (DEIC)
- COMMUNICATIONS & IT COMMITTEE (CITC)
- STUDENT DISCIPLINE COMMITTEE (SDC)
- EDUCATION FOR SUSTAINABLE DEVELOPMENT COMMITTEE (ESDC)
- LIBRARY ADVISORY COMMITTEE (LAC)
- UNIVERSITY RESEARCH ETHICS COMMITTEE (UREC)
- UNIVERSITY RESEARCH COMMITTEE (URC)
  - **URC SUB-COMMITTEE:** Academic Unit Research Committee

KEY

1. * Joint Committee of Council and Senate
2. ** Senior Management Team (Advisory to Vice-Chancellor & President)

OFFICERS OF THE UNIVERSITY

Chancellor
His Excellency, Hon. Dalton Emani Makamau Tagelagi, Premier of Niue (1 July 2021 – 30 June 2022)

Pro-Chancellor
Hon. Dr. Hilda C. Heine (1 January 2022 – 31 December 2024)

Vice-Chancellor and President
Professor Pal Ahluwalia, BA MA *Sask.,* PhD *Flin.*

Deputy Vice-Chancellor and Vice-President (Education) – Acting
Professor Jito Vanualailai, BSc *S.Pac*, ME *Ryukyus*, PhD *Kobe*

Deputy Vice-Chancellor and Vice-President (Research and Innovation)
Vacant

Deputy Vice-Chancellor and Vice-President (Regional Campuses and Global Engagement)
Dr Giulio Masasso Tuíikolongahau Paunga, BA *Wesleyan* MA PhD *Daito Bunka*

Chief Operating Officer
Vacant

VISITOR OF THE UNIVERSITY
Sir James Bruce Robertson KNZM, VGSM, BA, LLB *Otago,* LLM *Virginia,* Hon LLD *Otago*

The Council

(Statutes of The University of the South Pacific s12)
Updated December 2021

The Pro-Chancellor and Chair of Council
Dr Hilda Cathy Heine, Ed. D

Vice-Chancellor & President
Professor Pal Ahluwalia, BA MA *Sask.,* PhD *Flin.*

One member appointed by each of the Government of the following regional members each of which was a named country under the Charter (as the name may have been amended) or which has been subsequently admitted to the University as a Member country
Cook Islands
Minister for Education

Republic of Kiribati
Minister for Education

Republic of the Marshall Islands
Minister for Education

Republic of Nauru
Minister for Education

Niue
Minister for Education

Solomon Islands
Minister for Education

Tokelau
Minister for Education

Tuvalu
Minister for Education

Kingdom of Tonga
Minister for Education

Republic of Vanuatu
Minister for Education

Two members appointed by the Government of Samoa
Minister for Education
Chief Executive Officer, Ministry of Finance

Five members appointed by the Government of the Republic of the Fiji
Minister for Education
Permanent Secretary, Ministry of Education
Permanent Secretary, Ministry of Economy
Ms Fay Yee, BA CA
Mr Mahmood Khan, BCom

One member appointed by each of the Governments of Australia and New Zealand
Professor Caroline McMillen, appointed by the Government of Australia
Professor Pat Walsh, appointed by the Government of New Zealand

The Secretary-General of the Pacific Islands Forum Secretariat or a Nominee of the Secretary-General
Mr Henry Puna

Two professors of the University appointed by the University Senate in accordance with Statute 29(s);
Professor Sushil Kumar, BSc MSc *Agra* PhD *Bítullah*
Professor Elisabeth Holland

Two members of the University staff, at least one of whom is a member of the non-professorial academic staff, to be elected or appointed in accordance with the relevant Ordinance;
Vacant

Two registered students of the University to represent the student body, one to represent the students based at the Laucala campus, and one to represent students at other University campuses in the region, both students to be elected or appointed in accordance with the relevant Ordinance;
USPSA Federal (Laucala Based)
USPSA Federal (Regional Based)

Up to seven persons co-opted by the Council, at least one of whom must be a graduate of the University and at least one of whom must be a person from the Solomon Islands, each appointment to be made in accordance with the criteria set out in Statute 14 and in accordance with the relevant Ordinance.
Ms Lorna A. Johansson, BCom *Auck.*
Ms Petunia Tupou, LLB BA (PolSc) *Waik.*
Mr Semi Tukana, BSc *S.Pac.,* MIS *UQ*

Secretary
Secretary to Council

In Attendance
Executive Director of Finance
Officers in attendance to Government representatives

Observers
Representatives of DFAT, MFAT, ADB
Any other persons at the request of the Pro-Chancellor & Chair of Council
Staff members at the request of the Vice-Chancellor & President

COMMITTEES OF COUNCIL

Updated December 2021
(Sub-committees of the Committees of Council are not listed)

EXECUTIVE COMMITTEE (EC)
Pro-Chancellor and Chair of Council (Chair)
Vice-Chancellor & President
Deputy Pro-Chancellor
Chairs of such other committees as the Council shall from time to time decide
Not fewer than five members of the Council appointed by the region as members, at least one of whom must be from Fiji
Such other members of the Council, not exceeding three, as the Council may appoint for terms of up to three years.
Secretary
Secretary to Council

AUDIT AND RISK COMMITTEE (ARC)
Chair -member of Council appointed by the Council on the recommendation of the Governance & Nominations committee
2 members of Council, who are either member country representatives or co-opted members. Appointed by the Governance and Nominations committee
2 independent members from outside the university with relevant audit or risk management knowledge & expertise. Appointed by the Governance & Nominations committee
Ex officio members: Vice Chancellor and Chair of Council
Secretary
Council and Senate Secretariat
In Attendance
Vice-Chancellor & President
Executive Director of Finance
Director Assurance & Compliance
Internal Auditor (where applicable)
A representative of the External Auditors (where applicable)
Other persons may be invited to attend as necessary

FINANCE & resourcesCOMMITTEE (FRC)
The Council Shall Appoint, Excluding the Council's Chair, a Chair of the Committee from Council, who has financial expertise.
Ex Officio Members – The Pro-Chancellor & Chair of Council and the Vice-Chancellor & President
Three Council Members, one of whom must be from Fiji, and at least one of whom has financial expertise appointed by the Council.
At least two independent members from outside the University with expertise in financial governance or legal matters appointed by the Council.
Head, School Of Accounting, Finance & Economics (Senate Representative).
One academic or professional member of USP staff elected by the staff.
One Laucala based student appointed by the USPSA Federal.
Secretary
Council and Senate Secretariat
In Attendance
Executive Director of Finance

PEOPLE AND REMUNERATION COMMITTEE
Chair -member of Council appointed by the Council on the recommendation of the Governance & Nominations committee
2 members of Council, who are either member country representatives or co-opted members. Nominated by the Governance and Nominations committee and appointed by Council
2 independent members from outside the university with relevant human resources and work force strategy knowledge & expertise. Nominated by the Governance & Nominations committee and appointed by Council
Ex officio members: Vice Chancellor and Chair of Council
Secretary
Secretary to Council

Search Committee (For Appointment of the Pro-Chancellor)
Three member country Council representatives selected by Council
One member country Council representative from Fiji
One external member appointed by the Search Committee
The Search Committee may co-opt one other non-voting member with specialized skills as necessary
The Vice-Chancellor & President is in attendance to provide assistance to the Committee but will have no voting rights
** The Chair of the Committee is selected from one of the four country Council representatives*
Secretary
Secretary to Council

Trust Fund
Vice-Chancellor & President of USP (Chair)
One person, being a member of Council
Three Independent members from outside the University with expertise in the area of investment, trust law, and knowledge/ experience of managing significant endowment funds
In Attendance
Executive Director Finance, USP
Secretary
Council and Senate Secretariat

APPOINTMENTS COMMITTEE
Academic Appointments: Professorial appointment
Vice-Chancellor & President (Chair)
Deputy Vice-Chancellors
Head of School in which the appointment is to be made
One other Head of School
Two professors, with one being from another School
One or two non-staff members of Council
Academic Appointments: Sub-professorial appointment
Vice-Chancellor & President or nominee (Chair)
Head of School in which the appointment is to be made
One other Head of School or nominee
Head of school or department in which the appointment is to be made
Institute Appointment
Vice-Chancellor & President or nominee (Chair)
Director of the institute
Director of another institute Dean of a faculty

Appointments to comparable posts
Vice-Chancellor & President or nominee (Chair)
Head of section in which the appointment is to be made
Two other heads of faculties/sections/institutes
Two non-staff members of Council for an appointment at professorial level
Secretary
Human Resources

JOINT COMMITTEES OF COUNCIL AND SENATE

APPOINTMENT OF THE VICE-CHANCELLOR & PRESIDENT, DEPUTY VICE-CHANCELLORS AND VICE-PRESIDENTS
Pro-Chancellor and Chair of Council (Chair)
Vice-Chancellor & President [for DVC/VP/COO positions]
Four members of Council at least three of whom must be Government Ministers
Two members of the Senate to be appointed by the Senate
Secretary
Secretary to Council

HONORARY DEGREES COMMITTEE (HDC)
Pro-Chancellor and Chair of Council (Chair)
Two members of Council who are not members of Senate to be appointed by Council
Vice-Chancellor & President
Deputy Vice-Chancellor (Education)
Two members of the Senate to be appointed by Senate
Secretary
Council and Senate Secretariat

STUDENT DISCIPLINE APPEALS COMMITTEE (SDAC)
Pro Chancellor or nominee (Chair)
Vice-Chancellor & President or nominee
Two members of the Discipline Committee who had not participated in the enquiry into the complaint, one of whom shall be a representative of USPSA.
Secretary
Council and Senate Secretariat

THE SENATE

Statutes of The University of the South Pacific s27 (1)

(pending Council Approval)

The Senate shall consist of the following persons, namely:

Ex-officio members being:
The Vice-Chancellor and President (who shall be Chair of the Senate);
The Deputy Vice-Chancellor(s);
The Chief Operating Officer;
The Heads of Academic Units
The Director, Information Technology Services;
The University Librarian;
The Executive Director, Finance;
The Executive Director, People and Workforce Strategy
Elected members being:
One Professor per School elected by academic staff of the School
Five non-professorial academic staff to be elected by all academic staff, at least three of whom shall be women;
Three Directors of Campus outside Fiji, at least one of whom shall be a woman, to be elected by all Directors of Campus;
Four student members, at least two of whom shall be women, to be appointed or elected in accordance with Ordinances of the University.
A member appointed from any academic institution which is affiliated or otherwise associated with the University, on such terms as the Council may from time to time determine.

In Attendance
The Director, Centre of Flexible Learning
Deputy Heads of Schools (Learning, Teaching & Quality)
Deputy Heads of Schools (Research and Graduate Affairs)
The Director, Planning & Quality Office
The Director Research
The Director, Education
Group Manager, Student Administrative Services

Secretary
Council and Senate Secretariat

COMMITTEES OF SENATE

(Sub-committees of the Committees of Senate are not listed)

ACADEMIC PROGRAMMES COMMITTEE (APC)

Deputy Vice-Chancellor (Education), Chair
Two Professors elected by the Senate
Director Education
Director, CFL
Director, Research
Deputy Heads of Schools (Learning, Teaching & Quality)
University Librarian
Director, Pacific TAFE
Director, PaCE-SD
Group Manager, Student Administrative Services
President of USPSA Federal
One student representative appointed by the President of USPSA Federal
The Committee may co-opt any University staff or student as and when required

Secretary
Council and Senate Secretariat

ACADEMIC REGULATIONS AND POLICY REVIEW COMMITTEE (ARPRC)

One Head of Academic Unit appointed by the Senate, Chair
Deputy Heads of Schools (Learning, Teaching & Quality)
Deputy Heads of Schools (Research and Graduate Affairs)
Director Education
Director Research
Group Manager, Student Administrative Services
Director Pacific TAFE or nominee
Director PaCE-SD or nominee
The Committee may co-opt any University staff or student as and when required

Secretary
Council and Senate Secretariat

TEACHING QUALITY COMMITTEE (TQC)

Deputy Vice-Chancellor (Education), Chair
Director Education
Director, Research
Director Flexible Learning
University Librarian
Deputy Heads of Schools (Learning, Teaching & Quality)
Two Campus Directors, appointed by the Vice-Chancellor and President
A representative from the ITeL Committee, appointed by the ITeL Chair
Director, Pacific TAFE
Director PaCE-SD
Director Planning and Quality
President of USPSA Federal
One student representative appointed by the President of USPSA Federal
The Committee may co-opt any University staff or student as and when required

Secretary
Council and Senate Secretariat

UNIVERSITY RESEARCH COMMITTEE (URC)

Deputy Vice-Chancellor, Research and Innovation – Chair
Deputy Vice-Chancellor, Education or nominee
Deputy Heads of Schools (Research & Postgraduate Affairs)
3 Professorial staff from different disciplines appointed by the Senate
University Librarian
One Campus Director, elected by the Regional Campus Directors
One Legal Representative, nominated by the Vice-Chancellor & President
One Postgraduate student nominated by the USPSA Federal
Director, PaCE-SD
Director, Research

In Attendance
Executive Director of Finance or nominee
The Committee may co-opt any University staff or student as and when required

Secretary
Council and Senate Secretariat

UNIVERSITY RESEARCH ETHICS COMMITTEE (UREC)

Deputy Vice-Chancellor, Research & Innovation or nominee (Chair)
Deputy Vice-Chancellor, Education
Heads of Academic Units or nominees
Director, Research
One Legal Representative, nominated by the Vice-Chancellor & President
One Postgraduate student representative, nominated by the USPSA Federal

In attendance
The Chair to determine as necessary

STUDENT DISCIPLINE COMMITTEE (SDC)

Regulation Governing Student Conduct, D2. Discipline Committee
There shall be Discipline Committees of the Senate for Alafua, Emalus and Laucala Campus.
The Committee shall consist of the following members:
the Vice-Chancellor or nominee on the Alafua, Emalus and Laucala Campuses, who shall be the Permanent Chair of the Committee;
three members selected from a panel approved by the Senate and submitted to the Vice- Chancellor. The panel for a Committee shall contain no less than six names;
two executive members of the Branch Association;
a member of USPSA Federal Council nominated by the Council.
… In the absence of the Permanent Chair the Committee shall elect a chair from among its members.

Secretary
Council and Senate Secretariat

STUDENT DISCIPLINE APPEALS COMMITTEE (SDAC)

Regulation Governing Student Conduct, D9. Appeals
(1) There shall be a Discipline Appeals Committee.
(2) The Discipline Appeals Committee shall consist of the following members:
The Pro-Chancellor's nominee as Chair
the Vice-Chancellor or his/her nominee; and
two members of the Discipline Committee, one of whom shall be a representative of USPSA.
Meetings shall be chaired by the Permanent Chair. No person who sat on the Committee hearing the matter under appeal shall sit on the Discipline Appeals Committee.

UNIVERSITY SCHOLARSHIPS COMMITTEE (USC)

Deputy Vice-Chancellor (Education), Chair
Deputy Vice-Chancellor, Research and International or nominee
Director Education
Director Research
Heads of Academic Units or nominees
Director, Marketing & Communications
University Scholarship Officer
Student Representative appointed by USPSA Federal
Manager, Disability Resource Centre

In Attendance
Executive Director Finance or nominee
Group Manager, Student Administrative Services or nominee
Executive Officer, DVC (Education)
The Committee may co-opt any University staff or student as and when required

Secretary
Council and Senate Secretariat

CAMPUS LIFE COMMITTEE (CLC)

Deputy Vice-Chancellor (Education), Chair
Three academic Senate members, appointed by the Senate
Three students (two undergraduate and one postgraduate) appointed by USPSA (2 Laucala, 1 from Samoa or Emalus)
Director Education
University Librarian
Group Manager, Campus Life
One person appointed by Executive Director of Finance
One person appointed by the Deputy Vice-Chancellor (RCEI) from a large Regional Campus
One person appointed by Director Commercial
One person appointed by Director Estates and Infrastructure
Chief Security Officer
Student Learning Support Representative appointed by DVC Education
USP Chaplain
Chair of the Student Discipline Committee
Manager, International Office

In Attendance
One Representative of Student Administrative Services
The Committee may co-opt any University staff or student as and when required

Secretary
Council and Senate Secretariat

COMMUNICATIONS & INFORMATION TECHNOLOGY COMMITTEE (CITC)

Vice-Chancellor and President or nominee as Chair
Director, Flexible Learning or nominee
Executive Director Finance or nominee
One Regional Campus Director to be elected by the Campus Directors
Deputy Heads of Schools (Learning, Teaching & Quality)
Director, Information Technology Services
Director, Education
Head of STEMP or nominee
Director, Pacific TAFE
Director, PaCE-SD or nominee
Director, Marketing and Communication
Director, Planning and Quality
University Librarian or nominee
Two students appointed by the USP Federal Body, one being a regional representative and one being a Laucala Campus representative

In Attendance
Deputy Director, ITS
Manager, Administrative Computing
Manager, Enterprise Systems & Networks
Manager, User Services
Manager, Enterprise Architecture and Projects
Manager MIS, Student Administrative Services
The Committee may co-opt any University staff or student as and when required

Secretary
Council and Senate Secretariat

CREDIT ASSESSMENT AND VALIDATION COMMITTEE (CAVC)

Deputy Vice-Chancellor (Education) – Chair
Deputy Heads of Schools (Learning, Teaching and Quality)
Director Education
Director, Pacific TAFE
Director, Planning and Quality
Group Manager, Student Administrative Services
The Committee may co-opt any University staff or student as and when required

Secretary
Council and Senate Secretariat

DIVERSITY, EQUITY, AND INCLUSION COMMITTEE (DEIC)

Executive Director People & Workforce Strategy (Chair)
Director, Research or nominee

Director, Commercial or nominee
CROP Gender Focal Point or nominee
2 Regional Campus Directors Representative, appointed by the DVC (RCEI)
1 representative from each Academic Unit appointed by the Head of Academic Unit
1 representative from Finance appointed by Executive Director Finance
1 representative from HR appointed by the Executive Director, People and Workforce Strategy
1 representative from SAS appointed by the Group Manager SAS
1 representative from the Library appointed by the University Librarian
1 representative from the ITS, appointed by the Director ITS
1 representative from each Staff Union
2 student representatives (postgraduate and undergraduate) appointed by President USPSA Federal
Manager, Disability Resource Centre
The Committee may co-opt any University staff or student as and when required

Secretary
Council and Senate Secretariat

INNOVATIONS IN TECHNOLOGY ENHANCED LEARNING AND TEACHING COMMITTEE (ITEL)

Director Centre of Flexible Learning (Chair)
Director Education
Director, Research or nominee
Deputy Heads of Schools (Learning, Teaching & Quality)
One Campus Director
Director Pacific TAFE or nominee
Head for Learning Technologies and Analytics
Director ITS or nominee
Group Manager Student Administrative Services or nominee
One student representative appointed by the President of USPSA Federal
USP Librarian or nominee

In Attendance
Centre for Flexible Learning, Head of Learning Experience Design & Development
The Committee may co-opt any University staff or student as and when required

Secretary
Council and Senate Secretariat

MEDALS AND PRIZES COMMITTEE (MPC)

Deputy Vice-Chancellor, (Education) Chair
Deputy Vice-Chancellor, Research and Innovation
Director Education
Director Research
Heads of Academic Units or nominees

In Attendance
Group Manager, Student Administrative Services or nominee
The Committee may co-opt any University staff or student as and when required

Secretary
Council and Senate Secretariat

LIBRARY ADVISORY COMMITTEE (LAC)

Deputy Vice-Chancellor (Education) Chair
Director Research
Director Education
University Librarian
Deputy Heads of Schools (Learning, Teaching & Quality)
Deputy Heads of Schools (Research and Graduate Affairs)
One representative from the Centre for Flexible Learning appointed by the Director CFL
Two representatives from the Federal body of USPSA
One representative from IT Services appointed by the Director ITS
Two Heads of Colleges for Pacific TAFE
One representative from PACE-SD appointed by the Director Pace-SD
One representative of Regional Campus Directors appointed by the DVC (RCEI)
The Committee may co-opt any University staff or student as and when required

Secretary
Council and Senate Secretariat

Chancellors, Pro-Chancellors & Vice-Chancellors

Updated December 2021

CHANCELLORS

The Chancellor is the titular head of the University

Premier of Niue (1 July 2021 – 30 June 2022)

President of the Republic of Nauru (1 July 2020 – 30 June 2021)

President of the Republic of the Marshall Islands (1 July 2019–30 June 2020)

President of Kiribati (1 July 2018-30 June 2019)

President of the Republic of Fiji (1 July 2017–30 June 2018)

Prime Minister of Cook Islands (July 2016-June 2017)

President of Vanuatu (July 2015–June 2016)

Governor General of Tuvalu (July 2014–June 2015)

His Majesty, The King of Tonga (July 2013-June 2014)

Ulu o Tokelau (July 2012-June 2013)

Governor-General of the Solomon Islands (2011-June 2012)

Head of State of Samoa (2010-April 2011)

President of the Republic of Nauru (2009-2010)

President of the Republic of the Marshall Islands (2008-2009)

President of Kiribati (2007–2008)

Head of State (Queen's Representative), Cook Islands (2006-2007)

Ulu o Tokelau (2003-2006)

Head of Government, Premier of Niue (2000–2003)

His Excellency Sir Tulaga Manuella, Governor–General of Tuvalu (1997-2000)

His Excellency President Amata Kabua, Republic of Marshall Islands (1995-1996)

Rt Hon Sir Geoffrey Henry, Prime Minister of Cook Islands (1992-1995)

His Excellency President Frederick Karlomuana Timakata of Vanuatu (1989-1992)

His Highness Susuga Malietoa Tanumafili II of Samoa (1986-1989)

Rt Hon Ieremia Tabai, President of Kiribati (1983-1986)

Rt Hon Sir Baddeley Devesi, Governor–General of Solomon Islands (1980-1983)

Rt Hon Ratu Sir Kamisese Mara, Prime Minister of Fiji (1977-1979)

His Excellency President Hammer DeRoburt of Nauru (1974-1976)

His Majesty King Taufa'ahau Tupou IV of Tonga (1971-1973)59

PRO-CHANCELLORS

Hon. Dr. Hilda C. Heine (1 January 2022 – 31 December 2024)

Mr Winston Thompson (1 January 2016–31 December 2021)

Mrs Fekitamoeloa ‘Utoikamanu (13 April 2015–31 December 2015), Acting

Mr Ikbal Jannif (1 July 2012-12 April 2015)

Hon Fiame Naomi Mata’afa of Samoa (2006-30 June 2012)

Hon Dr Senipisi Langi Kavaliku of Tonga (2000–2006)

Mr Savenaca Siwatibau of Fiji (1997–1999)

Mr Ieremia Tabai of Kiribati (1991–1997)

Mr Henry Naisali of Tuvalu (1985–1990)

Hon Mosese Qionibaravi of Fiji (1981–1985)

Hon Dr Senipisi Langi Kavaliku of Tonga (1976–1981)

Masiofo Fetauimalemau Mata’afa of Samoa (1971–1976)

VICE-CHANCELLORS

Professor Pal Ahluwalia (2021-2024), Vice-Chancellor & President

Professor Pal Ahluwalia (2019-2021), Vice-Chancellor & President

Professor Rajesh Chandra (2008–2018), Vice-Chancellor & President

Professor Anthony Tarr (2005–2007)

Mr Savenaca Siwatibau (2001–2003)

Mr Esekia Solofa (1992–2001)

Mr Geoffrey Caston (1983–1992)

Professor Frank Brosnahan (1982–1983)

Dr James Maraj (1975–1982)

Dr Colin Aikman (1968–1974)

HONORARY DEGREES

HONORARY DEGREE OF DOCTOR OF THE UNIVERSITY

The following persons have been awarded the honorary degree of Doctor of The University of the South Pacific:

His Excellency Sir Frank Kabui Governor-General of Solomon Islands (2019)

Hon. Henry Puna, Prime Minister of Cook Islands (2019)

Mr Ikbal Jannif of Fiji (2019)

Ms Mere Pulea of Fiji (2019)

Hon. Fiame Naomi Maata'afa of Samoa (2018)

Hon Tuilaepa Sailele Malielegaoi, Prime Minister of Samoa (2015)

His Excellency Anote Tong, President of Kiribati (2015)

Mrs Marjorie Tuainekore Crocombe of the Cook Islands (2010)

Dr John E. Randall of the United States of America (2008)

Dr Senipisi Langi Kavaliku of Tonga (2007)

Masiofo La'ulu Fetauimalemau Mata'afa of Samoa (2004)

Sir Geoffrey Arama Henry of Cook Islands (2000)

Dr 'Ilaisa Futa-i-Ha'angano Helu of Tonga (1998)

Mr Satya Nand Nandan of Fiji (1996)

Professor Yash Pal Ghai of Kenya (1995)

His Excellency Frederick Karlomuana Timakata, President of Vanuatu (1993)

Professor Kenneth Back of Australia (1992)

Dr Colin Campbell Aikman of New Zealand (1992)

His Highness Susuga Malietoa Tanumafili II, Head of State of Samoa (1989)

Dr Francis Raymond Fosberg of the United States of America (1989)

Hon Ieremia Tabai, President of Kiribati (1988)

Henry Evans Maude of Australia (1987)

Rev John A. Garrett of Fiji (1983)

Dr James Ajodhya Maraj of Fiji (1983)

Hon Mahe Tupouniua of Tonga (1983)

His Excellency Sir Baddeley Devesi, Governor–General of the Solomon Islands (1983)

Her Excellency Mrs Indira Gandhi, Prime Minister of India (1981)

Rt Hon Ratu Sir Kamisese Mara, Prime Minister of Fiji (1980)

Rt Hon Michael Somare, Prime Minister of Papua New Guinea (1978)

His Excellency President Hammer DeRoburt of Nauru (1976)

His Majesty King Taufa'ahau Tupou IV of Tonga (1973)

HONORARY DEGREE OF MASTERS OF THE UNIVERSITY

The following persons have been awarded the honorary degree of Master of The University of the South Pacific:

Mr Sepeti Matararaba of Fiji (2008)

Mr Mana Strickland of Cook Islands (1995)

Mr Jogindar Singh Kanwal of Fiji (1993)

Mrs Susan Parkinson of Fiji (1991)

Mr Taira Rere of the Cook Islands (1990)

PROFESSOR EMERITUS

The following persons have been awarded the honorary title of Professor Emeritus of the University of the South Pacific:

Randolph Thaman, BA MA UC Berkeley PhD UCLA (2014)

Crosbie Walsh, BA MA VUW PhD Massey (2014)

Subramaniam Sotheeswaran, BSc Ceyl. PhD DSc Hull (2008)

John Lynch, BA Syd. PhD Hawaii (2008)

Leonard Francis Brosnahan, MA NZ DLitt Phil Leiden (2004)

Donald Edgar Paterson, BA LLB LLM VUW LLM JSD Yale (2001)

Raymond Wright, OBE BSc PhD Lond. (1988)

Ronald Crocombe, BA NZ PhD ANU (1987)

UNIVERSITY REQUIREMENT AND REGULATIONS

Bridging Requirements & Regulations

1.0 Foundation and Preliminary Programmes are offered in all regional USP member countries where there are qualifications offered at schools that are regarded as equivalent to the USP Preliminary and Foundation programmes and these are listed below:

COUNTRY	YEAR 12/FORM 6 OR PRELIMINARY LEVEL	YEAR 13/FORM 7 OR FOUNDATION LEVEL
Cook Islands	NZ NCEA* Level 2	NZ NCEA* Level 3
Kiribati	KSSC	South Pacific Form 7
Fiji	Fiji Year 12 Certificate	Fiji Year 13 Certificate
Marshall Islands	No equivalent	RMI Foundation
Nauru	QSCE	QSCE
Niue	NZ NCEA Level 2	No equivalent
Samoa	Samoa Senior Secondary Certificate	NUS Foundation Certificate
Solomon Islands	SISSC	South Pacific Form 7
Tokelau	No equivalent	Form 7
Tonga	TFSC	TNFSC
Tuvalu	TSSC	No equivalent
Vanuatu	VSSC	South Pacific Form Seven Certificate

* NZ National Certificate of Educational Achievement Key: Level Equivalence Level 1: Year 11/Form 5

Level 2: Year 12/Form 6

Level 3: Year 13/Form 7

2.0Year 12/Form 6 and Equivalent Examinations

The general admission requirements from the equivalent examinations are as follows:

2.1Year 12/Form 6 Equivalent Examinations

A Person Seeking Admission on the Basis of a Year12/Form 6 or Equivalent Examination Shall Have:

in the Fiji Year 12/Form 6 Certificate Examination in 2015 and thereafter, achieved:

an aggregate of not less than 200 marks out of 400; and

at least 50% in each of four subjects, one of which is English; or

in a National Senior Secondary Certificate or Year 12/Form 6 Certificate equivalent, achieved:

an aggregate of not more than 3 in English plus three other subjects; and

not more than 4 in any of the four subjects; or

2.2Unclassified Preliminary (Foundation) Programme

Alternate Pathway to USP Foundation Studies from Fiji Year 12 Certificate Examination (FY12 CE) or Equivalent

Persons who wish to be admitted to a USP Foundation Programme but fail to meet the requirements in 2.1 (a) above must first comply with the following requirements:

Persons who have taken the Senate-recognised Fiji Y12 CE in 2015 and thereafter and obtained the aggregate in 4 FY12 CE subjects of:

200 or above or

Between 180-199

but failed to obtain at least 50% in 1 or more of the FY12 CE subject(s) shall be admitted to the Unclassified Preliminary (Foundation) Programme.

Persons Scoring in 4 FY12 CE an Aggregate of:

200 or More But Failed Between 1 and 3 FY12 CE Non-English Subject(s)

Such persons will be required to register for 1 Preliminary course for every FY12 CE Non-English subject(s) that they failed

If Persons' FY12 CE Aggregate, English & Non-English Subjects Marks are:			**Such Persons Must Register For and Pass the Applicable Preliminary & Foundation Course(s)**	
Aggregate Mark	**Subject**	**Marks (%)**	**Preliminary**	**Foundation**
≥ 200	FY12 CE English	(40 – 49)	Do LLP15	**Not Applicable**
		Less Than 40	Do LLP15 and LLP14	
	FY12 CE Non-English Subject	50 or More	**Not Applicable**	Do Foundation course(s) equivalent to Y12 subject(s) passed or required

		Less Than 50	Do 1 x Preliminary course For Every Y12 Non-English subject(s) failed or required	**Not Applicable**

Between (180 – 199) and Passed at Least 50% in 1 or More FY12 CE Non-English Subject(s)

Such persons will be required to register for 2 Preliminary courses for every FY12 CE **Non-English** subject(s) that they failed

If Persons' FY12 CE Aggregate, English & Non-English Subjects Marks are:			**Such Persons Must Register For and Pass the Applicable Preliminary & Foundation Course(s)**	
Aggregate Mark	**Subject**	**Marks (%)**	**Preliminary**	**Foundation**
180 – 199 & Passed At Least 1 Y12 Subject	FY12 CE English	(40 – 49)	Do LLP15	**Not Applicable**
		Less Than 40	Do LLP15 and LLP14	
	FY12 CE Non-English Subject	50 or More	**Not Applicable**	Do Foundation course(s) equivalent toY12 subject(s) passed or required
		Less Than 50	Do 2 x Preliminary course(s) For Every Non-English Y12 subject(s) failed or required	**Not Applicable**

In addition, persons who in FY12 CE English obtained:
the following scores in the table below will be required to do the relevant Preliminary English Course(s) listed therein:

FY12 CE English (40 – 49)%	**FY12 CE English (< 40%)**
Do LLP15	Do LLP15 & LLP14

Such persons above shall be admitted to the **Unclassified Preliminary (Foundation) Programme** where they **may register for both Preliminary and Foundation courses simultaneously.** They may do Foundation courses equivalent to the number FY12 CE subject(s) **passed** or required provided total semester registration doesn't exceed a maximum of 4 registrations.

Note:
Persons must first register for and pass **all required English and Non-English Preliminary course(s)** first before being admitted to their Foundation programme of choice.

Met the Mature Student Admission Criteria.

2.3Science Laboratory Classes

Preliminary Science courses in Biology, Chemistry and Physics include a component of required laboratory work. Attendance at laboratory classes is compulsory. Students who fail to complete at least three-quarters of the practical requirements of a course shall be awarded a fail grade notwithstanding the fact that the student may have total marks for the continuous assessment and final examination that are equal to or greater than the pass mark.

2.4Progression from Preliminary to Foundation

Students intending to pursue Foundation Studies must pass LLP15 and LLP14 and must be fully aware of admission requirements to the Foundation programme of their choice before registering for Preliminary courses.

3.0 Alternative Pathway to Foundation Studies from USP Preliminary Programme

Persons who wish to be admitted to a Foundation programme but fail to meet the requirements in accordance with clause 2.1(a) (i) or (ii) above must first comply with the following Unclassified Preliminary Programme requirements:

Persons who have attempted and passed 8 Preliminary courses but failed English, or Math or any other relevant Preliminary course(s) shall be required to repeat the failed course(s). Such a person may subject to satisfying prerequisites be allowed to register for up to 2 Foundation courses.

Persons who have attempted 8 Preliminary courses and passed between 6 and 7 courses will be required to repeat the failed courses. Such a person may subject to satisfying prerequisites, be allowed to register for 1 Foundation course.

Persons who have attempted 8 Preliminary courses and passed a maximum of 5 courses in the Preliminary programme will not be allowed to register for any foundation course.

4.0 Alternative Pathway to Skills Based Qualifications from USP Preliminary Programme

Persons who wish to be admitted to a Skills Based Certificate but fail to meet the requirements in accordance with clause 2.1(a) (i) or (ii) above must first comply with the following Unclassified Preliminary/Skills Based Qualifications Programme requirements:

Persons who have scored a mark between 40% to 49% in Year 12/ Form 6 English, will be required to do LLP15

Persons who have scored a mark less than 40% in Year 12/Form 6 English will be required to do LLP15 and LLP14.

Persons who score a mark less than 50% in a Non-English subject will be required to do 2 Preliminary courses for every Year 12 Non- English subject failed or required.

Persons in the Unclassified Skills Based Qualification Programme will be required to do skills based courses equivalent to the number of Year 12/ Form 6 subjects that they have passed.

5.0 Unclassified Foundation (Undergraduate) Programme

Alternate Pathway to Degree Studies from Fiji Year 13 Certificate Examination (FY13 CE) or Equivalent through Foundation

5.1 Alternate Pathway to Degree Studies from Fiji Year 13 Certificate Examination (FY13 CE) or equivalent

Persons who wish to be admitted to a Bachelor's Degree but fail to meet the Bachelor Degree Programme requirements 4.3.1 (a) & (b) must first comply with the following requirements:

Persons who have taken the Senate-recognised Fiji Y13 CE in 2015 and thereafter and obtained the aggregate in 4 FY13 CE subjects of:
200 or above or

Between 180-199

and failed to obtain at least 50% in 1 or more of the FY13 CE subject(s) and or failed to achieve the required mark(s) shall be admitted to Unclassified Foundation (Undergraduate) Programme.

(a) Persons Scoring in 4 FY13 CE an Aggregate of:

200 or More And Failed Between 1 and 3 FY13 CE Non-English Subject(s)

Such persons will be required to register for 1 Foundation course for every FY13 CE **Non-English** subject(s) that they failed and or that they failed to attain the required subject pass mark(s)

If Persons' FY13 CE Aggregate, English & Non-English Subjects Marks are:			**Such Persons Must Register For and Pass the Applicable Foundation & Degree Course(s)**	
Aggregate Mark	**Subject**	**Marks (%)**	**Foundation**	**Degree**
≥ 200	FY13 CE English	(40 – 49)	Do LLF15	**Not Applicable**
		Less Than 40	Do LLF15 and LLF14	
	FY13 CE Non-English Subject	50 or More	**Not Applicable**	Do Available Degree course(s) equivalent to Y13 subject(s) passed or required
		Less Than 50	Do 1 x Foundation course For Every Non-English Y13 subject(s) failed or required	**Not Applicable**

(b) Between (180 – 199) and Passed At Least 50% in 1 or More FY13 CE Non-English Subject(s)

Such persons will be required to register for 2 Foundation courses for every FY13 CE Non-English subject(s) that they failed and or that they failed to attain the required subject pass mark(s)

If Persons' FY13 CE Aggregate, English & Non-English Subjects Marks are:			**Such Persons Must Register For and Pass the Applicable Foundation & Degree Course(s)**	
Aggregate Mark	**Subject**	**Marks (%)**	**Foundation**	**Degree**
180 – 199 &	FY13 CE English	(40 – 49)	Do LLF15	Not Applicable
		Less Than 40	Do LLF15 and LLF14	

Passed At Least 1 Y13 Subject	FY13 CE Non-English Subject	50 or More	Not Applicable	Do Available Degree course(s) equivalent toY13 subject(s) passed or required
		Less Than 50	Do 2 x Foundation course(s) for Every Non-English Y13 subject(s) failed or required	Not Applicable

In addition, persons who in **FY13 CE English** obtained:

at least 50% but failed to attain 60% required for English emphasis programmes will be required to register for and pass LLF15

the following scores in the table below will be required to do the relevant Foundation English Course(s) listed therein:

FY13 CE English (40 – 49)%	FY13 CE English (< 40%)
Do LLF15	Do LLF15 & LLF14

Such persons above shall be admitted to the **Unclassified Foundation (Undergraduate) Programme** where they **may register for both Foundation and Degree courses simultaneously.** They may do available degree courses equivalent to the number FY13 CE **Non-English** subject(s) **passed** or required provided total semester registration doesn't exceed a maximum of 4 registrations.

Note:
Persons must first register for and pass **all required English and Non-English Foundation course(s)** first before being admitted to their Degree programme of choice.

5.2 To be eligible for admission to Bachelor's Degree studies the following criteria should apply to those who are admitted from the Foundation Programme:

To enter the BA, the BCom, the LLB (other than as a graduate), or the BA/ LLB or BCom/LLB combined programmes, a person must meet the following minimum requirements:

a grade of C in LLF15 (C+ for LLB) and LLF14; and

a grade of C in 6 other semester-long courses, provided that in the case of Mathematics, an average C grade in 2 courses MAF11 and MAF12 (considered a year-long sequence), may be credited as 2 of the 6 required courses.

Prerequisites and Recommended courses for students completing the Foundation Programme and intending to study at degree level are listed below:

Degree and Major	Compulsory	Recommended
Bachelor of Agriculture	BIF02, BIF03, CHF02, CHF03	
Accounting major	MAF11 or MAF12	AFF01, AFF02
Finance major	MAF11 or MAF12	
Banking major		AFF01
Economics major	MAF11, MAF12	ECF04
Management major		CSF12, ISF21
Bachelor of Engineering	MAF11,MAF12, PHF02 and PHF03	
Bachelor of Laws, Journalism, Linguistics, Literature and Language	C+ in LLF15	
Bachelor of Science	MAF11, MAF12	
Bachelor of Networks & Security	MAF11 and MAF12	CSF12
Bachelor of Software Engineering	MAF11 and MAF12	CSF12
Biology major	BIF02, BIF03	
Chemistry major	CHF02, CHF03, MAF11, MAF12	BIF02, BIF03
Computing Science major	MAF11 and MAF12	ISF21
Information Systems Majors	MAF11, MAF12	CSF12, ISF21
Mathematics major	MAF11 and MAF12	CSF12, ISF21
Physics major	PHF02, PHF03, MAF11, MAF12	CHF02, CHF03

Alternate Pathway to Degree Studies from USP Foundation Programme

Persons who wish to be admitted to a Bachelor's Degree but fail to meet the requirements above must first comply with the following Unclassified Foundation Programme requirements:

Persons who have attempted and passed 8 Foundation courses but failed English, or Math or any other relevant Foundation course(s) shall be required to repeat the failed course(s). Such a person may subject to satisfying prerequisites be allowed to register for up to 2 degree courses.

Persons who have attempted 8 Foundation courses and passed between 6 and 7 courses will be required to repeat the failed courses. Such a person may subject to satisfying prerequisites, be allowed to register for 1 degree course.

Persons who have attempted 8 Foundation courses and passed a maximum of 5 courses in the Foundation programme will not be allowed to register for any degree course.

For disciplines that require the completion of the Foundation courses in both semesters, (e.g. MAF11 and MAF12 for the Sciences), registration in degree courses will be restricted until these requirements are met.

For the complete listing of prerequisites and Recommended Foundation courses for the relevant Degree or Discipline, please refer to the clause in 5.2 (a) (iii) above.

All Foundation courses have an 'F' as the third character of their course code.

5.3 Science Laboratory Classes

Some Foundation Science courses include a component of required laboratory work. Attendance at laboratory classes is compulsory. Students who fail to complete at least three-quarters of the practical requirements of a course shall be awarded a fail grade notwithstanding the fact that the student may have total marks for the continuous assessment and final examination which are equal to or greater than the pass mark.

5.4 Progression from Foundation to Bachelor Degree Programmes

Students planning to continue to Bachelor's Degree studies at USP on completion of a Foundation Programme need to take into consideration the special admission requirements for certain majors (Accounting, Economics, Law, Information Systems, etc.) and seek academic advice on these before registering for Foundation courses. A pass in LLF15 and LLF14 is required for admission to degree studies from the full Foundation Programme.

Undergraduate & Postgraduate Programme Requirements and Admission Regulations

UNDERGRADUATE & POSTGRADUATE PROGRAMME REQUIREMENTS AND ADMISSION REGULATIONS

Notes:

(a) The Ministry of Education, Fiji, removed the scaling of marks in 2015 and as a consequence, USP lowered its admission marks from 250 to 200 marks out of 400. Persons who sat the Fiji Form 6 /Year 12 or Form 7/ Year 13 Examination prior to 2015, the applicable admission marks and associated admission requirements will apply.

(b) For the purpose of these Regulations, the Certificates, Diplomas and Bachelors qualifications referred herein are academic qualifications pegged at Level 7 in the Fiji Qualifications Framework which is aligned to the Australian and New Zealand Qualifications Frameworks.

Part A PROGRAMME AND ADMISSION REQUIREMENTS

1.0 Credit Points System

1.1 A credit point is the equivalent of 25-30 student learning hours.

1.2 All Undergraduate courses 18 weeks long have a credit point value of 7.5 credit points.

1.3 All Postgraduate courses have a credit point value of 15 credit points or multiples thereof

1.4 For the purposes of assessing fees for a full time student, an Academic Year is defined as 60 credit points.

1.5 To be eligible for the award of a Certificate (Level 7) qualification, a student must complete a minimum of 45 credit points.

1.6 To be eligible for the award of the Diploma (Level 7) qualification, a student must complete a minimum of 60 credit points.

1.7 To be eligible for the award of a Bachelor's Degree, a student must complete a minimum of 180 credit points for a three-year degree, 240 credit points for a four-year degree and 300 credit points for a five-year degree.

1.8 To be eligible to the award of a Professional Diploma a student must complete a minimum of 70 credits points (Level 8).

1.9 To be eligible to the award of a Postgraduate Certificate a student must complete a minimum of 30 credits points (Level 8).

1.10 To be eligible to the award of a Postgraduate Diploma a student must complete a minimum of 60 credit points (Level 8).

1.11 To be eligible to the award of a Master's Degree, a student must complete a minimum of 120 credit points, except where it builds upon 4 years of prior study successfully completed at Bachelor Degree Level or above, in which case it can be fewer than 120 credit points, but no

fewer than 60 credits. All credit points for a Master's Degree must be achieved at Levels 8 and 9.

2.0 CERTIFICATE (Minimum 45 credit points)

2.1Programme Description

(a) The Certificate programmes provide short academic programmes appropriate to the acquisition of basic knowledge and operational skills, together with an introduction to the theoretical aspects of the areas of study.

(b) In such cases where the Certificate is part of a staircasing arrangement, all the credits from the Certificate may be transferred to the Diploma programme. Where the Certificate is not part of a staircasing programme only 50% of the credits may be transferred to the Diploma programme.

2.2Admission Requirements

(a) General requirements for admission into Certificate programmes follow the admission requirements for degree programmes and these are:

(i) passed the Senate-recognised Year 13/ Form 7 or equivalent examination in accordance with clause 4.3.2; or

(ii) passed the USP Foundation Programme in accordance with clause 4.3.4; or

(iii) met the mature admission criteria.

(b) Special admission requirements, if any, and programme regulations for the Certificate programmes, appear under the Academic Unit in which the Certificate is offered.

3.0 DIPLOMA (Minimum 60 credit points)

3.1 Programme Description

(a) The Diploma programme is an expansion of the Certificate programme.

(b) Students completing a Diploma may continue into the Bachelor's Degree and, depending on the major area of study to which a student is admitted.

(c) In such cases where the Diploma is part of a staircasing arrangement, all the credits from the Diploma may be transferred to the Bachelor's programme. Where the Diploma is not part of a staircasing programme only 50% of the credits may be transferred to the degree programme.

(d) Diploma programmes also require the successful completion of the two 100-level University Courses.

3.2 Admission Requirements

(a) General requirements for admission into Diploma programmes follow the admission requirements for degree programmes and these are:

(i) passed the Senate-recognised Year 13/ Form 7 Certificate Examination in accordance with clause 4.3.2 or its equivalent; or

(ii) passed the USP Foundation Programme in accordance with clause 4.3.4; or

(iii) met the mature student admission criteria.

(b) Special admission requirements, if any, and programme regulations for the Diploma programmes, appear under the Academic Unit in which the Diploma is offered.

4.0 BACHELOR DEGREE

4.1Bachelor Degree Programmes

USP offers the following programmes:

3-year Bachelor programmes: 180 credit points

Bachelor of Arts

Bachelor of Commerce

Bachelor of Science

3-year Prescribed Bachelor programmes: 180 credit points

Bachelor of Agriculture

Bachelor of Arts (Environmental Management)

Bachelor of Arts (Marine Management)

Bachelor of Education In-Service

Bachelor of Geospatial Science

Bachelor of Science (Environmental Science)

Bachelor of Science (Marine Science)

Bachelor of Commerce in Professional Accounting

4-year Prescribed Bachelor programmes: 240 credit points

Bachelor of Commerce in Hotel Management

Bachelor of Engineering (Civil)

Bachelor of Engineering (Electrical/Electronic)

Bachelor of Engineering (Mechanical)

Bachelor of Laws (LLB)

Bachelor of Network and Security

Bachelor of Software Engineering

Bachelor of Commerce in Tourism and Hospitality Management

4-year Prescribed Combined programmes: 240 credit points

Bachelor of Arts and Graduate Certificate in Education

Bachelor of Science and Graduate Certificate in Education

Bachelor of Commerce and Graduate Certificate in Education

5-year Combined Bachelor Programmes: 300 credit points

Bachelor of Arts and Bachelor of Laws Bachelor of Commerce and Bachelor of Laws

Combined programmes will not be less than 5 years in duration.

4.2 Programme Requirements

(a) The 3-year Bachelor programmes require the completion of 180 credit points. The 4-year prescribed programmes require the completion of 240 credit points). The 5-year combined programmes require the completion of 300 credit points.

(b) To complete a Bachelor's Degree, a student shall complete the requirements specified by the Senate as stated under each programme.

(i) Students admitted to degree programmes are required to complete the four University courses as part of their programme. These courses are UU100, UU114, UU200 and UU204. Any exemptions approved by the Senate will be listed in the individual programme.

(ii) Students admitted to degree programmes are required to pass at least 75% of their Programme course requirement at each level and must include the two first-year University courses, to progress to the next level. This means 75% of the 100-level courses required for the programme must be passed before progressing to the 200-level courses. 75% of 200-level courses required for the programme must be passed before progressing to 300-level; these need not include the 200-level University courses.

(iii) A student may attempt the UU courses up to three (3) times. If a student fails the third attempt for the UU courses, that student shall be excluded from the University.

(iv) The BA, BCom and BSc degrees, shall each be structured so that it consists of either:

(a) a single major comprising a minimum of 67.5 credit points and a maximum of 90 credit points in 1 discipline (hereafter referred to as the major discipline), chosen from the list of disciplines permitted for that Bachelor's degree, as follows:

(i) at least 15 credit points must be at the 100-level, and

(ii) at least 15 credit points must be at the 200-level, and

(iii) at least 22.5 credit points must be at the 300-level.

(iv) at least one minor in a discipline (other than a single major discipline) consisting of a minimum of 30 credit points and a maximum of 37.5 credit points of which at least 15 credit points must be at the 200 or 300 level.

Specific requirements of single majors are contained in the relevant programmes.

(b) A double major comprising a minimum of 45 credit points (6 courses) and a maximum of 60 credit points (8 courses) in each of two disciplines.

Specific requirements of double majors are contained in the relevant programmes.

(c) The fulltime load for a Bachelor's programme shall be 30 credit points (4 courses) in each semester. A student will not be allowed to take an overload. The part-time load would be a maximum of 15 credit points which is 50% of the full-time load per semester.

(d) No persons shall register in a course unless they have satisfied such prerequisites as Senate may require for that course. Prerequisites may include:

(i) a pass grade (excluding a Restricted Pass) in a specified or unspecified course at a lower level; or

(ii) a pass grade in a specified course at the same level.

(e) With the permission of Senate, a student may, in order to graduate, substitute a course at 200-level with 1 at 300-level. Only 1 such substitution will be allowed. Substitution at the 100-level will not normally be permitted. Students who enroll for the BAgr may, with the approval of the Head of School, substitute appropriate elective courses at the 200- and 300-levels taught in other Schools.

(f) Notwithstanding these Regulations, prerequisite waivers may be provided under the following circumstances by the Head of Academic Unit:

(i) Students in their final semester of studies in which case the prerequisite and the course may be taken concurrently in order to complete their studies in that semester.

(ii) Students who have failed the prerequisite with a 'D' grade and take this course concurrently with the required course.

(g) In addition to these general regulations, some Bachelor's programmes have specific regulations. These are listed with the programmes under the Academic Unit in which they are offered.

4.3 Admission Requirements

4.3.1 Persons shall be eligible to be admitted to a Bachelor's Degree (except the BEd) if they have:

(a) passed the Senate-recognised Year 13/ Form 7 Certificate Examination in accordance with clause 4.3.2 or its equivalent; or

(b) passed the USP Foundation Programme in accordance with clause 4.3.4; or

(c) met the mature student admission criteria.

4.3.2 Fiji Year 13/ Form 7 Certificate Examination Entrants

To be eligible for admission to degree studies under clause 4.3.1(a), persons who have taken a Senate-recognised Fiji Year 13/ Form 7 Examination in 2015 and thereafter will be required to obtain a minimum aggregate of 200 marks in four subjects with a minimum score of 50% each in English and the best 3 subjects. Special admission requirements also apply for certain degree programmes and are listed under the Academic Unit in which the programme is offered.

4.3.3 Alternate Pathway to Degree Studies from Fiji Year 13/ Form 7

Refer to the Unclassified Foundation (Undergraduate) Programme Requirements and Regulations.

4.3.4 Alternate Pathway from USP Member Countries' Unlisted National Exams

Persons who have sat for the Senate-recognised USP member countries equivalent National High School Exams that are not currently listed in the University's admissions regulations but do not qualify to be admitted to the sub-degree, pre-degree and degree studies may apply in writing to the Deputy Vice-Chancellor (Education) to be admitted to the USP Unclassified Skills-Based, Preliminary and Foundation programmes subject to meeting the relevant requirements.

4.3.5 USP Foundation Certificate Entrance

(a) To be eligible for admission to degree studies under clause 4.3.1(b), the following criteria shall apply to those who are admitted from the Foundation Programme: At least 8 Foundation courses, two of which must be LLF15 and LLF14, in the relevant areas including the compulsory courses listed below:

Degree and Major	Compulsory	Recommended
Bachelor of Agriculture	BIF02, BIF03, CHF02, CHF03	
Accounting major	MAF11 or MAF12	AFF01, AFF02
Finance major	MAF11 or MAF12	
Banking major		AFF01
Economics major	MAF11, MAF12	ECF04
Management major		CSF12, ISF21
Bachelor of Engineering	MAF11,MAF12, PHF02 and PHF03	
Bachelor of Laws, Journalism, Linguistics, Literature and Language	C+ in LLF15	
Bachelor of Science	MAF11, MAF12	
Bachelor of Network & Security	MAF11 and MAF12	CSF12
Bachelor of Software Engineering	MAF11 and MAF12	CSF12
Biology major	BIF02, BIF03	
Chemistry major	CHF02, CHF03, MAF11, MAF12	BIF02, BIF03

Degree and Major	Compulsory	Recommended
Computing Science major	MAF11 and MAF12	ISF21
Information Systems Majors	MAF11, MAF12	CSF12, ISF21
Mathematics major	MAF11 and MAF12	CSF12, ISF21
Physics major	PHF02, PHF03, MAF11, MAF12	CHF02, CHF03

(b) **Alternative Pathway to Degree Studies from USP Foundation Programme**

Refer to the Unclassified Foundation (Undergraduate) Programme Requirements and Regulations.

4.3.6 Educational Quality and Assessment Programme (EQAP) South Pacific Form Seven Certificate (SPFSC) Entrants

To be eligible for admission to degree studies under clause 4.3.1 (a), persons who have taken the EQAP SPFSC Examination shall qualify if they obtained a minimum of ACHIEVED or better, and a minimum of 50% each in English plus 3 other subjects. Special admission requirements also apply for certain degree programmes and are listed under the Academic Unit in which the programme is offered and below:

Persons shall qualify if they obtained:

(a) **ACHIEVED** or better, and a minimum of 50% each in **English** and:

(i) Other Subjects for Bachelor of Arts (EXCEPT major(s) and or minor in Journalism, Law, Linguistics, Literature and Literature & Language); Bachelor of Commerce (major(s) & or minor(s) with no Maths emphasis); Bachelor of Geospatial Science; Bachelor of Arts + Graduate Certificate in Education (except Teaching Subject Major in Literature & Language)

(ii) Mathematics and 2 Other Subjects for Bachelor of Arts (majors in Computing Science, Information Systems); Bachelor of Commerce (major in Accounting, Computing Science, Economics & Information Systems); Bachelor of Science; Bachelor of Commerce & Graduate Certificate in Education (with Teaching Subject majors in Accounting, Economics, Computing Science & Information System); Bachelor of Science + Graduate Certificate in Education (with Science Teaching Subject majors in Biology, Chemistry, Computing Science, Maths & Physics); Bachelor of Networks & Security and Bachelor of Software Engineering

(iii) Mathematics, Physics and 1 Other Subject for Bachelor in Engineering (Civil, Electrical/Electronics & Mechanical) and Bachelor of Science (Double Majors in

Electrical/Electronics & Computing Science and Mechanical Engineering and Physics)

(iv) Biology, Chemistry and 1 Other Subject for Bachelor of Agriculture (Agribusiness or Applied Science Streams) and major and or minor in Agricultural Economics & Agribusiness

(b) **ACHIEVED** or better, and a minimum of 60% in **English**

(i) and Achieved or better, and a minimum of 50% each in 3 Other Subjects for Bachelor of Arts (major(s) & or minor in Journalism, Law, Linguistics, Literature and Literature & Language); Bachelor of Arts & Graduate Certificate in Education (with Teaching Subject major in Literature & Language); Bachelor of Laws (LLB); Bachelor of Arts/Bachelor of Laws (BA/LLB) (with major(s) and or minor in Journalism, Linguistics, Literature & Literature & Language) and Bachelor of Commerce/ Bachelor of Laws (BCom/LLB)

(c) **Alternate Pathway to Degree Studies from EQAP South Pacific Form Seven Certificate (SPFSC) Examination**

Persons who wish to be admitted to a bachelor's degree but fail to meet the requirements in 4.3.6 (a) & (b) above must first comply with the following requirements:

(i) **Persons who have taken the Senate-recognised EQAP South Pacific Form Seven Certificate Examination in <u>2016 and Thereafter and obtained the aggregate in 4 EQAP SPFSC subjects of:</u>**

- <u>200 or above or</u>
- <u>Between 180-199:</u>

but failed to obtain at least 50% in 1 or more of the EQAP SPFSC subject(s) and or failed to achieve the required mark(s) shall be admitted to Unclassified Foundation Studies.

(ii) **Persons Scoring in 4 EQAP SPFSC Subjects an Aggregate of:**

i. **200 or More But Failed to Attain "ACHIEVED" or better, and a minimum of 50% in 1 to 3 EQAP SPFSC Non-English Subject(s)**

Such persons will be required to register for 1 Foundation course for every EQAP SPFSC **<u>Non-English</u>** subject(s) that they failed and or that they failed to attain the required subject pass mark(s)

ii. **Between (180 – 199) and Attained "ACHIEVED" or better, and a minimum of 50% in 1 or More EQAP SPFSC Non-English Subject(s)**

Such persons will be required to register for 2 Foundation courses for every EQAP SPFSC **<u>Non-English</u>** subject(s) that they failed and or that they failed to attain the required subject pass mark(s)

(iii) **In addition, persons who in <u>EQAP SPFSC English</u> obtained:**

ACHIEVED, and a minimum of 50% but failed to attain 60% required for English emphasis programmes will be required to register for and pass LLF15

the following scores in the table below will be required to do the relevant Foundation English Course(s) listed therein:

(40 – 49)%	**< 40%**
Do LLF15	Do LLF15 & LLF14

Such persons in (c) (i) & (ii) and (d) above shall be admitted to the **Unclassified Foundation (Undergraduate) Programme** where they **may register for both Foundation and Degree courses simultaneously.** They may do available degree courses equivalent to the number of EQAP SPFSC **Non-English** subject(s) **passed** or required provided total semester registration does not exceed a maximum of 4 registrations.

Note:
Persons must first register for and pass **all required English and Non-English Foundation course(s)** before being admitted to their degree programme of choice.

4.3.7 National Certificate of Educational Achievement (NCEA) Entrants

To be eligible for admission to degree studies under clause 4.3.1 (a), persons who have completed the NCEA assessment shall qualify if the person has completed:

(a) Minimum of 62 credit points to be as follows:

- Minimum of 42 credit points from 3 Level-3 subjects comprising English with minimum of 14 credit points and 2 other Level 3 subjects each with a minimum of 14 credit points subject to (b) below plus
- Minimum of 20 credit points from Level 2 subjects or above to be made up of 2 subjects with a minimum of 10 credit points each.

(b) For admission to the following programmes and majors the admission requirements will be as follows:

- Bachelor of Science: The Level 3 subjects will be English, Maths and 1 other Science subject
- Bachelor of Engineering: The Level 3 subjects will be English, Physics and Mathematics
- Bachelor of Agriculture: The Level 3 subjects will be English, Chemistry and Biology
- For majors in Accounting, Economics and Computing Science: The Level 3 subjects will be English, Mathematics and 1 other subject.

4.3.8 National University of Samoa (NUS) Entrants

Persons who successfully completed the NUS Preparatory Science and Social Science programmes are eligible to be admitted to University studies.

4.3.9 Solomon Islands National University (SINU) Entrants

(a) Persons who successfully completed the SINU Foundation Year Social Science programme are eligible to be admitted to University studies provided they meet the requirements:

(b) stipulated under clause 4.3.4(a) (for admission to non-Science Bachelor's degree programmes); or

for admission to other programmes.

4.3.10 Accelerated Christian Education (ACE) School Form 7 Entrants

To be eligible for admission to degree studies under clause 4.3.1(a), persons who have completed the ACE Level 3 or Year 13/Form 7 Certificate must have gained at least 4 Credits in English and 3 other subjects comprising of Literature, Maths, Science and Social Studies designated "Level 3 or Year 13."

For admission to the following programmes and majors the admission requirements will be as follows:

(a) For the Bachelor of Agriculture, the Level 3 subjects will be English, Science (pass in Chemistry and Biology) and 2 other subjects.

(b) For majors in Accounting and Economics, the Level 3 subjects will be English, Maths and 2 other subjects.

(c) For the Bachelor of Science programme and majors, the initial admission will be to the Unclassified Studies programme under which students will be required to undertake MAF12 with 3 degree level courses.

(d) For admission to majors in Physics, Maths and Computing Science and to the Bachelor of Engineering, Bachelor of Software Engineering and Bachelor of Network & Security, students are required to pass MAF12 with a B grade under 4.3.9(c).

4.3.11 Tonga National Form Seven Certificate (TNFSC) Entrants

(a) To be eligible for admission to degree studies under clause 4.3.1 (a), persons who have taken the TNFSC shall qualify if they obtained: **ACHIEVED** or better, a minimum of 50% each in English and:

Persons shall qualify if they obtained:

(b) **ACHIEVED** or better, a minimum of 50% each in **English** and:

i. **3 Other Subjects** for Bachelor of Arts (EXCEPT major(s) and or minor in Journalism, Law, Linguistics, Literature and Literature & Language); Bachelor of Commerce (major(s) & or minor(s) with no Maths emphasis); Bachelor of Geospatial Science; Bachelor of Arts + Graduate Certificate in Education (except Teaching Subject Major in Literature & Language)

ii. **Mathematics** and **2 Other Subjects** for Bachelor of Arts (majors in Computing Science, Information Systems); Bachelor of Commerce (major in Accounting, Computing Science, Economics & Information Systems); Bachelor of Science; Bachelor of Commerce & Graduate Certificate in Education (with Teaching Subject

majors in Accounting, Economics, Computing Science & Information System); Bachelor of Science + Graduate Certificate in Education (with Science Teaching Subject majors in Biology, Chemistry, Computing Science, Maths & Physics); Bachelor of Networks & Security and Bachelor of Software Engineering

iii. **Mathematics, Physics** and **1 Other Subject** for Bachelor in Engineering (Civil, Electrical/Electronics & Mechanical) and Bachelor of Science (Double Majors in Electrical/Electronics & Computing Science and Mechanical Engineering and Physics)

iv. **Biology, Chemistry** and **1 Other Subject** for Bachelor of Agriculture (Agribusiness or Applied Science Streams) and major and or minor in Agricultural Economics & Agribusiness

(c) **ACHIEVED** or better, a minimum of 60% in **English**

i. and **Achieved** or better, a minimum of 50% each in **3 Other Subjects** for Bachelor of Arts (major(s) & or minor in Journalism, Law, Linguistics, Literature and Literature & Language); Bachelor of Arts & Graduate Certificate in Education (with Teaching Subject major in Literature & Language); Bachelor of Laws (LLB); Bachelor of Arts/Bachelor of Laws (BA/LLB) (with major(s) and or minor in Journalism, Linguistics, Literature & Literature & Language) and Bachelor of Commerce/ Bachelor of Laws (BCom/LLB)

(d)Alternate Pathway to Degree Studies from TNFSC Examination

Persons who wish to be admitted to a Bachelor's Degree but fail to meet the requirements in 4.3.5 (a) & (b) above must first comply with the following requirements:

Persons who have taken the Senate-recognised **TNFSC** in **2018 and Thereafter** and obtained the aggregate in 4 TNFSC subjects of:

- 200 or above or
- Between 180-199:

but failed to obtain at least 50% in 1 or more of the TNFSC subject(s) and or failed to achieve the required mark(s) shall be admitted to Unclassified Foundation Studies.

Persons Scoring in 4 TNFSC Subjects an Aggregate of:

i. **200 or More But Failed to Attain "ACHIEVED" or better, a minimum of 50% in 1 to 3 TNFSC Non-English Subject(s)**

Such persons will be required to register for 1 Foundation course for every TNFSC **Non-English** subject(s) that they failed and or that they failed to attain the required subject pass mark(s)

ii. **Between (180 – 199) and Attained "ACHIEVED" or better**, a minimum of 50% **in 1 or More TNFSC Non-English Subject(s)**

Such persons will be required to register for 2 Foundation courses for every TNFSC **Non-English** subject(s) that they failed and or that they failed to attain the required subject pass mark(s)

(e) In addition, persons who in **TNFSC English** obtained:

i. **ACHIEVED**, a minimum of 50% but failed to attain 60% required for English emphasis programmes will be required to register for and pass LLF15

ii. the following scores in the table below will be required to do the relevant Foundation English Course(s) listed therein:

TNFSC English (40 – 49)%	TNFSC English (< 40)%
Do LLF15	Do LLF15 & LLF14

Such persons in (d) (i) & (ii) and (e) above shall be admitted to the **Unclassified Foundation (Undergraduate) Programme** where they **may register for both Foundation and Degree courses simultaneously**. They may do available degree courses equivalent to the number of TNFSC **Non-English** subject(s) **passed** or required provided total semester registration doesn't exceed a maximum of 4 registrations.

Note:

Persons must first register for and pass **all required English and Non-English Foundation course(s)** before being admitted to their degree programme of choice.

4.3.12 For students with equivalent entry qualifications to those above completed more than 5 years ago, entry may be considered under mature entry in accordance with clause 11.3.

4.3.13 Admission Requirements for International Applicants

International applicants are those who are citizens of non-USP member countries.

*All international applicants must meet both the English Language Requirement and the Academic Equivalencies Guidelines (refer to 4.3.11 (a) and (b) below respectively).

(a) English Language Requirement

All international applicants whose entry level qualification was not in English must meet the University's English language requirements for admission. When examination scores are used to demonstrate English proficiency, these scores must have been attained within 2 years of the date of application for admissions. USP accepts the following methods as evidence of proficient English language skills:

English Exam Or Preparation	Foundation	Diploma And Undergraduate	Postgraduate
IELTS	5.0 overall (minimum of 5.0 in writing)	6.0 overall (minimum of 6.0 in writing)	6.5 overall (minimum of 6.5 in writing)
TOEFL	Paper - 417 overall (minimum of 52 in writing)	Paper - 497 overall (minimum of 59 in writing) Computer - 170 overall (minimum of 25 in writing) iBT – 60 overall (minimum of 22 in writing)	Paper - 550 overall (minimum of 61 in writing) Computer - 213 overall (minimum of 26 in writing) iBT – 79 overall (minimum of 24 in writing)
Pearson Test of Academic English	Overall score of 42 with no score less than 35	Overall score of 50 with no score less than 42	Overall Score of 58 with no score less than 50
Cambridge Certificate in Advanced English	47 overall	52 overall	58 overall
International Baccalaureate	Standard Level – score of 5 or higher	Higher Level – score of 4 or higher	N/A
Secondary Education	At least two years of full-time study at the secondary education level where the medium of instruction was English	At least three years of full-time study at the secondary education level where the medium of instruction was English.	N/A
Tertiary Education	N/A	At least one year of full-time study at the undergraduate level, where the medium of instruction was English.	At least two years of full-time study at the undergraduate level, where the medium of instruction was English.

* Applicants who fail to meet the English language requirement for admission into a USP programme, but meet all other admission requirements may be admitted into Unclassified Programme.

** Applicants to Preliminary Studies must demonstrate the equivalency of an IELTS score of 4.0.

Academic Equivalencies Guidelines

For admission into USP, international applicants must have completed an educational qualification considered to be at least equivalent to the regional standards. As a general guideline, the following international academic qualifications may be evaluated for admission into The University of the South Pacific.

* Applicants with academic qualifications not listed below will be evaluated on an individual basis.

** Applications must refer to the English Language equivalencies in the table at clause 4.3.11 (a)

Country/ Institution	Foundation	Diploma and Undergraduate	Postgraduate
Australia	Successful completion of the Australian Year 11 qualification or equivalent	Australian Certificate of Education, successful completion of Year 12 (Satisfactory in all subjects)	Satisfactory completion of a Bachelor degree from a recognised tertiary institution
Bangladesh	Completion of the Intermediate Certificate (Year 11) with a minimum grade point average of 3.0.	Completion of the Higher Secondary Certificate (HSC) with First Division Pass (60% in 4 subjects) or minimum overall grade point average of 3.0.	Satisfactory completion of a Bachelor degree from a recognised tertiary institution
Brazil	Successful completion of 'Certificado de Ensino Medio.'or Successful completion of one year's tertiary study at a recognised institution.	Completion of 'Diploma de Ensino Médio' with an average grade of 70%	Satisfactory completion of a Bachelor degree from a recognised tertiary institution
Canada	Successful completion of Canadian High School Year 11.	Completion of Provincial High School Diploma (Grade 12) with an average grade of 60%.	Satisfactory completion of a Bachelor degree from a recognised tertiary institution.

Country/ Institution	Foundation	Diploma and Undergraduate	Postgraduate
China	Completion of the Senior Middle 2 (Gao Er) with an average grade of 70%.	Completion of Gao San (Senior Middle 3) with a grade average of 85% OR completion of one year of study at a recognised tertiary or higher education institute, OR, completion of Gao Kao (National College Entrance Examination) with an average grade of 65% of the overall score for the specific province.	Successful completion of a 4-year undergraduate degree from a recognised tertiary institution.
France and French territories	Successful completion of Secondary School equivalent to the Fiji Year 12.	Successful completion of French Baccalauréat,	Satisfactory completion of a Bachelor degree from a recognised tertiary institution.
Germany	Successful completion of Secondary School equivalent to the Fiji Year 12.	Successful completion of Zeugnis der Allgemeinen Hochschulreife (Abitur), or Zeugnis der Fachgebundenen Hochschulreife, or Zeugnis der Fachhochschulreife, or Abiturientenzeugnis, or Zeugnis der Reife, or Reifezeugnis.	Satisfactory completion of a Bachelor degree from a recognised tertiary institution.
Hong Kong (SAR)	Completion of the 12th year of schooling OR, Successful completion of Senior Middle 2 (Gao Er) with an average grade of 70%.	Completion of Hong Kong Diploma of Secondary Education with an average of 3 in level 4 core subjects and two electives, OR, Hong Kong Advanced Level Examination (HKALE) with 2 passes and 1 credit	Satisfactory completion of a Bachelor degree from a recognised tertiary institution.

Country/ Institution	Foundation	Diploma and Undergraduate	Postgraduate
India	Successful completion of Secondary education equivalent to Fiji Year 12 level, with at least 55% average grade.	Completion of Higher Secondary Certificate (HSC) awarded by CBSE, ISC, West Bengal and Maharashtra boards with an average of 60% in 4 academic subjects, or completion of Higher Secondary Certificate from all other boards with a minimum average of 65% in 4 academic subjects.	Satisfactory completion of a Bachelor degree from a recognised tertiary institution.
International School	Successful completion of International Baccalaureate Certificate, OR, successful completion of Year 1 of the Diploma.	International Baccalaureate (IB) Diploma with a minimum aggregate score of 24 points.	N/A
Japan	Successful completion of Kotogakko Year 2 or High School Second Year.	Successful completion of the Japanese Upper Secondary School Certificate (Kotogakko Sotsugyo Shomeisho) OR successful completion of one year of a Bachelor's degree at a recognised tertiary institution.	Satisfactory completion of a Bachelor degree from a recognised tertiary institution.
Korea	Successful completion of Senior High School Certificate Year 2.	Successful completion of the Korean High School Diploma/ Immumgye Kodung Hakkyo Choreup Chung (general High School Diploma) with grades above 'mi' (70-79), OR successful	Satisfactory completion of a Bachelor degree from a recognised tertiary institution.

Country/ Institution	Foundation	Diploma and Undergraduate	Postgraduate
		completion of one year of study at a recognised tertiary institution.	
Malaysia	Successful completion of Sijil Pelajaran Malaysia (SPM) with pass in 4 subjects, Or, Successful completion of Senior Middle 2	Completion of Sijil Tinggi Pelajaran Malaysia (STPM – Malasian Higher School Certificate Examination) with a minimum grade of 'C' in 4 subjects.	Satisfactory completion of a Bachelor degree from a recognised tertiary institution.
Nepal	Completion of year 11 (first year of Higher Secondary	Successful completion of the Proficiency Certificate in First Class	Satisfactory completion of a Bachelor degree from a recognised tertiary institution
New Zealand	Successful completion of the 12th year of schooling	Successful completion of the National Certificate of Educational Achievement (NCEA) Level 3.	Satisfactory completion of a Bachelor degree from a recognised tertiary institution.
Nigeria	Completion of Senior Secondary School examinations (WAEC) with 5 grades at D7 level.	Successful completion of the Senior Secondary Certificate Examination (SSCE) plus successful completion of 1 year of study at a recognised tertiary institution, OR, completion of West African Senior School Certificate with	Satisfactory completion of a 4-year Bachelor degree from a recognised tertiary institution.

Country/ Institution	Foundation	Diploma and Undergraduate	Postgraduate
		an overall grade of Credit (4 to 6)	
Norway	Successful completion of 2 years of Upper Secondary schooling	Successful completion of Vitnemål fra den Videregående Skolen (Vitnemål) with a grade average of 3 out of 6.	Satisfactory completion of a Bachelor degree from a recognised tertiary institution.
Pakistan	Completion of GCSE/O Levels/ IGCSE with 3 passes.	Successful completion of Higher Secondary School Certificate Intermediate (Division 1) with an average of 65% in 4 subjects OR successful completion of the first year of a degree at a recognised tertiary institution.	Satisfactory completion of a 3-year Honours Bachelor degree or 4 year Bachelor degree from a recognised tertiary institution.
Papua New Guinea	Successful completion of the 11th year of schooling.	Completion of Higher School Certificate with a grade average of 'B'.	Satisfactory completion of an Honours Bachelor degree from a recognised tertiary institution.
USA	Completion of High School Diploma with a minimum grade average of B.	Successful completion of an accredited honours or college preparatory High School Diploma, OR, successful completion of first year of university at an accredited tertiary institution.	Satisfactory completion of a Bachelor degree from a recognised tertiary institution.

4.4 UNCLASSIFIED UNDERGRADUATE STUDIES

(a) Students may apply to USP to take courses under Unclassified Studies that do not lead to the award of a certificate, diploma or degree.

(b) Students enrolling for Unclassified Studies must meet the admission requirements and prerequisites as appropriate, except where it is provided as a bridging programme for admission from Year 12 or Year 13 or equivalent.

(c) Students for Unclassified Studies shall pay fees as if they were proceeding to the relevant degree, diploma or certificate.

(d) The Credit Transfer Regulations crediting of courses shall apply.

(e) A student who has passed a course under Unclassified Studies may at a later date have this course credited towards a degree, diploma, or certificate.

5.0 PROFESSIONAL DIPLOMA (Minimum 70 credit points)

5.1 Programme Requirements

(a) USP offers Professional Diplomas that enable a person to become registered and be able to practice in a particular discipline. The Professional Diplomas are offered to students who have completed a relevant first degree that covered knowledge and skills in the area.

(b) The Professional Diploma programmes are intensive and comprise courses (10 credit points each) that cover specific knowledge and skills that will introduce students to the requirements of practice in the discipline.

(c) The Professional Diplomas are competency-based and performance in each course is recorded by the award of Pass or Fail.

(d) There are no final examinations for the Professional Diploma programmes. The performance of students shall be assessed entirely by coursework which shall stipulate specific assessments relevant to the discipline.

5.2 Admission Requirements

(a) Full details and admission requirements for Professional Diplomas appear under the Academic Unit in which they are offered.

(b) The general admission requirements for the Professional Diplomas are:

(i) a USP bachelor's degree with a grade point average (GPA) of at least 3.0 in the 200 and 300-level courses of the relevant discipline;

(ii) a tertiary qualification deemed by Senate or its delegate to be equivalent to clause 5.2(b)(i);

(iii) a professional qualification deemed by Senate or its delegate to be equivalent to clause 5.2(b)(i);

(iv) in exceptional cases, demonstrated experience or achievement deemed by Senate or its delegate to be sufficient; or

(v) eligible under the mature student admission in clause 11.3.

6.0 POSTGRADUATE CERTIFICATE AND DIPLOMA

(a) At postgraduate level, USP offers Postgraduate Certificates and Diplomas in a range of disciplines. Graduate Certificates and Diplomas are offered to students whose first degree is in a different discipline (whereas Postgraduate Certificates and Diplomas are in the same discipline as the first degree). In most instances, these can lead to Master's Degree

programmes, and subsequently to a Doctor of Philosophy (PhD) degree. Most postgraduate courses are available on-campus only.

(b) Graduate Certificate and Postgraduate Certificate courses comprise of 30 credit points (2 courses) except for the PGCTT which is 45 credit points (3 courses).

(c) Senate's delegate in postgraduate matters (apart from confirming completion of a programme) is the relevant Academic Unit Research Committee.

6.1 Programme Requirements

(a) Full details and programme requirements for Graduate and Postgraduate Certificates (30 credit points) except PGCTT (45 credit points) and Diplomas (60 credit points) appear under the Academic Unit in which the programmes are Graduate and Postgraduate.

(i) The Postgraduate Diploma is the normal entry qualification for the degree of Master.

(ii) Each Postgraduate Diploma shall have a recognised and consistent structure in which the core and the optional courses are clearly defined, and shall be approved by Senate, as listed in the Programmes section of this Handbook and Calendar under respective Academic Units.

(iii) The maximum period of candidature for the Postgraduate Diploma shall be 2 years of full-time study or 4 years of part-time study.

(iv) Students shall not be allowed, during their candidature for the Postgraduate Diploma, to suspend their studies for more than 12 months.

(v) A student who has obtained a GPA of 4.5 after completing at least 2 courses in the Postgraduate Diploma may apply for admission to the Master's degree programme, provided one of the courses is in Research Methods.

(vi) A student admitted into the Postgraduate Diploma shall not be allowed to enrol concurrently in the Master's Degree programme.

(b) In addition to the above general programme regulations, some Postgraduate Diplomas may have specific regulations.

6.2 Admission Requirements

(a) Full details and admission requirements for postgraduate certificates appear under the Academic Unit in which they are offered.

(b) The general admission requirements for the postgraduate diploma are:

(i) a USP Bachelor's Degree with a grade point average (GPA) of at least 3.0 in the 200 and 300-level courses of the relevant discipline;

(ii) a tertiary qualification deemed by the Senate or its delegate to be equivalent to clause 6.2(b)(i);

(iii) a professional qualification deemed by the Senate or its delegate to be equivalent to clause 6.2(b)(i);

(iv) in exceptional cases, demonstrated experience or achievement deemed by the Senate or its delegate to be sufficient; or

(v) eligible under the mature student admission in clause 11.3.

(c) Notwithstanding the provisions set out above, Senate or its delegate may require applicants to demonstrate their suitability for admission by carrying out such work and/or sitting for such examinations as it may determine. A 400-level course taken as a qualifying course for the Postgraduate Diploma may become part of a future postgraduate programme.

(d) Some programmes have additional or exceptional admission or programme requirements, which have been listed with the programmes themselves under their respective Academic Units.

7.0 MASTERS (Minimum 120 credit points)

A Master's programme is for the duration of 2 years and is equivalent to 120 credit points.

The degree of Master is normally taken after an appropriate Postgraduate Diploma, except in the cases of the following Master's by Coursework:

Master of Environmental Laws (MEL);

Master of Laws (LLM);

7.1 Master's Programme

7.1.1 Programme Requirements

(a) Admission Requirements

Persons shall be eligible to be admitted to study for the degree of Master programme (120 credits) if they have obtained an appropriate Postgraduate Diploma from USP worth at least 60 credits with a GPA of at least 3.0.

(b) Master's by Thesis /Coursework

Persons shall be eligible to be admitted to study for the degree of Master by Thesis/ Coursework (120 credits) if they have:

(i) a Bachelor's Degree from USP with a GPA of at least 4.0 in the courses in an appropriate major(s) at the 200- and 300- levels. They may then bypass the Postgraduate Diploma and proceed to complete the Master's programme by thesis. The candidate may be required to complete Postgraduate course(s) as specified for admission to the Master's programme.

(ii) obtained an appropriate Postgraduate Diploma from USP worth at least 60 credits with a GPA of at least 3.0.

(iii) a student who has obtained a GPA of 4.5 after attaining at least 30 credits in a Postgraduate Diploma programme may be admitted to the Master's Degree programme provided one of the courses is Research Methods.

(iv) Obtained from another tertiary institution a qualification deemed by the relevant Academic Unit Research Committee to be equivalent to a USP Bachelor's Degree worth at least 180 credits with a GPA of at least 4.0 in the 200 and 300 level courses of the relevant discipline.

(c) Master's by Supervised Research Project

To be admitted to Master's by SRP, students must complete a Postgraduate Diploma with the GPA of 3.0 and take 2 additional courses with an average GPA of 3.0.

(d) The Senate or its delegate may require applicants to demonstrate their suitability for admission as students for the degree of Master by carrying out such work and/or sitting for such examinations as it may determine.

(e) Students with a GPA of 3.0 in the Postgraduate Diploma programme after attaining 30 credit points may be invited to submit a statement of research intent at that time with the aim of pursuing a Master by Thesis on completion of their Postgraduate Diploma programme.

(f) Applications for admission into the Master programme must be made to the relevant Academic Unit Research Committee and include details required in the application for Admission to a Postgraduate programme, including a statement of research intent that has been discussed with and formally endorsed by a potential supervisor(s). This statement of intent shall be converted to a full proposal and endorsed by the supervisor.

(g) Student registration for the degree of Master's shall remain provisional until the formal acceptance of the research proposal. For full time students, the proposal should be submitted by the end of week 7 of the semester; for part time students, the proposal should be submitted by the end of week 14 of the semester.

(h) The Academic Unit must provide provisional approval within 1 week of submission to allow students to continue their research.

(i) At the end of the provisional enrolment period, the appropriate Academic Unit Research Committee shall, on the advice of the supervisory team, decide whether as a result of the review of the student's work, the student's enrolment for the Master should be confirmed or definitively cancelled.

(j) If the student's enrolment is confirmed, the date of registration of the student of the degree of Master's by Thesis shall be the date on which they were enrolled provisionally for the degree.

(k) Normal semester fee will be charged for the provisional enrolment semester.

(l) Within the first year of their candidature, the student shall complete online mandatory research training modules, which will be administered through the Research Office or AURC.

7.1.2 Academic Supervisors

The relevant Academic Unit Research Committee shall appoint supervisor(s) for every student enrolled in a Master's by Thesis programme. One supervisor who is a USP staff shall be referred to as the Principal Supervisor.

7.1.3 Responsibilities of Master's Students

(a) After enrolment, every student of Master's by Thesis shall be required to:

(i.) register every semester until the thesis has been submitted for examination;

(ii.) be enrolled for a period of candidature prescribed in clause 7.1.1(c)

(iii.) submit a thesis embodying the results of the research and satisfying any requirements for oral, written, practical or other work that may be required by Senate or its delegate.

(b) Students enrolled for a Master thesis shall submit to the relevant Academic Unit Research Committee at the end of every 6 months a report on their progress during the semester just ended. The report shall include a brief plan agreed to by the supervisor and student for remaining work. Registration into the next semester will be dependent on the submission of student's progress report.

7.1.4 Candidature

(a) Tenure of the degree of Master shall be from the date of registration and shall not include any period during which, with the prior approval of the Senate or the Chair of the Academic Unit Research Committee, students have been allowed to suspend their studies.

(b) Students may be allowed during their candidature to suspend their studies for up to six months (being one semester) on application showing sufficient cause to the Chair of the Academic Unit Research Committee through their supervisor. Any appeal arising should be pursued through the Student Grievance Policy. A student suspending his/ her studies without prior approval will be considered to have withdrawn from the programme.

(c) A student who has been granted suspended candidature and does not resume in the following semester will be considered to have withdrawn from the programme.

(d) The normal period of candidature for the degree of Master shall be 120 credit points (two years full-time or four year part-time study) or Postgraduate Diploma (60 credit points) plus thesis (60 credit points).

(e) The minimum period of candidature for the degree of Master shall be one year full- time study and shall be two years part-time study.

(f) The maximum period of candidature for the degree of Master shall be three years full-time study and six years part-time study.

7.1.5 Examination of Master's Thesis

(a) For the examination of the Master's thesis the relevant Academic Unit Research Committee shall appoint two examiners, one of whom shall be a USP staff. The other examiner shall be external to the University.

(b) Persons involved in the supervision of the thesis shall not be engaged as examiners.

(c) If the University lacks the required expertise to examine either Master the relevant Academic Unit Research Committee shall appoint two external examiners.

(d) For Supervised Research Project, both examiners may be internal to the University

8.0DOCTOR OF PHILOSOPHY

8.1Programme Requirements

(a) Academic Supervisors

The relevant Academic Unit Research Committee shall appoint at least two supervisors for every doctoral student. One supervisor shall be a USP staff and shall be referred to as the Principal Supervisor who would normally have had some supervision experience.

(b) Responsibilities of PhD Students

After enrolment, every student of the degree of Doctor of Philosophy shall be required to:

(i) register each semester until the thesis has been submitted for examination;

(ii) pursue courses of advanced study or research at the University to the satisfaction of Senate or its delegate and the Principal Supervisor;

(iii) be enrolled for the period of candidature;

(iv) The Chair of the Academic Unit Research Committee may permit a student to pursue studies at another institution for such period as may be determined:

(a) laboratory work may be carried out in an approved institution outside the University for such period or periods as may be determined by Senate or its delegate; and/or

(b) field work may be carried out at such places and for such periods as may be determined from time to time by Senate or its delegate; and

(c) have at least one (joint) ranked publication (journal or conference proceeding paper) accepted during his or her candidature.

(d) submit a thesis embodying the results of the research to satisfy any requirement for oral, written, practical or other work that may be required by Senate or the relevant Academic Unit Research Committee.

(e) Students enrolled for thesis shall submit to the relevant Academic Unit Research Committee every 6 months a report on their progress per semester just ended. The report shall include a brief plan agreed to by the supervisor and student for remaining work.

(c) Candidature

(i) Tenure of candidature for the degree of Doctor of Philosophy shall be from the date of registration and shall not include any period during which, with the prior approval of Senate or its delegate, students have been allowed to suspend their studies.

(ii) Students may be allowed during their candidature to suspend their studies for up to 12 months in total (being two semesters, which need not be consecutive) on application showing sufficient cause to the Chair of the Academic Unit Research Committee through their supervisor. Any appeal arising should pursued through the Student Grievance Policy. A student suspending his/her studies without prior approval will be considered to have withdrawn from the programme.

(iii) A candidate who, having suspended candidature with approval as provided for in clause 8.1(c)(ii), does not resume in the following semester will be considered to have withdrawn from the programme, and candidature will lapse automatically.

(iv) The normal period of candidature for the degree of Doctor of Philosophy shall be three years full-time study and six years part-time study.

(v) The minimum period of candidature for the degree of Doctor of Philosophy shall be three years full-time study and 4.5 years part-time study

(vi) The maximum period of candidature for the degree of Doctor of Philosophy shall be five years full-time study and eight years part-time study.

(vii) (vii) In exceptional cases, a thesis may be submitted before the normal period so long as the credit points requirements has been met and with the approval of the Deputy Vice-Chancellor (Research, Innovation & International) (DVC(RI&I)) on the recommendation of the relevant Academic Unit Research Committee.

8.2 Admission Requirements

(a) Any person who has been awarded a degree of Master's by Thesis by a Senate- recognised university shall be eligible to apply for admission as a student of the degree of Doctor of Philosophy and, if the application is approved, to be so registered.

(b) An applicant having a Master's by Coursework shall be required to complete a Directed Research Project as a prerequisite for admission to PhD.

(c) Any person who has been awarded a First Class Honours from a Senate-recognised university shall be eligible to apply for admission to PhD.

(d) A person can be admitted into a PhD programme at the start of the next month.

(e) Applications for admission must be made to the relevant Academic Unit Research Committee and include details required in the application for Admission to a Postgraduate programme, including a statement of research intent that has been discussed with and formally endorsed by a potential supervisor(s). This statement of intent shall be converted to a full proposal and endorsed by the supervisor(s).

(f) Student registration for the degree of Doctor of Philosophy shall remain provisional until the formal acceptance of the research proposal. For full time students, the proposal should be submitted in the prescribed format by the end of the first semester; for part time students, the proposal should be submitted by the end the second semester.

(g) At the end of the provisional enrolment period, the relevant Academic Unit Research Committee shall, on the advice of the supervisory team, decide whether as a result of the review of the student's work, the student's enrolment for the PhD should be confirmed or definitively cancelled.

(h) If the student's enrolment is confirmed, the date of registration of the student for the degree of Doctor of Philosophy shall be the date on which he or she was enrolled provisionally for the degree.

(i) For final candidature confirmation, the candidate whose research project has been accepted must successfully pass a mid-term review through an oral presentation to the Academic Unit Research Committee in the first six months of the second-year. The mid- term review should demonstrate among other things:

(i) strong analytical, problem-solving and critical thinking abilities

(ii) required breadth and in-depth knowledge of the discipline

(iii) required academic background for the specific doctoral research to follow

(iv) potential ability to conduct independent and original research

(v) ability to communicate knowledge of the discipline

(j) A candidate who has failed the mid-term review shall be given a second opportunity to defend her/his candidature within the next six months of registration after which the candidate should be definitively confirmed into the PhD candidature or invited to submit a Master thesis within the following semester.

(k) Transfer of Registration from Master's Degree to PhD Degree:

(i) The Academic Unit Research Committee may approve a student's application endorsed by the supervisor to transfer their registration from a Master's degree to a PhD degree after a minimum period of one year's fulltime work on the Master's thesis provided that the student submits the following documents to the Academic Unit Research Committee:

(a) a 12-month progress report highlighting the main achievements of the first year of work with a thorough justification of how the original Master's thesis proposal would be upgraded to PhD level;

(b) a PhD proposal highlighting how the results obtained in the first year of work will lead to the conclusion that the project should be upgraded to a PhD; and

(c) a formal presentation to the relevant Academic Unit Research Committee highlighting the achievements of the first-year of high quality research activities and a thorough justification of the reasons why the project should be upgraded to PhD level. The aim of this exercise is to demonstrate that the candidate has full command of her/ his subject and that the upgrading to a PhD is her/his own initiative and thus, is fully aware of the implication of this decision.

(ii) The Regulations for PhD students shall apply from the date the transfer was approved.

8.3 Submission of Thesis for Examination

(a) A student who has fulfilled the conditions prescribed in these Regulations may apply to the Chair of the relevant Academic Unit Research Committee to have their thesis examined.

(b) Students shall submit two copies of the thesis in the case of Master's, and three copies in the case of PhD, to the Academic Unit in a format prescribed by Senate.

(c) The thesis may be soft cover or ring-bound for the purpose of the examination but, before the award of the degree, students must deposit with the USP Library two hardbound copies (three in the case of students of Samoa or Emalus) and one soft copy for retention by the University.

(d) Before a student submits a thesis the Principal Supervisor must be satisfied that the student has completed his or her programme of advanced study and that the conditions specified in clause 7.1.1 (b) for Master's and clause 8.1 (b) for PhD have been fulfilled, and a certificate to this effect from the Principal Supervisor shall accompany the thesis when it is submitted.

(e) Where there is disagreement over this certification between the Principal Supervisor and the student, the relevant Academic Unit Research Committee shall make an appropriate recommendation to the Senate or nominee.

(f) A PhD thesis shall represent a substantial and original contribution to knowledge and may consist of either published or unpublished material or a combination of both. The thesis should contain evidence of originality, independent critical ability and suitable for publication.

(g) The thesis may not contain any material that the student has previously submitted for a higher degree at any university.

(h) A PhD thesis (including notes and bibliography) shall not exceed 100,000 words in length without approval from the Academic Unit Research Committee.

(i) A Master's thesis (including notes and bibliography) shall not exceed 50,000 words in length without approval from the Academic Unit Research Committee.

8.4 PhD Thesis by Publication

(a) The University will accept for examination a thesis which contains previously published material provided that:

  (i) the publication makes an original and substantial contribution to the field of knowledge;

  (ii) 4 publications in ranked journals and one of which in A/A* journals.

  (iii) the thesis forms a consistent, coherent and unified whole;

  (iv) the previously published material relates to research undertaken during the candidature and was published during the candidature;

  (v) in the case of joint publication(s), a declaration by the authors must be submitted showing the percentage of contribution by each author, with the student's contribution being no less than seventy percent; and

  (vi) in addition to the published material, the student provides, at the minimum:

(a) a general introduction which argues the aim and objectives of the thesis and contextualises the research problems it purports to address; and

(b) a general discussion and conclusion which draws together the findings of the studies in the context of the stated aim and objectives of the thesis.

(b) The student shall be allowed to provide other separate chapters or appendices to supplement the published papers such as a broader literature review, background information, and detailed methodology used.

(c) A thesis containing published material must be examined using the same criteria as outlined in clauses8.5 to 8.9.

(d) A thesis containing previously published material should be of comparable substance and significance, and show a level of contribution by the student comparable to that of a thesis not containing previously published material.

8.5Examination of Thesis

(a) For the examination of a PhD thesis the relevant Academic Unit Research Committee shall appoint three examiners, one of whom shall normally be a USP staff. The other two examiners shall be external to the University.

(b) Persons involved in the supervision of the thesis shall not be engaged as examiners.

(c) If the University lacks the required expertise to examine either Master or PhD thesis, the relevant Academic Unit Research Committee shall appoint all external examiners.

(d) A PhD candidate is also required to make an oral defence as part of the thesis examination to the relevant school/section, examiners, and members of the Academic Unit Research Committee. As a part of the oral defence, the student makes a formal presentation of about 45 minutes summarizing the research and outcomes, followed by questions. The examiners (at least two) will then have a close session with the student and decide the result of the public defence and the thesis and communicate in writing the results to the AURC. The tentative timing of the oral examination, where practicable should be established once the examiners are approved and the thesis is submitted for examination.

8.6 Reports by Examiners of Thesis

(a) The relevant Academic Unit Research Committee shall submit a copy of the thesis and a copy of the Report Form to each examiner.

(b) Prior to reporting, the examiners may require the student to undergo such oral, written or practical examinations as they may specify to the relevant Academic Unit Research Committee.

(c) The examiners shall not consult with each other before presenting their reports.

(d) Each examiner shall submit a full written report to the relevant Academic Unit Research Committee on the form provided and shall specify whether:

(i) the degree be awarded to the student; or

(ii) the degree not be awarded to the student; or

(iii) the student undertake minor revisions and corrections to the thesis and these changes be approved by the internal examiner; or

(iv) the student undertake substantial revisions and corrections to the thesis and the thesis be re-examined by all examiners.

(e) The recommendations of the relevant Academic Unit Committee together with the reports of the examiners shall be submitted to the University Research Committee.

8.7Decisions on Recommendations of Examiners

(a) After considering the recommendations of the relevant Academic Unit Research Committee, the University Research Committee shall decide:

(i) to award the degree; or

(ii) to not award the degree; or

(iii) to permit the student to submit revised thesis within three months for Master's thesis and six months for PhD thesis. A further extension to this time may be permitted by Deputy –Vice-Chancellor, Research and Innovation on the recommendation of AURC.

(iv) a thesis with minor amendments; or a thesis with major amendments and in each case for those amendments to be specified to the student in detail

(v) to take such other action as it deems appropriate.

(b) Where substantial concurrence is not achieved by the examiners, the Academic Unit Research Committee may appoint an external arbitrator. The report and recommendation of the external arbitrator shall be forwarded to the Senate or nominee for approval.

(c) A student shall not be permitted to resubmit a thesis on more than one occasion other than in exceptional circumstances, with the express approval of the DVC (RI&I) who may permit the student to revise the thesis and resubmit it for examination on one further occasion only, and specify the period within which it must be resubmitted.

8.8 Appeals

Appeals with regards to decisions under Regulation can only be made on procedural grounds and will be considered by the DVC (RI&I).

8.9 Condition for Award of the Degree

Students satisfying the requirements for award of the degree as prescribed in these Regulations will not be awarded the degree until they satisfy the requirement for the deposit with the University Library of copies of the thesis. To satisfy this requirement the University Librarian must confirm in writing to the DVC (RI&I) that the required copies of the thesis have been received by the Library. In addition, the Student Administrative Services must confirm in writing to the DVC (RI&I) that all Regulations including those covering the payment of fees have been met.

9.0 THESIS PRESENTATION DEADLINES

9.1 Permission to submit thesis may, in exceptional cases, be granted until up to the following extended deadlines:

(a)Supervised Research Project

by Head of Academic Unit informally, until the end of the week before the next semester's Enrolment Week; formally, up to 1 further semester (but the student shall in this case be required to re-register and pay fees for that extended semester before their Project shall be received and assessed).

(b) A Master's Thesis

by Head of Academic Unit informally, until the end of the week before the next semester's Enrolment Week; formally, up to 1 further semester (but the student shall in this case be required to re-register and pay fees for that extended semester before their thesis shall be received and assessed).

(c) A PhD Thesis

by Head of Academic Unit informally, until the end of the week before the next semester's Enrolment Week; formally, up to 1 further semester (but the student shall in this case be required to re-register and pay fees for that extended semester before their thesis shall be received and assessed).

9.2 Once a Supervised Research Project or thesis has been submitted for examination, and the student has no other coursework or other requirements to complete, the student is not required to register or pay any fees while awaiting the outcome of the examination, or while making any minor corrections to the thesis as required by the examiners before the final copy is submitted. However, if the examiners require that the Supervised Research Project or thesis be resubmitted for re-examination, the student must re-enrol for 1 further semester in order to complete the resubmission of the Supervised Research Project or thesis.

10.0 THESIS PRINTING, BINDING AND LODGEMENT

10.1 These Regulations are complementary to, and shall be read in conjunction with, the programme regulations for individual postgraduate degrees and the Guidelines on the Format and Style for the Presentation of Theses at the University of the South Pacific.

10.2 For the purposes of examination the student shall submit 3 copies of their PhD thesis or 2 copies of their Master's thesis or Supervised Research Project to the Vice-Chancellor or delegate. The copies may be soft-cover or ring-bound for this purpose.

10.3 Every thesis or Supervised Research Project shall be presented in print and/ or electronic form, or portfolio, as required by the University, using the referencing style required by their Academic Unit.

10.4 For the award of the degree, the student shall provide to the Academic Unit copies of the thesis or Supervised Research Project, corrected and/or modified according to directions of the University, as follows:

(a) 2 hard-bound copies for those enrolled at Laucala Campus, or 3 hard-bound copies for those enrolled at Samoa or Emalus Campus; and

(b) an electronic copy in CD or DVD format.

10.5 The Academic Unit should distribute the copies as follows:

(a) 1 copy with the University Library on Laucala Campus;

(b) 1 copy with the appropriate Academic Unit of the University; and

(c) 1 copy for the Library at Samoa or Emalus Campus, for those enrolled at those campuses. The Laucala Campus Library will accept and forward copies for the Samoa or Emalus Campus Libraries.

10.6 The hard-bound copies of the thesis or Supervised Research Project shall

(a) be signed on the Declaration of Authenticity page by the student; and

(b) contain a statement of the student's restrictions regarding accessibility.

10.7 The copyright for the thesis or Supervised Research Project shall remain with the author.

PART B ADMISSION, REGISTRATION, WITHDRAWAL AND AUDITING

11.0 ADMISSION

11.1 Admission Procedures

(a) Persons seeking admission to the University shall apply online using the Application for Admission form available on the USP website at www.usp.ac.fj/apply or apply using the application form.

(b) An applicant shall submit the following documents with a signed copy of the Application for Admission Form:

(i) a certified copy of their birth certificate or passport or other legal document showing their names, date of birth, and citizenship (and if their current name is different from that on this document, their marriage certificate or other legal document confirming their change of name);

(ii) certified copies of educational qualifications and transcripts; and

(iii) other documents that may be required by USP.

(c) Persons applying for admission to USP shall check the appropriate box on the online form or hardcopy form to declare that all information submitted is true.

(d) All applications shall be received at University campuses by the following dates:

(i) for admission in Semester I, 31 December of the preceding year;

(ii) for admission in Semester II, 31 May of the year in which admission is sought;

(iii) or at a date specified by the University.

(e) Late applicants shall be charged a Late Admission Application fee.

(f) No person shall normally be admitted to more than one programme concurrently.

(g) USP may, before a semester/trimester, decline to enrol a person in a programme of study or register a person in a course, where there are insufficient resources to deliver the programme or course.

11.2 Cancellation of Admission

(a) The University may, at any time decline or cancel any person's admission to any programme or any student's registration for any course if it is satisfied that evidence supplied in support of the application was untrue or misleading.

(b) In the event that the admission is declined or cancelled subject to clause 11.2(a), the student may reapply after one semester with the correct information and required documents and shall be considered as a new application.

(c) For existing students, the matter shall be referred to the Student Discipline Committee.

11.3 Mature Student Admission

(a) A person may be admitted as a mature student to a specific programme if in the opinion of Senate or its delegate, they are considered likely to be able to complete the programme successfully.

(b) The decision of Senate or its delegate shall take into account the person's academic background, and nature of their employment and experience.

(c) A mature applicant may be required to pass a course or courses that Senate or its delegate may prescribe as a prerequisite for admission to a specific programme.

12.0 REGISTRATION

(a) Registration for courses shall take place prior to the beginning of each semester.

(b) Late registration shall be permitted until the second Friday of the semester and the first Friday of the trimester.

(c) Each student shall ensure, before they pay their fees, that:

(i) their proposed courses comply with the regulations for their programme;

(ii) they are aware of possible lecture or laboratory timetable clashes.

(d) Students shall notify the Student Administrative Services as soon as possible of any subsequent change in the information given at registration relating to name, address or other personal details.

(e) Persons not registered as students shall not be permitted to attend lectures, tutorials or laboratories or to use the University Library or any other facilities of the University unless they are registered students.

(f) The applicant's signature on a Registration Form or electronic consent at registration indicates a declaration that the information provided is complete and accurate and that the applicant will abide by the Statutes, Ordinances, Regulations and rules of the University when admitted to USP.

12.1 Enrolment Conditions

(a) Students who fail a course

(i) At the pre-degree or degree level on two occasions shall not be permitted to re-register for that course.

(ii) Where the failed course is a core course for a major or minor or programme, the student will be excluded from the major or minor or from the programme.

(iii) Notwithstanding clauses 12.1(b)(i) and (ii), a student's request where a course is required for the student to graduate will require the approval of the DVC (Education); only one such request will be allowed per programme and the course can be credited only once.

(b) A student may register for a course previously passed in which case they may repeat the course only once and may count it for credit only once.

12.2 Flexi-School Registration

(a) To register for a flexi-school course, a student shall be required to meet the requirements for admission to USP and to the relevant programme.

(b) The deadline for registration and the payment of fees for a flexi-school course shall be

(i) 5 working days prior to the first week of lectures for the course; or

(ii) a date specified by the University.

(c) Late registration for flexi-school courses shall not be permitted.

(d) The registration of a student who has not paid their fees by the date specified in clause 12.2(b) shall be cancelled but may be revalidated if within five working days of the first lecture for the flexi-school course, the student has paid in full:

(i) the tuition fee for the flexi-school course; and

(ii) the Late Payment Fee for revalidation of their registration.

(e) Withdrawal without charge is due on the 5th working day from commencement of a flexi-school. Any withdrawal thereafter shall be liable for full fees.

12.3 Adding or Dropping a Course

Students wishing to change their courses after registration shall apply to Student Administrative Services or the Campus Director on the prescribed form or through the online registration system. A student shall not be permitted to:

(a) Add Course(s) after the second Friday and/or

(b) Drop Course(s) after the third Friday of the semester.

(c) Add Course(s) after the Sunday prior to the official trimester lecture commencement date and/or

(d) Drop Course(s) (without charge) after the second Friday of the trimester.

12.4 Change of Programme or Major

(a) Students wishing to change their programme of study or major shall apply to Student Administrative Services or the Campus Director on the prescribed form.

(b) Students on scholarships shall provide the written approval of their sponsor to change their programme or major.

(c) A student shall not normally be permitted to change their programme or major after the first Friday of the semester.

12.5 Campus Transfer

(a) Students may request to move from one campus (existing campus) to another campus.

(b) Application for transfer must be received by SAS before the start of lectures.

(c) If approved, a transfer will occur in the first 2 weeks of lectures.

(d) In an emergency or under exceptional circumstances, the Head of Academic Unit may approve an application for Campus transfer after the first 2 weeks of the semester. SAS must be informed of such a decision.

13.0 WITHDRAWAL

13.1 Withdrawal from Courses

(a) For the purposes of these Regulations and the Ordinance on the Payment of Fees, Residential Charges and other Debts, the deadline for payment of fees is

(i) Friday Week 4 of each semester; or

(ii) a date specified by the University.

(b) Students shall withdraw with no financial penalties:

(i) by Friday of Week 3 of each semester; or

(ii) by Friday of Week 1 of each trimester.

(c) All students who withdraw after the deadlines shall be charged full fees.

(d) Students who wish to withdraw from a course for which they do not wish to be assessed shall inform the Vice-Chancellor & President or delegate by Friday of study week of the semester/trimester.

(e) Students who comply with the requirements of clauses 13.1 (b) or 13.1 (d) shall be recorded as having withdrawn from that course and their names shall be removed from the course lists.

(f) Students who withdraw from a course without complying with either clauses (b) and 13.1 (d) shall be recorded as having failed the course.

(g) A student may be exempted from the requirements of clause 13.1 (b) and 13.1(d) on the recommendation of the Head of Discipline to the Head of Academic Unit for the reason of ill health or other extenuating circumstances.

13.2 Cancellation of Registration

(a) Immediately after the deadline for the payment of fees the University shall cancel the registration of students who have failed to pay their tuition fees in full.

(b) Students whose registration has been cancelled in accordance with clause 13.2(a) shall not without the written authority of the Vice-Chancellor or delegate enter the campus or use any of the facilities of the University or attend lectures tutorials or laboratories from the date of cancellation of their registration.

(c) Students may have their registration revalidated if within one month of the cancellation of the registration they pay in full:

(i) the tuition fees owed to the University; and

(ii) the Late Payment Fee.

(d) Students whose registration has been cancelled in accordance with clause 13.2(a) and who do not pay the fees in clause 13.2(c) within one month of the cancellation of their registration shall not be assessed for the course(s) nor allowed to attend lectures, tutorials or laboratories nor to submit coursework for assessment, nor to sit the final examination(s) in that semester.

(e) Students whose registration has been cancelled in accordance with Clause 13.2(a) and who do not pay the fees in Clause 13.2(c) within one month of the cancellation of their registration shall not be permitted to register in a subsequent semester until they have paid the fees in Clause 13.2(c)(i).

13.3 Withdrawal from the University

A student who wishes to withdraw from the University shall inform the Student Administrative Services by email.

13.4 Resuming Studies

(a) Students who withdraw from studies without completing their programme may request to resume studies at the University. Such students will submit their request through the Student Online System, access to which they will have during their absence from studies, subject to clause 13.2 (b). Such students may resume studies in the programme they were enrolled.

(b) Students who are absent for 3 cumulative years will no longer be considered students of the University or have access to the University's Student Online System. Students who wish to resume studies will be treated as new students.

(c) Students in clause 13.3 will apply by completing the necessary form if they wish to resume studies; their application will be treated as a new application.

(d) Such students will if they wish, be admitted to the programme in which they were previously enrolled but they will follow the most current programme structure. Credit for any course completed previously and deemed relevant to the new structure may be transferred.

14.0 AUDITING

(a) The University may permit a limited number of persons to audit its courses where resources permit. The student should contact the Head of Academic Unit.

(b) Auditing of courses shall be limited to attendance at lectures and there shall be no entitlement to attend tutorials, to take tests, to have assignments marked or graded or to use library and other facilities.

ASSESSMENT & ASSOCIATED REGULATIONS

1.0 COURSEWORK AND EXAMINATION

1.1 Allocation of Marks between Coursework and Final Examination

The award of a grade shall take into account performance in coursework and examination, or coursework only without any final examination for a course approved by Senate to be assessed in that manner.

For courses with a final exam the final exam and the work assessed during the semester/trimester shall each constitute not less than 40% and not more than 60% of the allocation of marks upon which the final grade is based.

1.2 Deadline for the Submission of Student Coursework

(a) Students shall submit for marking the requirements of a course that form part of the continuous assessment process according to deadlines prescribed in the Course Outline. All continuous assessment must be submitted no later than the last day of lectures for that semester/trimester.

(b) Assessed coursework shall be provided to students within three weeks of submission.

1.3 Minimum Requirement for Courses

(a) Students may be required to attain a specified minimum standard of performance and participation (that shall be stated in the course outline to each student at the beginning of each course) in the continuous assessment and/or at the final examination.

(b) Students who fail to attain the specified minimum requirement in clause 1. 3(a) shall be awarded a fail grade prescribed in clause 7.1. This will apply to students regardless of having attained total marks for the continuous assessment and final examination equal to or greater than the pass mark.

(c) Students who fail to attain the specified minimum requirement in clause 1.3(a) shall not be considered for a Restricted Pass under clause 8.

(d) Science Laboratory Attendance

Attendance at laboratory classes is compulsory. Students who fail to complete at least 75% of the practical requirements of a course (including laboratory work) shall be awarded a fail grade regardless whether the student has attained total marks for the continuous assessment and final examination equal to or greater than the pass mark.

(e) Attendance in Tutorial and Computer Laboratories

(i) To pass a course (in any mode of delivery) where tutorials and/or computer laboratories are required, students must attend at least 60% of these to be eligible to pass the course. Students who do not meet the 60% minimum requirement will fail the course under clause 1.3 (b).

(ii) Students with valid extenuating circumstances for non-compliance may apply to the Head of the Academic Unit[1] or nominee for exemption from these Regulations by providing relevant supporting evidence..

1 Refer to the definition in the Glossary section of the Handbook and Calendar

(iii) Any additional tutorial support for at-risk students is included as the minimum tutorial requirement.

1.4 Publication of Coursework Marks

(a) The Course Coordinator shall publish each assessment mark on the Moodle Marksheet within three weeks of the submission deadline.

(b) The total and itemised continuous assessment marks shall be published on Moodle Marksheet before the beginning of the examination week.

1.5 Tests

(a) The Mid Semester Test shall be conducted before mid-semester break.

(b) Any test apart from the Mid Semester Test shall be conducted no later than Week 12.

(c) For a course delivered in multiple modes in any one time, the test(s) shall be the same.

2.0 ORGANISATION OF EXAMINATIONS

2.1 The examinations conducted by the University shall be written, (open or closed book), oral practical as determined by the examiners, with the approval of Senate, may determine. All examination papers shall be moderated in accordance with clause 3.

2.2 The examinations shall be held at the places and times specified in the examination timetables published by the authority of Senate, provided that no examinations shall be held on religious public holidays.

2.3 Students shall take the examination in the presence of a duly appointed supervisor.

2.4 An examination script shall be marked by the examiner(s).

2.5 All examination scripts shall be stored securely by the examiners for a period of nine months after which they shall be disposed in accordance with the Records and Management Policy (see https://policylib.usp.ac.fj/form.readdoc.php?id=343)

3.0 MODERATION OF EXAMINATION

To be read in conjunction with the Process for Moderation of Exams (see https://policylib.usp.ac.fj/form.readdoc.php?id=703)

3.1 Before Examination

(a) The Head of the Academic Unit or nominee will moderate the paper and processes to ensure that the questions are fair, at an appropriate level and test the specific required learning outcomes of the course.

(b) During this process, course coordinators are expected to produce the following:

(i) Exam papers;

(ii) Course outline;

(iii) Alignment of assessment to outcomes;

(iv) Detailed solutions for the questions; and

(v) Detailed marking scheme.

3.2 After Examination

For each course the relevant Board of Studies must consider the following:

(i) An independent assessment of marked sample papers from the mean, high and low marks against the marking scheme is carried out for all courses;

(ii) Identify questions that were poorly answered and discuss possible reasons for it;

(iii) Discuss possible reasons for either high or low failure rates;

(iv) Any extra assistance provided by the course coordinators and the effectiveness of this;

(v) Consider all borderline cases in adherence to clause 7.2 of these Regulations.

A brief report of this for each course be brought to the Assessment meeting with the results.

3.3 The moderation report and the results of all courses shall be submitted to the Assessment Board (AB) for approval. The AB shall:

Look at a sample of papers from the mean, top and bottom marks against the marking scheme to ensure that marking was fair;

Find out from the markers if there were questions that majority of students did poorly in and see why this might have been so;

Discuss possible reasons for either high or low failure rates;

Any extra assistance provided by the course coordinators and the effectiveness of this;

A brief report of this for each course be brought to the Assessment meeting with the results; and

Consider all borderline cases in adherence to clause 7.2 of these Regulations.

4.0 EXAMINATION OF STUDENTS WITH DISABILITIES

4.1 Students with a profound visual impairment:

(a) shall sit their examinations in rooms separate from other students, and

(b) may use Braille typewriters or other approved enabling technologies and

(c) shall be allowed an additional 30 minutes writing time for each one-hour examination time, and

(d) may be provided assistance to complete parts of answer sheets that they cannot fill in unassisted, such as multiple choice questions.

4.2 The guidelines for the preparation of an examination question paper for a course in which a reader of Braille is registered are that:

(a) a secure electronic copy of the examination question paper shall be provided to the Vice-Chancellor or delegate or nominee, who shall arrange for its translation into Braille.

(b) University staff approved by the Vice-Chancellor or delegate shall supervise the translation of the examination question paper into Braille.

(c) the examination question paper that has been translated into Braille shall be kept in safe custody by the Group Manager, Student Administrative Services until the time of the examination.

4.3 Answering of examination questions by a reader of Braille shall be as follows:

(a) Where the examiner requires the answers to be written on the question paper or on special stationery such as a multiple choice answer sheet, an amanuensis shall write the answers given by the student.

(b) Where the examiner requires the answers to be written in a standard answer booklet, the student shall instead use a Braille typewriter or computer to do so.

4.4 The Braille answer scripts shall be handled as follows:

(a) The student's answer script shall be collected by the examination supervisor and forwarded to Student Administrative Services.

(b) The answers shall be translated into ordinary print by a person under the supervision of University staff approved by the Vice-Chancellor or delegate.

4.5 A student with profound visual impairment or other disability may use an amanuensis (writer) with the permission of the Vice-Chancellor or delegate.

4.6 For a student with any other type of physical impairment that may adversely affect his/ her performance under ordinary examination conditions, examination procedures shall be determined by the Vice-Chancellor or delegate.

5.0 CONDUCT IN EXAMINATION ROOMS

5.1 Students shall comply with all written examination instructions issued prior to or during an examination, and shall comply with all oral instructions of an examination supervisor.

5.2 No student shall have in an examination venue any written or printed material, any electronic or computing device capable of storing material, or any device that is capable of transmitting, storing or receiving messages, except:

(a) where the written or printed matter has been authorised by the examiner of the course; and/or

(b) where the use of the electronic calculator has been authorised by an examiner.

5.3 No student shall enter the examination room later than 45 minutes after the beginning of the examination, nor leave the room before one hour has elapsed from the beginning of the examination, nor leave the room during the last 15 minutes of the examination.

5.4 No student shall be readmitted to an examination room after they have left it unless during the full period of their absence they have been under approved supervision.

5.5 Students may read their examination papers for a period of not more than 10 minutes before the examination commences but may not begin writing their answers until the room supervisor announces that they may do so.

5.6 Students shall display their USP student identification cards or any other form of acceptable identification on their examination desks.

5.7 No student shall communicate with any other person (apart from an examination supervisor) in the examination room, nor copy or attempt to copy from another students' answers. A student wishing to communicate with an examination supervisor shall raise their hand and shall communicate as quietly as possible.

5.8 No student may, in the examination room, smoke or consume food or drink (other than water from a non-spill container).

5.9 No student may continue writing an answer after the exam supervisor has announced the expiration of time. In no circumstances may any time over and above the time allotted to any paper be allowed to a student for reading over scripts or making any amendment or addition to scripts.

5.10 After an examination, no student shall communicate with an examiner in regard to an examination except through the Vice-Chancellor or delegate.

5.11 Where an examination supervisor or other competent authority has reasonable grounds to believe a student has allegedly breached any of the Assessment Regulations, or examination rules or instructions, or other dishonest practice or misconduct with respect to an examination, that student shall be liable to:

(a) be denied admission or re-admission to the examination room; and/or

(b) have any illicit material and/or devices confiscated by the exam supervisor for the duration of the examination; and

(c) have their partially-completed answer script confiscated and be given a fresh answer booklet; and/or;

(d) be required to move to a different desk; and/or

(e) be required, at the end of the examination, to accompany the exam supervisor to the office of the Vice-Chancellor or delegate; and

(f) be reported to the Vice-Chancellor or delegate.

5.12 Where an examination supervisor or competent authority has taken any of the actions in clause 5.11, the alleged offender shall be dealt with by the Student Discipline Committee.

6.0 APPLICATION FOR AEGROTAT PASS, COMPASSIONATE PASS OR SPECIAL EXAMINATION

6.1 Students who are prevented from sitting the final examination through no fault of their own, or consider that their performance in the final examination will be or was seriously impaired, may make application to the Head of the Academic Unit for consideration for the award of an Aegrotat Pass, Compassionate Pass, or to sit a special examination.

6.2 The application shall be made on the prescribed form, as soon as possible, and normally prior to the examination or no less than one week after the examination period. The application shall be supported by such evidence as the University requires.

6.3 Students registered in a courses that do not have an examination component and whose performance is impaired by injury or illness or circumstances beyond their control may seek special consideration from the Head of the Academic Unit.

6.4 Application for Aegrotat Pass

(a) Students prevented by illness or injury from presenting themselves at the final examination, or consider that their performance in the examination was seriously impaired by illness or injury, may apply for an Aegrotat Pass.

(b) An Aegrotat Pass shall be given with the approval of the relevant Assessment Board under the following conditions:

(i) that the student furnish the relevant Assessment Board with a medical certificate from a registered medical practitioner along with the completed application form for Aegrotat pass stating:

the nature of the illness or injury in sufficient detail (and in a form suitable for submission in cases of doubt, to another medical referee);

the date that the medical practitioner examined the student; and

that in the medical practitioners opinion the student was unable, through illness or injury to present himself/herself for the examination(s); the students' performance was seriously impaired by the illness/injury;

(ii) that the student achieve in the coursework a mark equivalent to a grade of at least a B; and

(iii) that the quality of any work that the student had completed in the affected examination, plus work in examinations be taken into account; and

(iv) the Chair of the Assessment Board has the right to seek a second medical opinion.

(c) In considering applications under these Regulations. it shall also be permissible to take into consideration the effect on the student's performance during the semester/trimester of any illness or injury.

6.5 Application for Compassionate Pass

(a) Students who will be or were prevented from sitting the final examination by exceptional circumstances beyond their control and other than their own illness or injury, or who consider that their performance in the examination will be or was seriously impaired by the same circumstances may apply for a Compassionate Pass.

(b) A compassionate pass shall be given with the approval of the Assessment Board under the same conditions (with the necessary changes) as those in clauses 6.4 (b) (ii) and (iii).

(c) In considering applications for a Compassionate Pass, it shall be permissible to take into consideration the effect on the student's performance during the semester/trimester of any exceptional circumstances beyond the control of the student.

6.6 Special Examination

(a) Approval may be granted by a relevant Assessment Board for a student to sit a special examination in the following cases:

(i) if the student applies to sit a special examination rather than be considered for the award of an Aegrotat or Compassionate Pass, subject to compliance with the same conditions as those in clauses 6.4 (b) (ii), (iii), 6.5(b), 6.5(c); or

(ii) if the relevant Assessment Board, requires the student to sit such an examination notwithstanding the fact that the student may be eligible for the award of an Aegrotat Pass or Compassionate Pass.

(b) Where a special examination is approved for a student, the Course Coordinator shall set a new examination paper ensuring that the questions and problems in the new examination paper are different from but comparable to those used in the scheduled final examination.

(c) Where a student sits a special examination under the provision of clauses 6.6(a)(i) or 6.6(a)(ii), that student shall not be considered subsequently for an Aegrotat or Compassionate Pass in that course in that semester.

(d) Where a student sits a special examination under the provision of clause 6.5(a) (i) above, an examination fee shall be paid by the student before the examination is arranged.

(e) There shall be no examination fee if the student sits a special examination under the provision of clause 6.6(a) (ii) above.

(f) The final assessment of students sitting a special examination shall be based on both coursework and examination and shall be graded.

(g) If a student is permitted to sit a special examination, the relevant Head of the Academic Unit or nominee in consultation with the Student Administrative Services shall decide the time and place of the examination.

7.0 CONFIRMATION OF GRADES

7.1 Grading System

(a) The following grading system will be used by all Academic Units in awarding final grades for academic performance in a course:

(i) Pass grades

GRADE	PERCENTAGE (%)	DESCRIPTION
A+	85+	Pass with Distinction
A	78-84	Pass with Distinction
B+	71-77	Pass with Credit
B	64-70	Pass with Credit
C+	57-63	Pass
C	50-56	Pass

(ii) Other Pass Grades

GRADE	DESCRIPTION
R	Restricted Pass
AEG	Aegrotat Pass
COM	Compassionate
CMPT	Competent (for competency based assessment)

NYC	Not yet competent
PAS	Pass or Competent
RPL	Recognition of prior learning
S	Satisfactory
T	Credit Transfer
Note: PAS and S are used in circumstances where graded passes are inappropriate such as in postgraduate thesis and Professional Diploma in Legal Practice	

(iii) Fail Grades

GRADE	PERCENTAGE (%)	DESCRIPTION
D	40-49	Work below the standard required for a pass. This grade will also be awarded for failure to meet course minimum requirement
E	0-39 (less than)	Very weak performance or failure to complete to the satisfaction of the examiner such practical, field or other work as may be prescribed
EX		Failed because student did not sit the final examination
NC		Not completed
NV		Null and Void: This is awarded for plagiarism or dishonest practice
U		Unsatisfactory
Fail		Failure to achieve a pass in a thesis
Note: Fail and U correspond with Pass and S above respectively.		

(iv) Provisional Results

GRADE	DESCRIPTION
I	Incomplete
IP	In Progress
SE	Special Exam Granted

(b) Students shall be awarded an Aegrotat or Compassionate Pass if they satisfy the conditions prescribed in clauses 6.4 or 6.5 of these Regulations respectively.

(c) Students may be awarded a Restricted Pass if they satisfy the conditions prescribed in clause 8.

(d) Students who have been granted an extension of time (before the start of the following semester/trimester) past the last day of lectures to complete work required for the final assessment of their course shall be awarded:

the provisional grade of I (Incomplete) for an undergraduate or postgraduate course assessed by coursework; or

IP (In Progress) for a Supervised Research Project or thesis for a Masters degree or a thesis for a PhD degree. At the end of the period of extension the relevant Assessment Board shall determine a final grade.

(e) Students who have not submitted their Masters or PhD thesis or Supervised Research Project by the end of the maximum period of candidature prescribed in these Regulations shall be awarded the grade of NC (Not Completed).

7.2 Double Marking of Borderline Cases

The following procedures, which shall be completed before the relevant Assessment Board, shall be followed in the case of students who have failed a course by not more than 2% (borderline cases):

(a) The initial marker of the course shall review all borderline cases.

(b) If, as a result of the review by the initial marker, the student's grade has not changed to a pass grade the Head of the Academic Unit or nominee shall appoint another lecturer (appointed reviewer) from within the same Academic Unit to review the case.

(c) If, as a result of the review by the appointed reviewer, the student's grade has changed the appointed reviewer shall confer with the initial marker before the Head of the Academic Unit or nominee approves the change in the marks.

(d) In a case where the Head of the Academic Unit or nominee is the initial marker, the next most senior person in the Academic Unit shall approve the final mark.

(e) The Academic Units shall submit a report on all borderline cases to the relevant Assessment Board.

7.3 Academic Unit Assessment Meetings

There shall be, for each Academic Unit, an Assessment Meeting which the Head of the Academic Unit or nominee shall chair and which all Course Coordinators as appropriate shall attend. The Assessment Meeting or the Chair, shall, for all credit courses offered by that Academic Unit:

(a) consider for approval final results (coursework, cut-off points, distribution of grades, etc.) and the award of appropriate grades, including the reconsideration of course grades;

(b) consider for approval the award of Aegrotat and Compassionate Passes in accordance with clauses 6.4 and 6.5 (relating to cases where the coursework of a student is at least a 'B' grade);

(c) consider for approval applications for special examinations in accordance with clause 6.5

(e) make decisions about awarding of Aegrotat and Compassionate Passes, and for special examinations in accordance with clauses 6.4, 6.5, and 6.6 of these Regulations (relating to cases where students' coursework grades are below B grade) to the relevant Assessment Board.

7.4 Notification of Results

Official notification of the grades as approved by the Assessment Board, shall be issued to each student by the Student Administrative Services.

8.0 RESTRICTED PASS FOR A GRADUATING STUDENT

8.1 A Restricted Pass for a failed course shall be awarded to a potentially graduating student who has passed in their final semester all but one of the courses required for the programme, provided that:

(a) the total marks for the failed course are within 5% of the pass mark; and

(b) the student has met the specified minimum standard of performance and participation (as mentioned in clause 1.3 (c) of these Regulations).

8.2 A Restricted Pass in a course shall not entitle a student to:

(a) register for any course for which that course is a prerequisite; or

(b) be awarded a credit transfer for that course.

8.3 A student granted a Restricted Pass may re-register for the same course under a different programme or Unclassified Studies) in an attempt to obtain a higher grade.

9.0 RECONSIDERATION OF COURSE GRADES

9.1 Students may have their grade for any course reconsidered, normally by a lecturer other than the original marker, or where this is not practicable, by the Head of the relevant Academic Unit.

9.2 Applications for Reconsideration of course grades on the prescribed form shall be sent to the Vice-Chancellor or delegate within four weeks of the date of official release of the particular course result in the case of on-campus courses and within eight weeks in the case of courses offered outside Laucala.

9.3 Applications for Reconsideration of course grades shall be accompanied by the prescribed fee. The fee for Reconsideration of a course grade shall be returned to the student if, as a result of the Reconsideration, the grade for the course is raised.

9.4 Reconsideration of a course grade shall include the following checks:

(a) that the total examination mark has been accurately transcribed within the weightings (% coursework vs % final examination) previously established by the examiner;

(b) that each examination question and part question was read by the marker and given an appropriate mark;

(c) remarking of each examination question and part question;

(d) that the coursework mark has been accurately transcribed within the weightings previously established by the examiner; and

(e) computation of the marks awarded for all coursework.

10.0 COMPLETION OF PROGRAMME AND GRADUATION

10.1 The Chair of the Academic Programmes Committee (APC) is responsible for overseeing the academic progress to graduation of students undertaking award programmes.

10.2 Students who wish to be considered for an upcoming graduation ceremony must fill the Completion of Programme form and submit it to Student Administrative Services or their Campus Administration Office by the dates stipulated by the University. In the case of thesis completion, exception to the stipulated deadline may be granted on a case by case basis by the Chair of the APC.

10.3 Completion of Programme forms will be assessed by Student Administrative Services against the programme requirements listed in the relevant Handbook and Calendar.

10.4 If a student is exempt from a course requirement including a substitution by another course, this Substitution/Exemption approval must be approved by the Head of Academic Unit and given to Student Administrative Services when the student enrols for that substituted course. This must be done during the course of their study.

10.5 Students will be informed of the status of their application via written (or email) communication from Student Administrative Services or their Campus Administration Office.

10.6 Prior to receiving approval to graduate, students must ensure that all fees and penal liabilities (financial, accommodation, disciplinary, etc.) are cleared.

10.7 Graduands will receive their certificate/ testamur and one free copy of their official transcript at their approved graduation ceremony. Those who graduate in absentia can collect their certificate and transcript within a week following the graduation ceremony. Otherwise the certificates will be mailed to them.

10.8 The certificate/ testamur will only be awarded once and is not normally reprinted if lost or damaged after it has been presented to the graduands.

11.0 RELIEF OF ACADEMIC HARDSHIP

11.1 Relief of Academic Hardship may be granted by the Chair of APC where a student has shown that:

(a) because of a documented misinterpretation of a Regulation relating to programme requirements by a University staff authorised under the Academic Advice Framework, the courses they had completed were not in accordance with the relevant programme requirements, and hardship would be caused if the student were compelled to comply with the full requirements of the Regulations; or

(b) because of a documented error on the part of the University (such as loss of an examination script or assignment. the receipt of which had been recorded by an employee or agent of the university) a student's marks did not accurately reflect their total academic performance causing hardship.

11.2 The decisions in all cases considered under these Regulations, regardless of whether relief was granted or declined, shall be reported to APC.

Academic Progress regulations

1.0 GRADE POINTS

1.1 The following convention shall be used for converting letter grades to numerical values for the calculation of a students, including the cumulative grade point average, semester/trimester grade point average and annual grade point average:

A+	4.5
A	4.0
B+	3.5
B	3.0
C+	2.5
C	2.0
R	1.5
D	1.0
E	0
EX	0

1.2 The following final grades shall not be included in the calculation of a GPA:

(a) an Aegrotat pass

(b) a Compassionate pass

(c) a credit transfer

(d) the grades SE, Fail, NC, NV, Pas, S and U

(e) a grade for EL001.

2.0 GRADE POINT AVERAGE

2.1 The GPA shall be the sum of all grade points achieved, divided by the number of courses attempted within a Senate-approved programme. Where a student repeats a course, only the highest grade achieved for that course shall be included in the calculation of the GPA.

2.2 For those returning from academic suspension, the consideration of academic progress shall be the sum of all grade points achieved since resumption.

3.0 SEMESTER GRADE POINT AVERAGE

3.1 The semester/trimester grade point average (SGPA or TGPA) shall be the sum of all grade points achieved in a particular semester/trimester divided by the number of courses attempted in that semester/trimester.

3.2 The results for 30-week courses shall be included in a SGPA calculation for Semester II only.

4.0 UNSATISFACTORY PROGRESS STUDIES

Unsatisfactory progress is defined as the achievement of a GPA of less than 2.0.

5.0 ASSESSMENT OF PRE-DEGREE AND UNDERGRADUATE STUDENT PROGRESS

5.1 Initially sub-degree and undergraduate students' progress shall be assessed after they have attempted at least six courses.

5.2 Subsequently, student progress shall be assessed on the basis of their Cumulative GPA at the end of each semester.

5.3 Students whose progress is deemed to be unsatisfactory (i.e., a AGPA of less than 2.0) but have a:

(a) GPA of at least 1.5 but below 2.0 shall be put on probation for one year

(b) GPA of less than 1.5 shall be excluded from undergraduate study at the University, but may enrol in sub-degree level courses, and if successful may subsequently apply for re-entry to undergraduate study.

5.4 Students who at the end of their probationary period:

(a) attain a GPA of 2.0 or better shall cease to be on probation;

(b) fail to attain a GPA of 2.0 or better shall be excluded from the University.

6.0 POSTGRADUATE STUDENT PROGRESS

6.1 For students undertaking coursework towards a postgraduate certificate, diploma, degree or master, progress must be evaluated at the midpoint in the programme and again at the end of each subsequent semester/trimester until completion.

6.2 A Postgraduate student whose progress is deemed unsatisfactory may be placed on probation for a semester.

6.3 A Postgraduate student who, at the end of their probationary period, has again made unsatisfactory progress shall be excluded from the University.

7.0 THESIS OR SUPERVISED RESEARCH PROJECT

Unsatisfactory progress for students undertaking work for a thesis or Supervised Research Project shall be determined by Senate or its delegate. In coming to a decision Senate or its delegate shall take into account:

(a) semester progress reports required from a Master's or PhD student (Clause 7.1.1 and Clause 8.1 for Master's and PhD student respectively in the Undergraduate and Postgraduate Programme Requirements and Regulations)

(b) any special conditions attached to the student's enrolment in the degree.

8.0 RESTRICTION ON ENROLMENT DURING ACADEMIC PROBATION, SUSPENSION OR AFTER EXCLUSION

Students on academic probation shall be permitted to take no more than 50% of a fulltime load.

9.0 RESUMPTION OF STUDIES

Persons who have been suspended under these Regulations and who wish to apply to resume their studies shall do so using the prescribed forms by the prescribed dates. These are available from Student Administrative Services, Campus Directors and the USP website.

Student Academic Integrity Regulations

These Regulations should be read in conjunction with the Ordinance to Provide for Discipline of Students, and Regulation Governing Student Conduct, the Academic Honesty Policy and the University Copyright Compliance Guidelines.

1.0 WHAT IS ACADEMIC MISCONDUCT?

(a) Academic misconduct occurs where students use dishonest practices (such as cheating or plagiarism) in carrying out academic work (coursework, assignments or examinations). Minor academic offences are dealt within the Academic Units. Serious cases are referred to the Student Disciplinary Committee, which reports to Senate.

(b) All written work submitted for a course, except for acknowledged quotations, must be expressed in the student's own words, with proper referencing of borrowed ideas. Students must not submit coursework that has been completed dishonestly using any of the dishonest practices described in clauses 1.1, 1.2 and 1.3.

(c) Where a member of academic staff has reasonable grounds to believe that a student is guilty of academic dishonesty in coursework, assignments, research theses or examinations, one or more of the penalties detailed in clause 3.0 may be imposed.

(d) Academic misconduct includes plagiarism, collusion and cheating when preparing coursework, assignments, research theses or sitting an examination.

(e) USP does not condone academic dishonesty and misconduct.

(f) Plagiarism and dishonest practice in course work and examinations are serious offences for which offenders will be penalised.

(g) The Academic Misconduct Regulations contained in the USP Handbook and Calendar provide the framework for the treatment of plagiarism and dishonest practice in academic work within the University.

1.1 Plagiarism

(a) Plagiarism is the copying of another person's creative work and using it as one's own, without explicitly giving credit to the original creator. Work copied without acknowledgement from any written source including a book, from another student's work, from the internet or from any other source, is plagiarism.

(b) Plagiarism includes:

(i) Copying of the published or unpublished works of another writer without acknowledging the source using acceptable reference citation methods. Thus, to 'cut and paste' from internet sources or 'lift' sentences, ideas and sections from a textual source.

(ii) Lifting or cutting and pasting extracts without quotation marks and appropriate acknowledgement of sources.

(iii) Paraphrasing of content and ideas without proper acknowledgement of the source.

(iv) The use of images, diagrams, photographs and material from any source including blogs and social networks, without acknowledgement.

(v) Copying part or all, of one's own or another student's assignment. In this instance, 'student assignment' refers to a piece of academic work submitted for assessment purposes for any course, in past or current years at any educational institutional including USP or any other university.

1.2 Cheating

(a) Cheating involves acting in any way that directly contradicts the explicit rules and guiding principles of that form of assessment. It applies in any form of examination including short tests, quizzes and final examinations.

(b) Cheating includes:

(i) Doing anything to gain an unfair or illicit academic advantage in any assessment or examination;

(ii) Possessing, referring to or having access to any material, or to access the internet 'crib' notes or device containing information directly or indirectly related to the subject matter under examination other than what is explicitly approved for examination purposes;

(iii) Using a mobile phone to communicate with any other student or person inside or outside the examination venue;

(iv) Copying from another student in a test or examination enabling another student to cheat in a test or examination;

(v) Soliciting a person to sit a test or final examination in place of the student enrolled, or sitting a test or final examination in the place of another student;

(vi) Manipulation of scores in tests or examination or in any other form of assessment; and

(vii) Enabling another student in any, or a combination of any, of the above.

1.3 Collusion

(a) Collusion means working with someone else to deceive or mislead to gain an unfair academic advantage.

(b) Collusion includes:

(i) Submission of a paper that has been written by an author other than the author credited for that piece of writing. This includes the use of paid services of a student, or any other person who has been solicited for that purpose.

(ii) Facilitating or enabling another student to plagiarise or cheat in any way.

2.0 PROCEDURES FOR DEALING WITH ACADEMIC MISCONDUCT

2.1 Plagiarism or Collusion

(a) When a marker suspects a student of plagiarism or collusion, the piece of academic work must be brought to the attention of the Course Coordinator concerned.

(b) The Course Coordinator will endeavour to locate the sources from which this student has plagiarised or colluded. If satisfied that the student has plagiarised, the Course Coordinator will collate the evidence of the breach and submit the evidence at the earliest opportunity to the Head

of Academic Unit. It will include a copy of the academic work and a list of sources, page numbers and/or copies of the plagiarised sources.

(c) The student will be notified by the Head of Academic Unit and issued an official letter stating the allegations and giving him/her the opportunity to present his/her case.

(d) If the Head of Academic Unit is satisfied that the student has engaged unknowingly in such behaviours, he/she may implement a penalty according to the provisions of 3.0 below.

2.2 Cheating

(a) A student who is found in breach of the rules and regulations of the assessment task assigned shall be answerable initially to the Course Coordinator. The supervisor of the activity shall remove the student from the assessment task at the point of discovery and make a written complaint to the Course Coordinator.

(b) A proven case of cheating will be penalised according to clause 3.0.

2.3 Mandatory use of Turnitin and similarity index software

(a) Students are required to submit all written work through Turnitin via Moodle online to check their work for originality and ensure that appropriate referencing and citation is used. Turnitin currently accepts the following file types for upload:

Microsoft Word (DOC and DOCX),

Corel WordPerfect,

HTML,

Adobe PostScript,

Plain text (TXT)

Rich Text Format (RTF),

Portable Document Format (PDF)

OpenOffice (ODT)

Hangul (HWP)

PowerPoint (PPT)

(b) Students are actively encouraged to use Turnitin to check drafts of their written work to improve their writing and guard against unintentional plagiarism. Submitting other students' work is strictly not allowed.

(c) All Turnitin reports will be reviewed. A score of a similarity index of 20% or more on Turnitin will alert the Course Coordinator to evaluate the findings with consequences if plagiarism is proven. In some cases, work with a score of 20% or less can still contain significantly plagiarised content e.g. 10-15% from one source, to which penalties will apply if proven.

3.0 Penalties for Academic Misconduct

(a) A suspected case of academic misconduct will be reported in writing by the Course/Programme Coordinator to the Head of Academic Unit.

(b) The penalties imposed for proven cases of misconduct vary. Based on the seriousness of the case, the penalties include, but not limited to:

(i) A written reprimand of the student from the Head of Academic Unit;

(ii)The requirement by the Head of Academic Unit that the student complete further work, or repeat work, for the course.

(iii) Deprivation of credit for a course, or for a component of assessment of the course, to which the academic misconduct relates, by the Head of Academic Unit;

(iv) Cancellation of any previously credited pass in a course associated with the offence, by the Head of Academic Unit.

(c) Significant and repeat offences will be referred to the University's Student Discipline Committee, which can:

(i) Impose a fine not exceeding FJ$500;

(ii) Prohibit the student from using any of the University's library and computing network facilities for a period not exceeding twenty-eight days;

(iii) Recommend to the Vice-Chancellor that a student's enrolment be suspended for any period and on terms considered necessary by the Committee;

(iv) Recommend to the Vice-Chancellor that the student's enrolment be cancelled, i.e. expulsion from the University.

4.0 Register of Deliberate Academic Misconduct

(a) When a finding of misconduct is made against a student, this finding is recorded on his/her student record and in a Register of Deliberate Academic Misconduct

(i) A Register of Deliberate Academic Misconduct records the details of all cases where students have been proven to have engaged in deliberate academic misconduct in their coursework and/or examinations, and have received an academic penalty as a result;

(ii) Details of each case are recorded on a paper form, which includes a student declaration, and the student receives a copy of the completed and signed form once the case is closed. Information from the form is then entered into the electronic Register;

(iii) After a deliberate offence is confirmed, the Register will be consulted to assist in determination of an appropriate penalty. The Register will be able to identify repeat offenders, with the risk that these students will receive more severe penalties for repeat offences;

(iv) Use of the Register is covered by strict protocols. Staff access is limited to authorised users only, and there is no student access. The record of offence will normally remain in the Register until one year after the student graduates.

(b) Students are permitted to apply for a review of any academic penalty to the Student Discipline Committee or, if the penalty has been imposed by the Student Discipline Committee itself, to an ad hoc committee of the Student Discipline Appeals Committee.

CODE OF ACADEMIC HONESTY

The University will ensure that all students receive the University Academic Honesty Policy, before they are required to sign online, the University Code of Academic Honesty.

Every student enrolled in any course or programme offered by USP is required to sign the University Code of Academic Honesty prior to commencing his/her first course and comply with the rules and regulations of the University as contained in the Official USP Handbook and Calendar

It is the policy of The University of the South Pacific to penalise students who are proven to use dishonest practices in carrying out their academic coursework and examinations.

The signing of the University Code of Academic Honesty by all students will serve as a deterrent to academic dishonesty and will guide staff on the procedures by which students found engaging in such activities may be dealt with, in line with the guiding rules and regulations of the University.

THE UNIVERSITY OF THE SOUTH PACIFIC

CODE OF ACADEMIC HONESTY

As a student, I agree to uphold the rules and regulations of The University of the South Pacific (USP). In pledging my agreement to this Code of Academic Honesty, I will strive to uphold the highest standards of academic excellence in accordance with the core values of integrity, honesty and ethics. In so doing, I embrace my position within the university community and will strive to embody USP values. Specifically, by signing this statement;

I declare that I have read and understood the USP Academic Honesty Policy and;

I agree to abide fully by the USP Academic Honesty Policy, and accept full responsibility should it be deemed that I have violated this policy.

Name: _____

Signature: _____

Student ID#: _____

Date: _____

CREDIT TRANSFER REGULATIONS

Credit transfer is a process for enabling students to have their learning experiences (typically whole courses but not necessarily) from another programme or higher education institution recognised as equivalent in content and, particularly, learning outcomes to those within USPs educational offerings.

1.1 Application

Applications for credit transfer for students registered at the Laucala campus shall be processed at Student Administrative Services, but Academic Units shall provide assistance at the request of Student Administrative Services to determine particular applications. Applications for credit transfer from students registered at campuses other than Laucala, shall be processed by the relevant campus and will follow the Procedures for Credit Transfer for Regional Campuses.

Students applying for credit transfer for courses passed elsewhere shall provide all information relating to previous studies such as:

(a) Course outlines with readings, assessment and other critical information

(b) Official copy of grade report or transcript from institution at which the course was undertaken. The above information should be either in original format or certified copy of the original.

The information will be submitted with an application for credit transfer to the Student Administrative Services.

1.2 Criteria for Credit Transfer

The following criteria shall govern processes for the transfer of credits:

(a) Where the examinations passed or credits gained elsewhere or at USP for another programme substantially correspond with, or are equivalent to, courses in a programme of study in which the student is enrolled at USP, specified credits may be awarded.

(b) Where examinations passed or credits gained elsewhere or for another programme of study at USP do not correspond with, but are relevant to, courses in a programme of study in which a student is enrolled at USP, a limited number of unspecified credits may be awarded depending on the structure of the programme of study concerned.

(c) For MBA, 20% credit transfer of any other equivalent programme is allowed.

(d) Credit transfer will only be allowed for courses no longer than 10 years after completion.

1.3 Approval of Credit Transfer

The transfer of specified or unspecified credits shall be made by:

(a) The Vice-Chancellor & President or delegate or nominee, where necessary in consultation with appropriate Academic Units, up to the limit in Clause 1.4 (a) below.

(b) The Academic Programmes Committee in exceptional cases where it is deemed necessary to exceed the limit in Clause 1.4 (a) below.

1.4 Restrictions on Number of courses to be transferred

The following restrictions shall apply when transferring credits

(a) Not more than 50% of the courses in the new programme may be credited, except where internal programmes have been approved by the Senate to stair-case from a lower to a higher programme.

(b) No course may be transferred towards vocational requirements in a programme if the course does not have appropriate practical training elements.

(c) Credits may be transferred once only, except:

(i) Where a course is part of an internal programme that has been approved by the Senate to stair-case to a higher programme where the course is also required; or

(ii) Where they are non-USP courses which have been transferred as credits for a USP programme, they may be credited again for a higher USP programme in the same discipline if they are required courses for that higher programme.

1.5 Appeals

Students may appeal against the outcome of their applications provided that an appeal shall be lodged in writing, addressed to the Deputy Vice-Chancellor (Education), together with a copy of the receipt for the appropriate fees per appeal. The appeal shall be received by the Deputy Vice-Chancellor (Education) no later than four weeks after the result of the original application was sent to the applicant.

1.6 Approved credits transferred from other Qualifications

(a) **Fiji Institute of Technology, Fiji College of Advanced Education, Lautoka Teachers College, Fiji College of Agriculture**

Credit Transfers approved under institutional arrangements with the Fiji Institute of Technology, Fiji College of Advanced Education, Lautoka Teachers College and Fiji College of Agriculture are currently being reviewed.

Applications received from students who have completed programmes at the above institutions will be considered on a case by case basis by the relevant Academic Units.

Procedures for applying shall follow those in Regulations 1.1

(b) **Fiji National University**

For holders of the Fiji National University (FNU) Advanced Diploma in Mechanical Engineering and Advanced Diploma in Engineering (Electrical & Electronics), the following 100-level courses comprising the first year will be transferred to the Bachelor of Engineering (Electrical & Electronics) and the Bachelor of Engineering (Mechanical):

EE102, MA111, MA112, MM101, MM103, PH102, CS111 and UU114

(c) Hango Agricultural College (HAC)

Students who have passed the HAC courses listed below and are enrolled in the BAgr programme may be awarded the following USP credits:

HAC Courses	USP Credits
HAC3.21 Farm Business Management; plus	
HAC3.22 Agriculture in Tongan Economy	AG111
HAC1.05 Soil Science; plus	
HAC2.05/HAC2.06 Soil and Fertilizers	AG124
HAC1.07 Agricultural Machinery	AG134
HAC3.07 Horticultural Technology; plus	
HAC3.08 Post Harvest Horticulture	AG164
HAC1.07 Horticultural Production 1; plus	
HAC2.07 Horticultural Production	AG165
HAC1.13 Animal Health; plus	
HAC3.13 and HAC3.14 Animal Production and Health	AG172

(d) Solomon Islands National University (SINU)

For a holder of the following qualifications awarded by SINU, the credits shown shall normally be awarded:

Certificate in Business and Administration:	MG101
Certificate in Business and Finance:	AF101
Certificate in Tropical Agriculture:	to be confirmed.
Diploma in Administration:	AF101, IS121, EC101 or EC102, MG101
Diploma in Finance:	AF101, AF102, IS121, EC101 or EC102, MG101

(e) Tonga Institute of Higher Education (TIHE)

For a holder of the following qualifications awarded by TIHE, the credits shown shall normally be awarded:

(i) Certificate in Computer Science

TIHE Courses	USP Credits
IT131 Mathematics for Science	MA102
IT133 Introductory Statistics	MA131
IT141 Information Systems	IS121
IT142 Introduction to Programming	IS122
IT151 Introduction to Programming (Java)	CS111
IT152 Data Structures and Algorithms	CS112

(ii) Certificate in Information Systems

TIHE Courses	USP Credits
IT133 Introductory Statistics	MA131

IT141 Information Systems	IS121
IT142 Introduction to Programming	IS122

(iii) Certificate/Diploma in Accounting

TIHE Courses	USP Credits
NAP721 Business Statistics	EC103
NAP722 Economics for Business	EC100
Certificate in Accounting	AF100, AF121
Diploma in Accounting	AF101, AF102, AF108, AF121, FM101
AGC00A plus AGC00B	Industry Based Work Experience 12 weeks extra-mural practical work

(iv) Diploma in Computer Science

TIHE Courses	USP Credits
IT235 Discrete Mathematics	MA161
IT244 Database Management Systems	IS222
IT253 Computer Organisation	CS211
IT254 Design and Analysis of Algorithms	CS214

(v) Diploma in Information Systems

TIHE Courses	USP Credits
IT244 Database Management Systems	IS222
IT245 Management Information Systems	IS221
IT256 Advanced Programming (VB.Net)	IS224
IT262 Principles of Management	MG101

(vi) Diploma in Agricultural Science

TIHE Courses	USP Credits
AGDl35 Farm Management Decision+	
AGDl44 Agricultural Economics & Marketing	AG 111
AGDl22 Agricultural Chemistry +	
AGDl33 Soil Science	AG124
AGDl25 Agricultural Machinery	AGl34
AGD111 Entomology +	
AGDl23 Microbiology	AG164

AGD113 Crop and Horticultural Production +	
AGD143 Crop Protection	AG165
AGC0l2 Animal Anatomy and Physiology+	
AGD114 Animal Production 2 +	
AGDl31 Animal Nutrition and Breeding	AG172

(vii) Diploma of Education (Primary Teaching)

TIOE Courses	**USP Credits**
MAT101 Introduction to Teaching and Learning Mathematics at Primary Schools	ED115
MAFT101 Teaching of Movement And Fitness	ED184

(f) Bachelor of Education (Early Childhood Education & Care)

All students admitted with a USP Diploma in Early Childhood Education (School of Education) may be eligible to apply for up to 12 cross-credits as follows:

Education Compulsory Courses – ED152, ED153,

Early Childhood Education Courses - ED103, ED 204, ED205, ED206, ED 302

Education Courses - ED 250, ED252, ED262

USP Courses – UU100, UU114

Those requesting admission using qualifications from other recognised educational institution. Specific amendments for clarity within the Pacific Region may be eligible for up to 5 cross credits. Students will be expected to enrol in the remaining courses to complete the requirement of 24 courses. Those requesting admission using qualifications from recognised Australian, New Zealand or other international colleges or universities may be eligible for cross credits to be assigned on a case by case. Students will be expected to enrol in the remaining courses to complete the requirement of 24 courses

(g) Bachelor of Education (Special and Inclusive Education) – (In- Service)

All students admitted with a USP Diploma in Special and Inclusive Education may be eligible to apply for up to 12 cross-credits as follows:

Education Compulsory Courses – ED152, ED153, ED170,

Special and Inclusive Courses - ED209, ED 210, ED 262, ED323, ED362, ED 363 (Students can do four out of the six SIE recommended courses)

Education Courses - ED 250, ED 252

USP Courses – UU100, UU114, PS101

Those requesting admission using qualifications from other universities within the Pacific Region may be eligible for up to 7 cross credits. Students will be expected to enrol in the remaining courses to complete the requirement of 24 courses. Those requesting admission using qualifications from recognised Australian, New Zealand or other international universities may be eligible for cross

credits to be assigned. Students will be expected to enrol in the remaining courses to complete the requirement of 24 courses.

(h) Bachelor of Education Primary (In Service)

All students admitted will on application be awarded five 100 level cross credits, depending on the qualification obtained from either USP or other regional teacher training institutions. Those admitted with a Certificate or Diploma in Education Primary from USP and other recognised teacher institutions will be credited with the number of courses successfully completed in each programme. Students not admitted with USP certificates have to complete the UU114 and UU100 and ED170 before proceeding into the 200 levels courses.

(i) Bachelor of Education (Secondary)

All students admitted from the USP Diploma in Education (Secondary) will automatically be awarded cross-credits for all courses completed towards the programme. All students admitted from other recognised Diplomas in Education or Teaching (Secondary) will on application be awarded cross credits as follows: ED152, ED153, ED250. Students admitted with current Bachelor of Teaching (Secondary) programme from regional universities will be given some cross credits in the 100 level and 200 level Education Courses. All students in this category have to complete the required teaching subject majors that are offered with different schools at USP.

(j) New Zealand Certificate in Business (NCB)

For a holder of the New Zealand Certificate in Business, the following credit transfers shall normally be awarded:

NCB Course USP Credits

101 Accounting Practices AF101 120 Economic Environment EC100 130 Organisation and Management MG101 202 Management Accounting AF102 220 Managerial Economics EC102

(k) University of Technology (UNITECH) in Papua New Guinea

For a holder of a UNITECH Diploma in Business Studies, the following five credits shall normally be awarded: AF101, AF102, EC101, MA101 and MG101

(l) UNILEARN Programmes

Course	USP Credits
Introduction to Computing	IS121
Academic Literacy	LLF15

Credit Transfer to the LLB

From the USP Certificate in Law: One non-Law course in Year I and one optional law course at 300-level.

From the USP Diploma in Law: Two optional non-Law courses in Year I and two optional law courses at 300-level.

(m) Tupou Tertiary Institute (Whitireia Community Polytechnic) TTI (WCP)

The following USP Credits may be awarded:

TTI Courses/Programme	USP Credits
AM5107 Management AM5108 Business Communication, Professional Communication BUS 6636 Applied Management	MG101 Introduction to Management MG 106 Introduction to Human Resource Management
BUS 5500 Accounting Principles	AF 101 Introduction to Accounting & Financial Management
BUS 5501 Accounting Practices	AF 102 Introduction to Accounting & Financial Management 2
BUS 5520	EC100 Introduction to Economics
IT5383: Fundamental of Software Design and Development	CS140 Introduction to Software Engineering
IT5387: Fundamental of Networking	CS150 Introduction to Computer networks and security
IT6326: Data Model & Databases	IS222 Database Management System

(n) USP Pacific Technical and Further Education

(i) Certificate IV in Information Technology (Support)

For the holder of a Certificate IV in Information Technology (Support) or Diploma of Information Technology (Level 5)the following credits shall normally be awarded

CEI41: ICT Fundamentals, CEI42: ICT Business Processes, CEI43: ICT Work Practices, CEI44: Networking and Hardware Support, CEI45: Network Communications, CEI46: Database and User Support. USP Credits: IS121.

1.7 Notwithstanding the provisions for transferring external credits or programmes to USP courses or programmes identified above, every three years a report on a review of all credit transfer arrangements shall be presented to Senate.

1.8 Franchised USP Pre-Degree Programmes

(a) The University shall allow students to enrol in a USP Pre-Degree programme at franchised schools in the region. The scope of the arrangements shall include the teaching of courses leading to a Pre-Degree certificate.

(b) Franchise shall involve evaluation of the capacity of a school to facilitate admission and support for the organisation of Pre-Degree courses for students who enrol in University Pre-Degree programmes through such a franchised school.

(c) The scope of the evaluation shall include school governance and management, staff, physical and learning resources, learner information and support, assessment policy, and development, delivery and review of programmes.

1.9 Completion of Programme from Outside the Region

Students who leave the University region to reside in a country outside that region, and who wish to complete any programme or qualification of the University may, with the prior approval of Senate, take appropriate examinations at another institution approved for the purpose by Senate, and may be awarded credit for passes in any such examinations for the purpose of their programme or qualification.

Regulations Governing copyright

NOTE: These Regulations should be read in conjunction with the Copyright Policy and Guidelines [Policy No. 3.4.5].

1.0 The University of the South Pacific has a legal obligation to ensure that all University staff are copyright compliant. All USP staff are required to ensure that they are copyright compliant when using third party copyright material. As most course materials are prepared in Fiji, these Guidelines are based on the Fiji Copyright Act 1999. Students should follow the copyright laws of the country in which they are domiciled.

1.1 This Regulation applies to staff and students of USP.

2.0 What is Copying?

2.1 Copying means reproducing or recording a work in any material form and includes storing (literary, dramatic, musical. or artistic works) in any medium by any means (e.g. CD Rom, DVD, computer). It does not include communicating the work or making it available online electronically, on an intranet or through Moodle.

2.2 When copying from a copyright work it is important that it is an accurate copy of the original. It should not be adapted or reformatted, this will infringe the rights of the author or the rights of the publisher in the typography of the work.

2.3 Copyright material can be freely used to set and answer questions for examination purposes and can be communicated online to candidates.

3.0 Copyright Compliance Procedures

3.1 Staff should provide a full bibliographic list of all collections of readings that are copied and provided for students at the beginning of the course book or reader in which they are contained. This should include the title of the work, the author and publisher, the country and year in which it was published, the ISBN (where possible). The pages copied and the number of pages in the work. While material copied for "criticism or review" does not need to be included in the bibliographic list of readings it must be only acknowledged in the course materials.

3.2 A notice should be provided indicating that the copy was made under the provisions of the Fiji Copyright Act 1999 or under licence from rights-holders or their agents. The notice must also state that the material may not be copied further without appropriate authority.

3.3 Where the copyright owner has indicated that the material can be freely copied for non-commercial or educational purposes, this should be indicated on the bibliographic list provided in the course pack or reader. Similarly, where specific authority has been obtained to copy beyond the provisions of the Copyright Act then this should be indicated here as well in line with the following suggestions:

CC - Creative Commons;

CL - Copied under licence;

OA - Open Access;

PD - Public Domain

4.0 Any copying or use of copyright works beyond these procedures must be cleared through the USP Copyright and IP Officer.

Honorary Awards Regulations

1.0 THE HONORARY DEGREE OF DOCTOR OF THE UNIVERSITY

1.1 The Council may award the Honorary degree of Doctor of Letters (DLitt), Doctor of Laws (LLD) or Doctor of Science (DSc) according to Statute 21 (g): 'On the recommendation of a Joint Committee of the Senate and the Council, to grant any special academic distinctions, including honorary degrees'.

1.2 Honorary degrees may be conferred in the following areas:

(a) DLitt – arts, humanities, and social sciences, or service to society;

(b) LLD – law, public service, and public policy;

(c) DSc – science, engineering, and related areas.

1.3 There are six criteria against which nominations can be considered. Nominations can be made citing one or more of the following:

(a) Academic and scholarly distinction;

(b) Service to subject areas offered by the University;

(c) Work in areas of special concern to the University according to its strategic direction;

(d) Exceptional contribution to the well-being of Pacific Island societies;

(e) Public service;

(f) Service to the University.

1.4 The work of nominees for the award of the Honorary Doctor of the University would normally be expected to have gained them national, regional and/or international standing and impact.

1.5 The candidate should have a distinguished list of publications and/or long standing service contribution to the Pacific islands.

2.0 THE HONORARY DEGREE OF MASTER OF THE UNIVERSITY

2.1 The Council may award the Honorary degree of Master of the University (MU) according to Statute 21 (g): 'On the recommendation of a Joint Committee of the Senate and the Council, to grant any special academic distinctions, including honorary degrees'.

2.2 There are four criteria against which nominations can be considered. Nominations can be made citing one or more of the following:

(a) Outstanding service in an academic or professional area;

(b) Service in an area of special concern to the University in any one of the member countries of the USP region;

(c) Notable contribution to the well-being of Pacific island societies;

(d) Service to the wider community and especially work that has helped the underprivileged.

3.0 MEMBERSHIP AND TERMS OF REFERENCE

3.1 The Honorary Degrees Committee shall be established by Council and shall consist of the Pro- Chancellor, who shall be the Chair of the Committee, the Vice-Chancellor & President, the Deputy Vice-Chancellor (Education), two members of Council (who are not members of Senate) to be appointed by Council, and two members of Senate to be appointed by Senate.

3.2 The appointed members of the Honorary Degrees Committee shall hold office for a period of two (2) years and are eligible for reappointment.

3.3 An appointed member shall cease to hold office on ceasing to be a member of Councilor Senate, as the case may be. Any casual vacancy shall be filled by the appointing authority.

3.4 It is the responsibility of the Committee:

(a) To consider nominations for Honorary degrees, and if it agrees unanimously, to recommend to the Council the award of the degrees;

(b) To take active measures to identify nominees, over and above those nominated by members of Senate and Council;

(c) To recommend to the Council changes to the criteria and qualifications for candidates for Honorary degrees;

(d) To make recommendations on any other matters concerning forms of recognition that the Senate or Council may refer to the Committee.

4.0 PROCEDURES FOR NOMINATING CANDIDATES FOR THE HONORARY DEGREE

4.1 Members of the Council and the Senate may nominate to the Honorary Degrees Committee a person who has an exceptional record of achievement and integrity for an Honorary Degree.

4.2 Nominations must be made on the standard Honorary Degree Nomination Form and submitted to the Secretary to Council. The application form can be found at: http://policylib.usp.ac.fj/form.readdoc.php?id=972

4.3 Normally, a nominator can nominate only one person at any one time.

4.4 A nominator or person who writes letter(s) in support of nominees shall withdraw fromthe room when the nomination is being considered.

4.5 All proceedings under these regulations, except a resolution of the Council to confer the Honorary Degree, shall be confidential and taken in committee.

4.6 A person being nominated should not be aware that a nomination has been made or is under consideration.

4.7 If the Council approves the nomination and the nominee accepts the Honorary degree, the conferring of the degree shall be scheduled at a time that is mutually convenient to the University and the nominee within three years of its being approved.

4.8 In view of the regional nature of the University, it would be expected that such awards be conferred at the degree ceremony in one of the USP member countries.

4.9 No nomination should be made, nor any degree conferred, in consideration of the payment of money or the donation of property.

5.0 THE HONORARY TITLE OF PROFESSOR EMERITUS

5.1 The Senate may confer the honorary title of Professor Emeritus upon a Professor of the University whom Senate deems worthy of the distinction. It is an honorary title that carries no salary or other benefits.

5.2 The title of Professor Emeritus may be conferred normally on the retirement of the Professor from the University after long and distinguished service.

5.3 Members of the Senate may nominate to the Vice-Chancellor & President a person deemed worthy of this distinction. The appointment is usually proposed by a fellow Professor.

5.4 The Vice-Chancellor & President or delegate shall bring the name(s) of nominees before a Committee of Senate which shall consider whether to recommend the conferment of the title of Professor Emeritus to Senate. A comprehensive CV is required and given to the Committee for review.

5.5 If the Committee unanimously recommends the conferment of the title of Professor Emeritus, the Vice-Chancellor & President or delegate shall bring the recommendation before Senate, which shall determine whether the title shall be conferred. If the Senate were to vote on the resolution, the decision would require a two-thirds majority of those present and voting.

5.6 All proceedings under these regulations, except a resolution of the Senate to confer the title of Professor Emeritus, shall be confidential and taken in committee.

5.7 A person being nominated must not be aware that a nomination has been made or is under consideration.

Ceremonial & Academic Dress Regulations

1.0 The ceremonial dress of The University of the South Pacific was designed in lightweight materials to be appropriate for tropical conditions. The principal colours reflect the brown of tapa or masi found throughout the Pacific, while the blue derives from the colour of the sea and the sky.

2.0 CEREMONIAL DRESS

2.1 **Chancellor**: The gown is made from brown Indian silk with long sleeves lined with cream silk. The facings are six-inch- (fifteen-centimeter-) wide strips of specially designed tapa motifs representative of all the member countries of the University. The material is gathered at the yoke. The headgear is a trencher covered with brown Indian silk, with matching braid round the lower edge and a brown tassel.

2.2 **Pro-Chancellor**: The gown is as for the Chancellor, but with unlined sleeves. The head gear is as for the Chancellor without the braid.

2.3 **Vice-Chancellor**: The gown is as for the Pro-Chancellor, but the facings are four-inch- (ten - centimetre-) wide strips of tapa. The headgear is as for the Pro Chancellor.

2.4 **Secretary to Council**: The gown is as for the Pro-Chancellor with no facing. The headgear is as for the Pro-Chancellor.

3.0 ACADEMIC DRESS

3.1 **Doctor of the University**: The gown is in dark blue Indian silk with pleats on each side at the back. The sleeves have a horizontal lower edge and a slit in the front. Facings down the front of the gown are in light blue Indian silk, as are the linings of the sleeves. The hood is a simple cowl twice the size of the bachelor's hood with a lining in light blue. The headgear is a trencher in dark blue Indian silk with a light blue tassel.

3.2 **Master of the University**: A dark brown master's gown, with a light blue lining for the hood and front V attaching it. The headgear is a dark brown trencher.

3.3 **Doctor of Philosophy**: The gown is as for the Doctor of the University but the sleeves are unlined and the facings are in red. The hood is as for the Doctor of the University hood but the lining is red. The headgear is a trencher in dark blue Indian silk with a red tassel. **Master's Degree**: Gowns should be of cotton in the dark brown colour of the usual deep shade of tapa cloth patterns, in a simple design with three pleats on each side at the back.

(a) Sleeves come down to knee level.

(b) The hood is a simple cowl lined with the following degree colours:

- forest green for Agriculture
- gold for Arts and Social Sciences
- purple for Business Administration
- teal for Commerce
- cream for Education
- magenta for Engineering
- silver grey for Law

- brick red for Public Health
- palm green for Science
- pale pink for Master of Computing and Information Systems (MCIS)
- pale pink for Master of Information Systems (MIS)

(c) The front finished in a two-inch- (five-centimetre-) wide V which is in the degree colour. The headgear, which is optional, is a trencher in a light-weight matching brown fabric.

3.4 **Master of Philosophy**: A dark brown gown and plain dark brown hood.

3.5 **Postgraduate Diplomas and Certificates**: A dark brown gown only, the same colour and design as the master's degree.

3.6 **Professional Diplomas and Certificates**: A dark brown gown only, the same colour and design as the master's degree.

3.7 **Bachelor's Degree**: Gowns are of the same design as for the master's degree, but in a lighter shade of tapa brown.

(a) The hood is lined in the discipline colours as defined by the master's dress. In addition to the colours prescribed for the master's degree in clause 3.4, the following colours are assigned:

- orange for Bachelor of Software Engineering (BSE)
- orange for Bachelor of Networks and Security
- magenta for Bachelor of Geospatial Science (BGS)

(b) The front V attaching the hood is in plain brown. The headgear, a trencher, in the same light tapa brown of the gown.

3.8 **Combined programmes**: Where two programmes are completed simultaneously resulting in the award of 2 certificates, the recipient shall wear two hoods (each depicting the colour of the two qualifications) as part of their academic dress.

3.9 **Diplomas and Certificates**: A light tapa brown gown only, the same colour and design as the bachelor's degree.

Library information & Regulations

The USP Library is made up of a network of campus and centre libraries across the USP region. The Main Library located at Laucala Campus (Fiji) includes more than one million print volumes, access to over 70,000 full text journal titles and more than 200,000 e-books, and seating for 1195 readers. The holdings include a separate collection of material relating to the Pacific Islands, known as the Pacific Collection. While most of the print library resources are available for loan, there are restrictions on borrowing serials, reference works, Pacific Collection materials, and materials on reserve. In addition to a developing Information Literacy Programme, a wide range of services is offered including networked computers, self-service photocopying, interlibrary loans, a reference and information desk and reprographic services. Guides and brochures are available from the Information and Issue desks and at www.usp.ac.fj.

The Samoa Campus Library holds approximately 21,000 books and 200 journal titles. The bulk of the collection is agriculture-related but there is also a wide range of material to support students doing FL courses. All books except those in the Reference, Reserve and Pacific Collections may be borrowed, normally for a period of two weeks. Agricultural databases include TEEAL, CAB Abstracts with Fulltext and ProQuest Agriculture Journals.

The Emalus Campus Library has a stock of 22,000 volumes, with an expanding collection of electronic resources to meet the information needs of staff and students of law and Pacific languages, as well as students doing FL courses. The library has seating for 100 readers. Guides and brochures alert users to the rules governing use of the collections.

Students registered for FL courses are supported by the above libraries as well as USP campus libraries or Learning Resource Centres in the following countries: Cook Islands, Fiji (Labasa, Lautoka, Rakiraki, Savusavu and Sigatoka), Kiribati, Marshall Islands, Nauru, Niue, Samoa (Savaií), Solomon Islands, Tokelau, Tonga (Ha'apai and Vava'u), Tuvalu and Vanuatu (Santo and Tanna).

The collections at the Main Library and Samoa Campus Library are classified according to the Library of Congress scheme. Emalus Campus Library uses the Dewey Decimal Classification scheme for the general collection and the Moys Classification scheme for the law collection. All other campus libraries use the Dewey Decimal Classification scheme. Catalogues for all libraries are available at www.usp.ac.fj.

LIBRARY REGULATIONS

1.0 ADMISSION AND REGISTRATION

1.1 Admission to the Libraries in the network and the use of their facilities shall be conditional upon compliance with the regulations and rules of the Library and such directions as may be given from time to time by the University Librarian.

1.2 The Libraries may be used by members of the University Council, registered students, university staff, and other classes of persons as may be determined by the University Librarian.

1.3 Staff and students leaving the University are required to obtain clearance from the Library.

2.0 BORROWING CONDITIONS

2.1 Borrowers shall observe the conditions of borrowing posted in the Library, which may be amended from time to time by the University Librarian.

2.2 No item held by the Library may be borrowed without the loan of it having been officially recorded by the Library staff.

2.3 The University Librarian may recall a book or item on loan at any time. It must be returned within one week of the date of the recall notice, otherwise a fine will be incurred at the rate stated in the fees section of the USP Handbook & Calendar.

2.4 The borrowing of certain classes of items may be restricted or prohibited. Such items shall be clearly marked by the Library to indicate the restrictions placed upon them.

2.5 No item held by the Library shall be lent privately by any borrower, and the borrower in whose name the item has been issued shall be held responsible for its safe-keeping.

2.6 At the end of each borrowing period indicated by the date stamped in the book, a borrower shall return the book by the close of business on the due date or make a formal application at the Library for renewal of the loan. The Library shall be under no obligation to notify a borrower when an item is overdue. Failure to return or renew an overdue item shall result in the charging of a penalty at the rate stated in the Fees section of this Handbook and Calendar. Borrowing privileges shall cease as soon as a borrower incurs a fine and shall not be reinstated until the fine is paid in full. Library clearance, for examination results or withdrawal from courses, shall not be given until all items have been returned and all charges paid.

2.7 Items on loan may be reserved by a reader, and on return to the Library will be held for seven days after which they will be returned to the collection.

2.8 Borrowers shall be held responsible for USP Library books or other items issued to them, and will be required to pay any fine due for late return, plus the cost of a new copy and an administrative charge for books or items damaged (i.e. marked, defaced or mutilated) or lost. If the cost of a new copy cannot be determined, the standard fees charged are as stated in the Fees section of this Handbook and Calendar. If an item is returned after being declared lost, an overdue fine will be levied, and the balance of any replacement payment will be refunded within 30 days of the return.

3.0 GENERAL

3.1 Silence shall be observed in the Library except in designated talking areas (e.g. Learning Commons at Laucala). Any person who fails to observe the rules on noise control in the Library will be fined on the first two occasions by the authority of the University Librarian, at the rate stated in the Fees section of the USP Handbook & Calendar. Borrowing privileges shall cease until the fine has been paid. On a third occasion, a thirty-day period of exclusion from the Library shall be imposed by the University Librarian.

3.2 In the Library, smoking, the consumption of food or drink, and the use of matches and lighters are prohibited. Drink is allowed in the Learning Commons.

3.3 Mobile devices (laptops, tablets, MP3 players, mobile phones, etc.) may be used in the Library provided they cannot be heard by other users. Ringtones, speaking on the phone and other associated sounds

are treated as a noise offence and will attract a noise fine at the rate stated in the Fees section of the USP Handbook & Calendar. This restriction does not apply to designated talking areas.

3.4 One bag per user up to 24" x 17" x 10" is allowed under the Bags-in-Library Policy at select libraries. Items not permitted into the Library include food, liquid, sharp objects, scissors, razors, industrial tools, weapons of any kind, sports gear, wet rainwear and umbrellas. The Library shall reserve the right to remove readers' personal belongings that are left in the Library, and shall not be held responsible in the case of loss of such belongings. Valuables should not be left unattended as the University does not accept responsibility for the loss of any such item.

3.5 Persons leaving the Library shall allow staff at the exit control point to examine their books, papers and other possessions.

3.6 Items taken from the shelves for consultation in the Library must not be re-shelved by readers, but must be left either on the tables or in the special places reserved for them for re-shelving by the Library staff.

4.0 INTER-LIBRARY LOANS

Readers for whom items have been borrowed from other libraries shall comply with the loan conditions imposed by the lending libraries.

5 .0 HOURS OF OPENING

Hours of opening shall be approved by the University Librarian and may be amended at their discretion. Notices of current opening hours shall be displayed prominently in the Library.

6.0 NUMBER OF BOOKS THAT MAY BE BORROWED

6.1 The number of items from the general collection that a borrower may have issued out in his or her name is determined by the category of borrower to which he or she belongs.

6.2 The number of items loaned to registered users from a special collection is governed by the rules pertaining to that collection.

6.3 The maximum number of items loaned to a borrower may be increased in individual cases at the discretion of the University Librarian.

7.0 EXTERNAL BORROWERS

7.1 Persons other than registered students and university staff may become External Borrowers of the Library.

7.2 External Borrowers who shall pay a non-refundable fee at the rate stated in the Fees section in this Handbook and Calendar.

7.3 Visitors to the University's Academic Units should obtain a letter signed by the Head of the Academic Unit (or Campus Directors) guaranteeing that the Academic Unit/Campus Administration will pay any unpaid Library fines or charges accrued.

8.0 REGISTRATION OF READERS

Presentation of a valid borrower's card shall be sufficient proof of entitlement to borrow from the Library. Registered students and staff shall show valid USP identity cards, and all other borrowers shall show the cards issued to them by the Library.

9.0 BORROWING PERIODS

9.1 Most items held by the Library shall be available for loan and exceptions shall be specifically labelled.

9.2 Items shall be issued to different categories of Library borrowers for varying periods.

9.3 On the recommendation of University academic staff, specific items may be issued for shorter periods.

9.4 Reserve collection items shelved behind the issue desk shall be borrowed for use within the Library only, and for such periods as specified on their issue slips. Some may be borrowed overnight or over weekends.

9.5 The following categories of items held by the Library shall not be borrowed: serials and books in the Reference section.

10.0 ISSUE AND RETURN OF BOOKS

10.1 Readers shall borrow items held by the Library on production of a valid borrower's card.

10.2 Each item borrowed shall be stamped at the issue desk with the due date. This stamp constitutes the official notification to the reader of the date by which the item must be returned.

10.3 An item must be returned at the appropriate issue desk or left in one of the book return bins.

10.4 The Library shall not be responsible for items that are returned without formal cancellation of their issue, whether the items are returned directly to the shelves or left anywhere else in the Library.

10.5 The loan and return of Library materials shall cease at the issue desk at a time specified by the Library. All users must vacate the Library by closing time.

11.0 AMENDMENT OF RULES

The University Librarian shall make, amend or remove any rules relating to the Library.

Medals & Prizes Regulations

1.0 The criteria for the award of gold medals and prizes are as follows:

(a) School Gold Medal: awarded to the most outstanding graduate, who has a cumulative Grade Point Average of not less than 4.0 in the programme in which the student has completed.

(b) Discipline Gold Medal: awarded to the most outstanding graduate with a cumulative Grade Point Average of not less than 4.0 in the courses the student has completed in the discipline, as a major or one the majors, or as part of the students programme and meets the requirements for a major in the discipline.

1.2 Where there are two or more outstanding graduates in a discipline or programme, each shall be awarded a gold medal and the full accompanying money prize.

1.3 In the calculation of the GPAs for the medals and prizes, the resultant number will be taken to two decimal points and only USP earned credit will be used.

2.0 PACIFIC TECHNICAL & FURTHER EDUCATION PRIZES GOLD MEDALS

2.1 Pacific TAFE Gold Medal and Prize

For the most outstanding graduate in Pacific TAFE - Gold Medal and Prize

2.2 Prizes for Continuing Education Programmes

Prize for the most outstanding graduate in the following skills based programmes provided the student graduates with a cumulative GPA of not less than 4.0 in the programme. Prizes will be awarded for the highest exit qualification of the programme.

Professional Diploma in Business Management - Prize

Diploma in Accounting (Level 5) - Prize

Diploma of Business Administration (Level 5) – Prize

Diploma of Counselling (Level 5) - Prize

Diploma in Culinary Arts & Management (Level 5) - Prize

Diploma of Early Childhood Care & Education (Level 5) - Prize

Diploma of Hospitality Management (Events, Food & Beverages & Front Office - Level 5) - Prize

Diploma of Human Resource Management (Level 5) - Prize

Diploma of Information Technology (Level 5) - Prize

Diploma of Library & Information Services (Level 5) - Prize

Diploma of Project Management (Level 5) - Prize

Certificate IV in Coastal Fisheries & Aquaculture Compliance

Certificate 4 in Cyber Security - Prize

Certificate 4 in Fisheries Enforcement & Compliance - Prize

Certificate 4 in Patisserie (Pastry & Bakery) - Prize

Certificate 4 in Resilience (Climate Change Adaptation & Disaster Risk Reduction) - Prize

Certificate 4 in Training, Assessment & Evaluation - Prize

Certificate 3 in Community Development - Prize

Certificate 3 in Patisserie (Pastry & Bakery) - Prize

Certificate III in Small Business Development & Management - Prize

2.3 Prizes for Foundation & Preliminary Programmes

Prize for the most outstanding graduate in the following Foundation and Preliminary programmes provided the student graduates with a cumulative GPA of not less than 4.0 in the programme:

For the most outstanding Foundation Arts graduate - Prize

For the most outstanding Foundation Business graduate - Prize

For the most outstanding Foundation Science graduate - Prize

For the most outstanding Preliminary Arts graduate - Prize

For the most outstanding Preliminary Business graduate - Prize

For the most outstanding Preliminary Science graduate - Prize

3.0 SCHOOL OF ACCOUNTING, FINANCE AND ECONOMICS

DISCIPLINE GOLD MEDALS

For the most outstanding graduate with major in:

Accounting - Gold Medal and Prize

Economics - Gold Medal and Prize

Finance - Gold Medal and Prize

Official Statistics - Gold Medal and Prize

OTHER PRIZES

For the most outstanding Master of Commerce in Economics (by Coursework) graduate - The T.K. Jayaraman Prize

The Head of School's Award for the most outstanding first year student in the School of Accounting, Finance and Economics - Prize

The Auditor-General of Fiji award - Prize

4.0 SCHOOL OF BUSINESS AND MANAGEMENT

For the most outstanding Master of Business Administration graduate - Gold Medal and Prize

DISCIPLINE GOLD MEDALS

For the most outstanding graduate with major in:

Management and Public Administration - Gold Medal and Prize

For the most outstanding Land Management graduate - Gold Medal and Prize

For the most outstanding Tourism & Hospitality graduate - Gold Medal and Prize

OTHER PRIZES

For the most outstanding Master of Commerce in Tourism & Hospitality Management thesis - Prize

For the second most outstanding Master of Business Administration graduate - The Professor Nowak Prize

The Head of School's Award for the most outstanding first year student in the School of Business And Management - Prize

5.0 SCHOOL OF PACIFIC ARTS, COMMUNICATION AND EDUCATION

For the most outstanding Bachelor of Education graduate - Gold Medal and Prize

DISCIPLINE GOLD MEDALS

For the most outstanding graduate with a major in:

Education - Gold Medal and Prize

Journalism - Gold Medal and Prize

Linguistics - Gold Medal and Prize

Literature - Gold Medal and Prize

Literature and Language - Gold Medal and Prize

Pacific Vernacular - Gold Medal

Technical and Vocational Education - Gold Medal and Prize

OTHER PRIZES

Storyboard Award donated by David Robie and Delia, and the ABC-Radio Australia Prize of FJ$350 to the most outstanding journalism student demonstrating the qualities and ethics in pursuit of truth and the public interest.

The Head of School's Award for the most outstanding first year student in the School of Pacific Arts, Communication and Education

6.0 SCHOOL OF INFORMATION TECHNOLOGY, ENGINEERING, MATHEMATICS AND PHYSICS DISCIPLINE GOLD MEDALS

For the most outstanding graduate with a major in:

Computing Science - Gold Medal and Prize

Information Systems - Gold Medal and Prize

Mathematics - Gold Medal and Prize

Physics - Gold Medal and Prize

For the most outstanding Bachelor of Engineering (Electrical and Electronics) graduate - Gold Medal and Prize

For the most outstanding Bachelor of Engineering (Civil) graduate - Gold Medal and Prize

For the most outstanding Bachelor of Engineering (Mechanical) graduate - Gold Medal and Prize

For the most outstanding Bachelor of Networks & Security graduate - Gold Medal and Prize

For the most outstanding Bachelor of Software Engineering graduate - Gold Medal and Prize

7.0 SCHOOL OF LAW AND SOCIAL SCIENCES

For the most outstanding Bachelor of Laws graduate - Gold Medal and Prize

DISCIPLINE GOLD MEDALS

For the most outstanding graduate with a major in:

History - Gold Medal and Prize

Pacific Policing - Gold Medal and Prize

Politics – Gold Medal and Prize

Psychology - Gold Medal and Prize

Social Work - Gold Medal and Prize

Sociology - Gold Medal and Prize

OTHER PRIZES

For the most outstanding Master of Arts in Development Studies thesis - Prize

For the most outstanding Diploma in Leadership, Governance & Human Rights graduate in The Lionel Gibson Memorial Prize

The Head of School's Award for the most outstanding first year student in the School of Law and Social Sciences

8.0 SCHOOL OF AGRICULTURE, GEOGRAPHY ENVIRONMENT, OCEANS & NATURAL SCIENCES

For the most outstanding Bachelor of Agriculture graduate - Gold Medal and Prize

For the most outstanding Master of Agriculture thesis - Gold Medal and Prize

DISCIPLINE GOLD MEDALS

For the most outstanding graduate with a major in:

Biology - Gold Medal and Prize

Chemistry - Gold Medal and Prize

Geography - Gold Medal and Prize

Geospatial Science - Gold Medal and Prize

For the most outstanding Environmental Management graduate - Gold Medal and Prize

For the most outstanding Environmental Science graduate - Gold Medal and Prize

For the most outstanding Bachelor of Geospatial Science graduate - Gold Medal and Prize

For the most outstanding Marine Management graduate - Gold Medal and Prize

For the most outstanding Marine Science graduate - Gold Medal and Prize

OTHER PRIZES

For the most outstanding Masters Thesis Prize in Chemistry - The David Rohindra Prize

Animal Husbandry - The Telefoni Retzlaff Memorial Prize

The Head of School's Award for the most outstanding first year student in the School of Agriculture, Geography Environment, Oceans & Natural Sciences - Prize

9.0 PACIFIC CENTRE FOR ENVIRONMENT & SUSTAINABLE DEVELOPMENT (PaCE-SD)

For the most outstanding overall results in a Postgraduate Diploma Climate Change PaCE-SD Prize

10.0 UNIVERSITY PRIZES AND GOLD MEDALS

For the most outstanding PhD graduate - Gold Medal and Prize

For the most outstanding Master of Arts thesis - Gold Medal and Prize

For the most outstanding Master of Commerce graduate - Gold Medal and Prize

For the most outstanding Master by Research graduate - Gold Medal and Prize

For the most outstanding Master of Science thesis - Gold Medal and the Fosters Group Pacific Limited Prize

For the most outstanding overall results in a Postgraduate Diploma - Gold Medal and Prize

For the most outstanding Bachelor of Arts graduate - Gold Medal and Prize

For the most outstanding Bachelor of Commerce graduate - Gold Medal and Prize

For the most outstanding Bachelor of Science graduate - Gold Medal and Prize

11.0 VICE-CHANCELLOR & PRESIDENT'S ALL-ROUNDER PRIZE

For the male graduate and female graduate with the best combined academic performance and record of service to the community - Gold Medal and Prize

11.1 Vice-Chancellor & President's All Rounder Prize to a Pacific TAFE student

For the male graduate and female graduate with the best combined academic performance and record of service to the community - Gold Medal and Prize

11.2 Process for the Vice-Chancellor & President's All- Rounder Prize

(a) Communication of Award

(i) DVC (Education) Office sends out the criteria and nomination process regarding the Vice-Chancellor & President's All-Rounder Prize to the University in November.

(a) Academic units informed of the criteria and nomination process, and the deadline.

(b) Other sections like Regional Campuses, Campus Life and USPSA to draw up their timelines according to this communication.

(ii) DVC (Education) Office sends out a second reminder to the University in the beginning of January.

(iii) DVC (Education) Office sends out a third and final reminder to University in the middle of January.

(iv) Academic units, regional campuses and sections submit their nominations to the Medals & Prizes Committee by end of January.

(b) Criteria

Nominations will be judged according to the following criteria:

(i) Students must be graduating or have graduated in a USP graduation ceremony that took place from June of the previous year to March of the current year.

(ii) Students must have a programme GPA of 3.5 or better.

(iii) Students must not have been found guilty of any disciplinary charges.

(iv) Service Within USP - Students must show that they have provided outstanding service (going over and beyond what is expected of USP students) to the University over the duration of their programme. All service has to be backed up with supporting documentation including a supporting letter from their Academic Unit

(v) Service Outside of USP - Students must show that they have provided outstanding service (going over and beyond what is expected of USP students) to the wider community over the duration of their programme. All service has to be backed up with supporting documentation.

(c) Awarding the All-Rounder Prize & Gold Medal

(i) The Medals & Prizes Committee will receive all nominations and deliberate on one award for the male graduate and one award for the female graduate with the best combined academic performance and record of service to the community.

(ii) Nominations will be scored out of 5 (1 being the lowest, 5 being the highest) against the following:

(a) GPA

(b) Service Within USP - more points will be given to students who show outstanding service not only within their Academic Unit, but University-wide, as well as the length of their service.

(c) Service Outside of USP - more points will be given to students who show outstanding service outside of their village, race and religious affiliation.

(iii) The Medals & Prizes Committee will forward the names of these awardees to the Vice-Chancellor & President for the final decision.

(iv) Student Administrative Services will inform the recipients of these awards via email.

12.0 VICE-CHANCELLOR & PRESIDENT'S PRIZE FOR STUDENT RESEARCH

The University through this prize will recognise the research output from a student's work, normally carried out as part of a designated course (including Masters and PhD), but the work may have been carried out independently (during vacations) supervised or otherwise sanctioned by USP - Prize of FJ$7,000

Course Identification System

COURSE CODES

Preliminary, foundation, and some certificate courses have a three-letter + two-number code. In these codes, the third letter represents the programme level. For example, GEP02 is a preliminary course, GEF02 is a

foundation course. Degree-level undergraduate courses and postgraduate courses have a two-letter + three-number code. For example, AG350 is a degree course.

COURSE CODE LETTERS

All USP courses are identified by a two- or three-letter prefix. These code letters represent a focused area of study (such as BI for biology, ED for education, or SO for sociology). A list of all study area prefixes and the section of the university that teaches them appears below.

COURSE CODE NUMBERS

Preliminary, foundation, certificate, diploma and Continuing and Community Education course codes contain a two-digit number, while other course codes contain a three-digit number. The first of the three digits reflects the 'level' of the course. First year courses of a degree programme open with a '1' and are referred to as 100-level courses, second year courses have a '2' and are known as 200-level courses, and third year courses have a '3', called 300-level courses. Taught courses for a Postgraduate Certificate or Diploma or a Master's degree are 400-level courses. At the postgraduate level, a supervised research project has a 600 code, a master's thesis has a 700 code and a PhD thesis has an 800 code.

PREFIX	DISCIPLINE	OFFERED BY
AF	Accounting	School of Accounting, Finance and Economics
AG	Agriculture	School of Agriculture, Geography Environment, Oceans & Natural Sciences
AL	Research Methodology	School of Law and Social Sciences School of Pacific Arts, Communication & Education
BI	Biology	School of Agriculture, Geography Environment, Oceans & Natural Sciences
CE	Continuing Education	Pacific Technical & Further Education (Pacific TAFE)
CH	Chemistry	School of Agriculture, Geography Environment, Oceans & Natural Sciences
CM	Cook Islands Māori	School of Pacific Arts, Communication & Education
CN	Chinese	School of Pacific Arts, Communication & Education
COJ	Law	School of Law and Social Sciences
CS	Computing Science	School of Information Technology, Engineering, Mathematics and Physics

CV	Civil Engineering	School of Information Technology, Engineering, Mathematics and Physics
DG	Development/Governance	School of Law and Social Sciences
DOJ	Law	School of Law and Social Sciences
EC	Economics	School of Accounting, Finance and Economics
ED/EDP	Education	School of Pacific Arts, Communication & Education
EE	Electrical/Electronic Engineering	School of Information Technology, Engineering, Mathematics and Physics
EL	English Language	School of Pacific Arts, Communication & Education
EM/EV	Environmental Science	School of Agriculture, Geography Environment, Oceans & Natural Sciences
EN	Engineering	School of Information Technology, Engineering, Mathematics and Physics
ES	Earth Science	School of Agriculture, Geography Environment, Oceans & Natural Sciences
FJ	Fijian	School of Pacific Arts, Communication & Education
FM	Finance	School of Accounting, Finance and Economics
FR	French	School of Pacific Arts, Communication & Education
GE	Geography	School of Agriculture, Geography Environment, Oceans & Natural Sciences
GN	Gender Studies	School of Law and Social Sciences
GS	Geospatial Science	School of Agriculture, Geography Environment, Oceans & Natural Sciences
HN	Hindi	School of Pacific Arts, Communication & Education
HY	History	School of Law and Social Sciences
IS	Information Systems	School of Information Technology, Engineering, Mathematics and Physics
JN	Journalism	School of Pacific Arts, Communication & Education
LN	Linguistics	School of Pacific Arts, Communication & Education
LM	Land Management	School of Business and Management

LT	Literature	School of Pacific Arts, Communication & Education
LW	Law	School of Law and Social Sciences
MA	Mathematics	School of Information Technology, Engineering, Mathematics and Physics
MBA	Master of Business Administration	School of Business and Management
MG	Management and Public Administration	School of Business and Management
MM	Mechanical/Manufacturing Engineering	School of Information Technology, Engineering, Mathematics and Physics
MS	Marine Studies	School of Agriculture, Geography Environment, Oceans & Natural Sciences
NU	Vagahau Niue	School of Pacific Arts, Communication & Education
OS	Official Statistics	School of Accounting, Finance and Economics
PA/PAP	Pacific Studies	School of Pacific Arts, Communication & Education
PC	Pacific Centre	Pacific Centre for Environment & Sustainable Development (PaCE-SD)
PD	Population and Demography	School of Accounting, Finance and Economics
PH	Physics	School of Information Technology, Engineering, Mathematics and Physics
PUH	Public Health	School of Agriculture, Geography Environment, Oceans & Natural Sciences
PL	Politics	School of Law and Social Sciences
PP	Pacific Policing	School of Law and Social Sciences
PS	Psychology	School of Law and Social Sciences
RT	Rotuman	School of Pacific Arts, Communication & Education

SC	Scientific Research	School of Agriculture, Geography Environment, Oceans & Natural Sciences School of Engineering, Computing, Mathematics and Physics
SO	Sociology	School of Law and Social Sciences
ST	Statistics	School of Information Technology, Engineering, Mathematics and Physics
SW	Social Work	School of Law and Social Sciences
TE	Technology	School of Pacific Arts, Communication & Education
TG	Tongan and Niuafoíou	School of Pacific Arts, Communication & Education
TS	Tourism Studies	School of Business and Management
UU	Interdisciplinary	University
VA	Vanuatu Language Studies	School of Pacific Arts, Communication & Education

COURSE DESCRIPTIONS

Within the course descriptions section the courses appear in strict course code order under the academic unit in which they are taught.

Modes of delivery

The following codes provide the official modes of course delivery at the University of the South Pacific (USP).

F = Courses offered in the face-to-face mode

P = Courses offered in the print mode

B = Courses offered in the blended mode

O = Courses offered in the online mode

In today's dynamic learning environment, while the above modes have specific definitions, it must also be remembered that there may be overlapping features across the four different modes. For example, a face-to-face course may also have selected online and multimedia components. Similarly, print and blended courses may also have some face-to-face tutorials, either delivered by tutors or lecturers at the regional campuses or through audio and video conferences. Furthermore, there may also be selected online and

multimedia components. Flexible learning students may be enrolled in any of the following three modes: P, B or O. Flexi-schools are also conducted throughout the region.

The Academic Units determine the mode in which a course is delivered and then the information is published in the annual Handbook and Calendar. Moreover, the Academic Units also determine the annual flexi-school schedules. Flexi-schools include summer and winter schools that are conducted throughout the year. The Academic Unit in which the flexi-school course is taught will supply the necessary information.

The information included below provides a detailed explanation of the modes of delivery in the USP context.

Face-to-face (F)

Face-to-face courses are those offered with up to two hours of lectures per week and face-to-face tutorials during the semester/trimester of offer; these courses may include the following:

Moodle (1-29%); and

other forms of learning technologies, for example, mLearning.

Print (P)

Courses offered in the print mode do not offer weekly lectures and face-to-face tutorials during the semester of offer. Print courses are those offered through Flexible Learning modes and where the learning materials are provided in a combination of the following course components:

Introduction and Assignments book;

Course book(s)

Course or Study Guide (book)

Any other printed materials that are developed by a course writer or subject specialist and the Course Design and Development (CDD-CFDL) team.

Some courses have regional tutors, in which case, there may be face-to-face tutorials at the regional campuses. However, this is not generally the case. The majority of print courses have videoconference tutorials conducted through REACT.

offer satellite tutorials (REACT)

may have a regional tutor (in which case, there may be some face to face tutorials)

have a Moodle presence (1-29%)

may have other forms of learning technologies, for example, mLearning

may have selected multimedia, for example, DVD, CDs, etc.

Blended (B)

A blended course is one that blends online and face-to-face delivery. Sometimes blended courses are referred to as hybrid courses. Furthermore, a blended course is one where a substantial proportion of the content, that is, 30-79%, is delivered online, typically uses online discussions, and typically has some face-to-face

interaction between student and lecturer or tutor. Blended courses may also have a (print) Course guide or Study guide and can be offered to both Face-to-face- and Flexible Learning students.

Online (O)

An online course is one where most or all of the content is delivered online and typically has no face-to-face meetings, that is, 80+% is offered in the online mode. All multimedia components of the course will be included in the Learning Management System (LMS) used by the course provider. Moodle is USP's selected LMS.

Location

CI	offered at Cook Islands Campus
E	offered at Emalus Campus, Port Vila, Vanuatu
K	offered at Kiribati Campus
LAB	offered at Labasa Campus, Labasa, Fiji
L	offered at Laucala Campus, Suva, Fiji
LTK	offered at Lautoka Campus, Lautoka, Fiji
NA	offered at Nauru Campus
NAN	offered at Nadi Centre
NI	offered at Niue Campus
RMI	offered at Republic of Marshall Islands Campus
SAM	offered at Samoa Campus
SI	offered at Solomon Islands Campus
TOK	offered at Tokelau Campus
TON	offered at Tonga Campus
TU	offered at Tuvalu Campus
C	offered through all USP campuses
C*	offered through all USP campuses except Laucala
C**	offered through all USP campuses except Emalus
C***	offered through all USP campuses except Laucala & Emalus
P*	Print mode of School Based Foundation

An example of an entry in course prescriptions chapter is explained below.

Code	**Title**
JN203	**Television Journalism**

Prerequisites: JN101 and JN103

Semester 1: Not offered Semester 2: F at L

The course distinguishes the process involved in writing for television as distinct from other media. It puts stress on teaching visual language skills. Workshops will include video scripting, camera techniques, sound and lighting, location issues, editing with Final Cut Pro, and producing TV news, news features, and documentaries. The focus of the course is journalistic as well as technical. Lecture topics will include the history and development of television/cinema in the Pacific and internationally.

Explanation

This course has a course code of JN203, the JN prefix meaning it is a Journalism course, and the first digit of the three-number suffix indicating it is a 200-level (a second-year course). In Semester 1, it is Not Offered. In Semester 2, it is offered Face-to-Face (F) at the Laucala Campus (L).

The prerequisite for the course is JN101 and JN103. This means a student must have already passed the course JN101 and JN103 before being permitted to register for JN203. The material in JN101 and JN103 is an essential foundation for understanding JN203.

PROGRAMME REQUIREMENTS AND REGULATIONS

PACIFIC TECHNICAL & FURTHER EDUCATION (PACIFIC TAFE)
COLLEGE OF FOUNDATION STUDIES (CFS)

PROGRAMME REQUIREMENTS AND REGULATIONS

1. Preliminary Arts

1.1. Admission Requirements:

i. Successful completion of Year 11/Form 5 with satisfactory school report and reference from school Principal when applying for admission.

ii. Those that scored below 180 in the Fiji Year 12 Examinations or equivalent.

1.2. *Courses:*

The Programme in Preliminary Arts requires the completion of eight courses. To complete the Arts Programme students must pass LLP14, LLP15 and at least three from the following courses HYPO1, PLP01, GEPO1, GEPO2 and SOP02. For the remaining three courses, students may select from the following electives: MAP11, TEPO2 and ISP21.

2. Foundation Arts

2.1 *Admission Requirements:*

i. Fiji: Pass the National Year 12/Form 6 Examination with an aggregate score of 200 out of 400 and at least 50% in each of the four subjects of which one must be English.

ii. Countries sitting their Senior Secondary Certificate or Year 12/Form 6 equivalent: Pass with an aggregate score of 4-19 with English not more than 4 and not more than 5 in 3 other subjects.

iii. From USP Preliminary: Pass in LLP14 & LLP15 and 6 other USP Preliminary courses.

iv. Completed studies at Year 12/Form 6 level deemed equivalent.

v. Successful completion of Unclassified USP Preliminary requirements.

vi. Those who scored below 180 in the Fiji Year 13 National Examination.

2.2 Courses:

The Foundation Arts programme requires the completion of eight courses whereby a student must pass a total of 8 courses, 2 of which are the compulsory Language courses, LLF14 and LLF15. Students must also complete at least three additional courses chosen from HYF01, PLF01, SOF01, SOF02, GEF01, GEF02. To meet the requirement of the 8 courses, a student can choose from the following: MAF21, TEF02, TEF03, ISF21, CSF12, FJF23, LNF21, AGF01, AFF01, AFF02, ECF04, OSF01.

3. Preliminary Business

3.1 Admission Requirements:

i. Successful completion of Form 5 or Year 11 with satisfactory school report and reference from school Principal when applying for admission.
ii. Those that scored below 180 in the Fiji Year 12 Examinations or equivalent.

3.2 Courses:

The Preliminary Business programme requires the completion of eight courses whereby a student must pass LLP14, LLP15, and any three courses from AFP01, AFP02, ECP02, ECP03.

For the remainder of the eight courses, students may select from the following optional courses: MAP11, TEP02 and ISP21. If a student is intending to take up Economics and Accounting in Foundation Studies, then MAP12 and MAP13 are also compulsory.

4. Foundation Business

4.1 Admission Requirements:

i. Fiji: Pass in the National Year 12 Examination with an aggregate score of 200 out of 400 and at least 50% in each of the four subjects of which one must be English.
ii. Countries sitting Senior Secondary Certificate or Form 6 or Year 12 equivalent: Pass with an aggregate score of 4-19 with English not more than 4 and not more than 5 in 3 other subjects.
iii. From USP Preliminary: Pass in LLP14 & LLP15 and 6 other USP Preliminary courses.
iv. Completed studies at Form 6 level/Year 12 deemed equivalent.
v. Successful completion of USP Preliminary Unclassified requirements.
vi. Those that scored below 180 in the Fiji Year 13 National Examination.

4.2 Courses:

The Foundation Business programme requires the completion of eight courses, 2 of which are the compulsory Language courses, LLF14 and LLF15. Students must also complete at least three additional courses chosen from AFF01, AFF02, ECF04 and OSF01. Students may select the remaining course(s) from the following: MAF21, TEF02, TEF03, ISF21, CSF12, FJF23, LNF21, AGF01, HYF01, PFL01, SOF01, SOF02, GEF01, GEF02. If a student is intending to take up Economics or Finance in degree studies, MAF11, MAF12 are also compulsory.

5. Preliminary Science

5.1 Admission Requirements:

i. Successful completion of Year 11/Form 5 with satisfactory school report and reference from school Principal when applying for admission.
ii. Those that scored below 180 in the Fiji Year 12 Examinations or equivalent.

5.2 *Courses:*

The Preliminary Science programme requires the completion of eight courses whereby a student must pass LLP14, LLP15, MAP12, MAP13 and any four from the following courses: BIP02, BIP03, CHP02,

CHP03, PHP02, PHP03, TEP02 and ISP21 or for any other course with the approval from the Head of College.

6. Foundation Science

6.1 Admission Requirements:

i. Fiji: Pass in the National Year 12/Form 6 Examination with an aggregate score of 200 out of 400 and at least 50% in each of the four subjects of which one must be English.
ii. Countries sitting Senior Secondary Certificate: Pass with an aggregate score of 4 - 12 with English not more than 3 and not more than 4 in other subjects.
iii. From USP Preliminary: Pass in LLP14, LLP15, MAP12 and 5 other USP Preliminary courses.
iv. Completed studies at Year 12/Form 6 level deemed equivalent.
v. Successful completion of unclassified USP Preliminary requirements.
vi. Those that scored below 180 in the Fiji Year 13 National Examination.

6.2 Courses:

The Foundation Science programme requires the successful completion of eight courses. Six of these courses must include the four compulsory courses: LLF14, LLF15, MAF11, MAF12 and at least two other courses from BIF02, BIF03, CHF02, CHF03, PHF02, PHF03, CSF12, ISF21. Other options to make up the 8 courses may be chosen from the following: TEF02, TEF03, FJF23, LNF21, AGF01, AFF01, AFF02, ECF04, OSF01, GEF01, GEF01, HYF01, PLF01, SOF01, SOF02.

If a student is intending to take up Agriculture in degree studies, BIF02, BIF03, CHF02, CHF03 are compulsory; and for Engineering studies, PHF02, PHF03 are compulsory.

*Note: Exemption for MAF11 and MAF12 for students intending to take Undergraduate Programs that do not require Maths will need Head of College approval.

PACIFIC TECHNICAL & FURTHER EDUCATION (PACIFIC TAFE)
College of Continuing Vocational Education & Training (CVET)

PROGRAMME REQUIREMENTS AND REGULATIONS

1. CERTIFICATE III IN SMALL BUSINESS DEVELOPMENT & MANAGEMENT

1.1 Admission Requirements:

I. must be 18 years and over and minimum pass in Form 4/Year 10 with English; or

II. met the University mature student admission criteria

1.2 Courses:

This programme comprises 4 courses: CESB31, CESB32, CESB33 & CESB34

2. CERTIFICATE III IN PATISSERIE (PASTRY & BAKERY)

2.1 Admission Requirements:

1. Be in sound health and physique, confirmed in the most current report by a certified

medical practitioner, and,

2. Passed, the Senate recognised year 12/Form 6 or equivalent with English; or,
3. Passed, Certificate II or equivalent from a provider registered on a national qualification

   framework; or,
4. Meet the University's mature student admission criteria.

2.2 Courses:

This programme comprises 5 courses: CECC31, CECC34, CECP31, CECP32, and CECP33

3. CERTIFICATE III IN COMMUNITY DEVELOPMENT

3.1 Admission Requirements:

I. Pass in Senate recognised Year 10/Form 4 or equivalent with English and must be 18 years and over; or

II. Relevant work experience in Community Development; or

III. Met the mature student admission criteria

3.2 Courses

This programme comprises 5 courses: CECD31, CECD32, CECD33, LLP14 and LLP15. LLP14 to be completed before LLP15.

4. CERTIFICATE III IN EARLY CHILDHOOD CARE & EDUCATION

4.1 Admission Requirements:

I. Pass in Senate recognised Year 10/Form 4 or equivalent with English and must be 18 years and over; or

II. Met the mature student admission criteria; or

III. Three years' early childhood teaching experience.

4.2 Courses:

This programme comprises of 5 courses: CEE31, CEE32, CEE33, CEE34 and CEE35.

5. CERTIFICATE III IN RESILIENCE (CLIMATE CHANGE ADAPTATION & DISASTER RISK REDUCTION)

5.1 Admission Requirements:

I. Pass in Senate recognised Year 12/Form 6 with English and a minimum of one year of relevant work experience; or

II. Met the mature student admission criteria; or

III. Completion of Certificate II in Resilience; or

IV. Any special case where the above requirements are not met can be approved by Director or nominee on case by case basis.

5.2 Courses:

This programme comprises of 4 courses which are CER31, CER32, CER33, and CER34

6. CERTIFICATE III IN COMMERCIAL COOKERY

6.1 Admission Requirements:

a. Be in sound health and physique, confirmed in the most current report by a certified medical practitioner, and,

b. Passed the Senate recognised Year 12/Form 6 or equivalent examination with English; or,

c. Passed Certificate II in Cookery or equivalent from a provider registered on a national qualification framework; or,

d. Meet the University's mature student admission criteria.

6.2 Courses:

This programme comprises 5 courses: CECC31, CECC32, CECC33, CECC34, CECC35

7. CERTIFICATE IV IN COMMERCIAL COOKERY

7.1 Admission Requirements:

To be admitted to the programme, applicant must;
a. Be in sound health and physique, confirmed in the most current report by a Certified medical practitioner, and,
b. Passed Certificate III in Commercial Cookery or equivalent from a provider registered on a national qualification framework and completed at least 400 hours of training at a 4 Star resort/hotel kitchen operation or equivalent.

7.2 Courses:

This programme comprises 4 courses: CECC41, CECC42, CECC43, CECC44

8. CERTIFICATE IV IN DISASTER RISK MANAGEMENT (TEAM LEADERSHIP)

8.1 Admission Requirements:

I. Pass in Senate recognised Year12/Form 6 or equivalent with English;

II. Two years' relevant work experience; or

III. Met the mature student admission criteria.

8.2 Courses:

This programme comprises 5 courses: CED41, CED42, CED43, CED44, CED45

9. CERTIFICATE IV IN HOSPITALITY OPERATIONS (EVENTS, FOOD & BEVERAGE AND FRONT OFFICE)

9.1 Admission Requirements:

I. To be admitted to the programme, applicant must;

a. Be in sound health and physique, confirmed in the most current report by a certified medical practitioner, and,

b. Passed the Senate recognised Year 12/Form 6 or equivalent examination with English; or,

c. Passed Certificate III in Hospitality or equivalent from a provider registered on a national qualification framework, or,

d. Meet the University's mature student admission criteria.

9.2 Courses:

This programme comprises 7 courses: CETH41, CETH42, CETH43, CETH44, CETH45, CETH46, and CETH48

10.CERTIFICATE IV IN ACCOUNTING

10.1 Admission Requirements:

I. Pass in Senate recognised Form 6/Year 12 or equivalent with English and Accounting; or

II. Two years or more relevant work experience with pass in Senate recognised Form 6/Year 12 or equivalent with English; or

III. Completed a certificate level III or equivalent registered on a national qualifications framework or where this does not exist recognised by the USP Senate and from a recognised provider; or

IV. Met the mature student admission criteria

10.2 Courses:

This programme comprises 6 courses: CEA41, CEA42, CEA43, CEA44, CEA45 and CEBA44

11. CERTIFICATE IV IN HUMAN RESOURCES

11.1 Admission Requirements:

I. Pass in Senate recognised Form 6/Year 12 or equivalent with English; or

II. Two years' relevant work experience for students who do not meet criteria (i)

III. Met the University mature student criteria.

11.2 Courses:

This programme comprises 6 courses: CEH41, CEH42, CEH43, CEH44, CEH45 and CEH46

12. CERTIFICATE IV IN BUSINESS ADMINISTRATION

12.1 Admission Requirements:

I. Pass in Senate recognised Form 6/Year 12 or equivalent with English; or

II. Minimum two years' relevant work experience for mature students with pass in Senate recognised Form 6/Year 12 or equivalent with English; or

III. Met the mature student admission criteria

12.2 Courses:

This programme comprises 6 courses: CEBA41, CEBA42, CEI41, , CEBA44, CEBA45, and CEBA46

13.CERTIFICATE IV IN PROJECT MANAGEMENT PRACTICE

13.1 Admission Requirements:

I. Persons are eligible to be admitted to study for the BSB41515 Certificate IV in Project Management Practice if they have:

II. passed in USP Senate recognized Year 12/Form 6 or equivalent with English and have relevant work experience; and,

III. passed the Language, Literacy and Numeracy Assessment; and,

IV. passed the Skills, Knowledge and Experience Assessment.

13.2 Courses:

This programme comprises 4 courses; CEP41, CEP42, CEP43 and CEP44, which contains nine (9) units of competencies which are delivered over a period of twelve (12) months.

14.CERTIFICATE IV IN PROCUREMENT & SUPPLY

14.1 Admission Requirements:

I. Pass in Senate recognized year 12/Form 6 or equivalent with English and/or;

II. Recommendation and confirmation of two years' relevant work experience or sponsorship of studies by employer or

III. Met the University mature student criteria.

14.2 Courses:

CEPS41, CEPS42, CEPS43, CEPS44.

15. CERTIFICATE IV IN EARLY CHILDHOOD CARE & EDUCATION

15.1 Admission Requirements:

I. Pass in Senate recognised Year 12/Form 6 or equivalent with English; or

II. Completed Certificate III in ECE/ECCE; or

III. Three years' relevant work experience; or

IV. Met the mature student admission criteria.

15.2 Courses:

This programme comprises 6 courses: CEE41, CEE42, CEE43, CEE44, CEE45, and CEE46

16 CERTIFICATE IV IN LIBRARY / INFORMATION STUDIES

16.1 Admission Requirements:

I. Pass in Senate recognised Year 12/Form 6 or equivalent with English; or

II. Relevant work experience; or

III. Met the mature student admission criteria.

16.2 Courses:

This programme comprises 5 courses: CEL41, CEL42, CEL43, CEL44, and CEL45

17.CERTIFICATE IV IN TRAINING & ASSESSMENT

17.1 Admission Requirements:

I. Pass in Senate recognised Year 12/Form 6 or equivalent with English and minimum of two years' work experience; or

II. Extensive workplace, TVET or adult training experience with recommendation from the employer

17.2 Courses:

This programme comprises 4 courses: CET41, CET42, CET43 and CET44

18. CERTIFICATE IV IN COUNSELLING

18.1 Admission Requirements:

I. Must have minimum pass in Year 12/Form 6 with English and have relevant work experience in the field; or

II. Met the University mature student admission criteria

18.2 Courses:

This programme comprises 4 courses: CEL41, CEL42, CEL43 and CEL44

19. CERTIFICATE IV IN COASTAL FISHERIES & AQUACULTURE COMPLIANCE

19.1 Admission Requirements:

I. Pass in Year 12/Form 6 or equivalent with two years field experience; or

II. Meet the mature student criteria with relevant work experience

19.2 Courses:

This programme comprises 4 courses: CEFC43, CEFA41, CEFA42, CEFA43

20. CERTIFICATE IV IN CYBER SECURITY

20.1 Admission Requirements:

I. Diploma in Computer Science or Information Technology; or

II. Certificate in Computer Science or Information Technology with at least three years of relevant experience; or

III. Met the mature student admission criteria.

20.2 Courses:

This programme comprises of 4 courses which are CCS41, CCS42, CCS43, and CCS44

21. CERTIFICATE IV IN FISHERIES ENFORCEMENT & COMPLIANCE

21.1 Admission Requirements:

I. Pass in Senate recognised Year 12/Form 6 or equivalent with English and two years' relevant work experience; or

II. Met the mature student criteria with relevant work experience.

21.2 Courses:

This programme comprises of 4 courses: CEFC41, CEFC42, CEFC43 and CEFC44.

22. CERTIFICATE IV IN INFORMATION TECHNOLOGY (SUPPORT)

22.1 Admission Requirements:

I. Pass in Senate recognised Year 12/Form 6 or equivalent with English; or

II. Minimum of two years of relevant work experience; or

III. Met the mature student admission criteria

22.2 Courses:

This programme comprises 6 courses: CEI41, CEI42, CEI43, CEI44, CEI45, and CEI46

23. CERTIFICATE IV IN PATISSERIE (PASTRY & BAKERY)

23.1 Admission Requirements:

a. Be in sound health and physique, confirmed in the most current report by a certified medical practitioner, and,
b. Passed Certificate III in Patisserie (Pastry & Bakery) or equivalent from a provider registered on a national qualification framework and completed at least 400 hours of training at a 4 Star resort/hotel pastry/kitchen operation or equivalent

23.2 Courses:

This programme comprises 4 courses: CECP41, CECP42, CECC43, CECC44

24.CERTIFICATE IV IN RESILIENCE (CLIMATE CHANGE ADAPTATION & DISASTER RISK MANAGEMENT)

24.1 Admission Requirements:

I. Pass in Senate recognised Year 12/Form 6 with English and a minimum of two years of relevant work experience; or

II. Met the mature student admission criteria; or

III. Completion of Certificate III in Resilience; or

IV. Any special case where the above requirements are not met can be approved by Director or nominee on case by case basis.

24.2 Courses:

This programme comprises of 4 courses which are CER41, CER42, CER43, and CER44

25.DIPLOMA OF ACCOUNTING (LEVEL 5)

25.1 Admission Requirements:

I. Pass in Senate recognised Form 6/Year 12 or equivalent with English and Accounting; or

II. Two years or more relevant work experience with pass in Senate recognised Form 6/Year 12 or equivalent with English; or

III. Completed a certificate level 4 or equivalent registered on a national qualifications framework or where this does not exist recognised by the USP Senate and from a recognised provider. Where entry is on the basis of and existing Certificate IV in Accounting is from a non USP provider, it is the student's responsibility to follow the appropriate cross credit policies in order to meet the requirements to graduate; or

IV. Met the mature student admission criteria

25.2 Courses:

This programme comprises 13 courses: CEA41, CEA42, CEA43, CEA44, CEA45, CEBA44, CEA51, CEA52, CEA53, CEA54, CEA55, CEA56 and CEA57

26.DIPLOMA OF BUSINESS ADMINISTRATION (LEVEL 5)

26.1 Admission Requirements:

I. A pass in Senate recognised Year 12/Form 6 or equivalent with English; or

II. Two years or more relevant work experience with pass in Senate recognised Year 12/Form 6 or equivalent with English; or

III. Completed a certificate level 4 or equivalent registered on a national qualifications framework or where this does not exist recognised by the USP Senate and from a recognised provider. Where entry is on the basis of an existing Certificate 4 in Business Administration from a non USP provider, it is the student's responsibility to follow the appropriate cross credit policies in order to meet the requirements to graduate; or

IV. Met the mature student admission criteria

26.2 Courses:

This programme comprises 13 courses: CEBA41, CEBA42, CEI41 , CEBA44, CEBA45, CEBA46, CEBA51, CEBA52, CEBA53, CEBA54, CEBA55, CEBA56 and CEBA57

27.DIPLOMA OF PROJECT MANAGEMENT (LEVEL 5)

27.1 Admission Requirements:

I. Five (5) or more years of work experience with pass in Senate recognised Year 12/Form 6 or equivalent with English or;

II. Completed relevant Certificate IV or equivalent registered on a national qualifications framework or where this does not exist is recognised by the USP Senate and from a recognised provider. Where entry is on the basis of and existing Certificate IV in Project

Management is from a non USP provider, it is the student's responsibility to follow the appropriate cross credit policies in order to meet the requirements to graduate.

27.2 Courses:

This programme comprises 6 courses: CEP51, CEP52, CEP53, and CEP54, CEP55, and CEP56.

28. DIPLOMA OF HUMAN RESOURCES MANAGEMENT (LEVEL 5)

28.1 Admission Requirements:

I. Pass in Senate recognised Year 12/Form 6 or equivalent with English; or

II. Met the mature student admission criteria.

28.2 Courses:

This programme comprises 13 courses: CEH41, CEH42, CEH43, CEH44, CEH45, CEH46, CEH51, CEH52, CEH53, CEH54, CEH55, CEH56, and CEH57.

29. DIPLOMA OF COUNSELLING (LEVEL 5)

29.1 Admission Requirements:

I. Must have minimum pass in Year 12/Form 6 with English and have relevant work experience in the field; or

II. Met the University mature student admission criteria

29.2 Courses:

This programme comprises 8 courses: CEL41, CEL42, CEL43, CEL44, CEL51, CEL52, CEL53, CEL54

30. DIPLOMA OF HOSPITALITY MANAGEMENT (LEVEL 5)

30.1 Admission Requirements:

To be admitted to the programme, applicants must;
a. Be in sound health and physique, confirmed in the most current report by a certified medical practitioner, and,
b. Passed Certificate IV in Hospitality Operations or equivalent from a provider registered on a national qualification framework and completed at least 400 hours of training at a 4 Star resort/hotel operations or equivalent.

30.2 Courses:

This programme comprises 11 courses: CETH41, CETH42, CETH43, CETH44, CETH45, CETH46, CETH48, CETH51, CETH52, CETH53 and CETH54

31. DIPLOMA OF CULINARY ARTS & MANAGEMENT (LEVEL 5)

31.1 Admission Requirements:

a. Be in sound health and physique, confirmed in the most current report by a certified medical practitioner, and,

b. Passed Certificate IV in Commercial Cookery or equivalent from a provider registered on a national qualification framework and completed at least 400 hours of training at a 4 Star resort/hotel kitchen operation or equivalent.

31.2 Courses:

This programme comprises 8 courses: CECC41, CECC42, CECC43, CECC44, CECC51, CECC52, CETH53, CETH54

32 DIPLOMA OF LIBRARY AND INFORMATION SERVICES (LEVEL 5)

32.1 Admission Requirements:

I. Pass in Senate recognised Year 12/ Form 6 or equivalent with English; or

II. Completed Certificate IV in Library/ Information Studies; or

III. Met the mature student criteria with relevant work experience.

32.2 Courses:

This programme comprises of 8 courses which are CEL51, CEL52, CEL53, CEL54, CEL55, CEL56, CEL57 and CEL58

33.DIPLOMA OF EARLY CHILDHOOD CARE & EDUCATION (LEVEL 5)

33.1 Admission Requirements:

I. Pass in Senate recognised Year 12/Form 6 or equivalent with English; or

II. Completed Certificate III/IV in Early Childhood Education & Care from a recognised institution; or

III. Met the mature student admission criteria.

33.2 Courses:

This programme comprises of 12 courses which are: CEE41, CEE42, CEE43, CEE44, CEE45, CEE46, CEE51, CEE52, CEE53, CEE54, CEE55 and CEE56

34. DIPLOMA OF INFORMATION TECHNOLOGY (LEVEL 5)

34.1 Admission Requirements:

I. Pass in Senate recognised Year 12/Form 6 or equivalent with English; or

II. Minimum of three years of relevant work experience in IT; or

III. Completed relevant Certificate III and/or IV or equivalent registered on a national qualifications framework or where this does not exist recognised by the USP Senate and from a recognised provider. Where entry is on the basis of and existing Certificate IV in IT is from a non USP provider, it is the student's responsibility to follow the appropriate cross credit policies in order to meet the requirements to graduate; or

IV. Met the mature student admission criteria.

34.2 Courses

This programme comprises 13 courses: CEI41, CEI42, CEI43, CEI44, CEI45, CEI46, CEI51, CEI52, CEI53, CEI54, CEI55, CEI56 and CEI57

35. PROFESSIONAL DIPLOMA IN PROCUREMENT & SUPPLY (LEVEL 5)

35.1 Admission Requirements:

I. Pass in Senate recognised Year 12/Form 6 or equivalent with English; and

II. Recommendation and confirmation of two years' relevant work experience or sponsorship of studies by employer; or

III. Met the University mature student criteria.

35.2 Courses:

This programme comprises 8 courses: CEPS41, CEPS42, CEPS43, CEPS44, CEPS53, CEPS4, CEPS7, CEPS58.

36. PROFESSIONAL DIPLOMA IN PUBLIC SECTOR MANAGEMENT (LEVEL 5)

36.1 Amission Requirements:

I. Be at least 18 years and have a minimum pass in form 6/year 12 with English; and

II. Have at least two years' work experience in the public sector; or

III. Meet the University's mature admission criteria.

36.2 Courses:

This programme comprises 6 courses: CEPSM61, CEPSM62, CEPSM63, CEPSM64, CEB64, CEB66.

37.PROFESSIONAL DIPLOMA IN BUSINESS MANAGEMENT (LEVEL 6)

37.1 Admission Requirements:

I. Five (5) or more years of work experience and pass in Senate recognised Year 12/Form 6 or equivalent with English; and

II. Support letter from employer stating work experience and responsibilities

37.2 Courses:

This programme comprises 6 courses which is made up of 4 core courses; CEB61, CEB62, CEB63, CEB64; and 2 courses to be selected from the 4 electives; CEB65, CEB66, CEB67 and CEB68.

SCHOOL OF ACCOUNTING, FINANCE AND ECONOMICS (SAFE)

PROGRAMME REQUIREMENTS AND REGULATIONS

ACADEMIC CERTIFICATE PROGRAMMES

Graduate Certificates, Diplomas and Bachelors' Degree are pegged at Level 7 of the Fiji Qualifications Framework.

CERTIFICATE IN OFFICIAL STATISTICS

Programme Requirements: The Certificate in Official Statistics consists of six courses.

Courses: ST131,OS101, OS102, PD101, UU100, OS201

CERTIFICATE IN POPULATION STUDIES & DEMOGRAPHY

Programme Requirements: The Certificate in Population Studies & Demography consists of six courses.

Courses: GS100, OS101, PD101, UU100, UU114, PD200.

DIPLOMA PROGRAMMES

DIPLOMA IN ACCOUNTING STUDIES

Programme Requirements: The Diploma in Accounting Studies consists of twelve courses.

Courses: AF101, AF102, AF108, AF121, FM101, UU114, and any two of [EC101, EC102, FM102, MG101, MG106]; AF201, AF208, AF210; and 1 x 300 level AF course.

DIPLOMA IN ECONOMICS

Programme Requirements: The Diploma in Economics consists of twelve courses.

Courses: EC101, EC102, OS101, OS102, UU100, UU114, EC201, EC202, EC203, UU200, UU204, and either EC301 or EC302.

DIPLOMA IN OFFICIAL STATISTICS

Programme Requirements: The Diploma in Official Statistics consists of twelve courses.

Courses: , ST131, OS101, OS102, PD101, UU100, UU114,, OS201, OS202, OS203, PD200,UU200, UU204.

DIPLOMA IN POPULATION STUDIES & DEMOGRAPHY

Programme Requirements: The Diploma in Population Studies & Demography consists of twelve courses.

Courses: EC100, GS100, OS101,, PD101, UU100, UU114, GS201, OS201, PD200, , PD303, UU200, UU204

BACHELOR'S DEGREE PROGRAMMES

BACHELOR OF COMMERCE

The Bachelor of Commerce is a three year programme comprising twenty four courses of which eight courses are at 100 level, eight courses are at 200 level and eight courses are at 300 level including two 100 level and two 200 level university courses.

The disciplines permitted as a major for the Bachelor of Commerce Degree in 2021 are:

Accounting

Admission Requirements:

To be admitted to an Accounting major from a Senate recognised Year 13/Form 7 or equivalent examination, a person shall have passed Mathematics in that examination.

Students majoring in Accounting will be exempted from UU100, but must take UU100A. They may take UU100 if they wish

Courses for a Single Major: AF101, AF102, AF121, FM101, UU100A, UU114, AF201, AF208, AF210, UU200, UU204, AF301, AF302, AF304; plus two other 300 level AF courses and at least two other 300 level AF or BF or FM courses.

Courses for one major in a Double Major:

AF101, AF102, AF121, FM101, UU114, AF201, AF208, AF210, UU200, UU204, AF301, AF302, AF304 plus one other 300 level AF course.

Courses for a Minor: AF101, AF102, AF201 or AF208, AF210; plus one 300 level AF or BF or FM course.

Economics

Admission Requirements:

To be admitted to an Economics major from a Senate recognised Year 13/Form 7 or equivalent examination, a person shall have passed Mathematics in that examination.

Courses for a Single Major: EC101, EC102, UU100, UU114, plus one of FM101, , OS101, OS102, PD101, plus EC201, EC202, EC203, UU200, UU204, plus EC301, EC302, EC303, EC304; plus at least two from: EC306, EC307, EC308, EC311, OS301, OS302, PD301, PD303.

Courses for one major in a Double Major:

EC101, EC102, plus one of FM101, OS101, OS102, PD101; plus UU100, UU114, EC201, EC202, EC203, UU200, UU204; plus EC301, EC302 plus at least one from EC303, EC304, EC306; plus one (if needed) from: EC307, EC308, EC311, OS301, OS302, PD301, PD303.

Courses for a Minor: EC101, EC102; plus EC201 or EC202; plus EC203; plus one 300 level EC course.

Finance

Courses for a Single Major: AF101, AF108 or EC101 or EC102, FM101, FM102, UUl00, UU114, AF205, AF208, FM201, FM202, UU200, UU204, FM301, FM302, FM303, FM305, AF315.

Courses for one major in a Double Major:

AF101, AF108 or EC1O1 or EC102, FM 101, FM102, UUl00, UU114, AF208, FM201, FM202, UU200, UU204, FM301, FM302, AF315 plus one of FM303, FM305.

Courses for a Minor: AF101, FM101, FM102; plus two 200 level FM courses or one 200 level FM course and one 300 level FM course.

Official Statistics

Courses for a Single Major: OS101, OS102, PD101, UU100, UU114, ST131, OS201, OS202, OS203, PD200, UU200, UU204 plus OS301, OS302, OS303, PD301, PD303, EC303 plus any other 300 level EC course.

Courses for one major in a Double Major:

OS101, OS102, UU100, UU114, ST131 plus OS201, OS202, OS203, UU200, UU204, OS301, OS302, OS303.

Courses for a Minor: OS101, OS102, OS201 or OS202 plus OS203, and any 300 level OS course.

Population Studies & Demography

Courses for a Single Major: Not offered as a single major.

Courses for one major in a Double Major:

GS100 or, or, PD101, UU100, UU114; plus at least one of: OS101, OS102,; plus GS201, OS201, PD200, UU200, UU204; plus PD301, PD303, OS301, GS301.

Courses for a Minor: PD101, GS100, PD200, PD301, PD303.

BACHELOR OF COMMERCE - PRESCRIBED PROGRAMMES

There is one interdisciplinary Bachelor of Commerce programme that does not follow the usual programme requirements for major and minor disciplines but instead has a largely prescribed set of courses, across discipline boundaries.

BACHELOR OF COMMERCE IN PROFESSIONAL ACCOUNTING

The Bachelor of Commerce in Professional Accounting consists of 24 courses, of which eight are at 100 level, eight are at 200 level and eight at 300-level as listed below.

Courses: AF101, AF102, AF108, AF121, EC101 or EC102, FM101, UU114, UU100, AF201, AF208, AF205, AF210, UU200, UU204 plus any two 200 level courses, AF301, AF302, AF304, AF308 plus any four 300 level courses.

POSTGRADUATE PROGRAMMES

Postgraduate Certificates and Diplomas are pegged at Level 8 of the Fiji Qualifications Framework.

INFORMATION RESEARCH SKILLS

All students registering in Postgraduate programmes are required, in their first semester/trimester of studies, to complete 14.5 hours of Information Research Skills conducted by the Library.

POSTGRADUATE DIPLOMA IN COMMERCE

The Postgraduate Diploma in Commerce is offered in the following majors: Accounting, Professional Accounting, Economics, Official Statistics, Population Studies & Demography.

The general admission requirements for the Postgraduate Diploma are:

i) A USP Bachelor's degree with a grade point average (GPA) of at least 3.0 in the 200 and 300 level courses of the relevant discipline;

ii) A tertiary qualification deemed by Senate or its delegate to be equivalent to clause (a);

iii) A professional qualification deemed by Senate or its delegate to be equivalent to clause (a);

iv) In exceptional cases, demonstrated experience or achievement deemed by Senate or its delegate to be sufficient; or

v) Have met the mature student admission criteria.

Notwithstanding the provisions set out above, Senate or its delegate may require applicants to demonstrate their suitability for admission by carrying out such work and/or sitting for such examinations as it may determine. A 400 level course taken as a qualifying course for the Postgraduate Diploma may become part of a future postgraduate programme.

ACCOUNTING

Programme Requirements: The Postgraduate Diploma in Commerce (Accounting) consists of four courses.

Courses: AF413, AF418; plus two 400 level courses from the following: AF411, AF412, AF414, AF415, AF438.

PROFESSIONAL ACCOUNTING

Admission Requirements:

i) To be admitted to the Postgraduate Diploma in Commerce (Professional accounting) a person shall have at least one year of experience in commerce, industry or government after completing a Bachelor's degree with a major in Accounting from a recognised tertiary institution.

Programme Requirements: The Postgraduate Diploma in Professional Accounting consists of five courses.

Courses: Any five courses from the following: AF401, AF402, AF405, AF420, AF431, AF432, AF433, AF434, AF435, AF436, AF437, AF439, and AF440.

Note: The Postgraduate Diploma in Commerce (Professional Accounting) programme operates on the basis of three trimesters per year

ECONOMICS

The Postgraduate Diploma in Commerce (Economics) consists of four courses.

Courses: EC401, EC402, EC403, EC404.

POPULATION STUDIES & DEMOGRAPHY

The Postgraduate Diploma in Commerce (Population Studies & Demography) consists of four courses.

Courses: PD401, PD402; plus two 400 level courses chosen from the following; EC404, DG415, DG410.

POSTGRADUATE DIPLOMA IN FORENSIC ACCOUNTING & FRAUD INVESTIGATION

Admission Requirements:

To be admitted to the Postgraduate Diploma in Forensic Accounting & Fraud Investigation a person shall have at least one year of experience in commerce, industry or government after completing a Bachelor's degree with a major in Accounting from a recognised tertiary institution.

Programme Requirements: The Postgraduate Diploma in Forensic Accounting & Fraud Investigation consists of five courses.

Courses: AF401, AF402, AF405, AF420 and AF432.

MASTER'S DEGREE PROGRAMMES

MASTER OF COMMERCE IN ACCOUNTING

The Masters programme consists of a full thesis. To be admitted to a Master of Commerce in Accounting a person shall obtain a Postgraduate Diploma in Accounting.

MASTER OF COMMERCE IN ECONOMICS (THESIS OR SRP)

The Masters programme consists of (a) a thesis or (b) two appropriate postgraduate courses and a Supervised Research Project.

MASTER OF COMMERCE IN ECONOMICS (COURSEWORK)

Note: The Masters programme consists of eight courses, including the four core courses offered under the Postgraduate Diploma in Commerce (Economics).

Courses: EC401, EC402, EC403, EC404 plus any four from EC405, EC406, EC407, EC408, EC410, EC412, EC414, EC415, EC417.

MASTER OF COMMERCE IN PROFESSIONAL ACCOUNTING

To be admitted to a Master of Commerce in Professional Accounting programme a person shall have at least one year of experience in commerce, industry or government after completing a Bachelor's Degree with a major in Accounting from a recognised tertiary institution.

The Masters programme consists of any ten courses from:

AF401, AF402, AF405, AF420, AF431, AF432, AF433, AF434, AF435, AF436, AF437, AF439, AF440, , FM401.

Note: The Master of Commerce in Professional Accounting programme operates on the basis of three trimesters per year.

MASTER OF COMMERCE IN OFFICIAL STATISTICS

The Masters programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

MASTER OF COMMERCE IN POPULATION STUDIES & DEMOGRAPHY

The Masters programme consists of a thesis.

DOCTOR OF PHILOSOPHY

USP offers a Doctor of Philosophy (PhD) in most disciplines taught at postgraduate level. Students interested in progressing from a Master's programme to doctoral studies are advised to contact the relevant Head of the Academic Unit.

SCHOOL OF BUSINESS AND MANAGEMENT (SBM)

PROGRAMME REQUIREMENTS AND REGULATIONS

ACADEMIC CERTIFICATE PROGRAMMES

Graduate Certificates, Diplomas and Bachelor's Degree are pegged at Level 7 of the Fiji Qualifications Framework.

CERTIFICATE IN HOTEL MANAGEMENT

Programme Requirements: The Certificate in Hotel Management consists of eight courses.

Courses: TS106, TS108, TS109, UU114, TS208, TS209, TS216; plus one practical selected from TS218, TS303, TS304.

CERTIFICATE IN LAND MANAGEMENT

Programme Requirements: The Certificate in Land Management consists of six courses.

Courses: UU100, LM112, LM113, LM211, LM214, LM216

CERTIFICATE IN MANAGEMENT STUDIES

Programme Requirements: The Certificate in Management Studies consists of six courses.

Courses: MG101, MG106; UU100, UU114, MG201, plus one from AF100 or EC100 or MG214 or MG204 or MG206.

CERTIFICATE IN TOURISM & HOSPITALITY MANAGEMENT

Programme Requirements: The Certificate in Tourism & Hospitality Management consists of six courses.

Courses: TS106, TS108, UU114, TS207, TS208 and TS213

DIPLOMA PROGRAMMES

DIPLOMA IN HOTEL MANAGEMENT

Programme Requirements: The Diploma in Hotel Management consists of twelve courses.

Courses: TS106, TS108, TS109, UU114, TS207, TS208, TS209, TS213, TS216, TS302; plus any two practicals selected from TS218, TS303 or TS304.

DIPLOMA IN LAND MANAGEMENT

Programme Requirements: The Diploma in Land Management consists of twelve courses.

Courses: UU100, LM112, LM113, LM 211, LM 213, LM 214, UU 114, LM 215, LM 216, LM 311, LM 312, LM 315.

DIPLOMA IN MANAGEMENT STUDIES

Programme Requirements: The Diploma in Management Studies consists of twelve courses.

Courses: MG101, MG106, UU100, UU114, MG201, MG204, MG206, MG214, plus any four from the following: AF100 or EC100 or MG301 or MG302 or MG305 or MG309 or MG312 or MG315 .

BACHELOR'S DEGREE PROGRAMMES

BACHELOR OF COMMERCE

The Bachelor of Commerce is a three year programme comprising twenty four courses of which eight courses are at 100 level, eight courses are at 200 level and eight courses are at 300 level including two 100 level and two 200 level university courses.

The disciplines permitted as a major for the Bachelor of Commerce Degree in 2021 are:

Human Resource Management & Employment Relations

Courses for a Single Major: MG101, MG106, UU100, UU114, MG201, MG204, MG214, UU200, UU204, MG302, MG309, MG315, MG312, MG316.

Courses for one major in a Double Major:

MG101, MG106, UU100, UU114, MG201, MG204, MG214, UU200, UU204, MG302, MG315, MG312, MG316.

Courses for a Minor: MG101, MG106, MG204, MG302, MG315 or MG316.

International Business & Marketing

Courses for a Single Major: MG101, MG106, UU100, UU114, MG201, MG202, MG206, MG214, UU200, UU204, MG303, MG309, MG321 MG301 and MG305.

Courses for one major in a Double Major:

MG101, MG106, UU100, UU114, MG201, MG202, MG206, UU200, UU204, MG303, MG321, MG305, MG301.

Courses for a minor: MG101, MG106, MG206, MG301, MG303.

Tourism Management

Students can take Tourism Management as one major in a double major Bachelor of Commerce programme, and as a minor. They can also take Hospitality as a minor. Alternatively, the Bachelor of Commerce in Tourism & Hospitality Management is a prescribed degree programme combining Tourism & Hospitality management.

Courses for a Single Major: Not offered as a single major.

Courses for one major in a Double Major:

TS106, TS107, UU100, UU114, TS207, TS213, TS216, UU200, UU204; TS302, TS309 and TS311 plus one 300 level elective course (such as TS310, EC308, MG301, MG302, MG303, MG305, MG309, MG312).

Courses for a Minor in Tourism Management:

TS106, TS107, TS207, TS213; plus one of: TS309, TS310, TS311 or EC308.

Courses for a Minor in Hospitality: TS108, TS109, TS208, TS209 and TS302.

Land Management

Courses for a Single Major: LM112, LM113, UU100, UU114, EC100, AF100, LM211, LM213, LM214, LM215, LM216, UU200, UU204, LM311, LM312, LM313, LM315, LM317, LM318.

Courses for one major in a Double Major:

LM112, LM113, UU100, UU114, LM211 plus any two courses from LM213, LM214, LM215, LM216; plus UU200, UU204, LM311 plus any three courses from LM312, LM313, LM315, LM317, LM318.

Courses for a minor: LM112, LM113, LM211 or LM215, LM312

Management & Public Administration

Programme Requirements:

Related 300 level offerings in History, Politics, Sociology & Tourism may be approved by the Discipline Coordinator or nominee as part of a Management & Public Administration single major. Students intending to double major in Management & Public Administration are strongly advised to seek counselling, as it may be difficult to construct a second major without help.

Courses for a Single Major: MG101, MG106, UUl00, UU114, MG201 or MG204, MG202, MG206, MG214, UU200, UU204, MG303, MG305, MG309, MG312, MG315 and any one 300 level MG elective.

Courses for one major in a Double Major:

MG101, MG106, UU100, UU114, plus MG214 and any two courses from: MG201, MG202, MG204 or MG206 plus UU200, UU204 plus MG305, MG309, MG311.

Courses for a minor: MG101, MG106, MG201, MG309, MG311

BACHELOR OF COMMERCE - PRESCRIBED PROGRAMMES

There are two interdisciplinary Bachelor of Commerce programmes that do not follow the usual programme requirements for major and minor disciplines but instead have a largely prescribed set of courses, across discipline boundaries.

BACHELOR OF COMMERCE IN HOTEL MANAGEMENT

The Bachelor of Commerce in Hotel Management is a four-year programme and consists of 24 courses of which eight are at 100 level, eight are at 200 level and eight at 300 level, as listed below. Students who do not meet industry requirements for one-year internship placements on completion of their 100-level courses are required to backtrack into the Bachelor of Commerce in Tourism and Hospitality Management programme.

Year I, Semester I:	MG101, TS106, TS108, plus one 100 level elective (such as AF100, DG100, LL181, etc.)
Year I, Semester II:	TS107, TS109, UU100 and UU114
Year II, Semester I:	TS207, TS209, and one of UU200 or UU204
Year II, Semester II:	TS208, TS213, TS216 and one of UU200 or UU204
Year III, Semester I & II:	TS218, TS303, TS304 (the internship period is one year and consists of 3 courses).
Year IV, Semester I:	TS309 plus two 300 level electives (such as MG303, MG305, EC308 or TS310).
Year IV, Semester II:	TS302, TS311, plus one 300 level elective course (such as MG301, MG302, MG309, GE304).

Bachelor of Commerce Hotel Management students must not attempt to register for four courses per semester in Year III. You will be not allowed to register for 300-level courses without the necessary prerequisites.

BACHELOR OF COMMERCE IN TOURISM & HOSPITALITY MANAGEMENT

Courses:	MG101, TS106, TS107, TS108, TS109, UU100, UU114; plus one 100 level elective (such as AF100, DG100, etc.), TS207, TS208, TS209, TS213, TS216, UU200, UU204; plus one 200 level elective course; plus TS302, TS309, TS310, TS311; plus four 300 level elective courses (e.g. EC308, GE304, MG301, MG302, MG303, MG305).

POSTGRADUATE PROGRAMMES

Postgraduate Certificates and Diplomas are pegged at Level 8 of the Fiji Qualifications Framework.

INFORMATION RESEARCH SKILLS

All students registering in Postgraduate programmes are required, in their first semester/trimester of studies, to complete 14.5 hours of Information Research Skills conducted by the Library.

POSTGRADUATE CERTIFICATES

POST GRADUATE CERTIFICATE IN BUSINESS ADMINISTRATION

Within the suite of the Graduate School of Business (GSB) programmes, the Postgraduate Certificate has been designed to open up wider opportunities for managers to improve their administrative performance through exposure to high-level administrative training. The two programmes are:

Postgraduate Certificate in Financial Administration
Postgraduate Certificate in Human Resource Management

Those who complete either of these Postgraduate Certificates may apply for admission to the Postgraduate Diploma in Business Administration or the Master of Business Administration (MBA) programmes, provided they have a GPA of 3.0, and if successful they will normally receive credit transfer for the three Postgraduate Certificate courses.

Note: Programmes in the Graduate School of Business operate on the basis of three trimesters per year. Refer to the Principal Datesí section of this publication for academic trimester dates.

Admission Requirements:

To be admitted to study for:

the Postgraduate Certificate in Financial Administration; or the Postgraduate Certificate in Human Resource Management, a person shall have:

i) Passed the Graduate School of Business Management Admissions Test (GSBMAT); and,

ii) A Bachelors degree from a recognised tertiary institution and a minimum of three years of significant work experience in an executive or professional position involving considerable authority and decision making; or

iii) An undergraduate diploma or equivalent from a recognised tertiary institution and at least five years of significant work experience in an executive or professional position involving considerable authority and decision making; or

iv) Have met the mature student admission criteria, which shall be judged on the basis of exceptional professional achievements.

Programme Requirements: Each of the Postgraduate Certificates in Business Administration consists of three courses.

Programmes:

POSTGRADUATE CERTIFICATE IN FINANCIAL ADMINISTRATION

Courses: MBA422, MBA432, MBA436.

POSTGRADUATE CERTIFICATE IN HUMAN RESOURCE MANAGEMENT

Courses: MBA423, MBA433, MBA435.

The Graduate School of Business may provide a customised Postgraduate Certificate in Business Administration designed to meet the capacity development needs of a client organisation. The certificate would be composed of a selection of three MBA courses.

POSTGRADUATE CERTIFICATE IN ENTREPRENEURSHIP (PGCEPTS) ***previously Graduate Certificate in Entrepreneurship***

The Postgraduate Certificate in Entrepreneurship is designed for people interested in starting-up a new venture, enhancing their business or commercialising their ideas. This programme offers experienced professionals and business owners the opportunity to acquire skills and knowledge to become an entrepreneurial manager of either a new or established business. Participants will learn how to deal with uncertainty, manage innovation and improve the business through the application of best practice methods of small business management and new product development.

This programme is especially useful for managers and owners of small to medium businesses who wish to acquire skills and knowledge in the areas of entrepreneurship and innovation.

Admission Requirements:

i) Passed the Graduate School of Business Management Admissions Test (GSBMAT): and,

ii) A Bachelors degree from a recognised tertiary institution and a minimum of three years significant work experience in an executive or professional position involving considerable authority and decision making.

Programme Requirements: The Postgraduate Certificate in Entrepreneurship consists of three core courses:

Courses: MBA432 MBA437 and MBA421.

POSTGRADUATE CERTIFICATE IN PUBLIC ADMINISTRATION (PGCPA) ***previously Graduate Certificate in Public Administration***

The Postgraduate Certificate in Public Administration is offered as an on-the-job education programme aimed at improving the management capacity of Fiji civil servants. It provides an understanding of governance and public administration concepts vis-a-vis their practical implications in Fiji and the South Pacific.

Admission Requirements:

i) A Bachelors degree from a recognised tertiary institution, or

ii) Have met the mature student admission criteria, which shall be judged on the basis of exceptional professional achievement.

Programme Requirements: The Postgraduate Certificate in Public Administration consists of two courses.

Courses: Any two of: MG451, MG452, MG453.

POSTGRADUATE DIPLOMAS

POSTGRADUATE DIPLOMA IN BUSINESS ADMINISTRATION

Within the suite of Graduate School of Business (GSB) programmes, the Postgraduate Diploma in Business Administration has been designed to open up wider opportunities for managers to improve their administrative performance through exposure to high-level administrative training. The two programmes are:

Postgraduate Diploma for General Managers
Postgraduate Diploma in Advanced Analytical Skills

Those who complete either of these Postgraduate Diplomas may apply for admission to the Master of Business Administration (MBA) programme, provided they achieve a GPA of at least 3.0, and if successful will normally receive credit transfer for the six Postgraduate Diploma courses.

Note: Programmes in the Graduate School of Business operate on the basis of three trimesters per year. Refer to the Principal Dates section of this publication for academic trimester dates.

Admission Requirements:

i) Passed the Graduate School of Business Management Admissions Test (GSBMAT); and,

ii) A Bachelors degree from a recognised tertiary institution and a minimum of three years significant work experience in an executive or professional position involving considerable authority and decision making; or

iii) An undergraduate diploma or equivalent from a recognised tertiary institution and at least five years of significant work experience in an executive or professional position involving considerable authority and decision making; or

iv) Have met the mature student admission criteria, which shall be judged on the basis of exceptional professional achievements.

Programme Requirements: Each of the Postgraduate Diplomas in Business Administration consists of six courses.

POSTGRADUATE DIPLOMA FOR GENERAL MANAGERS

Courses: MBA423, MBA433, MBA435, MBA437, MBA439 plus one MBA course.

POSTGRADUATE DIPLOMA IN ADVANCED ANALYTICAL SKILLS

Courses: MBA422, MBA431, MBA432, MBA436, MBA439, plus one other MBA course.

POSTGRADUATE DIPLOMA IN COMMERCE

The Postgraduate Diploma in Commerce is offered in the following majors: Land Management, Management & Public Administration, and Tourism & Hospitality Management.

The general admission requirements for the Postgraduate Diploma are:

i) A USP Bachelors degree with a grade point average (GPA) of at least 3.0 in the 200 and 300 level courses of the relevant discipline;

ii) A tertiary qualification deemed by Senate or its delegate to be equivalent to clause (a);

iii) A professional qualification deemed by Senate or its delegate to be equivalent to clause (a);

iv) In exceptional cases, demonstrated experience or achievement deemed by Senate or its delegate to be sufficient; or

v) Have met the mature student admission criteria.

Notwithstanding the provisions set out above, Senate or its delegate may require applicants to demonstrate their suitability for admission by carrying out such work and/or sitting for such examinations as it may determine. A 400 level course taken as a qualifying course for the Postgraduate Diploma may become part of a future postgraduate programme.

LAND MANAGEMENT

The Postgraduate Diploma in Commerce (Land Management) consists of four courses.

Admission Requirements:

Applicants who are Registered Valuers who do not have a first degree may be considered for admission to the Postgraduate Diploma in Commerce (Land Management), and for Registered Valuers with alternative qualifications credit may be granted.

Courses: LM401, LM402, DG400 plus one from either LM420 or DG415

MANAGEMENT & PUBLIC ADMINISTRATION

The Postgraduate Diploma in Commerce (Management & Public Administration) consists of any four courses from the list below

Courses: MG401, MG402, MG403, MG404, MG405, MG406, MG409, MG410, MG411, MG412, MG451, MG452 and MG453. Students intending to progress to a Masters degree (by thesis) should substitute DG400 or a similar research methods course for one of these

TOURISM & HOSPITALITY MANAGEMENT

The Postgraduate Diploma in Commerce (Tourism & Hospitality Management) consists of four courses.

Courses: DG400, TS401, plus one of TS402, TS403 or TS405; plus one 400 level elective course (such as one of the TS courses or DG408, DG417, DG422, LM402, MG401, MG402, MG412).

MASTER'S DEGREE PROGRAMMES

MASTER OF BUSINESS ADMINISTRATION

Persons are eligible to be admitted to study for the Master of Business Administration if they have:

a) Passed the Graduate School of Business Management Admissions Test (GSBMAT); and,

b) A Bachelors degree from a recognised tertiary institution and a minimum of three years significant work experience in an executive of professional position involving considerable authority and decision making; or

c) Postgraduate diploma from Graduate School of Business, The University of the South Pacific with a minimum GPA of 3.0 plus 5 years significant work experience in an executive or professional position involving considerable authority and decision making; or

d) Have met the mature student admission criteria, which shall be judged on the basis of exceptional professional achievements.

The Master of Business Administration consists of twelve courses. A student who obtains three fail grades will not be allowed to continue with the Master of Business Administration programme.

Courses: MBA423, MBA431, MBA432, MBA433, MBA434, MBA435, MBA436, MBA437, MBA438, MBA439, MBA440; plus one from: MBA421, MBA422, MBA430, MBA441, MBA442, MBA443; or one from: AF420, AF433, DG410, DG415, DG417, EC408, EC412, MG401, MG404, MG405, MG409, MG410, MG411, MG412, LM401, LM402, TS401 or supervised independent research conducted within MBA425.

Note: Programmes in the Graduate School of Business operate on the basis of three trimesters per year.

MASTER OF COMMERCE IN LAND MANAGEMENT

The Master's programme consists of a thesis or two postgraduate courses and a Supervised Research Project.

MASTER OF COMMERCE IN MANAGEMENT & PUBLIC ADMINISTRATION (THESIS OR SRP)

The Master's programme consists of a Postgraduate Diploma in Commerce (Management & Public Administration) plus: a thesis; or two appropriate postgraduate Management 400 level courses from: MG401, MG402, MG403, MG404, MG405, MG406, MG409, MG410, MG411, MG412, MG451, MG453 and a Supervised Research Project.

MASTER OF COMMERCE IN MANAGEMENT & PUBLIC ADMINISTRATION (COURSEWORK)

The Master's programme consists of Postgraduate Diploma in Commerce (Management & Public Administration) plus any four additional MG 400 level courses from: MG401, MG402, MG403, MG404, MG405, MG406, MG409, MG410, MG411, MG412, MG451 and MG453.

MASTER OF COMMERCE (TOURISM & HOSPITALITY MANAGEMENT)

Applicants to the Masters programme must have completed a Postgraduate Diploma in Tourism Studies or Postgraduate Diploma in Commerce (Tourism & Hospitality Management) or equivalent qualification with a cumulative of GPA of 3.0.

The Masters programme consists of a thesis (TS700F or TS700P) or, following the successful completion of the Postgraduate Diploma in Commerce (Tourism & Hospitality Management), two 400 level Postgraduate courses plus a Supervised Research Project (TS600F or TS600P).

DOCTOR OF PHILOSOPHY

USP offers a Doctor of Philosophy (PhD) in most disciplines taught at postgraduate level. Students interested in progressing from a Master's programme to doctoral studies are advised to contact the relevant Head of the Academic Unit. The Admission and Programme Regulations governing the Doctor of Philosophy appear on page 80 of this publication.

DOCTORATE OF BUSINESS ADMINISTRATION

The Doctorate of Business Administration (DBA) is offered by the Graduate School of Business within the School of Business and Management.

Persons are eligible to be admitted to study for the Doctorate of Business Administration if they have:

I. an MBA from a recognised tertiary institution with a GPA of 3.5 or above; or

II. a Masters-level degree in Management from a recognised tertiary institution with a GPA of 3.5 or above; or

III. an equivalent professional qualification with a GPA of 3.5 or above and:

IV. a minimum of five-years management experience in an executive or professional position involving considerable authority and decision making (a three-year minimum may be allowed in exceptional cases); and

V. satisfactory performance in an interview conducted by GSB to determine their potential to meet the requirements of the DBA programme.

Applicants whose previous education was not in English must also meet the University's English language requirements for admission to postgraduate studies.

Programme Requirements:	The Doctorate of Business Administration consists of six courses and a thesis.
Courses:	Year 1: DBA700, DBA710 and DBA720
	Year 2: DBA760, DBA770 and DBA780
	Year 3 & Year 4: Thesis

Note: Programmes in the Graduate School of Business operate on the basis of three trimesters per year.

The Graduate School Business (GSB) is a self-funding unit within the School of Business and Management (SBM) responsible for offering the DBA, MBA and its associated programmes.

SCHOOL OF INFORMATION TECHNOLOGY, ENGINEERING, MATHEMATICS, AND PHYSICS (STEMP)

PROGRAMME REQUIREMENTS AND REGULATIONS

ACADEMIC CERTIFICATE PROGRAMMES

Graduate Certificates and Diplomas are pegged at Level 7 and Postgraduate Certificates and Diplomas Level 8 of the Fiji Qualifications Framework.

CERTIFICATE IN COMPUTING

Special Admission Requirements:

To be admitted to a Certificate in Computing programme from a Senate recognised Year 13/Form 7 or equivalent examination, a person shall have passed Mathematics with at least 50% in that examination.

Programme Requirements: The Certificate in Computing comprises six courses.

Courses: CS111, CS112, IS121, MA111, MA161, UU114.

CERTIFICATE IN INFORMATION SYSTEMS

Special Admission Requirements:

To be admitted to a Certificate in Information Systems programme from a Senate recognised Year 13/Form 7 or equivalent examination, a person shall have passed Mathematics with at least 50% in that examination.

Programme Requirements: The Certificate in Information Systems comprises six courses.

Courses: IS121, IS122, MA111, ST130, UU114, IS222.

CERTIFICATE IN MATHEMATICS

Special Admission Requirements:

To be admitted to a Certificate in Mathematics programme from a Senate recognised Year 13/Form 7 or equivalent examination, a person shall have passed Mathematics with at least 50% in that examination.

Programme Requirements: The Certificate in Mathematics comprises six courses.

Courses: CS111 or IS104, MA111, MA112, MA161, ST131; UU114

DIPLOMA PROGRAMMES

DIPLOMA IN COMPUTING

Special Admissions Requirements

To be admitted to a Diploma in Computing programme from a Senate recognised Year 13/Form 7 or equivalent examination, a person shall have passed Mathematics with at least 50% in that examination.

Programme Requirements: The Diploma in Computing comprises twelve courses.

Courses: CS111, CS112, IS121, MA111, MA161, UU100, UU114, CS211, CS215, CS230, IS222; plus one 200 level course approved by the Head of Academic Unit or nominee.

DIPLOMA IN INFORMATION SYSTEMS

Special Admission Requirements

To be admitted to the Diploma in Information Systems programme from a Senate recognised Year 13/Form 7 or equivalent examination, a person shall have achieved 50% or equivalent in Mathematics in that examination.

Programme Requirements: The Diploma in Information Systems comprises twelve courses.

Courses: IS121, IS122, MA111, ST130, UU100, UU114, IS221, IS222, IS202, IS226; plus two other courses approved by the Head of Academic Unit or nominee.

DIPLOMA IN MATHEMATICS

Special Admission Requirements:

To be admitted to a Diploma in Mathematics programme from a Senate recognised Year 13/Form 7 or equivalent examination, a person shall have passed Mathematics with at least 50% in that examination.

Programme Requirements: The Diploma in Mathematics comprises twelve courses.

Courses: UU100, UU114, IS104, MA111, MA112; plus MA161 or ST131; plus MA211; plus one of MA221, MA262; plus four other courses approved by the Head of Academic Unit or nominee.

BACHELOR'S DEGREE PROGRAMMES

BACHELOR OF ARTS MAJOR DISCIPLINES

The Bachelor of Arts is a three-year programme comprising twenty-four courses; of which eight courses are at 100 level, eight courses at 200 level, and eight courses at 300 level. The disciplines permitted as a major for the Bachelor of Arts degree in 2021 are:

Computing Science

Special Admission Requirements:

a) achieved 50% or equivalent in Mathematics from a Senate recognised Year 13/Form 7 or equivalent examination, or

b) completed USP Foundation Programme with at least C in the courses MAF11 and MAF12 and a pass in CSF12.

Programme Requirements: Students are required to take UU100A - Information Literacy component of UU100 - Communications and Information Literacy course before progressing to 2nd year of studies. UU100A is a five week fully online course offered free of charge during the semesters and also through winter and summer schools.

Courses for a Single Major: MA111, MA161, CS111, CS112, UU114, CS211, CS214, (IS222 or CS215), UU200, UU204, CS311, (IS314 or CS317 or CS350), CS310, CS324, (IS328 or IS333 or CS351).*Courses for a Double Major:* MA111, MA161, CS111, CS112, UU114, CS211, CS214, IS222 or CS215, UU200, UU204, CS311, either IS314 or CS317 or CS350, CS310 or CS324, either IS328 or IS333 or CS351.

Courses for a Minor: . CS111, CS112, CS211, and either IS222 or CS215, either CS310 or CS311 or CS317 or CS324 or IS328.

Information Systems

Special admission requirements:

To be admitted to an Information Systems major from a Senate recognised Year 13/Form 7 or equivalent examination, a person shall have achieved 50% or equivalent in Mathematics in that examination.

Programme Requirements: Students are required to take the UU100A - Information Literacy component of the UU100 - Communications and Information Literacy course before progressing to 2nd year of studies. UU100A is fully online and offered free of charge.

There are two streams for the Information Systems programme with the following structures:

Data Analytics:

Courses for a Single Major: IS121, IS122, ST130, MA111, UU114, IS202, IS222, IS221, IS226, UU200, UU204, IS302, IS333, IS322, IS351.

Courses for a Double Major: IS121, IS122, ST130, MA111, UU114, IS202, IS222, plus one from (IS221, IS226), UU200, UU204, IS302, IS333, plus one from (IS322,IS351).

Courses for a Minor: IS121, IS122, ST130, IS202, IS302.

Business Information Systems:

Courses for a Single Major: IS121, IS122, ST130, MA111, UU114, IS221, IS222, IS226, UU200, UU204, IS333, IS322, IS314, IS351

Courses for a Double Major: IS121, IS122, ST130, UU114, IS221, IS222, IS226, UU200, UU204, IS322, IS333, plus one from (IS314; IS351)

Courses for a Minor: IS121, IS122, IS221, IS222, IS322

Mathematics

Courses for a Single Major: IS104, MA111, MA112, MA161, UU114, UU100, MA211, MA221, MA262, UU200, UU204, SC356, MA313, MA321, MA312, MA341.

Courses for a Double Major: IS104, MA111, MA112, UU114, UU100, MA211, MA221, MA262, UU200, UU204, SC356, MA313, MA321; plus at least one of: MA312, MA341.

Courses for a Minor: MA111, MA112, MA211, MA313; plus at least one of: MA312, MA341.

BACHELOR OF COMMERCE MAJOR DISCIPLINES

The Bachelor of Commerce is a three-year programme comprising twenty four courses; of which eight courses are at 100 level, eight courses are at 200 level, and eight courses at 300 level.

The disciplines permitted as a major for the Bachelor of Commerce degree in 2021 are:

Information Systems

Special Admission Requirements:

To be admitted to an Information Systems major from a Senate recognised Year 13/Form 7 or equivalent examination, a person shall have achieved 50% or equivalent in Mathematics in that examination.

Programme Requirements: Students are required to take the UU100A - Information Literacy component of the UU100 - Communications and Information Literacy course before progressing to 2nd year of studies. UU100A is fully online and offered free of charge.

There are two streams for the Information Systems programme with the following structures:

Data Analytics:

Courses for a Single Major: IS121, IS122, ST130, MA111, UU114, IS202, IS222, IS221, IS226, UU200, UU204, IS302, IS333, IS322, IS351.

Courses for a Double Major: IS121, IS122, ST130, UU114, IS202, IS222, plus one from (IS221, IS226), UU200, UU204, IS302, IS333, plus one from (IS322, IS351).

Courses for a Minor: IS121, IS122, ST130, IS202, IS302.

Business Information Systems:

Courses for a Single Major: IS121, IS122, ST130, MA111, UU114, IS221, IS222, IS226, UU200, UU204, IS333, IS322, IS314, IS351

Courses for a Double Major: IS121, IS122, ST130, UU114, IS221, IS222, IS226, UU200, UU204, IS322, IS333, plus one from IS314; IS351.

Courses for a Minor: IS121, IS122, IS221, IS222, IS322

BACHELOR OF SCIENCE MAJOR DISCIPLINES

The Bachelor of Science is a three-year programme comprising twenty four courses; of which eight courses are at 100 level, eight courses at 200 level, and eight courses at 300 level. The disciplines permitted as a major or minor for the Bachelor of Science degree in 2022 are:

Computing Science

Special Admission Requirements:

a) achieved 50% or equivalent in Mathematics from a Senate recognised Year 13/Form 7 or equivalent examination, or

b) completed USP Foundation Programme with at least C in the courses MAF11 and MAF12 and a pass in CSF12.

Programme Requirements: Students are required to take UU100A - Information Literacy component of UU100 - Communications and Information Literacy course before progressing to 2nd year of studies. UU100A is a five week fully online course offered free of charge during the semesters and also through winter and summer schools.

Courses for a Single Major: MA111, MA161, CS111, CS112, UU114, CS211, CS214, (IS222 or CS215), UU200, UU204, CS311, (IS314 or CS317 or CS350), CS310, CS324, (IS328 or IS333 or CS351). *Courses for a Double Major:* MA111, MA161, CS111, CS112, UU114, CS211, CS214, (IS222 or CS215), UU200, UU204, CS311, (IS314 or CS317 or CS350), (CS310 or CS324), (IS328 or IS333 or CS351).

Courses for a Minor: CS111, CS112, CS211, (IS222 or CS215), CS310 or CS311 or CS317 or CS324 or IS328..

Electrical/Electronic Engineering

Special Admission Requirements:

a) A Senate recognised Year 13/Form 7 or equivalent examination, have passed English, Mathematics and Physics, or

b) Have completed USP Foundation Programme with at least C in the courses MAF11 and MAF12,

PHF02 and PHF03 and a pass in CSF12

Programme Requirements: Students are required to take UU100A - Information Literacy component of UU100 - Communications and Information Literacy course before progressing to 2nd year of studies. UU100A is fully online and offered free of charge.

Courses for a Single Major: Not offered as a single major.

Courses for a Double Major: Offered with Computing Science major:

MA111, UU114, EE102, PH102 , MM103, UU200, UU204, plus three of EE211; EE212; EE222; EE224; EE225, SC356 plus three of EE301; EE312; EE313; EE314; EE321; EE323; EE325; EE326 and an Industrial Attachment of 10 weeks during summer vacation is compulsory.

Courses for a Double Major: Offered with Physics major:

MA111, UU114, EE102, MM101 or MM103, UU200, UU204, EE211, EE222, EE212, SC356, EE313, EE314, EE321 and an Industrial attachment of 10 weeks during summer vacation is compulsory.

Year I: PH102, PH103, EE102, MA111, MA112, MM101 or MM103, UU100, UU114

Year II: PH202, PH204, PH206, EE211, EE222, EE212, UU200, UU204

Year III: SC356, PH301, PH302, PH304, PH306, EE313, EE314, EE321

Information Systems

Special Admission Requirements:

To be admitted to an Information Systems major from a Senate recognised Year 13/Form 7 or equivalent examination, a person shall have achieved 50% or equivalent in Mathematics in that examination.

Programme Requirements: Students are required to take the UU100A - Information Literacy component of the UU100 - Communications and Information Literacy course before progressing to 2nd year of studies. UU100A is fully online and offered free of charge.

There are two streams for the Information Systems programme with the following structures:

Data Analytics:

Courses for a Single Major: IS121, IS122, ST130, MA111, UU114, IS202, IS222, IS221, IS226, UU200, UU204, IS302, IS333, IS322, IS351.

Courses for a Double Major: IS121, IS122, ST130, MA111, UU114, IS202, IS222, plus one from (IS221, IS226), UU200, UU204, IS302, IS333, plus one from (IS322, IS351).

Courses for a Minor: IS121, IS122, ST130, IS202, IS302.

Business Information Systems:

Courses for a Single Major: IS121, IS122, ST130, MA111, UU114, IS221, IS222, IS226, UU200, UU204, IS333, IS322, IS314, IS351

Courses for a Double Major: IS121, IS122, ST130, UU114, IS221, IS222, IS226, UU200, UU204, IS322, IS333, plus one from (IS314; IS351).

Courses for a Minor: IS121, IS122, IS221, IS222, IS322

Mathematics

Courses for a Single Major: IS104, MA111, MA112, MA161, UU114, UU100, MA211, MA221, MA262, UU200, UU204, MA313, MA321, SC356, MA312, MA341.

Courses for a Double Major: IS104, MA111, MA112, UU114, UU100, MA211, MA221, MA262, UU200, UU204, SC356, MA313, MA321; plus one of MA312, MA341.

Courses for a Minor: MA111, MA112, MA211, MA221; plus at least one of: MA312, MA341, MA313.

Mechanical Engineering

Courses for a double major: Offered with Physics major:

MA111, UU114, MM101, MM103, UU200, UU204, plus three of MM211; MM212; MM221; MM222; MM223, SC356, plus at least three of MM311; MM312; MM321; MM323 and an Industrial attachment of ten weeks during summer vacation is compulsory.

Year I: PH102, PH103, MA111, MA112, MM101, MM103, UU100, UU114

Year II:PH202, PH204, PH206, plus three of MM211; MM214; MM221; MM222; MM223, UU200, UU204

Year III: SC356, plus at least three of PH301; PH302; PH304; PH306, plus at least three of MM311; MM315; MM321; MM323.

Physics

Courses for a Single Major: PH102, PH103, CH105 (for non-Chemistry minors), MA112, UU100, UU114, PH202, PH204, PH206, UU200, UU204, SC356; plus PH301, PH302, PH304, PH306.

Courses for a Double Major: CH105 (for non-Chemistry majors), PH102, PH103, MA112, UUI00, UU114; plus PH202, PH204, PH206; plus UU200, UU204, SC356; plus at least three of PH301; PH302; PH304; PH306 [CH105 is not required for double major with EE or MM].

Courses for a Minor: PH102, PH103; plus two of: PH202, PH204, PH206; plus one of: PH301, PH302, PH304, PH306.

PRESCRIBED PROGRAMMES

BACHELOR OF ENGINEERING

The Bachelor of Engineering degree is a four-year programme comprising thirty two courses, eight at the 100 level, eight at 200 level, sixteen at 300 level plus an industrial attachment and workshop practice component.

There are two different Bachelor of Engineering (BE) programmes: Bachelor of Engineering (Electrical & Electronics) and Bachelor of Engineering (Mechanical). Both programmes have the same admission regulations and have prescribed sets of courses plus an industrial attachment and workshop practice component.

Special Admission Requirements:

i) A Senate recognised Year 13/Form 7 or equivalent examination, have passed English, Mathematics and Physics with 50% and either Chemistry or Technology, or

ii) Have met the mature student admission criteria.

Programme Requirements:

Students are required to take UU100A - Information Literacy component of UU100 - Communications and Information Literacy course before progressing to 2nd year of studies. UU100A is fully online and offered free of charge.

BACHELOR OF ENGINEERING (CIVIL)

Special Admission Requirements:

i) A Senate recognised Year 13/Form 7 or equivalent examination, have passed English, Mathematics and Physics with 50% and either Chemistry or Technology, or have met the mature student admission criteria.

Programme Requirements:

The Bachelor of Engineering, Civil consists of thirty-two courses.

Courses:

Year I: PH102, MM101, UU114, MA111, EE102, MM103, CS111, MA112

Year II: MA211, CV211, CV212, EV201, MA272, CV222, ES203, CH205, EN001 (no credit)

Year III: CV312, EV301, CV311, CV313, CV321, CV322, CV323, CV324

Year IV: , CV488, CV461, CV499, CV491, CV492, and two from CV463, CV464,CV462, CV493, CV494, CV495

BACHELOR OF ENGINEERING (ELECTRICAL & ELECTRONICS)

Courses:

Year I: PH102, MM101, UU114, MA111, EE102, MM103, CS111 and MA112

Year II: CS211, EE211, EE212, EE222, EE224, EE225, MA211, MA272; plus EN001 Industrial Work Experience (IWE)

Year III: EE301, EE312, EE313, EE314, EE321, EE323, EE325, EE326

Year IV: EE464, EE481, EE488, EE491, EE492, EE499; plus any two ofEE461, EE462, EE463, EE466,, PH302

BACHELOR OF ENGINEERING (MECHANICAL)

Courses:

Year I: PH102, MM101, UU114, MA111, EE102, MM103, CS111 and MA112

Year II: MA211, MA272, MM211, MM212, MM214, MM221, MM222, MM223, EN001 Industrial Work Experience (IWE)

Year III: MM311, MM312, MM315, MM301, MM321, MM322, MM323, MM324

Year IV: MM465, MM481, MM488, MM491, MM492, MM499plus any two of MM461, MM462, MM463, MM466

PROFESSIONAL PROGRAMMES IN ICT

The Bachelor of Networks & Security and Bachelor of Software Engineering degrees are four year programmes comprising twenty-seven courses, eight at 100 level, eight at 200 level, eight at 300 level, followed by an additional year which consists of two 400 level courses and an industrial placement project.

Bachelor of Networks and Security and Bachelor of Software Engineering are professionally accredited by the Australian Computer Society. Graduates of these programmes will be eligible to become members of the Australian Computer Society and be granted the Certified Technologist (CT) post-nominal. They will be eligible to apply for recognition as Certified Professional (CP) after five years of suitable professional ICT experience.

Special Admission Requirements:

i) from a Senate-recognised Form 7 or equivalent examination, have passed English and Mathematics; or

ii) completed the USP Foundation Programme with a pass in Foundation Mathematics and Foundation English.

Students must successfully complete the requirements of the first three years before proceeding to the 4th year of the BNS and BSE programmes. The study mode for all the courses must be face-to-face.

BACHELOR OF NETWORKS & SECURITY

Courses:

Year I: CS111, CS112, CS150, MA111, MA161, MG101, ST131, UU100A, UU114

Year II: CS211, CS214, CS215, CS218, CS219, IS221, IS222, UU200 plus CS001 Foundations of Professional Practice.

Year III: CS310, CS311, CS317, CS324, CS350, CS351, CS352, IS333

Year IV: Any two of CS403, CS412, CS424; plus CS400 Industry Experience Project (IEP).

BACHELOR OF SOFTWARE ENGINEERING

Courses:

Year I: CS111, CS112, CS140, MA111, MA161, MG101, ST131, UU100A, UU114

Year II: CS211, CS214, CS218 or CS219, CS230, CS241, IS221, IS222, UU200 plus CS001 Foundations of Professional Practice.

Year III: CS310, CS311, CS324, CS341, CS352, IS314, IS328, IS333

Year IV: CS415, plus one of CS403, CS412, CS424 plus CS400 Industry Experience Project (IEP).

POSTGRADUATE PROGRAMMES

Graduate Certificates and Diplomas are pegged at Level 7 and Postgraduate Certificates and Diplomas Level 8 of the Fiji Qualifications Framework.

INFORMATION RESEARCH SKILLS

All students registering in Postgraduate programmes are required, in their first semester of studies, to complete 14.5 hours of Information Research Skills conducted by the Library.

POSTGRADUATE DIPLOMAS

The Postgraduate Diploma programme comprises four courses. The courses on Research Projects (e.g. BI420, CH420) allowed under special conditions would be counted towards the respective Postgraduate Diploma programme.

POSTGRADUATE DIPLOMA IN INFORMATION TECHNOLOGY

Computing Science:

Courses: Any four from SC400*, CS412, CS415, CS424, CS427.

Information Systems:

Courses: Any four from SC400*, IS413, IS414, IS421, IS428, IS431, IS432, IS433, IS434.

*Students must do SC400 if they want to pursue Master's by Thesis.

POSTGRADUATE DIPLOMA IN SCIENCE

Mathematics:

Courses: SC400 plus any three of: MA411, MA416, MA441, MA443, ST403

Physics:

Courses: SC400 plus three from PH407, PH414, PH416, PH402, PH421

POST-GRADUATE DIPLOMA IN CYBERSECURITY:

Courses: CS401, CS402, CS403 and CS404

MASTER'S DEGREE PROGRAMMES

MASTER OF ARTS IN MATHEMATICS

The Master's programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

MASTER OF SCIENCE IN COMPUTING SCIENCE

Programme Requirements:

The Master's programme consists of four postgraduate courses and a thesis; or six postgraduate courses and a Supervised Research Project.

Courses: Four PG courses (SC400; plus three CS400 level courses) and a thesis; or Six postgraduate courses (SC400, IS428; plus four CS400 level courses) and a Supervised Research Project.

In addition to the Senate approved requirements for the degree of Master's, a person who has completed Bachelor of Networks & Security or Bachelor of Software Engineering with a GPA of 3.0 is eligible for direct entry in the Master's programme.

MASTER OF SCIENCE IN ENGINEERING

The Master's programme consists of a thesis.

In addition to the Senate approved requirements for the degree of Master's, a person who has completed Bachelor of Engineering with a GPA of 3.0 is eligible for direct entry in the Master's programme by thesis. A person who has completed Bachelor of Technology with a GPA of 3.0 must first complete four 4th year engineering courses (selected by the school) to be eligible for entry in the Master's programme by thesis.

MASTER OF SCIENCE IN INFORMATION SYSTEMS

Programme Requirements:

The Master's programme consists of four postgraduate courses and a thesis; or six postgraduate courses and a Supervised Research Project.

Courses: Four postgraduate courses (SC400; plus three IS400 level courses) and a thesis; or Six postgraduate courses (SC400, IS431; plus four IS400 level courses) and a Supervised Research Project.

MASTER OF SCIENCE IN MATHEMATICS

The Master's programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

MASTER OF SCIENCE IN PHYSICS

The Master's programme consists of a thesis or two postgraduate courses plus a Supervised Research Project

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PROFESSIONAL MASTER'S PROGRAMMES

These programmes cannot be used to enrol into PhD programmes.

MASTER OF COMPUTING & INFORMATION SYSTEMS

Courses: CS412, CS415, CS424, CS427, IS413, IS421, IS428, IS434.

MASTER OF INFORMATION SYSTEMS

Programme Requirements: The Masters of Information Systems programme consists of eight courses.

Courses: IS413, IS414, IS421, IS428, IS431, IS432, IS433, IS434.

DOCTOR OF PHILOSOPHY

USP offers a Doctor of Philosophy (PhD) in most disciplines taught at postgraduate level in the School. Students interested in progressing from a Master's programme to Doctoral studies are advised to contact the relevant Head of the Academic Unit.

SCHOOL OF AGRICULTURE, GEOGRAPHY, ENVIRONMENT, OCEANS, AND NATURAL SCIENCES (SAGEONS)

PROGRAMME REQUIREMENTS AND REGULATIONS

ACADEMIC CERTIFICATE PROGRAMMES

CERTIFICATE IN GEOSPATIAL SCIENCE

Programme Requirements: The Certificate in Geospatial Science comprises six courses.

Courses: Year I IS104, GS100, GS101

Year II GS201, GS211, GS200 or GS231

CERTIFICATE IN OCEAN RESOURCES MANAGEMENT

Programme Requirements: The Certificate in Ocean Resources Management comprises six courses.

Courses: EC102, plus MS111, MS101, plus MS200, plus two other MS courses.

CERTIFICATE IN SUSTAINABLE FISHERIES

Programme Requirements: The Certificate in Sustainable Fisheries comprises six courses.

Courses: BI108, EC102, MS111, MS101; plus any two 200 level MS courses.

DIPLOMA PROGRAMMES

DIPLOMA IN AGRICULTURE

Admission Requirements:

(a) Students having completed a Senate recognised Year 13/Form 7, with pass in English, Biology, Chemistry, and Mathematics or Physics

(b) Students holding Certificate in Tropical Agriculture/Horticulture from Solomon Islands College of Higher Education, Tongan College of Agriculture, Fiji National University and National University of Samoa and reached the required standard in English, Chemistry, Biology and Mathematics

(c) Students having completed a Senate recognised Year 12/Form 6, with 5 years of working experience in Agriculture.

Programme Requirements: The Diploma in Agriculture consists of twelve courses plus 12 weeks of vocational practical experience.

Courses: AG111 AG124, AG134, AG164, AG165, AG172, UU114, AG212, AG221, AG266, AG268, AG273, plus twelve weeks of vocational practical experience.

DIPLOMA IN GEOSPATIAL SCIENCE

Programme Requirements: The Diploma in Geospatial Science comprises twelve courses.

Courses:

Year I UU100A, UU114, GS100, IS104, GS101; plus any one 100 level GE, ES or MS course.

Year II GS200, GS201, GS211, GS231

Year III GS301, GS302, GS311

DIPLOMA IN OCEAN RESOURCES MANAGEMENT & POLICY

Programme Requirements: The Diploma in Ocean Resources Management & Policy comprises twelve courses.

Courses: UU100, UU114, EC102, MS111, MS101, MS200, MS205, MS210, MS301, MS304; plus two of MG101, MS204, MS206, MS213, MS302, MS309, MS314.

BACHELOR'S DEGREE PROGRAMMES

BACHELOR OF AGRICULTURE

The Bachelor of Agriculture is offered in two streams:

a) Agribusiness; and
b) Applied Sciences.

The courses are offered as a face-to-face full-time programme at Samoa Campus but most of the courses can also be completed by flexible learning through any USP campus.

The admission and programme regulations are listed in the admission and programme regulations in this *Handbook and Calendar.*

In summary, the requirements are:

Admission Requirements:

a) from a Senate-recognised Year 13/Form 7 or equivalent examination, have passed English, Biology, Chemistry and one of Agricultural Science, Mathematics or Physics in that examination; or
b) from a USP Diploma in Agriculture or equivalent have achieved a GPA of at least 3.0 or equivalent in that programme; or
c) have met the mature student admission criteria.

Agribusiness

Programme Requirements:

The Bachelor of Agriculture (Agribusiness) degree consists of 24 courses, of which eight are at 100 level, eight at 200 level and eight at 300 level plus 20 weeks vocational practical experience as listed below:

Courses: Year I: AG111, AG124, AG164, AG165, AG172, UU100, UU114, EC102

Year II: AG211, AG212, AG213, AG266, AG273, EC202, UU200, UU204

Year III: AG311, AG312, AG314, AG351, AG364, AG373, AG383, EC307.

Applied Sciences

Programme Requirements:

The Bachelor of Agriculture (Applied Sciences) degree consists of 24 courses, of which eight are at 100 level, eight at 200 level and eight at 300 level plus 20 weeks vocational practical experience as listed below:

Courses: Year I: AG111, AG124, AG134, AG164, AG165, AG172, UU100, UU114

Year II: AG212, AG213, AG221, AG266, AG268, AG273, UU200, UU204

Year III: AG311, AG312, AG351, AG363, AG364, AG373, AG383, plus AG366 or AG372.

BACHELOR OF ARTS MAJOR DISCIPLINES

The Bachelor of Arts is a three-year programme comprising twenty-four courses; of which eight courses are at 100 level, eight courses at 200 level, and eight courses at 300 level. The disciplines permitted as a major for the Bachelor of Arts degree in 2021 are:

Geography

Courses for a Single Major: Not offered as a single major.

Courses for a Double Major: Year I: UU100, UU114, GE101, GE102, GS100; plus three courses from 2nd major or electives

Year II: UU200, UU204, GE201 or GE205; plus two from GE202, GE203 or GE207; plus three courses from 2nd major

Year III: GE304; plus three from GE301, GE302, GE303, GE306, PD301; plus four courses from 2nd major

Courses for a Minor: Year I: GE101, GE102

Year II: Two GE or GS courses at 200 level

Year III: One GE or GS course at 300 level or PD301

BACHELOR OF COMMERCE

The Bachelor of Commerce is a three year programme comprising twenty four courses of which eight courses are at 100 level, eight courses are at 200 level and eight courses are at 300 level including two 100 level and two 200 level university courses.

Agricultural Economics & Agribusiness

Admission Requirements: Admission to Bachelor of Commerce

Courses for a Single Major: AG111, AG172, AG164, AG165, UU100, UU114, AG211, AG212, AG213, AG266, AG273, UU200, UU204, AG311, AG312, AG314, AG364, AG373.

Courses for one major in a Double Major:

AG111, AG172, AG165, UU100, UU114, AG211, AG212, AG213, UU200, UU204, AG311, AG312, AG314, AG351.

Courses for a Minor: AG111, AG165, AG212, AG266, AG311, AG312, AG314.

BACHELOR OF SCIENCE MAJOR DISCIPLINES

The Bachelor of Science is a three-year programme comprising twenty four courses; of which eight courses are at 100 level, eight courses at 200 level, and eight courses at 300 level. The disciplines permitted as a major or minor for the Bachelor of Science degree in 2021 are:

Biology

Courses for a Single Major: BI102, BI108, CH105 (for non-Chemistry minors), UU100, UU114, BI205, BI206; plus at least two of: BI201, BI/MS202, BI207; plus UU200, UU204, SC356, plus at least four of: BI302, BI304, MS/BI305, MS/BI307, BI/MS308, BI309.

Courses for a Double Major: BI102, BI108, CH105 (for non-Chemistry majors), UU100, UU114 , BI205; plus at least two of: BI201, BI/MS202, BI206, BI207; plus UU200, UU204, SC356, plus at least three of: BI302, BI304, MS/BI305, MS/BI307, BI/MS308, BI309.

Courses for a Minor: BI102, BI108, BI205; plus at least one 200 level BI course to a maximum of five courses.

Chemistry

Courses for a Single Major: CH101, CH102; plus PH106 and MA102 (for non-mathematicsminors); plus UU100, UU114, CH201, CH203, CH204, UU200, UU204, SC356 plus CH301 and at least three of: CH303, CH306, CH311, CH312.

Courses for a Double Major: CH101, CH102; plus PH106 and MA102 (for non-mathematics majors); plus UU100, UU114, CH201, CH203, CH204, UU200, UU204, SC356 plus CH301 and at least two of: CH303, CH306, CH311, CH312.

Courses for a Minor: CH101, CH102; two from CH201, CH203, and CH204; plus one of CH301, CH303, CH306, CH311, CH312.

Geography

Programme Requirements: Allowed as a double major for the Bachelor of Science only in combination with the following other major disciplines: Biology and Information Systems.

Courses for a Single Major: Not offered as a single major under the BSc programme.

Courses for a Double Major: Year I: UU100, UU114, GE101, GS100, ES106; plus three courses from 2nd major

Year II: UU200, UU204, GE201, GE205; plus one from GE202, GE203, GE207, GS200, GS201 or GS211; plus three courses from 2nd major

Year III: SC356, GE301, GE306; plus up to two from GE302, GE303, GS301, EV301, EV302; plus up to four courses from 2nd major

Courses for a Minor: Not offered as a minor under the Bachelor of Science programme.

Geospatial Science

Courses for a Double Major: Year I UU100A, UU114, IS104, GS100, GS101; plus four courses from 2nd major

Year II UU200, UU204, GS201, GS211, GS231; plus three courses from 2nd major

Year III SC356, GS301, GS302, GS311; plus four courses from 2nd major

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PRESCRIBED PROGRAMMES

BACHELOR OF ARTS - PRESCRIBED PROGRAMMES

The Bachelor of Arts - Prescribed Programme is a three-year programme comprising twenty four courses; of which eight courses are at 100 level, eight courses at 200 level, and eight courses at 300 level. There is one interdisciplinary Bachelor of Arts programme that does not follow the usual programme requirements for major and minor disciplines but instead has a prescribed set of courses, across discipline boundaries.

BACHELOR OF ARTS (ENVIRONMENTAL MANAGEMENT)

Students must focus on one of the two pathways: the Environment & Management or the Environment and Society pathway.

The Environmental Management Pathway

Year I: UU100, UU114, GE101, GE102, GS100, BI103; EC100; MG101

Year II: UU200, UU204, EV201, GS201, MS205, MG214; plus two of GE201, GE202, GE203, or GE207, or MS200

Year III: SC356, EV301, EV302, EC307, GE304; plus three from GE301, GE302, GS301, MS301, MS302, MS306 or MS315

The Environment & Society pathway:

Year I: UU100, UU114, GE101, GE102, GS100, EC100; plus two from PD101, TS106, TS107, or SO100

Year II: UU200, UU204, EV201, GE203, GE207, MS205; plus one from GS200, GS201 or GS211; plus one from GE201, GE202, or MS200

Year III: SC356, EV301, EV302, EV303, GE304; plus three from GE302, GE303, MS302, MS304, MS309, MS314, or MS315

BACHELOR OF ARTS (MARINE MANAGEMENT)

Year I: UU100, UU114, MS101, MS111, EC102, GS100, MG101, ST130

Year II: UU200, UU204, EC203, MS200, MS205, MS204, MS206, MS210

Year III: SC356, MS301, MS302, MS304, MS309, MS310, MS315, plus one of EV301, EV302 or MS314

BACHELOR OF PUBLIC HEALTH

Not offered in 2022

Special Admission Requirements:

a) From a Senate recognised Year 13/Form 7 or equivalent examination, have passed English and Mathematics with 50% and any science course, or have met the mature student admission criteria.

Programme Requirements:

The Bachelor of Public Health consists of twenty four courses.

Courses:

Year I: UU100, UU114, PUH100, PUH101, PUH102, ST131, PUH103, PUH104

Year II:UU200, UU204 (or PUH201), PUH202, PUH203, PUH204, PUH205, PUH206, PUH207 Summer session PUH200

Year III:PUH300A, PUH301, PUH302, PUH303, PUH300B, PUH304 or PUH305, PUH306, PUH307

BACHELOR OF SCIENCE - PRESCRIBED PROGRAMMES

The Bachelor of Science - Prescribed Programme is a three year programme comprising twenty four courses; eight courses at 100 level, eight courses at 200 level, and eight courses at 300 level.

There are two interdisciplinary Bachelor of Science programmes that do not follow the usual programme requirements for major and minor disciplines but instead have prescribed sets of courses, across discipline boundaries.

BACHELOR OF SCIENCE (ENVIRONMENTAL SCIENCE)

Students must focus on one of the two pathways: the Biology and Environment or the Earth and Environment pathway.

The Biology pathway

Year I: UU100, UU114, GE101, CH105, BI102, ES106, MA102, BI108

Year II: UU200, UU204, GE201, BI201, BI206, EV201, GS201, LM216 or GS211

Year III: SC356, GE304, EV301, EV302, BI304; plus three from GE301, GE306, GS301, MS305, MS306

The Earth Science pathway

Year I: UU100, UU114, ES106, GE101, PH106, CH101, BI103, MA102

Year II: UU200, UU204, ES203, MS211, EV201, CH204; plus GS200 or GS201; plus one of GE205, LM216 or GS211

Year III: SC356, ES301, ES302, ES303, GE306, CH312, EV301; plus one from GE304, EV302 or MS312

BACHELOR OF SCIENCE (MARINE SCIENCE)

Year I: UU100, UU114, MS101, MS111, BI108, CH101, ES106, ST130

Year II: UU200, UU204, BI/MS202, BI206, MS204, MS206, MS211, MS213

Year III: SC356, MS/BI307, MS306, MS312, MS315, MS313; plus one of MS324 or MS314; plus one of BI/MS308, MS/BI305, EV301

BACHELOR OF GEOSPATIAL SCIENCE - PRESCRIBED PROGRAMMES

The Bachelor of Geospatial Science is a three-year programme comprising of twenty four courses, eight at 100 level, eight at 200 level and eight at 300 level. Students must focus on one of the two pathways: Geospatial Analyst or Geospatial Developer pathway.

Geospatial Analyst pathway:

Year I: UU100A*, UU114, GS100, GS101, IS104, ST130, LM113; plus two 100-level courses from GE, ES, MS

Year II: UU200, UU204, GS200, GS201, GS211, GS231, plus two 200 level courses from GE, ES, EV, MS

Year III: SC356, GS301, GS302, GS311, GS350; plus three 300 level courses from GE, ES, EV, MS

Geospatial Developer pathway:

Year I: UU100A*, UU114, GS100, GS101, IS104, ST130, LM113; plus two 100 level courses from GE, ES, MS

Year II: UU200, UU204, GS200, GS201, GS211, GS231, IS222, IS202.

Year III: SC356, GS301, GS302, GS311, GS350, IS302 or IS322, IS328, IS333.

NOTE: * UU100A is a five week course offered online both semesters

POSTGRADUATE PROGRAMMES

POSTGRADUATE DIPLOMAS

POSTGRADUATE DIPLOMA IN AGRICULTURE

The Postgraduate Diploma in Agriculture is offered in three streams:

Programme Requirements:

Each Postgraduate Diploma in Agriculture consists of four courses.

Agricultural Economics

Courses: AG401, AG411, AG412 and AG415.

Animal Science

Courses: AG401, AG471, AG472, AG473 or AG474

Crop Science

Courses: AG401, AG422, plus any two from AG461, AG464, and AG465

POSTGRADUATE DIPLOMA IN ARTS

Environmental Management:

Courses: EV402, GE403, GE409; plus one from GE402, GE404, or EV420

Geography:

Courses: GE403; plus three from GE402, GE404, GE407, GE409 or GE420

Marine Management:

Courses: MS441, MS442, SC400 or any other Research Methods course; plus any other 400 level course approved by Senate or its delegate.

POSTGRADUATE DIPLOMA IN SCIENCE

Biology:

Courses: SC400 plus three courses from BI408, BI409, BI436, BI442 and BI443

Chemistry:

Courses: SC400 plus three courses from CH405, CH413, CH414, CH421, and CH451

Environmental Geoscience:

Courses: SC400, ES406; plus two from GE407, GE409, EV405 or EV420

Marine Science:

Courses: SC400, MS411, one other MS400 level course and any other one 400 level science course from the School.

MASTER'S DEGREE PROGRAMMES

MASTER OF AGRICULTURE

The Master of Agriculture is normally undertaken after completing a Postgraduate Diploma in Agriculture. It consists of either a full thesis, or two appropriate postgraduate courses and a Supervised Research Project.

MASTER OF ARTS IN ENVIRONMENTAL MANAGEMENT

The Master's programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

MASTER OF ARTS IN GEOGRAPHY

The Master's programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

MASTER OF ARTS IN MARINE MANAGEMENT

The Master's programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

MASTER OF SCIENCE IN BIOLOGY

The Master's programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

MASTER OF SCIENCE IN CHEMISTRY

The Master's programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

MASTER OF SCIENCE IN EARTH SCIENCE

The Master's programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

MASTER OF SCIENCE IN ENVIRONMENTAL SCIENCE

The Master's programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

MASTER OF SCIENCE IN GEOSPATIAL SCIENCE

Admission Requirements:

Completion of postgraduate Diploma in a cognate discipline with a GPA of 3.0 or above, or completion of Bachelor of Geospatial Science with GPA of 4.0 or above.

Programme Requirements:

The Master's programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

MASTER OF SCIENCE IN MARINE SCIENCE

The Master's programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

PROFESSIONAL MASTER'S PROGRAMMES

These programmes cannot be used to enrol into PhD programmes.

MASTER OF SCIENCE IN SUSTAINABLE DEVELOPMENT IN SMALL ISLAND STATES

This Masterís programme, is offered in partnership with the University of Malta, University of Mauritius, University of the West Indies, University of the Virgin Islands, University of Las Palmas de Gran Canaria and the University of Seychelles. It will consist of 90 European Credit Transfer System (ECTS) or their equivalent, of which 30 ECTS will be assigned to a research component and dissertation. At least 50% of the content of the Master's degree will be offered by the Home University, based on its quality control methods, and the remaining percentage of study units will be offered by the other members of the consortium who will use their own quality control methods.

Entry Requirements: Admission requirements will be based on the USP Master's entry requirements.

(Details on this programme are available on "http://www.ucsis.ac" www.ucsis.ac)

DOCTOR OF PHILOSOPHY

USP offers a Doctor of Philosophy (PhD) in most disciplines taught at postgraduate level in the School. Students interested in progressing from a Master's programme to Doctoral studies are advised to contact the relevant Head of the Academic Unit. The Admission and Programme Regulations governing the Doctor of Philosophy appear on page 80 of this publication.

SCHOOL OF LAW AND SOCIAL SCIENCES (SOLASS)

PROGRAMME REQUIREMENTS AND REGULATIONS

CERTIFICATE PROGRAMMES

Graduate Certificates and Diplomas are pegged at Level 7 and Postgraduate Certificates and Diplomas Level 8 of the Fiji Qualifications Framework.

VOCATIONAL CERTIFICATE PROGRAMMES

CERTIFICATE OF JUSTICE

The Certificate of Justice will provide students with a basic understanding of how the legal systems in their countries operate and the role played by courts within the legal system. Students will develop their knowledge of key areas of law, including criminal law and procedure and civil law and develop skills in professionalism and decision-making. It is particularly useful for people who are employed as, or wish to pursue, employment as a lay adjudicator or court administrator. It is a pre-degree level course and is set to level IV of the Fiji Qualifications Framework.

Special Admission Requirements:

Completion of Year 10/Form 4 plus a minimum of two years relevant work experience. Applications must be supported by a written recommendation from the Chief Justice or Registrar of the relevant Pacific Island Country. This recommendation must certify that the applicant has adequate levels of English expression to undertake a course in English.

Programme Requirements: The Certificate of Justice consists of 4 courses.

Courses: COJ01, COJ02, COJ03, COJ04.

ACADEMIC CERTIFICATE PROGRAMMES

CERTIFICATE IN POLICING

Special Admission Requirements

This introductory programme is designed for serving and potential police officers, and for those interested in understanding and contributing to the function of police in a civil society.

To be admitted to the Certificate under the mature age criteria, a person shall be judged on training qualifications including police recruit training, successful completion of other in-service and professional development programmes, years of service, and recommendation/support from the studentís respective Commissioner of Police. In addition, mature age students would normally have at least ten years service in a variety of areas in policing including experience as a police supervisor/manager or equivalent.

Programme Requirements: The Certificate in Policing consists of 6 courses.

Courses: UU100, UU114, PP101, PP201; plus 2 other 100 level courses.

CERTIFICATE IN SOCIAL AND COMMUNITY WORK

Programme Requirements The Certificate in Social and Community Work consists of 6 courses.

Courses: UU100, UU114, SW100, SW101, SO100; plus one 100 level course.

DIPLOMA PROGRAMMES

DIPLOMA OF JUSTICE

Special Admission Requirements:

Completion of Certificate of Justice or equivalent.

The Diploma is designed to provide a second year of study for students who have successfully completed the courses in the one-year Certificate of Justice. The courses in the Certificate of Justice will be credited to the Diploma.

Programme Requirements: The Diploma of Justice consists of 3 courses.

Courses: DOJ01, DOJ02, LW110. DOJ01 Professionalism and Communication in Court Practice and DOJ02 Judicial Administration are each weighted at one-half the workload of a degree-level course. The Diploma also includes one LLB course, LW110 Law and Society, which is weighted as the equivalent of two diploma-level courses.

DIPLOMA IN LEADERSHIP, GOVERNANCE & HUMAN RIGHTS

Programme Requirements: The Diploma in Leadership, Governance & Human Rights consists of twelve courses.

Courses: DG100, DG101, DG102, UU114, UU100, UU200, DG200, DG201, DG202, UU204, DG301 and DG302.

DIPLOMA IN POLICE MANAGEMENT

This programme is an intermediate level programme in policing and police management developed for serving and potential police officers, and for others interested in understanding and making a contribution to policing in a civil society. To be admitted to the diploma under the mature age criteria, a person shall be judged on training qualifications including police recruit training, successful completion of other in-service and professional development programmes, years of service, and recommendation/support from the student's respective Commissioner of Police. In addition, mature age students would normally have at least 10 years service in a variety of areas in policing including experience as a police supervisor/manager or equivalent.

Programme Requirements: The Diploma in Police Management consists of 12 courses.

Courses: UU100, UU114, PP101, SO100, MG101, PP201, PP202, plus five degree level courses.

DIPLOMA IN PROSECUTIONS

Special Admission Requirements

Candidates who have completed a USP Certificate in Law or equivalent shall also be eligible for entry to the Diploma in Prosecutions programme.

Programme Requirements: The Diploma in Prosecutions consists of 12 courses.

Courses: UU100, UU114, LW110, LW111, LW112, LW113, LW205, LW206, LW308, LW309, LW393, LW334 or other courses with the approval of the Head of Discipline or nominee.

DIPLOMA IN SOCIAL AND COMMUNITY WORK

Programme Requirements: The Diploma in Social and Community Work consists of 12 courses.

Courses: UU100, UU114, SW100, SW101, PS103, UU204, UU200, SW200, SW201; plus three 100 level or 200 level courses.

BACHELOR'S DEGREE PROGRAMMES

BACHELOR OF ARTS

The Bachelor of Arts is a three year programme comprising twenty-four courses of which eight courses are at 100 level, eight courses are at 200 level and eight courses are at 300 level including two 100 level and two 200 level university courses.

The discipline permitted as a major for Bachelor of Arts Degree in 2021 is:

History

Courses for a Single Major: UU100, UU114, HY101, HY102; UU200, UU204; plus three 200-level HY courses; plus three 300-level HY courses.

Courses for one major in a Double Major:

UU100, UU114, HY101, HY102; UU200, UU204; plus two or three 200-level HY courses; plus two or three 300-level HY courses.

Courses for a Minor: HY101, HY102; plus three from 200-level HY courses or 300-level HY courses.

Law

Courses for a Single Major: UU100, UU114; plus three of: LW110, LW111, LW112, LW113; plus UU200, UU204; plus three of: LW201, LW202, LW203, LW204, LW205, LW206; plus three 300 level LW courses.

Courses for one major in a Double Major:

UU100, UU114; plus three of: LW110, LW111, LW112, LW113; plus UU200, UU204; plus three of: LW201, LW202, LW203, LW204, LW205, LW206; plus two 300 level LW courses.

Courses for a Minor: Two of: LW110, LW111, LW112, LW113; plus three 200 or 300 level LW courses.

Pacific Policing

Courses for a Single Major: UU100, UU114, PP101, SO100, MG101, UU200, UU204, PP201, PP202, PP300, PP301, PP302.

Courses for one major in a Double Major:

UU100, UU114, PP101, SO100, UU200, UU204, PP201, PP202, PP300, PP301, PP302.

Courses for a Minor: PP101, SO100; plus any other two PP courses at 200 or 300 level.

Politics and International Affairs

Courses for a Single Major: PL100, PL101, UU100, UU114; PL200, PL201, PL202, PL203; plus UU200, UU204; PL300, PL302, PL305, PL307.

Courses for one major in a Double Major:

PL100, PL101, UU100, UU114; plus at least two of: PL200, PL201, PL202, PL203; plus UU200, UU204; plus at least three of: PL300, PL302, PL305, PL307.

Courses for a Minor: Two 100 level PL courses; plus two 200 level PL courses.

Psychology

Courses for a Single Major: UU100, UU114, PS101, PS102, PS103, PS107, UU200, UU204, PS203, PS205, PS206, PS303, plus THREE OR MORE from remaining 300 level psychology courses.

Courses for one major in a Double Major:

UU100, UU114, PS101, PS103, PS107, UU200, UU204, PS203, PS205, PS206; PS303 plus ONE OR MORE from remaining 300 level psychology courses.

Courses for a Minor: PS101, PS103 plus PS102 or PS107, TWO OR MORE from PS203, PS205, PS206.

Social Work

Special Admission Requirements:

To be admitted to a major in Social Work under the mature student admission criteria a person shall be judged on training qualifications in social work or community development, successful completion of other in-service programmes, years of service in governmental, non-governmental, voluntary and faith-based organisations, and recommendations where possible of past supervisors. In addition, mature student admission applicants shall normally have at least five years experience in social and community work including experience as a manager or supervisor or educator in a social or community work setting.

Courses for a Single Major: SW100, SW101, UU100, UU114, SO100, , PS102, PS103, SW200, SW201, UU200, UU204, SO200, SW300, SW301, SO301, SW312.

Courses for one major in a Double Major:

SW100, SW101, UU100, UU114, PS102, SW200, SW201, UU200, UU204, SW300, SW301, SW312.

Courses for a Minor: SW100, SW101, SW201, plus SW200 or SW301.

Sociology

Courses for a Single Major: UU100, UU114, SO100, SO122, PS103 (or equivalent), UU200, UU204, SO200, SO201; plus at least one 200 level Sociology course selected from SO207 and SO212; SO300 and SO303; plus two 300 level Sociology courses selected from SO301, SO304 and SO311.

Courses for one major in a Double Major:

UU100, UU114, SO100, SO122, UU200, UU204, SO200, SO201; plus one other 200 level Sociology course selected from SO207 and SO212; SO300 and SO303; plus one 300 level Sociology course selected from SO301, SO304 and SO311

Courses for a Minor: SO100, SO122, SO200, SO201, SO303.

BACHELOR OF LAWS

The Bachelor of Laws (LLB) degree is offered as a face-to-face four-year programme at Emalus Campus and in part at Laucala Campus, but is also offered online in flexible learning mode.

Special Admission Requirements:

i) Pass a Senate recognised Year 13/Form 7 or equivalent examination with 60% (or equivalent) in English; or

ii) Met the mature student admission criteria; or

iii) Bachelor's degree from USP, or a bachelor's degree or equivalent qualification involving at least three years full-time study from another recognised tertiary institution. (Students admitted under this clause are known as Graduate Entrants.)

Programme Requirements:

1. The Bachelor of Laws consists of 32 courses, of which 8 are at 100 level, 8 are at 200 level and 16 are at 300 level, as listed below.
2. Graduate entrants to the Bachelor of Laws are required to complete successfully 16 compulsory LW courses listed below, plus UU204 and eight elective LW courses.
3. Students must successfully complete and attain a GPA of at least 2.0 in all 100 level LW courses plus UU100 and UU114 before being able to progress to any 200 level LW courses.

Courses:

Year I: UU100, UU114, LW110, LW111, LW112, LW113; plus two 100 level non Law courses

Year II:	UU200, UU204, LW201, LW202, LW203, LW204, LW205, LW206
Years III-IV:	LW300, LW301, LW304, LW306, LW308, LW309; plus ten other 300 level LW courses

Students admitted to the Bachelor of Laws programme have three options available to them for completing Year I of the LLB on a full-time basis:

a) students located in Port Vila can enrol at the Emalus Campus and complete the four 100-level Law courses on-campus and the four other 100-level courses by Online (O) or Blended (B);

b) students located in Suva can enrol at the Laucala Campus and complete the four 100-level Law courses on-campus and the four other 100-level courses on-campus or by Online (O) or Blended (B);

c) students located elsewhere can enrol at their local USP campus and complete all 100-level courses by Online (O) or Blended (B).

COMBINED PROGRAMMES

The University offers five specific combined programmes where students can concurrently enrol for two programmes. In each combined programme, the two qualifications are awarded only when all the requirements below have been fulfilled. The programmes are:

a) Bachelor of Arts and Bachelor of Laws (BA/LLB)

BACHELOR OF ARTS AND BACHELOR OF LAWS OR BACHELOR OF COMMERCE AND BACHELOR OF LAWS

Students who have already completed the requirements for either a BA or an LLB degree are not eligible to be admitted to the combined BA/LLB programme. Instead, BA graduates can seek admission to the LLB under the graduate admission clause, and LLB graduates can seek admission to a BA degree and apply for up to 10 credit transfers.

Similarly, students who have already completed the requirements for either a BCom or an LLB degree are not eligible to be admitted to the combined BCom/LLB programme. Instead, BCom graduates can seek admission to the LLB under the graduate admission clause, and LLB graduates can seek admission to a BCom degree and apply for up to 10 credit transfers.

In summary, the requirements for BA/LLB and BCom/LLB are:
Special Admission Requirements:

i) Pass a Senate recognised Year 13/Form 7 or equivalent examination with 60% (or equivalent) in English; or

ii) Met the mature student admission criteria.

Programme Requirements:

1. Each of the Bachelor of Arts/Bachelor of Laws and Bachelor Commerce/Bachelor of Laws programmes consists of 40 courses, of which 16 courses are towards the BA or BCom component, and 24 courses are towards the LLB component.

2. The BA or BCom component either:
   a) a single major structure:
      i) has to the BA or BCom requirements for a single major in one of the allowed disciplines; and
      ii) includes elective courses from those allowed for the Bachelor of Arts or Bachelor of Commerce degree to make up the total of 16 courses for the BA or BCom component; or
   b) a double major structure
      i) has conforming to the BA or BCom double major requirements for majors in each of two of the allowed disciplines; and
      ii) includes elective courses from those allowed for a Bachelor of Arts or Bachelor of Commerce degree to make up the total of 16 courses for the BA or BCom component.
3. The LLB component consists of:
   a) 16 compulsory LW courses of the LLB; and
   b) 8 elective LW courses.
4. Students must successfully complete and attain a GPA of at least 2.0 in all 100 level LW courses plus UU100 and UU114 before being able to progress to any 200 level LW courses.

Courses for the Bachelor of Arts or Bachelor of Commerce:

Students must select courses from the disciplines in the above degrees fulfilling the requirements for either a single major or a double major plus sufficient elective courses to make up a total of 16.

Courses for the Bachelor of Laws:

Core:	LW110, LW111, LW112, LW113, LW201, LW202, LW203, LW204, LW205, LW206, LW300, LW301, LW304, LW306, LW308, LW309.
Elective:	Eight other 300 level LW courses.

POSTGRADUATE PROGRAMMES

Graduate Certificates and Diplomas are pegged at Level 7 and Postgraduate Certificates and Diplomas Level 8 of the Fiji Qualifications Framework.

INFORMATION RESEARCH SKILLS

All students registering in Postgraduate programmes are required, in their first semester of studies, to complete 14.5 hours of Information Research Skills conducted by the Library.

POSTGRADUATE CERTIFICATE IN BORDER SECURITY

The Postgraduate Certificate in Border Security is specifically intended to meet the tertiary training needs of immigration and other law enforcement professionals engaged in securing Pacific Island Countries borders. The programme consists of two courses, which will prepare participants to think critically about theoretical and practical aspects applicable to the field of border security and development.

Admission Requirements:

The general admission requirements for the Postgraduate Certificate are:

i) Hold a university degree or equivalent; or

ii) Hold a university diploma and at least three years of experience in a security related field; or

iii) Have met mature student admission criteria with exceptional professional experience and achievements in the field

Programme Requirements:

The programme will comprise two compulsory courses as follows:

1. PP404: Border Management and the Security Context
2. PP406: Border Security Intelligence and the International Security Environment

POSTGRADUATE CERTIFICATE IN DIPLOMACY & INTERNATIONAL AFFAIRS

The Postgraduate Certificate in Diplomacy & International Affairs provides a core grounding in diplomacy and international affairs. It also provides a staircase into the Postgraduate Diploma in Diplomacy & International Affairs and the Master of Arts in Diplomacy & International Affairs.

Admission Requirements:

The admission requirement for the Postgraduate Certificate in Diplomacy & International Affairs is a Bachelors degree from a recognised tertiary institute with a GPA of at least 3.0, or equivalent.

Programme Requirements: The Postgraduate Certificate in Diplomacy & International Affairs consists of two courses.

Courses: Two of: PL409, PL410, EC416, PL400 or PL401.

POSTGRADUATE CERTIFICATE IN GENDER STUDIES

The Postgraduate Certificate in Gender Studies consists of 2 courses. It is a part-time programme (2 semesters), which explores gender as a factor of inquiry for research, policy and practice. This programme is 100% coursework requiring students to engage in critical thinking and apply gender analysis to the analysis of diverse socio-economic and development issues.

Special Admission Requirements:

i) Hold a Bachelor degree from USP or a recognised tertiary institution with GPA of at least 3.0 or equivalent; or

ii) Hold a university diploma with a grade point average (GPA) of at least 3.0, and at least three years of experience in relevant industry; or

iii) Have met mature student admission criteria with exceptional relevant professional experience and achievements.

Programme Requirements:

The Postgraduate Certificate in Gender Studies consists of two courses:

Courses: GN400, GN401

POSTGRADUATE DIPLOMAS

POSTGRADUATE DIPLOMA IN ARTS

The Postgraduate Diploma in Arts is offered in the following majors: Gender Studies, History, Psychology, Social Policy & Administration, and Sociology.

The general admission requirements for the Postgraduate Diploma are:

i) A USP bachelor's degree with a grade point average (GPA) of at least 3.0 in the 200- and 300-level courses of the relevant discipline;

ii) A tertiary qualification deemed by Senate or its delegate to be equivalent to clause (a);

iii) A professional qualification deemed by Senate or its delegate to be equivalent to clause (a);

iv) In exceptional cases, demonstrated experience or achievement deemed by Senate or its delegate to be sufficient; or

v) Have met the mature student admission criteria.

Notwithstanding the provisions set out above, Senate or its delegate may require applicants to demonstrate their suitability for admission by carrying out such work and/or sitting for such examinations as it may determine. A 400 level course taken as a qualifying course for the Postgraduate Diploma may become part of a future postgraduate programme.

Gender Studies

Special Admission Requirement:

Admission Requirement

a) a USP bachelor's degree with a grade point average (GPA) of at least 3.0 in the 200- and 300-level relevant courses; or

b) completion of PG Certificate in Gender Studies with a GPA of at least 3.0 or above;

c) a tertiary qualification deemed by Senate or its delegate to be equivalent to clause (a);

d) a professional qualification deemed by Senate or its delegate to be equivalent to clause (a):

e) in exceptional cases, demonstrated relevant experience or achievement deemed by Senate or its delegate to be sufficient.

The Gender Studies major of the Postgraduate Diploma in Arts consists of four courses.

Courses: AL400, GN400, GN401 and GN402

History

The History major of the Postgraduate Diploma in Arts consists of four courses.

Courses: AL400 plus three 400-level HY courses.

Psychology

The Psychology major of the Postgraduate Diploma in Arts (Psychology) consists of four courses:

Courses: PS407, PS408, AL400 and PS402.

Social Policy & Administration

The Social Policy & Administration major of the Postgraduate Diploma in Arts consists of four courses and will be of particular interest to qualified and experienced professionals from social work, social welfare, community development, education, health-care and related professions and to recent graduates wishing to pursue a career in these professions.

Courses: SO415, SO408, SO409, AL400.

Sociology

The Sociology major of the Postgraduate Diploma in Arts consists of four courses.

Special Admission Requirements:

Applicants without a substantive sociology background may be considered for admission, but may be required to undertake extra reading.

Courses: AL400, SO401 and two of, SO415, SO408, SO409.

POSTGRADUATE DIPLOMA IN BORDER SECURITY

The Postgraduate Diploma in Border Security is a professional qualification specifically intended for immigration and other law enforcement personnel engaged in securing Pacific Island Countries borders. It consists of four courses which will examine practical and theoretical dimensions of border security and the challenging nature of border security in PIC contexts.

Admission requirements:

i) Completion of the postgraduate certificate in Border Security; or

ii) Hold a university degree or equivalent; or

iii) Hold a university diploma and at least three years of experience in a security related field; or

iv) Have met mature student admission criteria with exceptional professional experience and achievements in the field

Programme Requirements:

The programme will comprise four compulsory courses as follows:

1. PP404: Border Management and the Security Context
2. PP405: Ethical Issues in Leadership and Command
3. PP406: Border Security Intelligence and the International Security Environment
4. PP407: International Cooperation, Partnerships and the Border Security Context

POSTGRADUATE DIPLOMA IN LAW

The Postgraduate Diploma in Law consists of four courses.

Special Admission Requirements:

An LLB or equivalent degree with a GPA of 3.5 or better; or a USP LLB with a GPA of 3.0 or better and either LA326/LW390 passed with a grade of B+ or better; or professional or research experience deemed to be equivalent to such a grade.

Programme Requirements: The Postgraduate Diploma in Law consists of four courses:

Courses: LW400, AL400; plus two 400 level LW courses.

POSTGRADUATE DIPLOMA IN DEVELOPMENT STUDIES

The Postgraduate Diploma in Development Studies is an interdisciplinary postgraduate programme that produces graduates able to assume creative leadership roles in shaping sustainable societies. The postgraduate diploma critically analyses ideas about governance, civil society, urbanisation, regionalism, and global institutions, and explores their relationships with development.

In addition the postgraduate diploma teaches students essential research skills needed for later MA and PhD theses or for more general work related research activities.

Admission Requirements:

To be admitted in the Postgraduate Diploma in Development Studies a full-time candidate shall have a Bachelors degree from a recognised tertiary institution with a GPA of at least 3.0. Consideration will be given to professional experience and related training.

Programme Requirements:

The Postgraduate Diploma in Development Studies consists of four courses.

Courses: DG410, DG421, plus two 400 level Development Studies courses chosen from the following: DG400, DG407, DG413, DG415, DG416, DG417, DG422 and GN401. DG400 is recommended for students wishing to proceed to Master of Arts in Development Studies.

POSTGRADUATE DIPLOMA IN DIPLOMACY & INTERNATIONAL AFFAIRS

The Postgraduate Diploma in Diplomacy and International Affairs offers a more comprehensive understanding of international relations and diplomacy. It provides an opportunity for students to deepen their knowledge of global and regional developments. It also provides a staircase into the Master of Arts in Diplomacy & International Affairs.

Admission Requirements:

The admission requirement for the Postgraduate Diploma in Diplomacy and International Affairs is a Bachelors degree from a recognised tertiary institution with a GPA of at least 3.0, or equivalent. (Postgraduate Certificate in Diplomacy & International Affairs graduates have to achieve a GPA of 3.0 to enter the Postgraduate Diploma in Diplomacy & International Affairs).

Programme Requirements: The Postgraduate Diploma in Diplomacy & International Affairs consists of four courses.

Courses: Four of PL409, PL410, EC416 and PL400 or PL401.

POSTGRADUATE DIPLOMA IN GOVERNANCE

Admission Requirements:

To be admitted in the Postgraduate Diploma in Governance, a full time candidate must have a Bachelors degree from a recognised tertiary institution with a GPA of at least 3.0. Candidates with GPAs above 2.5 may be considered in exceptional cases. Factors relevant to considering applications may include professional experience and related training.

Special Programme Requirements: The Postgraduate Diploma in Governance consists of four courses.

Courses: DG400, DG404; plus two 400 level Governance related course chosen from the following: DG403, DG 406, DG407 and DG411.

PROFESSIONAL CERTIFICATES & DIPLOMAS

PROFESSIONAL DIPLOMA IN LEGAL PRACTICE

The Professional Diploma in Legal Practice is an intensive programme designed to prepare students for entry into legal practice in one or more of the jurisdictions of the member countries of the University. It is open to any graduate who has successfully passed a programme of legal studies that covered a range of knowledge and skills sufficient to enable students to commence an intensive professional legal practice programme.

Special Admission Requirements:

i) Passed a programme of legal studies deemed by the university to be sufficient to enable the graduate to commence an intensive professional legal practice training programme.

Programme Requirements:

The Professional Diploma in Legal Practice consists of:

a) Attendance at the Laucala Campus for at least 90% of the core hours and, for online students, participation in at least 90% of the prescribed activities; and
b) A period of supervised practice with an organisation approved by the University; and
c) Completion of eight courses:
    i) Performance in each of the modules shall be acknowledged by the awarding of the following grades:
        'Pas' meaning 'Pass or Competent'
        'IP' meaning 'In Progress'
        'Fail' meaning 'Fail or Not Competent'
    ii) A provisional grade of IP (meaning ëIn progressí) shall be awarded where a student is given an extension of time by the Academic Standards and Quality Committee to complete any work on which assessment for the course is based. Any extension of time may only be up to the last day of lectures

of the following semester specified in the University Handbook and Calendar. The provisional grade of IP shall be replaced by an appropriate grade based on the work submitted by a student by the end of the extended period. Where a student has been given a Fail grade, the maximum number of attempts allowed for the programme is two, which consists a first attempt followed by a second attempt if the first is not successful. The decision to permit a third attempt at the programme shall rest with the Chair of the Academic Standards and Quality Committee.

iii) There are no final examinations for the programme. The performance of students shall be assessed entirely by coursework, which shall include oral presentations, written presentations, logs and portfolios of work, file management, attendance and general conduct. The written and oral presentations may include work that has been prepared and work conducted under examination conditions.

Courses: LWD01, LWD02, LWD03, LWD04, LWD05, LWD06, LWD07, LWD08.

PROFESSIONAL DIPLOMA IN LEGISLATIVE DRAFTING

The Professional Diploma in Legislative Drafting is a two-semester programme designed for the novice as well as for the seasoned drafter to acquire knowledge in the art and science of legislative drafting. The aim of the programme is to introduce the participants in a progressive manner to the legislative drafting process. Emphasis will be laid on the syntax and training will involve the linking of sentences into meaningful units. The training will involve the drafting of statutes and regulations including amendments and penal provisions. The students will acquire skills through 'hands-on' practice.

Special Admission Requirements:

i) Have obtained the degree of Bachelor of Laws (LLB) of The University of the South Pacific, or

ii) Have obtained from some other recognised tertiary institution a qualification deemed by Senate or its delegate to be equivalent to the requirements set out in a), or

iii) Have obtained a professional qualification deemed by Senate or its delegate to be equivalent to the requirements set out in a) above, or

iv) In exceptional cases, have demonstrated experience or achievement Senate or its delegate deems sufficient.

Programme Requirements:

a) The Professional Diploma in Legislative Drafting consists of seven courses.

b) The programme of study is a distance tuition programme of study extending over a period of not less than two semesters.

c) There are no final examinations for the programme. The performance of students shall be assessed entirely by coursework, which shall include written assignments and a drafting workshop. The assignments contribute 60% and the drafting workshop contributes 40% of the total assessment for the programme.

d) In order to be eligible to receive the Professional Diploma in Legislative Drafting, a student must prove his or her competency in each and every element of each of the courses.

e) Performance in each of the courses shall be acknowledged by the awarding of the following grades:

'Pass' meaning 'Pass or Competent'

'IP' meaning 'In Progress'

'Fail' meaning 'Fail or Not Competen'í

A provisional grade of IP (meaning ëIn progressí) shall be awarded where a student is given an extension of time by the Academic Programmes Committee to complete any work on which assessment for the course is based. Any extension of time may only be up to the last day of lectures of the following semester specified in The University Handbook and Calendar. The provisional grade of IP shall be replaced by an appropriate grade based on the work submitted by a student by the end of the extended period. Where a student has been given a Fail grade, the maximum number of attempts allowed for the programme is two, comprising a first attempt followed by a second attempt if not successful. The decision to permit a third attempt at the programme shall rest with the Chair of the Academic Programmes Committee.

Courses: LWD11, LWD12, LWD13, LWD14, LWD15, LWD16, LWD17.

MASTER'S DEGREE PROGRAMMES

MASTER OF ARTS

The Master of Arts is offered in the following majors: History, Psychology, Social Policy, and Sociology.

History

The Master’s programme consists of a thesis.

Psychology

The Master's programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

Social Policy

The Master's programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

Sociology

The Master's programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

MASTER OF ARTS IN DEVELOPMENT STUDIES

The Master's programme consists of a thesis (DG700) or following the successful completion of the Postgraduate Diploma in Development Studies, two 400 level courses chosen from DG400, DG407, DG413, DG415, DG416, DG417, DG422 and GN401, plus a Supervised Research Project (DG600).

MASTER OF ARTS IN DIPLOMACY & INTERNATIONAL AFFAIRS

The Master of Arts in Diplomacy & International Affairs builds on the foundational courses in the Postgraduate Diploma in Diplomacy and International Affairs by adding an opportunity to undertake a research essay on diplomacy and international affairs on a topic of particular interest to the student. This programme also provides research skills and advanced writing skills. In addition, Master of Arts in Diplomacy & International Affairs students also have the opportunity to follow an interest in a particular academic stream by clustering their electives in particular disciplines or subject areas such as Law, Environment, Economics or Development Studies.

Admission Requirements:

The admission requirement for the Master of Arts in Diplomacy & International Affairs is a Postgraduate Diploma in Diplomacy & International Affairs with a GPA of 3.0 or above, or equivalent qualification.

Programme Requirements:	The Master of Arts in Diplomacy & International Affairs consists of eight courses including five core and three elective courses.
Core Courses:	PL409, PL410, PL411, EC416; plus one of: PL400 or PL401.
Electives:	The electives for the Master of Arts in Diplomacy & International Affairs include (but are not limited to) the following: DG422, EC406, EC408, EC413, LW468, LW469, LW473, MS441, PL402.

MASTER OF ENVIRONMENTAL LAW

Special Admission Requirements:

(a) An LLB or equivalent degree with a GPA of 3.5 or better or a USP LLB with a GPA of 3.0 or better and either LA326/LW390 passed with a grade of B+ or better, or professional or research experience deemed to be equivalent to such a grade in LA326/LW390; or

(b) Students who have completed an undergraduate degree in a discipline other than Law with a GPA of 3.5 or better and evidence of professional or research experience in areas of environmental law, environmental science or environmental planning; or

(c) In exceptional cases candidates must demonstrate that they have the experience or achievement relevant to the MEL programme, which Senate or its delegate deems sufficient for undertaking the programme.

Programme Requirements:

a) The MEL Programme by coursework consists of six 400 level LW courses: LW452; plus three 400 level LW courses selected from the following: LW450, LW451, LW453, LW455, LW456 or another environmental law course; plus two 400 level courses offered by USP and approved by the Head of School.

b) The MEL Programme by coursework consists of four 400 level LW courses and a supervised research project: LW452; plus three 400 level LW courses selected from the following: LW450, LW451, LLW453, LW455, LW456 or another environmental law course; plus a Supervised Research Project.

MASTER OF ARTS IN GOVERNANCE

The Masters programme in Governance may be completed in three ways, subject to approval:

(1) MA thesis (DG700, thesis only) an option reserved for applicants fitting two circumstances: they have completed the degree of bachelor at The University of the South Pacific with at least a 4.0 cumulative GPA in courses at 200 and 300 level of the relevant discipline; or they have successfully completed Postgraduate Diploma in Governance with a cumulative GPA of at least 3.0.

(2) Following successful completion of the Postgraduate Diploma in Governance, students successfully complete two additional postgraduate courses chosen from DG403, DG406, DG407, DG411, DG415, DG417, PL400, PL402, PL410, MG451 and MG453, plus a Supervised Research Project (DG600).

(3) The Master of Arts in Governance by course work consists of eight courses. Following successful completion of the Postgraduate Diploma in Governance, students must complete four additional courses: one 400 level course in Governance (must be DG403 if not taken before); one 400 level course in Diplomacy & International Affairs; plus two elective 400 level courses chosen from DG406, DG407, DG411, DG415, DG417, MG451 and MG453.

MASTER OF ARTS IN POLITICS/INTERNATIONAL AFFAIRS

The Master's programme consists of a thesis or two postgraduate courses chosen from PL400, PL402, PL410, DG404, DG406, DG407, DG410 plus a Supervised Research Project.

MASTER OF LAWS

Special Admission Requirements:

i) LLM by coursework or by coursework and Supervised Research Project: an LLB or equivalent degree with a GPA of 3.5 or better or a USP LLB with a GPA of 3.0 or better and either LA326/LW390 passed with a grade of B+ or better, or professional or research experience deemed to be equivalent to such a grade in LA326/LW390; or

ii) LLM by thesis only: an LLB degree or equivalent with a GPA of 3.5 or better or can provide evidence of professional or research experience deemed to be equivalent to such a GPA.

iii) In exceptional cases, the University may consider applications from persons who can demonstrate that they have the experience or achievement relevant to the LLM programme that Senate or its delegate deems to be sufficient for the student to pursue at a satisfactory level.

Programme Requirements:

a) The LLM Programme by coursework consists of either:

(i) six courses: LW400, AL400; plus two 400-level LW courses; plus two 400 level courses offered by USP and approved by the Head of School; or

(ii) four courses: LW400, AL400; plus two 400 level LW courses; plus a Supervised Research Project.

b) For an LLM by thesis only; a supervised thesis.

DOCTOR OF PHILOSOPHY

USP offers a Doctor of Philosophy (PhD) in most disciplines taught at postgraduate level at USP. Students interested in progressing from a master's programme to doctoral studies are advised to contact the relevant Head of Academic Unit. The Admission and Programme Regulations governing the Doctor of Philosophy are listed on page 80 of this publication.

SCHOOL OF PACIFIC ARTS, COMMUNICATION AND EDUCATION (SPACE)

PROGRAMME REQUIREMENTS AND REGULATIONS

CERTIFICATE PROGRAMMES

Graduate Certificates and Diplomas are pegged at Level 7 and Postgraduate Certificates and Diplomas Level 8 of the Fiji Qualifications Framework.

ACADEMIC CERTIFICATE PROGRAMMES

CERTIFICATE IN EDUCATIONAL ASSESSMENT

Admission Requirements

Pass a Senate recognised Year 13/Form 7 or equivalent; or at least two years teaching experience; or met the mature entry admission criteria.

Programme Requirements The Certificate in Educational Assessment consists of 7 courses.

Courses UU100, UU114, ED152, ED154, ED252, ED254, ED354

CERTIFICATE IN NON-FORMAL EDUCATION

The Certificate in Non-Formal Education is designed to develop an ideological base for non-formal education practices and examines the psychology of adult learning, the principles of group dynamics and techniques of teaching adults.

Special Admission Requirements

i) Pass a Senate recognised Year 13/Form 7 or equivalent; or

ii) At least two years teaching or related employment experience; or

iii) Met the mature entry admission criteria.

Programme Requirements The Certificate in Non-Formal Education consists of 6 courses.

Courses ED152, ED153, ED158, ED258, ED358; plus one 200 or 300 level Education course.

CERTIFICATE IN TEACHING (PRIMARY)

This programme will be offered on a semester-basis to individuals, and also as cohorts for special in-country projects. Countries with cohorts must secure funding for the programme to be offered as a project. *Special Admission Requirements:*

i)

a) gained a pass in a Senate recognized Form 7/Year 13, or equivalent examination; or

b) met the mature entry admission criteria

Programme Requirements: The Certificate in Teaching (Primary) consists of 8 courses, including school practicum experience in ED150.

Courses: ED100, ED115, ED116, ED150, ED152, ED153, ED170, ED180,.

CERTIFICATE IN TEACHING (SECONDARY)

This programme will be offered on a semester-basis to individuals, and also as cohorts for special in-country projects. Countries with cohorts must secure funding for the programme to be offered as a project

Note: The Certificate in Teaching (Secondary) will be a staircase into the Diploma in Teaching (Secondary) and the Bachelor of Education (Secondary) programmes.

Special Admission Requirements:

i) At least a two yearsí teaching secondary experience as an untrained teacher or

ii) A letter of recommendation from the respective head teacher, or

ii) Special admission, which may be granted by the Head of School.

Programme Requirements: The Certificate in Teaching (Secondary) consists of 8 courses, including school practicum experience in ED150.

Courses: ED150, ED152, ED153, ED154, ED170, ED183 or ED184, plus two 100 level courses for the intended teaching subject major from those listed for the Bachelor of Education in-service (Secondary).

CERTIFICATE IN VERNACULAR LANGUAGE (COOK ISLANDS MĀORI)

Special Admission Requirements:
Proficiency in Cook Islands Māori equivalent to NCEA Level 3.

Programme Requirements: The Certificate in Vernacular Language (Cook Islands Māori) consists of 6 courses.

Courses: CM111, CM211, CM212, CM311, CM331, plus LN111 or LN118.

CERTIFICATE IN VERNACULAR LANGUAGE (TONGAN AND NIUAFO'OU)

Special Admission Requirements: Proficiency in Tongan equivalent to Year 11/Form 5 Certificate.

Programme Requirements: The Certificate in Vernacular Language (Tongan and Niuafo'ou) consists of 6 courses.

Courses: TG111, TG211, TG212, TG311, TG321, TG331.

CERTIFICATE IN VERNACULAR LANGUAGE (VAGAHAU NIUE)

This programme will be offered only as a special in-Country project for Niue.

Special Admission Requirements: Proficiency in Vagahau Niue equivalent to NCEA Level 3.

Programme Requirements: The Certificate in Vernacular Language (Vagahau Niue) consists of 6 courses.

Courses: NU111, NU131, NU211, NU212, NU311, NU331.

CERTIFICATE IN VERNACULAR LANGUAGE (VANUATU LANGUAGE STUDIES)

Special Admission Requirements: A working knowledge of Bislama.

Programme Requirements: The Certificate in Vernacular Language (Vanuatu Language Studies) consists of 6 courses.

Courses: VA111, VA112, VA211, VA212, VA311, VA312.

DIPLOMA PROGRAMMES

DIPLOMA IN EARLY CHILDHOOD EDUCATION AND CARE

Special Admission Requirements:

i) Pass a Senate recognised Year 13/Form 7 or equivalent examination; or

ii) Obtained at least a B+ grade in the USP CECE Level IV or better in LLF15 or LLF14; or

iii) Obtained at least a B+ grade in Certificate in Early Childhood Education from a recognised Teacher Training Institution

iv) Met the mature entry admission criteria.

NOTE: For mature entry admission, the person must have the relevant qualification with at least five years teaching experience in an educational setting

Programme Requirements: The Diploma in Early Childhood Education consists of 12 courses.

Courses: UU100, UU114, ED152, ED153, ED103, ED204, ED205, ED206, ED250, ED252, ED262, ED302.

DIPLOMA IN EDUCATIONAL EVALUATION AND ASSESSMENT

Special Admission Requirements:

i) At least two years teaching experience after obtaining a diploma or degree from a recognised Teachersí College; or

ii) Met the mature student admission criteria.

Programme Requirements: The Diploma in Educational Evaluation and Assessment consists of 12 courses.

Courses: UU100, UU114, ED152, ED153, ED154, ED252, ED254, ED255, ED354 and ED359 plus two 200 or 300 level courses.

DIPLOMA IN EDUCATIONAL LEADERSHIP

Special Admission Requirements:

A person shall have at least two years teaching experience after obtaining a certificate, diploma or degree from a recognised Teachers' college

Programme Requirements: The Diploma in Educational Leadership consists of 12 courses.

Courses: UU100, UU114, ED191, ED192, ED255, ED291, ED292, ED359, ED391 plus three 200 or 300 level courses in consultation with Head of School of Education.

DIPLOMA IN MULTILINGUAL STUDIES

Special Admission Requirements:

The Diploma in Multilingual Studies is a joint programme in Education offered by the School of Education of the University of The South Pacific (USP), the Department of Arts and Humanities of the University of New Caledonia (UNC) and the School of Language and Humanities of the University of Mauritius (UM).

Note:

i) The students of the programme are in-service teachers who have already attained their teaching qualifications and are mainly from francophone countries.

ii) The duration of the programme is three to six months.

iii) As a special country cohort project it is offered to those students who have English or French Language in their pre-service education.

iv) The programme takes a blended mode of delivery including face-to-face, print, online with Moodle platform and satellite.

Programme Requirements: The Diploma in Multilingual Studies consists of 8 courses/modules of which three are from USP, three from UNC and two from UM.

Courses: USP courses are ED153, ED255 and ED215
No new enrolment from 2016

DIPLOMA IN PACIFIC JOURNALISM

Special Admission Requirements:

This programme is designed for working journalists, media personnel and people in related professions such as press relations or press attachÈs. Selection for admission to the programme is on the basis of a portfolio and an interview, and credits or exemptions may be granted on the basis of at least one year relevant work experience.

Programme Requirements: The Diploma in Pacific Journalism consists of 12 courses. Students specialise in print, radio or television at 200 level. Students must pass the first year's core journalism courses or demonstrate sufficient industry experience before undertaking second year intensive practical courses.

Courses: UU100, UU114, JN101, JN103; plus one of JN201 or JN202 or JN203; plus UU200, UU204, JN301, JN302, JN303; plus two 200 or 300 level courses

DIPLOMA IN SPECIAL AND INCLUSIVE EDUCATION

Special Admission Requirements:

i) Pass a Senate recognised Year 13/Form 7 or equivalent examination; or

ii) Obtained at least a B grade in a relevant Special Education Certificate or equivalent; or

iii) Met the mature entry admission criteria.

Programme Requirements: The Diploma in Special and Inclusive Education consists of 12 courses.

Courses: UU100, UU114, ED152, ED153, PS101, ED170, ED262, ED263, ED264, ED250 plus two 200 or 300 level Education course

DIPLOMA IN TEACHING (SECONDARY)

This programme will be offered only as a special In-Country project meeting specific national needs with particular cohorts in a country. Countries must secure funding for the diploma to be offered as a project.

Special Admission Requirements:

i) Completed the requirements for a USP Certificate in Teaching (Secondary); or

ii) At least three years secondary teaching experience as an untrained teacher

ii) A letter of recommendation from the respective principal

iv) Special admission, which may be made by the Head of School.

Note: The Diploma in Teaching (Secondary) will be a staircase into the Bachelor of Education (Secondary In-Service) Programme. The programme consists of 12 courses including the 8 courses for the Certificate in Teaching (Secondary).

Programme Requirements: The Diploma in Teaching (Secondary) consists of 12 courses.

Courses: UU100, UU114, ED152, ED153, ED154, ED183 or ED184, plus 2 x 100-level courses in the subject major, ED250, ED252, plus two 200 level courses in the subject major

DIPLOMA IN VERNACULAR LANGUAGE (FIJIAN)

Special Admission Requirements: A working knowledge of Fijian.

Programme Requirements: The Diploma in Vernacular Language (Fijian) consists of 12 courses.

Courses: UU100, UU114, FJ111, FJ121, FJ211, FJ212, FJ221, FJ311, FJ321, plus one 100-level course from LT102, LT104, LN118 or another 100-level course approved by the Head of School or nominee; plus two 200 or 300 level courses.

DIPLOMA IN VERNACULAR LANGUAGE (HINDI)

Special Admission Requirements: A working knowledge of Hindi and Devanagari script.

Programme Requirements: The Diploma in Vernacular Language (Hindi) consists of 12 courses.

Courses: UU100, UU114, HN111, HN121, HN211, HN212, HN221, HN321, HN331, plus one 100-level course and two 200 or 300 level courses.

Diploma in Vernacular Language (Cook Islands Māori)

This programme will be offered only as a special in-Country project for the Cook Islands.

Special Admission Requirements: Proficiency in Cook Islands Māori equivalent to NCEA Level 3.

Programme Requirements: The Diploma in Vernacular Language (Cook Islands Māori) consists of 12 courses.

Courses: UU100, UU114, CM111, LN111, LN118, CM211, CM212, LN216, CM311, CM331, LN317, plus one elective approved by HOS.

DIPLOMA IN VERNACULAR LANGUAGE (TONGAN AND NIUAFO'OU)

Special Admission Requirements: Proficiency in Tongan equivalent to Form 5 Certificate.

Programme Requirements: The Diploma in Vernacular Language (Tongan and Niuafo'ou) consists of 12 courses.

Courses: UU100, UU114, LN111, LN118, TG111, TG211, TG212, TG311, TG321, TG331, plus two courses from LN211, LN216, LN311, LN317 and LN319.

DIPLOMA IN VERNACULAR LANGUAGE (VAGAHAU NIUE)

This programme will be offered only as a special in-Country project for Niue.

Special Admission Requirements: Proficiency in Vagahau Niue equivalent to NCEA Level 3.

Programme Requirements: The Diploma in Vernacular Language (Vagahau Niue) consists of 12 courses.

Courses: UU100, UU114, LN111, LN118, NU111, NU131, NU211, NU212, NU311, NU331, plus two courses from LN211, LN216, LN311, LN317 and LN319.

UNDERGRADUATE DEGREE PROGRAMME

GRADUATE CERTIFICATE IN EDUCATION

The Graduate Certificate in Education (GCEd) programme provides a professional secondary teaching qualification for graduates in a discipline that is a secondary teaching subject, who aspire to become teachers or who are currently teaching. Most of the courses for the GCEd are offered by distance and flexible learning and the programme can be completed in one year provided students have already passed ED152 and ED153 before commencing full-time study.

Students doing the BA or BCom or BSc at USP who wish to take up the GCEd later are advised to include ED152 and ED153 as electives in their degree programmes.

Special Admission Requirements:

i) Hold a University of the South Pacific degree or its equivalent (other than a BEd or BA/GCEd or BCom/GCEd or BSc/GCEd or their equivalents) with specialisation in any of the following teaching subjects: Accounting, Agriculture, Biology, Chemistry, Computing Science, Economics, Geography, History, Literature and Language, Mathematics, Pacific Vernacular Languages, Physics, Food & Nutrition and Technology;

ii) Normally have a grade point average (GPA) of at least 2.5 in the 200 and 300 level courses in each of their teaching subjects;

iii) Pass a student-teacher interview; and

iv) Provide a character reference from a USP lecturer or the head or a senior teacher of their last school.

Note: The Head of School may admit to the programme a student with a GPA marginally below 2.5 who has a strong character reference and who has performed well at the interview.

Programme Requirements:

1. The Graduate Certificate in Education consists of 8 courses including a practicum (ED300) of 17 weeks.
2. Students must pass ED300 in order to be eligible for the award of the GCED.

Courses: ED152, ED153, ED250, ED252, ED300, ED350, ED354 and ED359

CERTIFICAT POST-LICENCE EN SCIENCES DE Lí…DUCATION

Le Certificat post-licence en Sciences de líÈducation (CplSE) offre une qualification professionnelle ‡ líenseignement secondaire aux personnes titulaires díune licence dans une des disciplines enseignÈes dans les Ècoles secondaires. La plupart des cours sont proposÈs en formation ouverte ‡ distance (FOAD). Ce certificat peut Ítre obtenu en un an si les Ètudiants ont dÈj‡ validÈ les cours ED152 et ED153.

Pour les Ètudiants inscrits en licence ‡ líUSP qui auraient líintention de suivre le CplSE par la suite, il est donc vivement conseillÈ de choisir les cours optionnels ED152 et ED153 durant leur licence.

CritËres díadmission:

i) Avoir obtenu une licence de líUniversitÈ du Pacifique Sud ou Èquivalente (autre que la licence en sciences de líÈducation BEd ou les licences ‡ double spÈcialisation BA/GCEd, BCom/GCEd, BSc/GCEd) se spÈcialisant dans deux des disciplines suivantes : Agriculture, Biologie, Chimie, ComptabilitÈ, Economie, Economie domestique, GÈographie, Histoire, Informatique, LittÈrature et langues, Langues vernaculaires du Pacifique, MathÈmatiques, Physique et Technologie ;

ii) Avoir une moyenne gÈnÈrale (GPA) díau moins 2,5 dans les cours de niveau 200 et 300 de leurs disciplines díenseignement ;

iii) RÈussir un entretien Ètudiant - professeur ;

iv) Fournir une recommandation de la part díun professeur de líUSP ou du directeur ou díun enseignant expÈrimentÈ du dernier Ètablissement o ˘il/elle a enseignÈ.

Remarque : la Doyenne de la FacultÈ díArt, de Droit et díEducation peut dÈcider díaccepter un candidat dont la moyenne est lÈgËrement en dessous de 2,5 si le candidat a de trËs bonnes rÈfÈrences et a bien rÈussi son entretien.

Exigences du programme:

1. Le Certificat post-licence en Sciences de líÈducation est composÈ de 8 cours, dont un stage de pratique accompagnÈe (ED300) de 17 semaines.
2. Les Ètudiants doivent impÈrativement rÈussir le cours pratique ED300 pour recevoir le certificat.

Cours: ED152FR, ED153FR, ED250FR, ED252FR, ED300FR, ED350FR, ED354FR, ED359FR.

GRADUATE CERTIFICATE IN SCHOOL LEADERSHIP (GCSL)

This programme is offered as special In-country project in the Republic of the Marshall Islands over the next three years. It is specifically targeted to meet the needs of school leaders (Principals of secondary schools, Head Teachers of primary schools and Heads of ECE centres) in the Republic of the Marshall Islands. The possible offer of the programme in other countries will be given due consideration.

The programme is meant as a qualifier for school leadership and provides opportunities for participants to explore and apply the principles of school leadership, school management, management of professional development, teaching and learning, and community connectedness. It will use the Principalís standards as well as the policies and plans of the national Ministry of Education. The programme has a 2 week intensive face-to-face component followed by a practicum component where participants have the opportunity to reflect on practice and also design relevant administrative and management tools to use in their particular context.

Special Admission Requirements:

i) A recognised teacher training qualification, and

ii) Have a minimum of 10 years relevant work experience in Early Childhood Education & Care or Primary or Secondary school environment, or

iii) Have at least two years of experience in school leadership roles.

Programme Requirements:

The Graduate Certificate in School Leadership programme consists of 5 courses, which are seen to be independent focusing on specific elements of school leadership: Planning Professional Development; School Leadership; School Management; Enhancing Learning and Teaching Environments; Community Partnership. Each course includes an intensive face-to-face lecture and workshop component as well as a Practicum in school.

Courses: EDP05, EDP06, EDP07, EDP08, EDP09

BACHELOR'S DEGREE PROGRAMMES

BACHELOR OF ARTS

The Bachelor of Arts (BA) programme consists of 24 courses of which 8 courses are at 100 level, 8 course are at 200 level and 8 courses are at 300 level including two 100 level university courses and two 200 level university courses.

The disciplines permitted as a major for the Bachelor of Arts degree in 2018 are:

Chinese

Courses for a Minor: CN101, CN201, CN301, CN302

Communication & Media

This is a prescribed programme comprising twenty-four courses.

Year 1: UU100, UU114, JN101, JN103, LN111, MG101, plus 2 courses at 100-level from an approved specialist subject

Year 2: UU200, UU204, JN201, LN216, MG206, plus 1 or 2 of JN202, JN203, LN211, plus 1 or 2 courses at 200-level from the approved specialist subject

Year 3: JN303, LN317, MG303, plus 3 or 4 of JN301, JN302, LN311, LN315, MG301, plus 1 or 2 courses at 300-level from the approved specialist subject

Students must seek advice and approval from the programme coordinator before registering for the specialist subject courses.

French

Courses for a Minor: FR101, FR201, FR301, FR302

Education

Students who enrol in the three year BA degree programme may take Education as one of their two majors; this, however, does not lead to qualified teacher status.

Courses for a Single Major: Not offered as a single major.

Courses for one major in a Double Major:

UU100, UU114, ED152, ED153, UU200, UU204, ED255, ED252, ED354, ED359, plus two 300 level Education courses (except ED350 and ED300) recommended by Head of School of Education

Courses for a Minor: At least two 100 level and two 200 level Education courses.

Journalism

Courses for a Single Major: Not offered as a Single Major.

Courses for one major in a Double Major:

UU100, UU114, JN101, JN103; plus JN201, JN202, JN203; plus UU200, UU204, JN301, JN302, JN303.

Courses for a Minor: Not offered as a minor.

Linguistics

Courses for a Single Major: Not offered as a single major.

Courses for one major in a Double Major:

UU1OO, UU114, LN111, LN118, UU200, UU204, LN211, LN216, plus 4 courses from LN213, LN311, LN315, LN316, LN317, LN318, LN319,

Note that neither a double major in Linguistics and Literature/Language nor a double major in Linguistics and Pacific Language Studies is permitted.

Courses for a Minor: LN111, LN118 Plus 3 from: LN211, LN216, LN311, LN317

Literature

Courses for a Single Major: UU100, UU114, LT102, LT104; plus UU200, UU204, LT202, LT204, LT231, LT305, LT306, LT307; plus LT108 or LT331.

Courses for one major in a Double Major:

UU100, UU114, LT102, LT104, UU200, UU204, LT202, LT204, LT231, LT305, LT306, LT307.

Courses for a Minor in Literature: LT102, LT202, LT305; plus LT307 or LT331.

Literature and Language

Courses for a Single Major: UU100, UU114, LN111, LN118, LT102, LT104, UU200, UU204, LN211, LN216, LT202, LT204, plus two of LN311, LN315, LN316, LN317, LN318 or LN319, plus two of LT305, LT306 or LT307.,

Courses for one major in a Double Major:

UU100, UU114, LN118, LT102, LT104, UU200, UU204, LN211, LN216, either LT202 or LT204, plus 1 of LN315, LN316, LN317, LN318 or LN319, plus 1 of LT305, LT306 or LT307

Courses for a Minor in Literature and Language:

LT102, LN118, LT202, LN216, LT305 or LN317.

Pacific Language Studies

Courses for a Single Major: . UU100, UU114, LN118, UU200, UU204, LN216, plus 1 of LN315, LN317 or LN319, plus 6 to 9 courses from two of the *language tracks*.

Courses for one major in a Double Major:

UU100, UU114, LN118, UU200, UU204, LN216, plus 1 of LN315, LN317 or LN319, plus 5 courses from a *language track*

Courses for a Minor: LN118, plus 3 or 4 courses from one of the *language tracks.*

Language Tracks

French: FR101, LN111, FR201, FR301, FR302

Chinese: CN101, LN111, CN201, CN301, CN302

Cook Islands Māori (for fluent speakers): CM111, CM211, CM212, CM311, CM331

Fijian (for fluent speakers): FJ111, FJ121, FJ211, FJ221, plus FJ311 or FJ321

Hindi (for fluent speakers): HN111, HN121, HN211, HN221, plus HN321 or HN331

Rotuman: RT101, RT201, RT311, RT321, plus one of LN111, FJ101, HN101

Tongan and Niuafo'ou (for fluent speakers):

TG111, TG211, plus three of TG212, TG311, TG321, TG331

Vagahau Niue (for fluent speakers): NU111, NU131, NU211, plus two of NU212, NU311, NU331

Vanuatu languages (for fluent speakers of Bislama):

VA111, VA112, plus three of VA211, VA212, VA311, VA312

Languages of the region: Two courses from FJ101, HN101, CM101, FR101, CN101, RT101, plus one or two courses from LN211, CM212, FJ212, HN212, TG212, NU212, VA212, FR201, CN201, RT201 plus one or two courses from LN311, LN319, LT331, HN331

Pacific Studies, Heritage and Arts

NOT OFFERED IN 2021

The Bachelor of Arts Major in Pacific Studies, Heritage and Arts (PSHA) is an interdisciplinary programme that brings together theories and practices from the fields of Pacific Studies, Dance Studies, Music Studies, Visual Arts, Museology and Heritage Management. It consolidates learning through studio pedagogy, field research projects and an engagement with communities and professional practitioners. To achieve advanced understandings, applications and creations of Pacific knowledge, the scaffolding of learning in this programme is aligned with Bloomís taxonomy. Student progress begins with the acquisition of fundamental knowledge in Pacific epistemologies and domain specific knowledge in Pacific heritage, visual arts or performing arts. This knowledge is then applied to professional practices in education, community development and heritage management.

Courses for a Single Major: Not offered as a single major

Courses for one major in a Double Major in Pacific Arts:

PA101, PA102, PA201, PA202, PA301, PA302 and PA304

Courses for one major in a Double Major in Pacific Heritage Studies:

PA101, PA103, PA201, PA203, PA301, PA303 and PA304

Minor in Pacific Arts: PA101, PA102, PA201 and PA202.

Minor in Pacific Heritage Studies: PA101, PA103, PA201, and PA203.

Pacific Vernacular Languages

(Note: From 2019, LL course codes are replaced by a unique course code for each different language. Course titles remain the same.)

The Pacific Vernacular Language major is currently offered in Cook Islands Māori, Fijian, Hindi, Tongan and Niuafo'ou, Vagahau Niue, and Vanuatu Language Studies. In addition, a minor is offered in Rotuman.

Courses for a Single Major: Students taking a single major in Pacific Vernacular Language must pass the courses listed below for the double major plus one 300 level course in the same discipline. Students should consult the Schoolís academic advisor for further information.

Courses for one major in a Double Major:

Cook Islands Māori: UU100, UU114, LN118, CM111, UU200, UU204, CM211, CM212, CM311, CM331.

Fijian Studies:	UU100, UU114, FJ111, FJ121; plus one 100 level course from: LT102, LT104, LN118 or another 100 level course approved by the Head of School or nominee; plus UU200, UU204, FJ211, FJ212, FJ221, FJ311, FJ321.
Hindi Studies:	UU100, UU114, HN111, HN121; plus another 100 level course approved by the Head of School or nominee; plus UU200, UU204, HN211, HN212, HN221, HN321, HN331.
Tongan and Niuafo'ou:	UU100, UU114, LN118, TG111, UU200, UU204, TG211, TG212, TG311, TG321, TG331, plus one course from LN111, LN211, LN216, LN311, LN317 or LN319.
Vagahau Niue:	UU100, UU114, LN118, NU111, NU131, UU200, UU204, NU211, NU212, NU311, NU331, plus one course from LN111, LN211, LN216, LN311, LN317 or LN319.
Vanuatu Language Studies:	UU100, UU114, VA111, VA112, UU200, UU204, VA211, VA212, VA311, VA312, plus two courses from FR101, LN111, LN118, FR201, LN211, LN216, FR301, FR302, LN311, LN317, or LN319.

Courses for a Minor:

Cook Islands Māori:	CM111, CM211, CM311 plus either CM212 or CM331
Fijian Studies: Four of:	FJ111, FJ121, FJ211, FJ212, FJ221.
Hindi Studies: Four of:	HN111, HN121, HN211, HN212, HN221.
Rotuman:	RT101, RT201, RT311, RT321
Tongan and Niuafo'ou:	TG111, TG211, plus two courses from TG212, TG311, TG321, TG331.
Vagahau Niue:	NU111, NU131, NU211, plus one course from NU212, NU311, NU331
Vanuatu Language Studies:	VA111, VA112, plus three courses from VA211, VA212, VA311, VA312.

TECHNICAL AND VOCATIONAL EDUCATION & TRAINING (TVET)

The TVET major has two strands: Technology, and Food & Nutrition Studies.

Technology

Courses for a Single Major: Not offered as a single major.

Courses for one major in a Double Major: UU100, UU114, TE151, TE156, TE155, UU200, UU204, TE251, TE256, TE351 and TE356.

Courses for a Minor: At least two 100 level and two 200 level Technology courses.

Food and Nutrition Studies

Courses for a Single Major: Not offered as a single major.

Courses for one major in a Double Major: UU100, UU114, TE113 and TS109; plus UU200, UU204, TE213, TS209 and GE202; plus TE313 and TS311.

Courses for a Minor: TE113, TS109, TE213, TS209 and GE202.

BACHELOR OF EDUCATION

BACHELOR OF EDUCATION IN-SERVICE

The Bachelor of Education In-Service programme is provided in four specialist areas of study; Early Childhood Education & Care, Special & Inclusive Education, Secondary Education and Primary Education. Students wishing to do one of the specialist areas must meet the special entry requirements for the programme and then register in the courses for their specialist area.

Special Entry Requirements:

To be admitted to a Bachelor of Education In-Service programme, a person shall have:

i) Completed the requirements for a USP Diploma in Early Childhood Education & Care for the BEDECEC, or a USP Diploma in Teaching (Secondary) for the BEDSEC, or a USP Diploma in Special and Inclusive Education for the. BEDSIE, or a USP Certificate in Teaching (Primary) for BEDPRM; or

ii) An equivalent qualification from a recognised Teacher Training Institution; and

iii) Taught for a minimum of 2 years for Primary and Secondary, or

iv) A recognised period of teaching experience for Early Childhood Education & Care.

Programme Requirements:

The Bachelor of Education In-Service degree consists of 24 courses, of which 8 courses are at 100 level, 8 courses are at 200 level and 8 courses are at 300 level.

Credit Transfer:

(i) All students admitted with a relevant USP diploma or an equivalent certificate as specified above will, on application, be given the relevant credit transfer.

(ii) Those admitted on the basis of other qualifications may also be eligible for some credit transfer. Students must do the university-wide courses.

Specialist Area 1: EARLY CHILDHOOD EDUCATION & CARE

Courses: UU100, UU114, ED152, ED153, ED103, ED170, ED183 or ED184, LT108, UU200, UU204, ED250, ED252, ED204, ED205, ED206, ED262, ED300, ED302, ED303, ED304, ED354, ED359,ED357, and either ED362 orED363. Students in the BED (ECEC) programme will undertake ED300 after completion of all the ECEC specific courses including the core education courses.

Specialist Area 2: PRIMARY EDUCATION

Courses: UU100, UU114, ED100, ED150, ED152, ED170, ED115, ED116, UU200, UU204, ED215, ED216, ED217, ED250, ED252,ED262, , ED300, ED325, ED327, ED328, ED336, ED354, ED359, ED357 or ED363

Specialist Area 3: SPECIAL & INCLUSIVE EDUCATION

Courses: UU100, UU114, ED152, ED153, PS101, ED170, ED158, ED183, UU200, UU204,ED262, ED263, ED264, ED250, ED252, ED258 , ED300, ED354,ED357, ED359, ED362, ED363, ED364 plus one of the following 300 level courses: either ED350 or ED358..

Specialist Area 4: SECONDARY EDUCATION

The programme should not be taken by those seeking employment in Fiji except those with Technology and Home Economics teaching majors.

Special Admission Requirements:

i) Completed the requirements for a USP Diploma in Early Childhood Education & Care for the BEDECEC, or a USP Diploma in Teaching (Secondary) for the BEDSEC, or a USP Diploma in Special and Inclusive Education for the. BEDSIE, or a USP Certificate in Teaching (Primary) for BEDPRM; or

ii) ii) An equivalent qualification from a recognized Teacher Training Institution; and

iii) iii) Taught for a minimum of two years.

The BEd In-Service (Secondary) specialism consists of 24 courses including:

a) The four compulsory university courses

b) Eleven Education courses, of which 3 courses are at 100 level, 3 courses at 200 level, and 5 courses are at 300 level

c) A teaching subject major of between 6 courses and 8 courses (9 courses for the Literature and Language major)

d) Sufficient electives from a second teaching subject to make up 24 courses.

Note: Students are strongly advised to seek academic counselling with the Head of School or Nominee.

Courses:

100 -levelUU100, UU114, ED152, ED153, ED170 or ED191

200-level UU200, UU204, ED250, ED252, ED255 or ED291 or ED262 ;

300-level ; ED300, ED350, ED354, ED359, one of ED357 or ED391 or ED363

Teaching Subject Major:

Subject	**No. of**	**Courses**
Accounting	6	AF101, AF102, AF201, AF210, AF301, AF304
Agriculture	8	AG124, AG164, AG165, AG172, AG273, AG266, AG364, AG373
Biology	8	CH105; plus BI102, B1108; plus two 200 level BI courses; Plus three 300 level BI courses.
Chemistry	8	MA102, CH101, CH102; plus CH201, CH203, CH204; Plus two 300 level CH courses.
Computing Science	8	CS111, IS121, MA161, IS122, CS211, IS222, IS323, IS333
Economics	6	EC101, EC102; plus EC201 or EC202; plus EC203; plus two 300 level EC courses.

Expressive Arts Not offered in 2022	8	PA101, PA102, PA201, PA202, PA301, PA302, LL231, LL331
Fijian Studies	7	FJ111, FJ121, FJ211, FJ212, FJ221, FJ311, FJ321
Geography	7	GE101, GE102, GS100; plus GE201 or GE205; plus one of GE202, GE203 or GE207; plus GE304; plus one of GE301, GE302, GE303.
Hindi Studies	7	HN111, HN121, HN211, HN212, HN221, HN321, HN331
History	7	HY101, HY102; plus three 200 level HY courses; plus two 300 level HY courses.
Information Systems	8	CS111, IS121, MA161, IS122, CS211, IS222, IS323, IS333
Literature and Language	9	LN111, LN118, LT102, LN211, LN213, LT202 or LT204, LN311, LT305, plus LT306 or LT307
Mathematics	8	IS104; plus MA111, MA112, MA211, MA221, MA313, MA321; plus any one 300 level MA course.
Physical Education	8	ED180, ED183, ED184, ED286, ED287, ED289, ED386, ED387
Physics	8	CH105, MA111, PH101, PH102, PH103; plus two 200 level PH courses; plus two 300 level PH courses.
Technology	7	TE151, TE155, TE156, TE251, TE256, TE351, TE356.
Home Economics	7	TE113, TE151, TE156, TE213, TE256, TE313, TE356.
Cook Islands Māori	7	LN111, LN118, CM111, CM211, CM212, CM311, CM331
Tongan and Niuafo'ou	8	LN111, LN118, TG111, TG211, TG212, TG311, TG321, TG331
Vagahau Niue	8	LN111, LN118, NU111, NU131, NU211, NU212, NU311, NU331

BACHELOR OF EDUCATION PRE-SERVICE

EARLY CHILDHOOD EDUCATION & CARE

Special Admission Requirements:

a) gained a pass in a Senate recognized Year 13 or equivalent examination; or

b) obtain at least a B+ grade in the USP TAFE Diploma Level 5 in ECEC, or

c) obtained at least a B+ grade in Diploma in Early Childhood Education and Care from a recognized Teacher Training Institution, or

d) met the mature entry admission criteria.

Courses:

100-level	*UU100, UU114, ED103, ED150, ED152, ED153, ED170, ED180,*
200-level	*UU200, UU204, ED204, ED205, ED206, ED250, ED252, ED262*
300-level	*ED300, ED302, ED303, ED304, ED354, ED359, ED357, ED363*

PRIMARY EDUCATION

Special Admission Requirements:

a) gained a pass in a Senate recognized Year 13 (Form 7) or equivalent examination;

b) met the mature entry admission criteria

Courses:

100-level	UU100, UU114, ED100, ED150, ED152, ED170, ED115, ED116
200-level	UU200, UU204, ED215, ED216, ED217, ED250, ED252, ED262
300-level	ED300, ED325, ED327, ED328, ED336, ED354, ED359, ED357 or ED363

COMBINED PROGRAMMES

The University offers five specific combined programmes where students can concurrently enrol for two programmes. In each combined programme, the two qualifications are awarded only when all the requirements below have been fulfilled. The programmes are:

a) Bachelor of Arts and Graduate Certificate in Education (BA/GCEd)

b) Bachelor of Commerce and Graduate Certificate in Education (BCom/GCEd)

c) Bachelor of Science and Graduate Certificate in Education (BSc/GCEd)

BACHELOR OF ARTS AND GRADUATE CERTIFICATE IN EDUCATION OR BACHELOR OF COMMERCE AND GRADUATE CERTIFICATE IN EDUCATION OR BACHELOR OF SCIENCE AND GRADUATE CERTIFICATE IN EDUCATION

This four year combined pre-service programme is designed to prepare specialist graduate teachers for teaching in secondary schools throughout the South Pacific region. After completion of a Year 13/Form 7 qualification or a USP Foundation Programme, students will enrol in a four year combined programme. Depending on their selected majors, on completion of all the requirements graduates will be awarded a Graduate Certificate in Education and either a Bachelor of Arts or Bachelor of Commerce or Bachelor of Science degree. They will be equipped not only to teach two subjects at secondary level; they will also have the academic experience to contribute to other areas of study within regional secondary schools.

Special Admission Requirements:

Bachelor of Arts and Graduate Certificate in Education combined programme:

i) Provided a character reference from the head or a senior teacher of their last high school; and

ii) Met the mature student admission criteria; or

iii) Pass a Senate recognised Year 13/Form 7 or equivalent examination.

Bachelor of Commerce and Graduate Certificate in Education combined programme:

i) Provided a character reference from the head or a senior teacher of their last high school; and

ii) Met the mature student admission criteria; or

iii) Pass a Senate recognised Year 13/Form 7 or equivalent examination.

Bachelor of Science and Graduate Certificate in Education combined programme:

i) Provided a character reference from the head or a senior teacher of their last high school; and

ii) Met the mature student admission criteria; or

iii) Pass a Senate recognised Year 13/ Form 7 or equivalent examination and in that examination have passed English and Mathematics, plus two of Biology, Chemistry, Physics and Technology.

Programme Requirements:

1. The combined BA/GCEd, BCom/GCEd and BSc/GCEd programmes normally comprises 31 courses, including:
   a) Four University courses
   b) Eleven Education courses (10 core courses and one education course as elective) c) 7-8 courses in the first discipline major (9 courses for the Literature and Language major)
   d) 7-8 courses in the second discipline major
   e) Sufficient electives from the relevant discipline major to make up 31 courses.
2. To enter the second year of the programme, a student must:
   a) normally have a GPA of 2.5 or better in Year I; and
   b) pass the end-of-year student-teacher interview.
3. A student with a GPA marginally below 2.5 but who has a strong character reference and has performed well at the interview may be permitted by the Head of School to enter the second year of the programme.
4. A student who has not been allowed to continue in the combined programme may seek admission to a BA or BCom or BSc degree programme.
5. Students must achieve a satisfactory performance in all the components of ED300 in order to be eligible for the award of the GCEd.

Note: Students are strongly advised to seek academic counselling with the Head of School or Nominee.

Courses:

Students are encouraged to follow the guidelines below for their programme:

Year	**Practicum**	**Semester I and II**
Year I	No practicum in Year I	Semester I UU100 or UU114, ED152 plus two 100 level compulsory and service courses from the selected subject majors. Semester II UU100 or UU114, ED153 plus two 100 level compulsory and service courses from selected subject majors.
Year II	Home-based Practicum	Semester I ED250, UU200 or UU204 plus two 200 level courses from two selected subject majors. Semester II ED252, UU200 or UU204, plus two 200 level courses from two selected subject majors.
Year III	Three weeks Practicum	Semester I ED262, ED354, plus one or two 200 level courses required for the two selected subject majors. Semester II ED350 plus two or three 300 level courses required for the two selected subject majors.
Year IV	ED300 (17 weeks practicum)	Semester I ED359, plus three 300 level courses from two selected subject majors Semester II ED300 plus two other education courses as electives.

The two discipline majors must be selected from those listed below:

Discipline Major	**No. of Courses**	**Courses**
Accounting	7	FM101, AF101, AF102, AF201, AF210, AF301, AF304.
Biology	8	BI102, BI108; plus CH105 (except with a double major in Chemistry); plus two 200 level BI courses; plus three 300 level BI courses.

Chemistry	8	CH101, CH102; plus PH106 (except with a double major in Physics); plus MA102; plus two of: CH201, CH203, CH204; plus two 300 level CH courses.
Computing Science	8	CS111, CS112, MA161, CS211, CS230/215, CS/IS222, CS311; plus one of: CS310, CS317, CS324, IS333.
Economics	7	EC101, EC102, EC201, EC202, EC203; plus two 300 level EC courses.
Expressive Arts Not offered in 2021	8	PA101, PA102, PA201, PA202, PA301, PA302, LL231, LL331
Fijian Studies	7	FJ111, FJ121, FJ211, FJ212, FJ221, FJ311, FJ321
Geography	8	GE101, GE102, GS100; plus GE201 or GE205; plus GE202; plus GE203 or GE207; plus GE304; plus one of: GE301, GE302 GE303 and GE306 courses.
Hindi Studies	7	HN111, HN121, HN211, HN212, HN221, HN321, HN331
History	7	HY101, HY102; plus two or three 200-level HY courses; plus two or three 300 level HY courses.
Information Systems	8	CS111, IS121, MA161, IS122, CS211, IS222, IS323, IS333
Literature and Language	9	LN111, LN118, LT102, LN211, LN213, LT202 or LT204, LN311, LT305, plus LT306 or LT307
Mathematics	8	MA111, MA112, ST130, MA211, MA221, MA313, MA321; plus one of: MA312, MA341
Physical Education	8	ED180, ED183, ED184, ED286, ED287, ED289, ED386, ED387
Physics	8	MA111 or MA112; plus PH101, PH102, PH103; plus three 200-level PH courses; plus two PH 300 level courses.
Technology	7	TE151, TE155, TE156, TE251, TE256, TE351, TE356.
Food and Nutrition Studies	7	TE113, TS109, TE213, TS209, GE202, TE313 and TS311.
Cook Islands Māori	7	LN111, LN118, CM111, CM211, CM212, CM311, CM331
Tongan and Niuafo'ou	8	LN111, LN118, TG111, TG211, TG212, TG311, TG321, TG331
Vagahau Niue	8	LN111, LN118, NU111, NU131, NU211, NU212, NU311, NU331

POSTGRADUATE PROGRAMMES

Graduate Certificates and Diplomas are pegged at Level 7 and Postgraduate Certificates and Diplomas Level 8 of the Fiji Qualifications Framework.

INFORMATION RESEARCH SKILLS

All students registering in Postgraduate programmes are required, in their first semester of studies, to complete 14.5hours of Information Research Skills conducted by the Library.

POSTGRADUATE CERTIFICATES

POSTGRADUATE CERTIFICATE IN TERTIARY TEACHING

The Postgraduate Certificate in Tertiary Teaching (PGCTT) programme consists of three courses, ED401, ED402 and ED403, which are designed to transform educational practice and the delivery of curriculum in higher education. The programme will integrate the principles of a diverse range of pedagogies, current and emerging technologies and enable educational practice-based research in higher education.

Special Admission Requirements:

i) Hold a university degree and

ii) Be teaching at tertiary level.

Programme Requirements: The Postgraduate Certificate in Tertiary Teaching consists of three courses.

Courses: ED401, ED402, ED403

Note: The new cohort for PGCTT starts with ED401 in the first semester of the calendar year.

POSTGRADUATE DIPLOMAS

POSTGRADUATE DIPLOMA IN ARTS

The Postgraduate Diploma in Arts is offered in the following majors: Applied Linguistics and English Language Teaching, Fijian Language Studies, Linguistics, Literature, Pacific Studies.

The general admission requirements for the Postgraduate Diploma are:

i) A USP bachelor's degree with a grade point average (GPA) of at least 3.0 in the 200- and 300-level courses of the relevant discipline;

ii) A tertiary qualification deemed by Senate or its delegate to be equivalent to clause (a);

iii) A professional qualification deemed by Senate or its delegate to be equivalent to clause (a);

iv) In exceptional cases, demonstrated experience or achievement deemed by Senate or its delegate to be sufficient; or

v) Have met the mature student admission criteria.

Notwithstanding the provisions set out above, Senate or its delegate may require applicants to demonstrate their suitability for admission by carrying out such work and/or sitting for such examinations as it may

determine. A 400-level course taken as a qualifying course for the Postgraduate Diploma may become part of a future postgraduate programme.

Linguistics

(Note: From 2019, all Linguistics course codes change from LL to LN. Course titles remain the same.)

The Linguistics major of the Postgraduate Diploma in Arts consists of four courses.

Courses: AL400, LN411, LN413, LN416

Applied Linguistics & English Language Teaching

The Applied Linguistics and English Language Teaching major of the Postgraduate Diploma in Arts consists of four courses.

Courses: LN411, LN416, LN418, LN419

Literature

(Note: From 2019, all Literature course codes change from LL to LT. Course titles remain the same.)

The Literature major of the Postgraduate Diploma in Arts consists of four courses.

Courses: Any four from: LT401, LT402, LT403, LT406, LT407, LT410.

Fijian Language Studies

Special Admission Requirement:

Diploma in Pacific Vernacular Fijian plus relevant work experience; and proficiency in the Fijian language.

The Fijian Language Studies major of the Postgraduate Diploma in Arts consist of four courses.

Courses: AL400, plus any three from FJ411, FJ412, FJ413, FJ421 and FJ422.

Pacific Studies

The Pacific Studies major of the Postgraduate Diploma in Arts in Pacific Studies consists of the following four Pacific Studies (PA) courses:

Courses: PA418 as a core course, and any three from PA402, PA409, PA419 and PA423. Students who wish to further pursue a Master of Arts in Pacific Studies WILL NEED TO take AL400 as one of the four courses.

POSTGRADUATE DIPLOMA IN EDUCATION

Special Programme Requirements:

i) Obtained a Bachelor degree in Education of The University of the South Pacific normally with a GPA of at least 3.5 in the 200 and 300 level courses in Education: or

ii) Obtained from some other tertiary institution a qualification deemed by Senate or its delegate to be equivalent to the requirements set out in (a) above; or

iii) Obtained a professional qualification deemed by Senate to be equivalent to the requirements set out in (a) above; or

iv) Met the mature student admission criteria.

Note: under the mature student's entry, all students admitted must have five years teaching experience after completing their Degree. For other relevant teaching qualification from the region apart from USP, students admitted must complete three 300 level Education courses and achieve a GPA of at least 3.5.

Programme Requirements: The Postgraduate Diploma in Education consists of four courses.

Courses: AL400 and any three from: ED421, ED451, ED454, ED455, ED456, ED457, ED461, ED466, ED468, ED491, ED492, ED493 (ED401, ED402, and ED403 are not allowed for this programme)

POSTGRADUATE DIPLOMA IN TERTIARY TEACHING

Not Offered in 2022.

PROFESSIONAL CERTIFICATES & DIPLOMAS

PROFESSIONAL CERTIFICATE IN EDUCATION POLICY & PLANNING (PCEPP)

This programme will only be offered as special In-Country project. The Regional Executive Cohort will be offered from Laucala. The primary purpose of the award programme is to improve the skills of educational administrators working in Pacific national ministries of education and schools. The programme will focus on specific skills in educational leadership, policy and planning development in education and financing education

The programme is focused on three key learning outcomes:

Examine elements of educational policy and planning with a sensitivity to the contextual realities of Pacific countries;

Design effective and appropriate education policy and planning activities for Pacific context; and

Evaluate current practices of education policy and planning activities in Pacific context.

Special Admission Requirements:

To be admitted into the Professional Certificate in Education Policy & Planning, a person shall have:

i) Obtained a first degree and a teaching qualification; and

ii) Experienced as heads of a primary and secondary schools, educational administrators at the systems level or experienced educational officers at district/provincial-level, educational planners and policy writers at departmental and ministerial levels, directors/deans of education systems, experienced heads of schools; or

iii) Met the mature student admission criteria.

Programme requirements: The Professional Certificate in Education Policy & Planning consists of four courses taught as three weeks intensive face-to-face workshops followed by an eight week practicum. A total of fifteen weeks is needed for the completion of the Professional Certificate. All courses will be taught face to face on campus per cohort.

Courses: EDP01, EDP02, EDP03, EDP04

PROFESSIONAL CERTIFICATE IN HERITAGE MANAGEMENT

The Professional Certificate in Heritage Management provides work placed learning opportunities for participants involved in a range of heritage fields. The programme is designed to strengthen professional capacity, community engagement and build knowledge of and skills in good practice and professional values necessary for the safeguarding of cultural and national heritage for enhanced sustainable development in the Pacific islands.

This programme will only be offered as a special In-Country project meeting specific national needs with particular cohorts in a country. Countries must secure funding for the programme to be offered as a project.

Special Admission Requirements:

Standard USP entry into a Professional Certificate at USP

i) Recognised prior learning based on five (5) years of relevant work experience and pass in Senate recognised Year 12/Form 6 or equivalent with English; and,

ii) Support letter from employer stating work experience and responsibilities; and,

iii) Letter of recommendation from a national heritage agency.

Programme Requirements: The Professional Certificate in Heritage Management consists of six courses.

Courses: This programme comprises 6 courses which is made up of 3 core courses; PAP01, PAP02 and PAP07; and 3 courses to be selected from the following electives PAP03, PAP04, PAP05, and PAP06.

MASTER'S DEGREE PROGRAMMES

MASTER OF ARTS

The Master of Arts is offered in the following majors: Applied Linguistics, Education, Linguistics, Literature, Pacific Studies

Education

Special Admission Requirements:

i) Obtained a Bachelor degree in Education of The University of the South Pacific normally with a GPA of at least 4.0 in the 200 and 300 level courses in Education. The student may then bypass the PGDE and proceed to complete the Master of Arts in Education by thesis. The candidate may be required to complete postgraduate courses as specified for admission to the Master's programme; or

ii) Obtained the Postgraduate Diploma in Education of The University of the South Pacific with a GPA of at least 3.0; or

ii) A tertiary qualification deemed by Senate or its delegate to be equivalent to the qualification above.

Journalism

The Master's programme consists of a thesis.

Linguistics

The Master's programme consists of a thesis or two postgraduate courses and a supervised research project.

Applied Linguistics

The Master's programme consists of a thesis or two postgraduate courses plus a supervised research project.

Literature

The Master's programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

Pacific Studies

The Master's programme consists of three options: (a) a thesis, or (b) two postgraduate courses plus a Supervised Research Project, or (c) a Portfolio.

The Portfolio will have two components: (i) a Practice-based component or creative project presentation and (ii) an Analytical Component (Exegesis). Each component will carry 50% of the project.

MASTER OF EDUCATION

Special Admission Requirements:

i) Obtained a Bachelor degree in Education of The University of the South Pacific with a GPA of at least 3.5 in the 200 and 300 level courses in the appropriate major; or

ii) Obtained an appropriate Postgraduate Diploma in Education of The University of the South Pacific with a GPA of at least 3.5; or

ii) Obtained a tertiary qualification deemed by Senate or its delegate to be equivalent to the qualification above.

Programme Requirements:

The Master of Education degree consists of the following two programme options:

a) Students are required to complete two 400 level Education courses in addition to the four 400 level Education courses (except ED401, ED402 and ED403) they attained in their PGDEd and write a Supervised Research Project (SRP) in about 20,000 words.

b) Students are required to complete four more additional 400 level Education courses in addition to the four 400 level Education courses attained in their PGDEd. Two of the additional four courses could be taken from 400 level units of relevant subject disciplines (except ED401, ED402 and ED403). This MEd is by Coursework.

DOCTOR OF PHILOSOPHY

USP offers a Doctor of Philosophy (PhD) in most disciplines taught at postgraduate level at USP. Students interested in progressing from a master's programme to doctoral studies are advised to contact the relevant Head of Academic Unit.

PACIFIC CENTRE FOR ENVIRONMENT AND SUSTAINABLE DEVELOPMENT (PACE-SD)

PROGRAMME REQUIREMENTS AND REGULATIONS

The Pacific Centre for Environment & Sustainable Development (PaCE-SD) works with all schools across the University to offer postgraduate programmes in climate change. This includes:

- A Postgraduate Diploma in Climate Change (PGDip CC) consists of the completion of four 400 level courses and offered in three streams:

  i. Science;

  ii. Adaptation & Management;

  iii. Disaster & Resilience.

- A Postgraduate Diploma In Islands and Ocean Stewardship (PGD-IOS) consists of the completion of four x 400 level and is offered in streams:

  i. Conservation & Biodiversity Management for Islands & Ocean:

  ii. Spatial Analysis & Planning for Ocean & Islands:

  iii. Urban and Infrastructure Planning for Islands & Ocean.

- A MSc in climate change based on a research thesis
- A PhD in climate change based on a research thesis

The Science stream focuses on the foundation science of climate change globally and in the Pacific. This stream prepares students to become Pacific climate scientists with a strong quantitative understanding of observations, climate and earth system modelling, regional and global model downscaling of climate projections and impacts, data analysis, GIS and remote sensing in the Pacific context.

The Adaptation & Management stream focuses on impacts, vulnerabilities, solutions; adaptation and management. This stream enables a student to attain skills in documenting social and physical impacts of climate change and disasters, mastering and improving adaptation and management strategies including community and ecosystem-based adaptation.

The Disaster & Resilience stream focuses on identifying, understanding and applying risk management to build resilience and reduce the risks arising from climate change and natural hazards. The stream enables students to perform strategic planning in the areas of climate change and disaster project management, climate finance and risk transfer mechanisms.

The MSc and PhD research thesis cover a broad range of topics, from climate sciences to the social, financial and economic aspects of climate change, traditional knowledge and the integration of climate change and disaster risk management. Research students under the climate change programme are encouraged to collaborate with external co-supervisors from other USP schools and/or other universities.

POSTGRADUATE DIPLOMA IN CLIMATE CHANGE (PGDip CC) AND POSTGRADUATE DIPLOMA IN ISLANDS AND OCEAN STEWARDSHIP (PGD-IOS)

Admission Requirements

To be admitted in the Postgraduate Diploma in Climate Change or PGD-IOS either full-time or part-time, a candidate must have a Bachelor's degree from a recognised tertiary institution with a GPA of at least 3.0.

Candidates with GPA above 2.5 may be considered in exceptional cases, but will have to complete one or two 400 level courses under an unclassified programme before enrolling in the PGDip CC or PGD-IOS Depending on the grade obtained by the students these courses will either remain qualifying courses or be credited in the PGDip CC or PGD-IOS programme. Factors relevant to considering applications may also include professional experience.

Science Stream

Core Courses:	PC414, PC415
Electives:	At least one of PC428 or PC430 and any remaining 400 level PC Course or any of the following courses: PH407, PH414, PH416, PH420

Adaptation/Management Stream

Core Courses:	PC414, PC415
Electives (Adaptation stream):	At least one of PC425, PC426 or PC431 and any remaining 400 level PC course or one of the following courses: BI442, EV402, GE407, GE409.
Electives (Management stream):	At least one of PC412, PC425, PC431, or PC432 and any remaining 400 level PC course or one of the following courses:DG422, MG405, MG406, MG411, MBA430, PL400, PL402

Disaster and Resilience Stream

Core Courses: PC414, PC415

Electives: At least one of PC431, PC432 and any remaining 400 level PC course or one of the following courses: DG415, GE409.

POSTGRADUATE DIPLOMA IN ISLANDS AND OCEAN STEWARDSHIP

The PGD IOS requirements includes two core courses and, , one mandatory and one elective course from a specialization stream. The programme comprises a selection of four core courses and three streams to select from. The three streams addresses the training needs of Pacific Island Countries and contribute towards specific aspects of national sustainable development priorities:

(i) Conservation & Biodiversity Management for Islands & Ocean:

(ii) Spatial Analysis & Planning for Ocean & Islands:

Urban and Infrastructure Planning for Islands & Ocean.

Core courses: PC425; PC427

Stream 1: Conservation & Biodiversity Management for IOS
Either PC426 or B1442: Plus 1 elective course from the following courses: BI442 or PC426 or PC420: PC431: EV402
GE407: MS441: BI408: PA419

Stream 2: Spatial Analysis & Planning for IOS
PC440 plus 1 elective course from the following courses: EV405 or PC420

Stream 3: Urban & Infrastructure Planning for IOS
DG415 plus 1 elective course from the following courses: DG422 or PC420 or PC440

MASTER OF SCIENCE IN CLIMATE CHANGE (MSc CC)

The Pacific Centre for Environment and Sustainable Development offers a Master of Science (MSc) in Climate Change, covering the topics taught at Post-Graduate level at the Centre. The Master's programme consists of a thesis after successful completion of the PGDipCC. The Admission and Programmed Regulations governing the Master of Science appear in page 118 of this publication.

DOCTOR OF PHILOSOPHY IN CLIMATE CHANGE (PhD CC)

The Pacific Centre for Environment and Sustainable Development offers a Doctor of Philosophy (PhD) in Climate Change, covering the topics taught at Post-Graduate level at the Centre. Students interested in progressing from a Master's programme to doctoral studies are advised to contact the Centre Director directly. The Admission and Programme Regulations governing the Doctor of Philosophy appear in page 120 of this publication.

Compulsory University Courses

Course Descriptions

All students admitted to an undergraduate Bachelor Degree Programme are required to complete these four University courses.

UU100 Communications & Information Literacy

Prerequisites: Admission into Undergraduate Programme
Semester 1: B at L and O at C **Semester 2:** B at L and O at C

UU100 is one of the four compulsory generic courses being offered by USP and is to be taken in the first year of full-time study and before enrolling in 200 and 300 level courses. The aim of this course is to ensure that all incoming students develop knowledge and competence in the use of computers and information resources. The course covers fundamental concepts of computers and their applications and addresses the broader imperative for students to develop the capacity to effectively locate, access, evaluate and use information effectively.

UU114 English for Academic Purposes

Prerequisites: Admission into Undergraduate Programme
Semester 1: F at L, LAB, LTK, K, TON & E and O & P at C
Semester 2: Not offered (see below for new version of UU114)

By the end of this course students will be expected to have achieved a proficiency in academic writing, reading and speaking sufficient to support their language needs in courses in the humanities, social sciences or sciences and in future professional tasks. The course is designed with sufficient flexibility to cater for the practical language requirements of students studying in all of the above areas. UU114 is one of the core courses for undergraduate students admitted to studies from 2010 and is to be taken in the first year of full-time study and before enrolling in 200 and 300 level courses.

UU114 English Language Skills for Tertiary Studies

Prerequisites: Admission into Undergraduate Programme
Semester 1: Not offered (see above for old version of UU114)
Semester 2: B at L, LAB, LTK, K, TON & E and O & P at C

This is a core course for all undergraduate students, which must be completed in the first year of full-time study and before enrolling in 200 and 300 level courses. It supports the skills of listening, reading, speaking and writing through English in academic contexts, specifically at tertiary level. The course develops critical engagement with authentic materials from a content theme that will be of broad relevance to students from

all programmes. These materials are then supplemented by a strand in which students apply the skills covered in the course to an independent research-based assignment that relates to a topic from their own discipline.

UU200 Ethics & Governance

Prerequisites: UU100 and UU114
Semester 1: F & B at L and B & O at C* **Semester 2:** F & B at L and B & O at C*

This generic course offers an exploratory and interdisciplinary insight into ethics and the ethics of governance. It introduces students to ethical theories and philosophies (in terms of virtues, consequences and duties) and links these to structures of governance, in particular, self, political, corporate, and global governance. The theoretical framework is then used to delve into the fascinating and controversial field of applied ethics, ranging through the law, corporate and workplace ethics, social justice issues and controversial ethical dilemmas. Students will be encouraged to think critically, develop self-awareness and make responsible ethical decisions in personal, professional and applied contexts.

UU204 Pacific Worlds

Prerequisites: UU100 and UU114
Semester 1: O at C **Semester 2:** O at C

In this course you will be introduced to the places, histories, cultures, arts and politics of Oceania. Our interdisciplinary approach weaves together first-hand information from people of the area, supplemented with historical writings, contemporary documents and visual representations as they relate to the region. To draw upon such a range of diverse knowledge requires a navigational concept and in this class we engage the model of the waka or canoe to steer our course through five thematic areas of learning and knowing.

UU100A is the Information Literacy component of UU100 and is required to be taken by students majoring in CS or IS and students enrolled in the BE programme. Students are required to complete UU100A before progressing to second year of studies. It is fully online and offered free of charge.

UU100A Communications & Information Literacy

Prerequisites: Admission into Undergraduate Programme
Semester 1: O at C **Semester 2:** and O at C

This course is designed to address the broader imperative for students to develop their capacity to locate, access, evaluate and use information efficiently and effectively. These facets are closely aligned with the Research Skills Development (RSD) framework.

UNIVERSITY SCREENING COURSES

EL001 English Language Skills

Prerequisites: Admission into Undergraduate Programme
Semester 1: F at L **Semester 2:** P at C

The broad aim of the course is to enable first year students to improve their English language proficiency in listening, speaking, reading and writing skills, in the context of their fields of study. Students will participate in a variety of interactive language learning tasks, practising the targeted skills and receiving feedback and guidance from teachers. By the end of the course, students will be able to produce and understand both spoken and written English more accurately, fluently and appropriately.

Topics

Listening skills: - follow spoken instructions - understand lectures accurately - take useful notes from lectures.

Speaking skills: - speak clearly in tutorials and seminars - prepare and deliver a tutorial presentation - incorporate visuals in presentations. Reading skills: - read more efficiently - use strategies to understand books and journal articles - understand how ideas are linked together - make useful notes while reading - read critically.

Writing skills: - use grammar and vocabulary more accurately - proof-read and edit drafts - organise and link ideas logically - write clear, unified texts that are easy for readers to understand - summarise texts accurately, analyse and write accurate data commentaries.

Pacific Technical and Further Education (Pacific TAFE)
College of Foundation Studies
Course Descriptions

AFF01 Basic Accounting A

Prerequisites: Admission into Foundation Programme

Semester 1: B and P at L, E & SI and P at SAM, CI, K, LAB, LTK, NA, NI, RMI, TOK, TON and TU

Semester 2: Not offered

This course provides the fundamental structure, theories, rules, concepts and principles necessary for a good foundation in accounting and develop a detailed schema of how accounting as a means of recording and reporting financial events contributes to the function of the entity. The course focuses on financial reporting based on conceptual framework of the IASB. The emphasis is from data collection to report preparation, presentation, analysis and interpretation. This course also introduces you to accounting for partnership and companies.

AFF02 Basic Accounting B

Prerequisites: Admission into Foundation Programme.

Semester 1: Not offered

Semester 2: B and P at L, E & SI and P at SAM, CI, K, LAB, LTK, NA, NI, RMI, TOK, TON and TU

The skills learnt in AFF01 are broadened through a detailed schema of how accounting as a means of recording and reporting financial events enables sound decisions to be made in achieving the entity's goals. AFF02 focuses on budgeting, cost accounting and incremental analysis as part of an introduction to management accounting. The emphasis is on using information to help make decisions related to the operations of the business.

AFP01 Preliminary Accounting 1

Prerequisites: Admission into Preliminary Programme

Semester 1: B and P at L, E & SI and P at SAM, CI, K, LAB, LTK, NA, NI, RMI, TOK, TON and TU

Semester 2: Not offered

This course introduces the students to the basic rules, concepts and theories required for a good base in Accounting. The course focuses on the Accounting Cycle and particularly that of a sole trader entity from data collection to financial report preparation, presentation and analysis and interpretation of the financial reports.

AFP02 Preliminary Accounting 2

Prerequisites: Admission into Preliminary Programme

Semester 1: Not offered

Semester 2: B and P at L, E & SI and P at SAM, CI, K, LAB, LTK, NA, NI, RMI, TOK, TON and TU

This course focuses on the internal controls and Accounting procedures associated with various subsystems in an Accounting system. With the knowledge and skills acquired, a simple Accounting system for a small entity can be designed incorporating the internal controls for receivables, assets, inventory valuation and payroll in building a successful business.

AGF01 Foundation Agriculture

Prerequisites: Admission into Foundation Programme and a pass in Year 12 or Form 6 Agricultural Science

Semester 1: P at C **Semester 2:** Not offered

AGF01 is designed to provide basic knowledge and skills in agriculture necessary for preparing Foundation agricultural science students who intend to do further studies in agriculture at a higher education level. This course gives you an understanding of the main areas that are important in agriculture: soil, crop production, crop protection, animal production, human nutrition and farm economics and management.

BIF02 Foundation Biology A: Evolutionary Patterns

Prerequisites: Admission into Foundation Programme

Semester 1: B and P at E, L, , SI & TON and B at LAB and P at SAM, CI, K, LTK, NA, NI, RMI, TOK & TU

Semester 2: Not offered

BIF02 is designed to provide the student with a broad appreciation of some of the fundamental concepts of biology. It moves from the evolution of early life, through basic genetics as applied to individuals and populations; to the consideration of form and function in a diversity of plants and animals.

BIF03 Foundation Biology B: The Maintenance of Life

Prerequisites: Admission into Foundation Programme

Semester 1: Not offered

Semester 2: B and P at E, L, , SI & TON and B at LAB and P at SAM, CI, K, LTK, NA, NI, RMI, TOK & TU

BIF03 is designed to provide the student with broad appreciation of some of the fundamental concepts of biology. Some of the basic physiological processes in plants and animals are covered in this course. Special emphasis is placed on the relationship between structure and function. Behaviour and biogeography are introduced together with a discussion of human population growth and the impact on the environment.

BIP02 Preliminary Biology A

Prerequisites: Admission into Preliminary Programme

Semester 1 B and P at E, L, SI, & TON and B at LAB and P at SAM, CI, K, LTK, NA, NI, RMI, TOK & TU

Semester 2: Not offered

BIP02 is designed to provide the student with a broad appreciation of some of the fundamental concepts of biology. The emphasis of this course is on ecology, cell and molecular biology and Genetics and heredity. It moves from exploring the different levels of biological organisation to adaptation and conservation issues. The cell biology section focuses on the organic material and types of transport. Genetic and heredity discuss the roles of nucleic acid and sex determination in humans.

BIP03 Preliminary Biology B

Prerequisites: Admission into Preliminary Programme

Semester 1: Not offered

Semester 2: B and P at E, L, SI, & TON and B at LAB and P at SAM, CI, K, LTK, NA, NI, RMI, TOK & TU

BIP03 is designed to provide the student with a broad appreciation of some of the fundamental concepts of biology. The emphasis of this course is on cellular organisation of plants and animals; living processes; classification; functional morphology and diversity of higher organisms including invertebrates and vertebrates.

CHF02 Foundation Chemistry A

Prerequisites: Admission into Foundation Programme

Semester 1: B and P at E, L, SI & TON and B at LAB and P at SAM, CI, K, LTK, NA, NI, RMI, TOK & TU

Semester 2: Not offered

CHF02 introduces the fundamental principles of general chemistry and shows how they are applied in a variety of themes and topics. The unit subsequently develops the major concepts in basic analytical chemistry, physical and inorganic chemistry that are required for studying higher level chemistry. The major focus of this course is on stoichiometry, atomic structure, chemical bonding and periodicity, states of matter-solids, liquids and intermolecular forces, solutions, and gases, redox reactions and basic electrochemistry. The course is also laboratory oriented and is tailored to enhance students' basic experimental skills.

CHF03 Foundation Chemistry B

Prerequisites: Admission into Foundation Programme

Semester 1: Not offered

Semester 2: B and P at E, L, SI & TON and B at LAB and P at SAM, CI, K, LTK, NA, NI, RMI, TOK & TU

CHF03 introduces the fundamental principles of general chemistry and shows how they are applied to a variety of themes and topics. The unit subsequently develops the major concepts in physical, inorganic and organic chemistry that are required for studying higher level chemistry. The major focus of this course is thermochemistry and chemical equilibrium, acids and bases and organic chemistry. The course is also laboratory oriented and is tailored to enhance students' basic experimental skills.

CHP02 Preliminary Chemistry A

Prerequisites: Admission into Preliminary Programme

Semester B and P at E, L, SI & TON and B at LAB and P at SAM, CI, K, LTK, NA, NI, RMI, TOK & TU

Semester 2: Not offered

This course provides students with an opportunity to develop their knowledge and understanding in basic chemistry and prepares students for courses in Foundation Level Chemistry. The major focus of this course is on the basic concepts in chemistry, atomic structure and chemical bonding and reactions inorganic substances and states of matter – solids, liquids, solutions and gases. The course is also laboratory oriented and tailored to enhance students' basic experimental skills.

CHP03 Preliminary Chemistry B

Prerequisites: Admission into Preliminary Programme

Semester 1: Not offered

Semester 2: B and P at E, L, SI, & TON and B at LAB and P at SAM, CI, K, LTK, NA, NI, RMI, TOK & TU

This course provides students with an opportunity to develop their knowledge and understanding in basic chemistry. The major focus of this course is on the chemistry of carbon , hydrocarbons, energy and chemical changes, reaction rates and equilibrium, and electrochemistry. The course is also laboratory oriented and is tailored to enhance students' practical skills.

CSF12 Foundation Computer Science

Prerequisites: Admission into a Foundation Programme

Semester 1: Not offered **Semester 2:** B and O at L and O at C*

This course is aimed at enriching students with fundamental concepts in programming. Students will learn to perform binary conversions, understand variables and data types, and create programs in C++ by using

sequential, selection (if-else) and iteration (loops) structures. In addition to these, students will learn how to use mathematical functions in C++, the order of precedence for arithmetic and logical operators, increment and decrement operators, and cast operators. The course will conclude with some exposure to creating a web page with HTML and CSS coding. This is also a compulsory course for students intending to pursue computing science at degree level.

ECF04 Foundation Economics

Prerequisites: Admission into Foundation Programme and a pass in Year 12/ Form 6 Mathematics or equivalent.

Semester 1: B and P at L, E & SI and P at SAM, CI, K, LAB, LTK, NA, NI, RMI, TOK, TON and TU

Semester 2: Not offered

ECF04 (Foundation Economics) introduces participants to deeper consideration of the micro and macro-economic concepts and principles covered in ECP01 (Preliminary level). The course aims to prepare participants for further studies at degree level in the field of economics and other fields such as tourism management and management which require economic backgrounds. Topics include the economic problem, scarcity and opportunity cost, the price mechanism and government intervention, market structures; perfect and imperfect, bank and monetary policy, economic growth, inflation and unemployment, economic policies, globalisation, exchange rate and free trade.

ECP02 Preliminary Microeconomics

Prerequisites: Admission into Preliminary Programme

Semester 1: B and P at L, SI, E and P at LAB, LTK, TON, SAM, K, NA, RMI, TOK, NI, CI, & TU

Semester 2: Not offered

ECP02 is an introductory economics course that enables students with prior or no prior economic knowledge to learn basic microeconomic concepts and skills before taking up economics at Foundation level. There are eight units covered in this course. Emphasis is placed on developing students' ability to understand basic microeconomic concepts and theories, drawing models, graphs and illustrations and performing basic microeconomic calculations.

ECP03 Preliminary Macroeconomics

Prerequisites: Admission into Preliminary Programme

Semester 1: Not offered

Semester 2: B and P at L, SI, E and P at LAB, LTK, TON, SAM, K, NA, RMI, TOK, NI, CI, & TU

ECPO3 is an introductory economics course that builds up from ECP02. In this course students learn relevant basic macroeconomic concepts and skills before taking up economics at Foundation level. There are nine units covered in this course. Emphasis is placed on developing students' ability to understand basic

macroeconomic concepts and theories, drawing models, graphs and illustration and perform basic macroeconomic calculations.

FJF23 (Vakadidike Vosa Vakaviti Taumada (Foundation Fijian iTaukei Language Studies)

Prerequisites: Admission into the Foundation Programme

Semester 1: B and P at L and O at C **Semester 2:** Not offered

FJF23introduces students to aspects of the scientific study of the iTaukei language in its foundation stage. Topics include issues in spoken and written dialects and Standard iTaukei language, structural differences, usage and language relationships.

GEF01 Pacific Islands Geography 1

Prerequisites: Admission into Foundation Programme

Semester 1: B and P at L & SI and P at SAM, CI, E, K, LAB, LTK, NA, NI, RMI, TOK, TON & TU

Semester 2: Not offered

GEF01 is a physical geography course which examines the interrelationships between people and the physical environment. Each theme has applications to the Pacific. It also looks at biodiversity and conservation and how humans have affected the physical environment. A practical field exercise or project which enables students to participate in field work.

GEF02 Pacific Islands Geography 2

Prerequisites: Admission into Foundation Programme

Semester 1: Not offered

Semester 2: B and P at L & SI and P at SAM, CI, E, K, LAB, LTK, NA, NI, RMI, TOK, TON & TU

GEF02 is primarily a human geography course which examines the interrelationships between people and the socio - economic environment. It also includes applications to the Pacific Islands. It concludes with a look at how humans have affected the physical environment. The course also includes a practical field exercise or project which requires students to participate in field work.

GEP01 Preliminary Geography A: Physical Geography

Prerequisites: Admission into Preliminary Programme

Semester 1: B and P at L & SI and P at SAM, CI, E, K, LAB, LTK, NA, NI, RMI, TOK, TON & TU

Semester 2: Not offered

GEP01 focuses on maps and skills of mapping. It looks at the natural world and the ways geographers have studied landscapes and the forces responsible for them. In addition, we study climate and weather patterns, vegetation and soil types, water and land formations, and the distribution of earth`s resources.

GEP02 Preliminary Geography B: Human Geography

Prerequisites: Admission into Preliminary Programme

Semester 1: Not offered

Semester 2: B and P at L & SI and P at SAM, CI, E, K, LAB, LTK, NA, NI, RMI, TOK, TON & TU

GEP02 focuses on the human environment, its characteristics, distribution patterns, formative processes and interactions with the physical environment. This course does not make students experts in human geography. It only helps give you an overview of the concepts and components in the study of human geography.

HYF01 Introduction to Pacific History

Prerequisites: Admission into Foundation Programme

Semester 1: B at L and P at SAM, CI, E, K, LAB, LTK, NA, NI, RMI, SI, TON, TOK & TU

Semester 2: Not offered

The course is made up of eight Units that cover the periods of Pacific history from origins of Pacific islanders to the colonial era.. It examines the past of Pacific people, using these research skills. The analysis emphasises the continuity of historical processes, beginning with traditions and looking at the situation that existed immediately before contact with the Europeans. The course focuses on the islands, their people and examining their past to gain better understanding of the present.

HYP01 The Pacific & World War II

Prerequisites: Admission into Preliminary Programme

Semester 1:B at L; P at SAM, CI, E, K, LAB, LTK, NA, NI, RMI, SI, TOK, TON & TU **Semester 2:** Not offered

HYP01 introduces students to Pacific history as well as global history. One of the main objectives of this course is to focus on an event that involved nations both in the Pacific and around the world: the Second World War. The course is designed to provide students with an understanding of how the war spread into the Pacific, the

involvement of Pacific Islanders and the effects of the war on the people and the islands. The course is also designed to teach students skills necessary for studying history.

ISF21 Foundation Information Systems

Prerequisites: Admission into Foundation Programme

Semester 1: B and O at L and O at C* **Semester 2:** Not offered

This course is aimed at enriching students with the fundamental concepts of the Internet, Web, E-commerce, Communications and Networks, Information Systems, Database Management Systems, System Analysis and Design, Programming steps, planning and languages and Privacy and Security issues. This course will also prepare students with fundamental skills in word processing, spreadsheet calculations, databases (tables, queries, forms & reports), presentation and HTML/CSS coding. It will prepare students for higher level Information System courses.

ISP21 Introduction to Information, Communication & Technology

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Prerequisites: Admission into Preliminary Programme

Semester 1:Not offered **Semester 2:** B at L and O at C*

This course will offer students the fundamentals of computer hardware and software functionalities. Students will develop understanding of the difference between input, output and storage devices, and the difference between application and system software. It will also expose students to understanding the fundamentals of e-learning, data, security, environment P and basic level of research using the internet. Students will also begin to explore the basic features of Word processing, Spreadsheet, Presentation, Databases and Publishing.

LLF14 Foundation English A

Prerequisites: Admission into Foundation Programme

Semester 1: B and P at L, E, SI, TON, K and B at LAB and LTK and P at SAM, NA, RMI, TOK, TU, NI & CI

Semester 2: B and P at L, E, SI, TON, K and B at LAB and LTK and P at SAM, NA, RMI, TOK, TU, NI & CI

LLF14 will introduce students to a variety of text types with the intention of improving writing, grammar and language skills, in general. Each unit is designed around a style of writing selected to appeal to readers at Foundation or Year 13/Form 7 level. These include fiction and non-fiction stories, poetry, magazine articles, newspaper clippings, comic strips, play scripts and movies. Each unit allows students to explore in context those aspects of English language skills such as grammar, punctuation, vocabulary, speaking and writing.

LLF15 Foundation English B

Prerequisites: Admission into Foundation Programme

Semester 1: B and P at L, E, SI, TON, K and B at LAB and LTK and P at SAM, NA, RMI, TOK, TU, NI & CI

Semester 2: B and P at L, E, SI, TON, K and B at LAB and LTK and P at SAM, NA, RMI, TOK, TU, NI & CI

LLF15 is a compulsory Foundation English course, which will help students increase their proficiency in various study skills and aspects of communication in preparation for studies at post- foundation levels. Topics include intensive and extensive reading, effective use of the library, and critical examination of written texts, note taking, summary, paragraph structure, essay writing, comprehension, grammar usage and oral expression.

LNF21 Communication & Language

Prerequisites: Admission into the Foundation Programme

Semester 1: Not offered Semester 2: B and P at L, K, SI, TON, and B at LAB, LTK, and P at SAM, K, NA, RMI, TOK, TU, NI, SI, CI & E

LNF21 provides an overview of the basic nature of communication in human language. It gives special attention to the history, functional roles and status of Pacific languages in relation to other international languages that are influential in the region. In addition, LNF21 will help students discover the distribution patterns of languages in the world and the Pacific and hopes to enhance student sensitivity to common prejudice and biases concerning language in general and Pacific languages in particular. Finally, students are given opportunities to critically observe the changes and maintenance of the indigenous languages of the Pacific.

LLP14 Preliminary English A

Prerequisites: Admission into Preliminary Programme

Semester 1: B & P at L, E, SI, TON, K and B at LAB & LTK and P at SAM, NA, RMI, TOK, TU, NI & CI

Semester 2: B & P at L, E, SI, TON, K and B at LAB & LTK and P at SAM, NA, RMI, TOK, TU, NI & CI

This preliminary English course will adequately introduce the form, function and use of English grammar. These will be taught in conjunction with the four academic skills: speaking, listening, comprehension and writing at a lower intermediate level. This is particularly in the areas of parts of speech and word combinations for basic sentence structures. The expected learning outcomes are, basic knowledge of English parts of speech, using English confidently in an academic context, and basic skills in sentence construction. These will be taught in a thematic context.

LLP15 Preliminary English B

Prerequisites: Admission into Preliminary Programme

Semester 1: B & P at L, E, SI, TON, K and B at LAB & LTK and P at SAM, NA, RMI, TOK, TU, NI & CI

Semester 2: B & P at L, E, SI, TON, K and B at LAB & LTK and P at SAM, NA, RMI, TOK, TU, NI & CI

Preliminary English B is a course that is aimed at improving the English Language proficiency of a student at the lower intermediate level to adequately prepare them for Foundation studies. The course focusses on the four language skills of reading, listening, writing and speaking with emphasis on reading comprehension and academic writing. It also emphasises grammar and vocabulary to improve their accuracy, proficiency and confidence in the use of the English language in everyday use as well as an academic context.

MAF11 Foundation Mathematics A

Prerequisites: Admission into Foundation Programme

Semester 1: B and P at E, K, L, SI & TON and B at LTK and P at SAM, CI, LAB, NA, NI, RMI, TOK & TU

Semester 2: Not offered

The course is designed for students who want to study all sciences, engineering or economics. It focuses on the concepts of Algebra, Functions and Graphs, Trigonometry and Complex numbers. MAF11 and MAF12 prepare students for study of mathematics at degree 1 level.

MAF12 Foundation Mathematics B

Prerequisites: Admission into Foundation Programme

Semester 1: Not offered

Semester 2: B and P at E, K, L, SI & TON and B at LTK and P at SAM, CI, LAB, NA, NI, RMI, TOK & TU

MAF12 is required for students who want to study all sciences, engineering or economics. It focuses of the concepts of Differentiation, Integration and Statistics. MAF12 and MAF11 prepare students for study of mathematics at degree 1 level.

MAF21 Numeracy Skills

Prerequisites: Admission into Foundation Programme

Semester 1: Not offered

Semester 2: B and P at E, K, L, SI & TON and B at LTK and P at SAM, CI, LAB, NA, NI, RMI, TOK & TU

MAF21 is designed for students who do not want to do a mathematics major. It does not meet the mathematics requirement for degree studies that require mathematics background. It is a numeracy course that helps individuals to develop logical thinking and reasoning strategies in everyday activities. Substantial

aspects of this course include mathematics related to business and commercial transactions, introductory algebra and statistics.

MAP11 Basic Preliminary Mathematics

Prerequisites: Admission into Preliminary Programme

Semester 1: B and P at E, K,L,SI,TON and B at LTK and P at SAM, CI, LAB, NA, NI, RMI, TOK & TU.

Semester 2:Not offered

MAP11 assumes that students have some basic knowledge of arithmetic and operations with whole numbers. It is designed for Social Science disciplines except for Accounting and Economics.

MAP12 Preliminary Mathematics A

Prerequisites: Admission into Preliminary Programme

Semester 1: B and P at E, K, L, SI, TON and B at LTK and P at SAM, CI, LAB, NA, NI, RMI, TOK & TU

Semester 2 Not offered MAP12, in conjunction with MAP13- Preliminary Mathematics B, is designed to help students understand and apply mathematical principles in different areas and to provide a basis for students to go into Foundation mathematics. The main contents in the course include Algebra, Functions and Graphs, Trigonometry, Probability and Statistics and Sequences and Series. It is designed for students who intend to study all Sciences, Engineering, Accounting or Economics.

MAP13 Preliminary Mathematics B

Prerequisites: Admission into Preliminary Programme

Semester 1: Not offered

Semester 2: B and P at E, K, L, SI, TON, and B at LTK and P at SAM, CI, LAB, NA, NI, RMI, TOK & TU

MAP13 in conjunction with MAP12 is designed to help students understand and apply mathematical principles in different areas and to provide a foundation for further study in these areas. This course is meant for students who want to study all sciences, engineering, accounting or economics.

OSF01 Introduction to Official Statistics

Prerequisites: Admission into Foundation Programme a pass in Year 12/Form 6 Mathematics and Economics

Semester 1:Not offered

Semester 2: B and P at L, SI & E and P at SAM, CI, K, LAB, LTK, NA, NI, RMI, TOK, TON and TU

OSF01 is an introductory course in official statistics at Foundation level. Topics include official statistics and statistical systems, data collection, compilation of economics and social statistics, and information dissemination.

PHF02 Foundation Physics A

Prerequisites: Admission into Foundation Programme

Semester 1: B and P at E, K, L & SI and B at LTK and P at SAM, CI, LAB, , NA, NI RMI, TOK, TON & TU

Semester 2: Not offered

PHF02 is designed to establish the physical concepts necessary to study science at the degree level. The course builds on the preliminary work completed in PHP02 or equivalent (Year 12/Form 6 physics). The major focus of this course is mechanics and thermal physics, preparing students for further studies in physics, engineering and other sciences where physical phenomena play a role. Laboratory work involves experiments that reinforce the lecture material.

PHF03 Foundation Physics B

Prerequisites: Admission into Foundation Programme

Semester 1: Not offered

Semester 2: B and P at E, K, L & SI and B at LTK and P at SAM, CI, , LAB, , NA, NI RMI, TOK, TON & TU

PHF03 is designed to establish the physical concepts necessary to study science at the degree level. The scientific method and principles are emphasised. The major focus of PHF03 is Light, Optics, Vibration and Waves, Electricity and Magnetism and Modern Physics. The course builds on the preliminary work completed in PHP03 or equivalent (Year 12/Form 6 physics). Laboratory work involves experiments that reinforce lecture material.

PHP02 Preliminary Physics A

Prerequisites: N/A

Semester 1: B and P at E, K, L, & SI and B at LTK, and P at SAM, CI, LAB, NA, NI, RMI, TOK, TON & TU

Semester 2: Not offered

PHP02 Provides students with opportunity to develop their knowledge and understanding in a branch of physics, engineering and other science course where physical phenomena plays a vital role. It is also a stepping stone to the introductory level physics course providing fundamental knowledge, problem solving skills and laboratory practice in mechanics and thermal physics.

PHP03 Preliminary Physics B

Prerequisites: N/A

Semester 1: Not offered

Semester 2: B and P at E, K, L & SI and B at LTK and P at SAM, CI, LAB, NA, NI RMI, TOK, TON & TU

. PHP03 course is design to help students develop their knowledge and understanding in a branch of physics, engineering and other science courses in which physical phenomena plays a vital role. This course focus on Light & Optics, Waves, Electricity & Magnetism and Nuclear Physics. It provides an opportunity to students to widen the understanding and appreciation of Modern Physics. It is also a stepping-stone to the introductory level physics course providing fundamental knowledge, problem solving skills and laboratory practice in mechanics and thermal physics.

PLF01 Issues in Pacific Politics

Prerequisites: Admission into Foundation Programme

Semester 1: Not offered

Semester 2: B and P at L and P at SAM, E, CI, K, LAB, LTK, NA, NI, RMI, SI, TOK, TON & TU

PLF01 introduces students to the politics of the Pacific region and focuses on issues important to contemporary Pacific politics. Students will be introduced to a number of important concepts such as imperialism, sovereignty, neo-colonialism, globalisation and regionalism and governance. The course is particularly concerned with the interaction between outside powers, regional bodies and island states in the Pacific.

PLP01 Preliminary Politics: New Forces in the Pacific

Prerequisites: Admission into Preliminary Programme

Semester 1: Not offered

Semester 2: B and P at L and P at SAM, CI, E, K, LAB, LTK, NA, NI, RMI, SI, TOK, TON & TU

PLP01 introduces students to Pacific politics. It focuses on traditional leadership systems, the forces that impacted upon these systems such as imperialism and colonialism, the Pacific war, achievement of independence, the adoption of new government systems and regional cooperation. It examines a number of Pacific Island countries as case studies of the different paths taken to independence, the different Westminster-based systems that are in place and addresses the involvement of women in government.

SOF01 The Study of Society & Culture

Prerequisites: Admission into Foundation Programme

Semester 1: B and P at L and SI, and P at SAM, CI, E, K, LAB, LTK, NA, NI, RMI, TOK, TON & TU

Semester 2: Not offered

SOF01 is a beginner's course in Sociology taught at the Foundation level. This course introduces students to be exposed to the social structures, organisations, groups & societies and how people interact within these contexts. In addition to this, it will examine how race, ethnicity, class, gender and religion either privileges or oppresses and shapes up the experiences of people in society.

SOF02 Foundation Sociology

Prerequisites: Admission into Foundation Programme

Semester 1: Not offered

Semester 2: B and P at L and SI, and P at SAM, CI, E, K, LAB, LTK, NA, NI, RMI, TOK, TON & TU

SOF02 provides students with the skills to analyse society and human behaviour from a sociological perspective. It examines a number of pressing social problems within contemporary society and offers students the opportunity to evaluate it and provide solutions. Key sociological issues including gender & sexuality, health & illness, migration & mobility and social change are some of the topics we will explore. Students will also learn the art of conducting research and techniques involved in interviewing for life histories, situations and on-going personal experiences.

SOP02 An Introduction to Sociology

Prerequisites: Admission into Preliminary Programme

Semester 1: Not offered

Semester 2: B and P at SI,B at L, and P at SAM, CI, E, K, LAB, LTK, NA, NI, RMI, TOK, TON & TU

This course introduces students to sociology – the study of human society and social behaviour. All areas of social life will be examined including family, culture, media, peer groups and workplace from within the Pacific context. The main concerns of the course will be to examine ways in which behaviour is influences by groups, the nature and functions of social institutions that we have created and the relationships that exist between individuals and society.

TEF02 Introduction to Technology A

Prerequisites: Admission into Foundation Programme

Semester 1: B and P at L and P at C* **Semester 2:** Not offered

TEF02 provides the necessary background for a good understanding of basic engineering drawing. The prescribed exercises will enable students to develop the skills required for the production and interpretation of engineering drawings. Topics include tangency, ellipse construction, conic sections, loci, descriptive geometry, vectors, truss analysis, pictorial views, survey and orthogonal drawing. Emphasis is placed on developing students' abilities to recognize, apply and manipulate the principles of descriptive geometry and mechanics to solve engineering problems.

TEF03 Introduction to Technology B

Prerequisites: Admission into Foundation Programme

Semester 1: Not offered **Semester 2:** B and P at L and P at C*

TEF03 is divided into two parts: Materials science and Engineering mechanics. Materials science includes the study of structure, properties, inspection and testing, manufacturing processes and the utilization of common engineering materials such as ferrous and non-ferrous metal and their alloys, plastics, wood, concrete and composite materials. Engineering mechanics covers the fundamental concepts of statics as a foundation for applied mechanics. Topics include force systems, moments and simple machines.

TEP02 Preliminary Technology

Prerequisites: Admission into Preliminary Programme

Semester 1:Not offered **Semester 2:** B and P at L and P at C*

TEP02 is designed to provide basic engineering drawing skills to those with limited or no engineering drawing skills. Topics in this course include: basic engineering drawing skills, important constructions, tangency, helix, oblique drawing, isometric drawing, orthographic drawing, interpenetration and engineering drawing applications. Emphasis will be placed on the development of the students' capability to recognise, apply and manipulate the principles of descriptive geometry to solve engineering problems. TEP02 provides the necessary background for a good understanding of basic technical drawing. The prescribed exercises will enable students to develop skills required for the production and interpretation of working drawings. Emphasis is placed on developing students' abilities to recognize, apply and manipulate the principles of descriptive geometry to solve technical problems.

Pacific Technical and Further Education (Pacific TAFE)
Continuing Vocational Education & Training (CVET)
Course Descriptions

CCS41 Cyber Security Fundamentals

Prerequisites: Admission to Certificate IV in Cyber Security Programme

Note: Offered B at C on cohort basis

This course provides base level skills and knowledge to configure an operating system on a personal computer, adding security, setting user level passwords and privileges to limit and identify user access - all required to increase protection of the end point from cyber security attacks. It also provides an overview of Internet of Things (IoT) devices, an introduction to computer networking virtualisation and the usage of basic cyber security tools. It includes the threats an organisation encompasses such as networks, machines, applications, data, users and infrastructure. Finally, the course introduces the implementation of tools and systems an organisation can use to protect from both internal and external cyber-attacks.

CCS42 Data Analysis & Scripting

Prerequisites: Admission to Certificate IV in Cyber Security Programme

Note: Offered B at C on cohort basis

This course provides the knowledge and skills necessary for a cyber security practitioner to detect and recognize discrepancies in data by performing analysis. It also covers the collection of data on a scenario and performing basic analysis and includes the process of breaking down the scenario to a set of subtasks which are examined for their effectiveness. Furthermore the course examines common threats, ethical hacking principles and introduction to penetration testing, social engineering security issues, enumeration, port scanning, foot printing, traffic sniffers and wireless LAN vulnerabilities and contains a solid treatment of intrusions.

CCS43 Ethical Practices in Cyber Security

Prerequisites: Admission to Certificate IV in Cyber Security Programme

Note: Offered B at C on cohort basis

This course provides a sound working knowledge of the key features which make up the network security for an organisation. The course includes a detailed investigation of threats and mitigation techniques, network security architectures, introduction to firewall setup and configuration, intrusion prevention system (IPS) setup and operation as well as internetworking operating system (10S) software features to harden routers and switches. It applies to ICT personnel who are required to gather information to determine the organisation's code of ethics, and protect and maintain privacy policies and system security. This course also investigates proxy server vulnerabilities, Wireless LAN (WLAN) security vulnerabilities and the application of Virtual Private Networks (VPN's) and cryptography fundamentals.

CCS44 Security Domains & Vulnerabilities

Prerequisites: Admission to Certificate IV in Cyber Security Programme

Note: Offered B at C on cohort basis

The purpose of this course is to undertake a project that simulates a real cyber security environment. The project may include using a Cyber Security Operations Centre (CSOC) sandbox or equivalent laboratory environment. This environment allows the participant to demonstrate configuring and testing of firewalls, implementing Intrusion Detection System (IDS) and evaluating and identifying any traffic anomalies. The practitioner will monitor and evaluate the physical security infrastructure of the organisation, and implement a regular security infrastructure maintenance program. The course also includes forming the team, clarifying roles, interpreting an Incident Response Plan (IRP), using red and blue teams to test the IRP, implementing an incident, evaluating the IRP for its effectiveness and developing improvement.

CEA41 Financial Reports for Non-Reporting Entities

Prerequisites: Admission into Certificate IV in Accounting or Diploma in Accounting (Level 5)

Semester 1: B at C **Semester 2:** B at C

This course describes the functions involved in preparation and processing of routine financial documents, preparing journals entries, posting journals to ledgers, preparing, banking and reconciling financial receipts, and extracting a trial balance and interim reports. The course also describes the performance outcomes, skills and knowledge required to record general journal adjustment entries and to prepare end of period financial reports for non-reporting entities.

CEA42 Business Documents

Prerequisites: Admission into Certificate IV in Accounting or Diploma in Accounting (Level 5)

Semester 1: B at C **Semester 2:** Not offered

This course describes the performance outcomes, skills and knowledge required to design and produce various business documents and publications and make decisions in legal context. The course also identifies industry professional approaches to procedures, guidelines, policies and standards, including ethical requirements and how to meet these expectations in all aspects of work.

CEA43 Computerised Accounting System

Prerequisites: Admission into Certificate IV in Accounting or Diploma in Accounting (Level 5)

Semester 1: B at C **Semester 2:** B at C

This course describes the performance outcomes, skills and knowledge required to modify and operate an integrated computerised accounting system. The course also incorporates the process of business taxation requirements related to Business Activity Statements [BAS] and Instalment Activity Statements [IAS] including the completion of Activity Statements.

CEA44 Cost Management Technique

Prerequisites: Admission into Certificate IV in Accounting or Diploma in Accounting (Level 5)

Semester 1: B at C **Semester 2:** Not offered

This course describes the performance outcomes, skills and knowledge required to prepare and document operational budgets for business. The course also includes how to prepare forecasts and projections of the organisation and how to produce a project budget to monitor project expenditure and to contribute to cost finalisation processes.

CEA45 Accounting for Inventory & Payment

Prerequisites: Admission into Certificate IV in Accounting or Diploma in Accounting (Level 5)

Semester 1: Not offered **Semester 2:** B at C

This course describes the performance outcomes, skills and knowledge required to comply with organisational inventory procedures, reconcile inventory records to general ledgers, record inventory flows, prepare schedules and produce ad hoc reports. The course also comprises of the payroll process and the verification and authorisation of payments.

CEA51 Financial Reporting for Corporate Entities

Prerequisites: Any four from CEA41, CEA42, CEA43, CEA44, CEA45, CEBA44

Semester 1: Not offered **Semester 2:** : B at C

This course describes the performance outcomes, skills and knowledge required to identify statutory reporting requirements for preparing financial reports. The course also includes how corporate entities prepare financial reports to meet statutory reporting requirements.

CEA52 Manage Budget & Forecasts

Prerequisites: Any four from CEA41, CEA42, CEA43, CEA44, CEA45, CEBA44

Semester 1:B at C **Semester 2:** Not offered

This course describes the performance outcomes, skills and knowledge required to prepare, document and manage budgets and forecasts, and encompasses forecasting estimates and monitoring budgeted outcomes in line with the financial objectives of the work team and the organisation.

CEA53 Tax Returns

Prerequisites: CEA41, CEA42, CEA43, CEA44, CEA45, CEBA44

Semester 1: B atC **Semester 2:** Not offered

The course describes the performance outcomes, skills and knowledge required to maintain taxation accounting records and process lodgements and returns in accordance with FRCA requirements, excluding income tax. The course also includes how to identify taxation requirements for complex lodgements and returns, gather, analyse and process taxation related data to prepare taxation returns and lodgements, and review compliance.

CEA54 Introduction to Internal Control

Prerequisites: CEA41, CEA42, CEA43, CEA44, CEA45, CEBA44

Semester 1: Not offered **Semester 2: B at C**

This course describes the performance outcomes, skills and knowledge required to analyse corporate governance standards and the implementation of processes and procedures to meet corporate governance obligations. The course also includes the process of implementing effective internal controls procedures.

CEA55 Financial & Business Performance Information

Prerequisites: CEA41, CEA42, CEA43, CEA44, CEA45, CEBA44

Semester 1: B at C **Semester 2:** B at C

This course describes the performance outcomes, skills and knowledge required to analyse and report on a broad range of financial and business performance information for advisory purposes. The course also includes how to evaluate an organisation's financial position and performance.

CEA56 Management Accounting Information

Prerequisites: CEA41, CEA42, CEA43, CEA44, CEA45, CEBA44

Semester 1:: B at C **Semester 2** : B at C

This course describes the performance outcomes, skills and knowledge required to gather, record and analyse operating costs and data, prepare cost reports and budgets, and calculate the cost of products, services and other organisational activities.

CEA57 Accounting Workplace Practicum

Prerequisites:: CEA41, CEA42, CEA43, CEA44, CEA45, CEBA44, CEA51, CEA52, CEA53, CEA54, CEA55, CEA56

Semester 1:B at C **Semester 2:** B at C

This course involves learning through placement at an industry for the purpose of gaining hands-on experience through executing actual tasks and assignments. Students are required to do the on job training for at least 10 weeks or 400 hours towards the end of their programme. During their workplace attachment, students are to demonstrate their employability skills such as communication, teamwork, Problem-solving, Initiative and Creativity. Moreover, students will be learning specific guidelines as to the nature and scope of work experience, which will be provided in the student logbook.

CEB61 Business Ethics & Leadership

Prerequisites: Admission into Professional Diploma in Business Management

Semester 1: B at L, LAB & LTK **Semester 2:** Not offered

The issue of ethics (especially in business) gained prominence in the 1980s and 1990s largely in the wake of "deregulation" initiatives pursued by governments worldwide. This arose at a time when shortcomings were increasingly becoming obvious in the market as a regulator of organisational conduct. Focus thus moved to managers/leaders as a key focus of control in decision making. The range and quantity of business ethical issues reflects the interaction of profit-maximising behaviour with non-economic concerns. What exactly makes a decision ethical? The problem with ethics is that what may seem morally right (or ethical) to one person may seem appalling to another. This course will firstly, centralise the role of the leader/manager in decision-making. It then helps define ethical frameworks to make solving ethical dilemmas easier. A number of selected case studies are used to explore the challenges and dilemmas involved in leading an organisation in an ethical manner.

CEB62 Strategic Planning & Risk Management

Prerequisites: Admission into Professional Diploma in Business Management

Semester 1: B at L, LAB & LTK **Semester 2:** Not offered

Planning is one of the most critical means of fostering the success of an institution and the achievement of its strategic goals. Strategic planning has been defined as "the process of developing and maintaining a strategic fit between the organisation and its changing marketing opportunities" (Kotler and Murphy 1981, p. 471) This definition suggests environmental and resource analyses that allow goals to be set, followed by strategy formulation and systems improvements that lead to better performance at the strategic, tactical and operational levels. There are many external and internal risk factors that, if not carefully managed, can impede the successful accomplishment of an institution's strategic goals, including changing demographics, developments in the general economy, shifting priorities in government policies, natural disasters, and poor planning and management. Further, failure to strategically manage an institution's risk can actually compromise its continued financial viability. This course thus focuses on strategic planning and risk management.

CEB63 Total Quality & Change Management

Prerequisites: Admission into Professional Diploma in Business Management

Semester 1: Not offered **Semester 2:** B at L, LAB & LTK

In light of globalisation and emerging competitive scenarios, it is the quality factor that has emerged in the forefront of companies/organisations' agenda to enhance their competitiveness and public/market presence. Every public/private sector organisation needs to prepare a roadmap for a journey towards quality- a journey that is continuous and never ending. At the core of total quality management (TQM) lie three basic ideas: (1) striving for quality improvements, (2) a continuous effort based on scientific principles, and (3) maximum possible participation of customers, employees, supplies, etc. Quality management thus involves all of the challenges of change management - a new organisational culture. This course is all about Total Quality Management and how to implement it in order to gain total organisation support. It explores contextualised proposals to bring about worker support, commitment and involvement in the change process. It discusses the strategic aspects/considerations in formulating and implementing a quality programme; it describes tools and techniques of TQM; and it highlights the organisational and leadership aspects in TQM.

CEB64 Business Communication

Prerequisites: None

Semester 1: Not offered **Semester 2:** B at L, LAB & LTK

Professional communication spans key organisation functions including marketing, brand management, customer relations, consumer behavior, advertising, public relations, corporate communications, community engagement, reputation management, interpersonal communication, employee engagement and event management. This course focuses on interpersonal communication within the work context; writing letters of recommendation, of persuasion, of refusal or of action that reflects current word usage and up to date formats. Focus on skill areas of writing business cases, proposals and reports including email etiquette.

CEB65 People Management

Prerequisites: Admission into Professional Diploma in Business Management

Semester 1: B at L, LAB & LTK **Semester 2:** Not offered

In today's fast-moving world, managers and supervisors are expected to deal with a number of human resource issues. They may be asked to take part in human resource planning, recruitment, development of job descriptions, sit on interviews, conduct performance evaluations, or take responsibility for discipline. In addition to this, people management also involves dealing with conflict, which is very much a part of organisational life. Thus this course also covers conflict management. What is critical for resolving conflict is developing an understanding of, and trust in, shared goals. It requires openness, discipline, and creativity. There are no magical phrases or simple procedures for managing conflict. However, there are several

strategies for coping with conflict. Knowing when and how to use these techniques can make you more effective leader. This course thus takes you through a range of key people management challenges in the contemporary work environment.

CEB66 Managing Projects

Prerequisites: None

Semester 1: B at L, LAB & LTK **Semester 2:** B at L, LAB & LTK

Project management is no longer for construction engineers and military logistics experts anymore. In today's world, in addition to the regular duties of your job, you are often expected to take on extra assignments and to get that additional set of tasks done well, under budget and time frame. This course is not intended to take participants from a supervisory or administrative position to that of a project manager. However, it offers participants knowledge of the most common terminologies, most current thinking, trends and challenges involved in managing projects.

CEB67 Marketing & Sales Management

Prerequisites: Admission into Professional Diploma in Business Management

Semester 1: Not offered **Semester 2:** B at L, LAB & LTK

Marketing management is a business discipline which is focused on the practical application of marketing techniques and the management of a firm's marketing resources and activities. To create an effective, cost-efficient marketing management strategy, firms must possess a detailed, objective understanding of their own business and the market in which they operate in. At the tactical and operational levels the focus is on how to position the organisation and its products in order to maintain or improve sales. Sales management, on the other hand, focuses on the practical application of sales techniques and the management of a firm's sales operations, This course thus provides participants with a general as well as focused understanding of the intricacies and challenges of developing/sourcing and positioning of a product/service in order to get the best results from the initiative.

CEB68 Financial Management

Prerequisites: Admission into Professional Diploma in Business Management

Semester 1: Not offered **Semester 2:** B at L, LAB & LTK

The focus in this course is on understanding and interpreting accounting facts and figures as drafted by accountants and using this knowledge base in the participants' respective functional areas in order to improve managerial decision making. Managers from different functional areas would initially be exposed to financial and cost accounting concepts and practices so that they can understand and interpret the accounting facts and figures, as well as the periodic management accounts and financial reports. Tools and techniques of financial and cost analysis with hands-on exercises will also be part of this course. Managers

will be exposed to financial management techniques for effective decision-making in the various functional areas of management.

CEBA41 Office Finance

Prerequisites: Admission into Certificate IV in Business Administration or Diploma of Business Administration (Level 5)

Semester 1: B at C **Semester 2:** B at C

This course describes the performance outcomes, skills & knowledge required to record general journal adjustment entries & to prepare end of period financial reports.

CEBA42 Organisational Skills

Prerequisites: Admission into Certificate IV in Business Administration or Diploma of Business Administration (Level 5)

Semester 1: B at C **Semester 2:** Not offered

This course describes the performance outcomes, skills & knowledge required to organize meetings, including making arrangements, liaising with participants, developing & distributing meeting related documentation. In addition the course describes the performance, outcomes, skills and knowledge required to organise domestic and overseas business travel, including developing associated itineraries, booking travel and accommodation, preparing travel related documentation and making travel arrangements.

CEBA44 Customer Service

Prerequisites: Admission into Certificate IV in Business Administration or Diploma of Business Administration (Level 5)

Semester 1: Not offered **Semester 2:** B at C

This course describes the performance outcomes, skills and knowledge required to manage the ongoing relationship with a customer, which includes assisting the customer to articulate their needs, meeting customer needs and managing networks to ensure customer needs are addressed. The customer relationship would typically involve direct interaction a number of times over an extended period. Moreover, this course is appropriate to workers who are expected to have detailed product knowledge in order to recommend customised solutions. They would be expected to apply organisational procedures and be aware of, and apply as appropriate.

CEBA45 Business Writing

Prerequisites: Admission into Certificate IV in Business Administration or Diploma of Business Administration (Level 5)

Semester 1: Not offered **Semester 2:** B at C

This course describes the performance outcomes, skills and knowledge required to plan documents, draft text, prepare final text and produce documents of some complexity.

CEBA46 Office Resource Coordination

Prerequisites: Admission into Certificate IV in Business Administration or Diploma of Business Administration (Level 5)

Semester 1: B at C **Semester 2:** B at C

This course describes the performance outcomes, skills & knowledge required to determine and analyse existing & required resources, their effectiveness application & the accountability for their use.

CEBA51 Basic Marketing Skills

Prerequisites: CEBA41, CEBA42, CEBA43, CEBA44, CEBA45, CEBA46

Semester 1: B at C **Semester 2:** B at C

This course describes the performance outcomes, skills and knowledge required in developing marketing activities that match organisational objectives. It requires students to implement marketing activities described in a marketing plan, to monitor their effectiveness in meeting organisational and marketing objectives, and take actions to improve marketing performance.

CEBA52 Personal Development & Teamwork Skills

Prerequisites: Completion of any four courses at Level 4

Semester 1: B at C **Semester 2:** B at C

This course describes the performance outcomes, skills and knowledge required to manage own performance and professional development. Particular emphasis is placed on students setting and meeting priorities, anaylsing information and using a range of strategies to develop further competence as well as skills and knowledge required to facilitate all aspects of teamwork within the organisation. It involves taking a leadership role in the development of team plans, leading and facilitating teamwork and actively engaging with the management of the organisation.

CEBA53 Managing Projects

Prerequisites: Completion of any four courses at Level 4

Semester 1: B at C **Semester 2:** B at C

This course describes the performance outcomes, skills and knowledge required to undertake a project or a section of a larger project in the workplace.

CEBA54 Creating Print Media Advertising

Prerequisites: Completion of any four courses at Level 4

Semester 1: B at C **Semester 2:** B at C

This course describes the performance outcomes, skills and knowledge required to develop and implement a print mass media advertising plan within a given budget.

CEBA55 Human Resource Management Services

Prerequisites: Completion of any four courses at Level 4

Semester 1: Not offered **Semester 2:** B at C

This course describes the performance outcomes, skills and knowledge required to plan and deliver ethical human resource services, health and well-being.

CEBA56 Public Relations Skills

Prerequisites: Completion of any four courses at Level 4

Semester 1: Not offered **Semester 2:** B at C

This course describes the performance outcomes, skills and knowledge required to design, implement and evaluate public relations and crisis management.

CEBA57 Industry Training Attachment

Prerequisites: CEBA41, CEBA42, CEI41, , CEBA44, CEBA45, CEBA46 CEBA51, CEBA52, CEBA53, CEBA54, CEBA55, CEBA56

Semester 1: B at C **Semester 2:** B at C

Students will have to undertake six months of workplace assessed practicum to complete mandatory 400 hours of direct service work with clients & colleagues appropriate to one's program of study. The pre-requisite for this course is the completion of the 12 courses of the Diploma in Business Administration program. The workplace supervisor will assess all practical skills, knowledge & attitude during the attachment duration.

CECC31 Kitchen Fundamentals - Food Safety, OHS, Equipment and Cookery Methods

Prerequisites: Admission into Certificate III in Commercial Cookery or, Admission to Certificate III in Patisserie (Pastry & Bakery)

Semester 1: Bat L & NAN **Semester 2: B**at L & NAN

This course introduces the standards and processes of work in a commercial kitchen. It covers the fundamentals of food and workplace safety and cookery methods. The course promotes professional operating procedures and standards such as work processes, the correct use of equipment, personal hygiene practices and food preparation and service in the professional kitchen.

CECC32 Cookery Methods & Skill 1

Prerequisites: Admission into Certificate III in Commercial Cookery

Semester 1: Bat L & NAN **Semester 2: B**at L & NAN

The course covers operating standards of food preparation in the commercial kitchen. Complementing CECC31 work, this course applies cookery principles across the major food categories of the menu – appetisers, salads, stock, sauce and soups, vegetable, fruit, farinaceous and egg dishes and poultry, seafood and meat dishes.

CECC33 Cookery Methods & Skills2

Prerequisites: Admission into Certificate III in Commercial Cookery

Semester 1: Bat L & NAN **Semester 2:** Bat L & NAN

This course covers the performance standards of skills and knowledge for menu products of cakes, pastries, bread and desserts. Training also incorporates kitchen service for buffets linked to the correct standards and the use of ingredients and equipment. The course addresses knowledge and skills in waste management standards to promote environment sustainability and team coaching processes to enhance the effectiveness of team work in the kitchen.

CECC34 Technology, Menu Planning, Stock Control and First Aid

Prerequisites: Admission into Certificate III in Commercial Cookery or, Admission to Certificate III in Patisserie (Pastry & Bakery)

Semester 1: Bat L & NAN **Semester 2:B** at L & NAN

Communications and documentation are important aspects of business in the commercial kitchen today. This course covers the use of selected computer applications for documentation, communication, costing, inventory management and menu development.

CECC35 Workplace Attachment – Commercial Cookery

Prerequisites: CECC31, CECC32, CECC33 & CECC34

Semester 1: Bat L & NAN **Semester 2:** B at L & NAN

The student is to complete nine weeks of industry training in a kitchen operation at a 4 star resort/hotel kitchen. During the workplace attachment, the student must adhere to the policies and standards of the operation will be mentored by industry practitioners and monitored by the Trainer. The monitoring of the student at training is to enable the completion of assessments, maintain industry partnership, access feedback and advice, and track the student's well-being and progress towards completing the mandatory 400 hours of industry experience.

CECC41 Pacific Rim Cuisine and Seasonal Local Produce

Prerequisites: Admission to Certificate IV in Commercial Cookery

Semester 1: Bat L & NAN **Semester 2:** Not offered

This course introduces Asian cuisine, cooking techniques, flavours and essences. It covers the fundamentals of cuisine standards and principles for the development of professional competence. The course promotes the use of local and seasonal produce in the preparation of fusion dishes using international culinary processes and kitchen fundamentals.

CECC42 International Cuisine

Prerequisites: Admission to Certificate IV in Commercial Cookery

Semester 1: Bat L & NAN **Semester 2:** Not offered

The course covers the haute cuisine aspects of pates and terrine preparation, international cuisine and the quality maintenance of perishable products for the kitchen menu. Complementing CECC41 work, the training focuses on the decorated cakes, tarts, petit fours and artisan bread for the patisserie and boulanger parties.

CECC43 Kitchen Menus & Budgets

Prerequisites: Admission to Certificate IV in Commercial Cookery, or, Admission to Certificate IV in Patisserie (Pastry & Bakery)

Semester 1: Bat L & NAN **Semester 2:** B at L & NAN

This course covers the operating processes and standards of managing finances for the kitchen budget, OHS practices and environmental sustainability. Training also focus on menu development processes and special dietary requirements, menu development processes and costing.

CECC44 Kitchen Teams & Leadership

Prerequisites: Admission to Certificate IV in Commercial Cookery, or Admission to Certificate IV in Patisserie (Pastry & Bakery)

Semester 1: Bat L & NAN **Semester 2:** B at L & NAN

This course covers team and leadership skills required for a diverse and high tempo kitchen operations environment. The training promotes operations productivity initiatives by addressing conflict management processes for team settings.

CECC51 International Cuisine 2

Prerequisites: Admission to Diploma of Culinary Arts & Management

Semester 1: Not offered **Semester 2:** Bat L & NAN

This course emphasizes the culinary standard of skills and knowledge required in the preparation and service of international and Pacific menu items. The content of the course will draw from international menus and focus on planning, preparing, serving and measuring dish quality. The training will promote 'local produce' and how this can influence the quality of the Pacific tourists' food experience and the advantages of the use of local produce.

CECC52 Yeast Products, Pastries, Desserts & Specialty Cakes

Prerequisites: Admission to Diploma of Culinary Arts & Management

Semester 1: Not offered **Semester 2:** B at L & NAN

This course covers skills and knowledge required to produce yeast-based bakery products, desserts, petit fours and specialty cakes. The training focuses on the science, and art of pastry and bakery production, correct use of equipment, quality of pastry/bakery products standards and the control processes required for quality and profit.

CECD31 Basic Concepts of Community Development

Prerequisites: Admission into Certificate III in Community Development

Semester 1: B at C **Semester 2:** Not offered

This course introduces students to the basic elements of community development and the range of features that make up the community. It enables them to look at social, economic, political and governance, traditional and environmental factors (including resources) that characterise communities and play a role in their development as well as look at cross cutting issues facing communities (such as gender and climate change) that also affect their development.

CECD32 Community Development Process

Prerequisites: Admission into Certificate III in Community Development

Semester 1:Not offered **Semester 2:** B at C

This course focuses on the various essential processes and skills to enable and facilitate effective community development. These processes and skills enable communities and those working in communities to determine the kind of development they want for their community and how to go about it. It reviews some of the issues raised in the first course, especially development challenges. Development skills such as planning, scoping, decision making, leadership, governance and conflict mediation in community development are introduced to address some of these development challenges. Other important areas covered include advocacy and mobilising resources for community development.

CECD33 Community Project Development

Prerequisites: Admission into Certificate III in Community Development

Semester 1:Not offered **Semester 2:** B at C

This course introduces learners to the different elements that make up a project and different phases of developing a project. Students will be able to demonstrate their ability to understand how these elements in a project relate and work together for a community development initiative. In addition to demonstrate their understanding of the project development processes particularly the planning phase and the development of project to meet donor funding requirement.

CECL41 Counselling Relationships & Micro Skills

Prerequisites: Admission to Certificate IV in Counselling

Semester 1: B at C **Semester 2:** B at C

This course describes the skills and knowledge required to use a structured approach to counselling to determine, establish and confirm the nature of the counsellor client relationship according to the agency's counselling model. It applies to individuals whose Jo roles involves working with clients on personal and psychological issues within established policies, procedures and guidelines.

CECL42 Fundamental Theories in Counselling

Prerequisites: Admission to Certificate IV in Counselling

Semester 1: B at C **Semester 2:** B at C

This course describes the skills and knowledge required to study theories of personality and human development, and link those to counselling practice and to apply theory underpinning behaviorism and social learning to formulate and monitor a programme for behaviour change in counselling context. It applies to

individuals whose job role involves working with clients on personal and psychological issues within established policies, procedures and guidelines.

CECL43 Counselling Therapies Client Support

Prerequisites: Admission to Certificate IV in Counselling

Semester 1: B at C **Semester 2:** B at C

This course describes the skills and knowledge required to select and use different counselling therapies to meet client needs, to assist clients to clarify their goals, explore options and develop a course of action, to support clients to identify and work through concerns, and to manage the overall counselling process to it conclusion. The course applies to individuals whose job role involves working with clients on personal and psychological issues within established policies, procedures and guidelines.

CECL44 Cultural Sensitivity Towards Diverse Ethnic Groups

Prerequisites: Admission to Certificate IV in Counselling

Semester 1: B at C **Semester 2:** B at C

This course describes the skills and knowledge required to work respectfully with people from diverse social and cultural groups and situations, including people from distinct cultures of the Pacific Island region, cultural safety issues in the workplace, model cultural safety in own work practice, and develop strategies to enhance cultural safety. It applies to people working in a broad range of roles including those involved in direct client service, programme planning, development and evaluation contexts.

CECL51 Legal, Ethical & Professional Practice

Prerequisites: Admission to Diploma of Counselling (Level 5)

Semester 1: B at C Semester 2: B at C

This course describes the skills and knowledge required to identify and work within the legal and ethical frameworks that apply to an individual's job role and to evaluate and enhance own practice through a process of reflection and ongoing professional development. It applies to community services and health workers who play proactive role in identifying and meeting their legal and ethical responsibilities and who take pro-active responsibility for their own professional development. This course describes the skills and knowledge required to identify and work within the legal and ethical frameworks that apply to an individual's job role and to evaluate and enhance own practice through a process of reflection and ongoing professional development. It applies to community services and health workers who play proactive role in identifying and meeting their legal and ethical responsibilities and who take pro-active responsibility for their own professional development.

CECL52 Case Management & Crisis Situations

Prerequisites: Admission to Diploma of Counselling (Level 5)

Semester 1: B at C **Semester 2:** B at C

This course describes the skills and knowledge required to recognise situations where people may be in imminent crisis, and then to work collaboratively to minimise any safety concerns and make plans to access required support services, to undertake case management meetings to plan, monitor and review service provision and to work in a range of health and community service contexts.

CECL53 Client Safety & Support

Prerequisites: Admission to Diploma of Counselling (Level 5)

Semester 1: B at C **Semester 2:** B at C

This course describes the skills and knowledge required to identify and manage immediate suicide risk and work with the individual to achieve safe outcomes. It includes the requirements for developing a clear safety plan for addressing any immediate danger to the person at risk or others, mobilising access to emergency medical help when needed and facilitating links with further support and to recognise and respond to the needs of people who are experiencing loss, grief and bereavement.

CECL54 Responding to Family & Educational Issues

Prerequisites: Admission to Diploma of Counselling (Level 5)

Semester 1: B at C **Semester 2:** B at C

This course describes the skills and knowledge required to identify and respond to the needs of clients who may be experiencing domestic and family violence, including responding to immediate intervention and support needs, to plan, facilitate and review psycho-educational groups using the theories and models of group work and strengths-based approaches. It applies to individuals who plan and run psycho-educational groups based on established programmes and procedures.

CECP31 Patisserie Methods & Skills 1

Prerequisites: Admission into Certificate III in Patisserie (Pastry & Bakery)

Semester 1: B at L, & NAN **Semester 2:** Not Offered

This course establishes competencies in planning and producing various cakes utilising specialised equipment, ingredients and industry standard work methods. The training develops knowledge and skills in the production, decoration, service and storage of specialised cakes – gateaux and tortens. The training covers food service set ups, the selection and portioning of ingredients plus the selection and use of equipment.

The course establishes skills for effective teamwork and the processes and standards of on-the-job coaching.

CECP32 Patisserie Methods & Skills2

Prerequisites: Admission into Certificate III in Patisserie (Pastry & Bakery)

Semester 1B at L & NAN **Semester 2:** Not Offered

. This course specialises in the planning, preparation and finishing procedures and standards for pastries, yeast based products, petit fours and dessert. The training covers the service and correct storage standards for the products in the Patisserie kitchen. This course emphasises the importance of developing knowledge, standards and, the commitment to environmental sustainability practice.

CECP33 Workplace Attachment - Patisserie

Prerequisites: CECP31, CECP32, CECC31, CECC34

Semester 1: Bat L & NAN **Semester 2:** B at L & NAN

The student is to complete nine weeks of industry training in a pastry/bakery operation at a 4 star resort/hotel kitchen. During the workplace attachment, the student must adhere to the policies and standards of the operation, will be mentored by industry practitioners and monitored by the Trainer. The monitoring of the student at training is to enable the completion of assessments, maintain industry partnership, access feedback and advice, and track the student's wellbeing and progress towards completing the mandatory 400 hours of industry experience.

CECP41 Patisserie Methods & Skills 3

Prerequisites: Admission to Certificate IV in Patisserie

Semester 1: Not Offered **Semester 2:** B at L & NAN

This course focuses on the performance outcomes, skills and knowledge required for the production of marzipan, chocolate, special dietary food, espresso coffee and customer service. The preparation and modelling of marzipan and the preparation and moulding of chocolate are high-end technical skills used by experienced patissiers who operate independently or work with limited guidance from others.

CECP42 Patisserie Methods & Skills4

Prerequisites: . Admission to Certificate IV in Patisserie

Semester 1: Not Offered **Semester 2:** B at L & NAN

This course covers the performance outcomes, skills and knowledge required for the pastry specialist on basic sugar works and showpieces for food displays and, events planning and buffet service. The preparation and modelling of sugar and showpieces are high-end technical skills used by experienced patissiers who operate independently or work with limited guidance from others.

CED41 Disaster Risk Reduction

Prerequisites: Admission into Certificate IV in DISASTER RISK MANAGEMENT (TEAM LEADERSHIP)

Semester 1: Offered on Cohort Basis **Semester 2:** Offered on Cohort Basis

This course will provide learner the knowledge and skills related to disaster risk management strategies and risk reduction planning. With disasters having such devastating impacts on Pacific nations, gaining knowledge of the 'all-hazards, all agencies' model of disaster management is important for all levels of leadership and for effective disaster preparedness and response. The course introduces key disaster management terminology

concepts, the disaster management cycle and the elements of hazard, vulnerability and risk Learners reflect on changes in disaster risk management and develop risk reduction plans. They develop skills and knowledge to undertake risk analysis tools. Learners evaluate level of risk, including for people who are impacted by social and economic contents and different vulnerabilities. They build knowledge of risk governance, business and the community to work together in reducing risk.

CED42 Leadership in Disaster Risk Management

Prerequisites: Admission into Certificate IV in DISASTER RISK MANAGEMENT (TEAM LEADERSHIP)

Semester 1: Offered on Cohort Basis **Semester 2:** Offered on Cohort Basis

This course supports the strategic development of professionalisation for disaster management team leaders. It develops the leadership and the communication skills, knowledge and attributes required to lead the team, contribute to team cohesion and develop plans that meet expected outcomes. The course develops communication strategies to bridge the gap between the management of the organisation and

the team members. Communication competencies essential for operational staff in disaster risk management and disaster response contexts are developed. learners are involved in scenarios, interacting with people internally and externally through verbal, nonverbal and written communication. Learners give and receive instructions, take part in team and group discussions, participate in meetings and prepare to process workplace correspondence and records. Learners are provided with opportunities to conduct briefings and debriefings and develop fundamental stakeholder engagement skills

CED43 Disaster Response Management

Prerequisites: Admission into Certificate IV in DISASTER RISK MANAGEMENT (TEAM LEADERSHIP)

Semester 1: Offered on Cohort Basis **Semester 2:** Offered on Cohort Basis

This course is intended for those with team responsibilities as part of their usual or disaster response role, and a team leadership role when needed. The learner is introduced to and applies the Pacific Incident Management System (PacIMS), a common incident management system for all participating agencies and personnel that can be applied across any type of event, incident or disaster from small to large. Participants develop and apply the skills and knowledge to plan and implement response strategies. This includes emergency risk assessment with diverse stakeholders and developing, implementing and monitoring a

Response Action Plan (RAP). Skills are developed for two-way communication with the community and working collaboratively during all phases of the disaster management cycle. The course aims to maintain and

build community confidence in incident management responses and related policy. Skills are developed to access and allocate resources for operational or exercise objectives and to monitor, evaluate and report on resource use.

CED44 Coordination of Response

Prerequisites: Admission into Certificate IV in DISASTER RISK MANAGEMENT (TEAM LEADERSHIP)

Semester 1: Offered on Cohort Basis **Semester 2:** Offered on Cohort Basis

This course develops the skills and knowledge for working in a team environment, undertaking Emergency Operation Centre (EOC) team member roles and responsibilities to setup, activate and close or deactivate an EOC. Learner skills and knowledge are built through EOC simulations, case studies and activities based on responses to emergency/disaster scenarios. The course develops skills and knowledge to carry out tasks and procedures for all aspects of using information management system/s and information management, analysis, dissemination and presentation in an EOC to ensure a timely and appropriate response for disaster victims. Furthermore this course is applicable to those who have responsibility for ensuring that relevant information is collected and disseminated to EOC team members and others and that information is managed inaccordance with standard operating procedures and within specified timeframes.

CED45 Manage Disaster Preparedness Exercise

Prerequisites: Admission into Certificate IV in DISASTER RISK MANAGEMENT (TEAM LEADERSHIP)

Semester 1: Offered on Cohort Basis **Semester 2:** Offered on Cohort Basis

These course learners develop skills and knowledge to design, develop and/or modify activities related to emergency or disaster exercises. learners design and plan exercise activities, assess risk and plan for resource allocation. Furthermore, this course develops the skills and knowledge required to manage and evaluate exercise activities that are relevant to the learners' workplace and/or national context. It includes preparing and managing exercise activities that are appropriate to the identified exercise need and evaluating outcomes against exercise objectives Learners may take part in exercises ranging from a small activity to a large scale test of emergency or disaster plans. Learners develop and practice emergency or disaster preparedness, response or management skills that can be applied to any context where the exercise is appropriate. Exercises can help build motivation and measure disaster response capability.

CEE31 Child Development & Care

Prerequisites: Admission into Certificate III in Early Childhood Care and Education

Semester 1: B at C **Semester 2:** B at C

This course describes the skills and knowledge required by educators working with babies and toddlers to ensure that the children's physical and emotional wellbeing is maintained and their self-sufficiency is nurtured. It recognises and supports the interrelationship between the physical, social, emotional, cognitive and communication development of children from birth to six years of age and ensures that children are healthy and safe. It promotes healthy eating with nutritious food and drinks prepared in a safe and hygienic manner.

CEE32 Curriculum Studies

Prerequisites: Admission into Certificate III in Early Childhood Care and Education

Semester 1: B at C **Semester 2:** B at C

This course describes the skills and knowledge required to enable educators to provide children with opportunities to maximise their potential and develop a foundation for future success. It supports children's play and learning. It requires students to gather information about children through observation and other sources as a basis to inform program-planning cycles and share with children and their respective families.

CEE33 Early Childhood Professional Practice

Prerequisites: Admission into Certificate III in Early Childhood Care and Education

Semester 1: B at C **Semester 2:** B at C

This course describes the skills and knowledge required to support and protect children and young people who are at risk of harm. This work occurs within legislative and policy frameworks and carries a duty of care and responsibility. It also ensures that students can develop and maintain effective relationships and promote positive behaviour. Students will participate in all aspects of workplace health and safety and provide a first aid response to infants, children and adults.

CEE34 Growing Up in a Pacific Family & Community

Prerequisites: Admission into Certificate III in Early Childhood Care and Education

Semester 1: B at C **Semester 2:** B at C

This course deals specifically with cross-cultural awareness and issues involving working with Pacific families, organisations and communities. It requires students to be an effective and proactive member of an innovative team that communicates and cooperates with persons of diverse cultures. The course prepares students to analyse the workplace in relation to environmentally sustainable work practices and to implement improvements and monitor their effectiveness.

CEE35 Early Childhood Care & Education Workplace Attachment

Prerequisites: CEE31, CEE32, CEE33, CEE34

Semester 1: B at C **Semester 2:** B at C

This is a structured course with set tasks for each week of attachment. Students must seek consent and secure a workplace as venue for the attachment before the professional practice. Students are expected to complete a maximum of fourteen weeks in a child care centre and a preschool within the local community.

CEE41 Child Development & Care for Special Needs

Prerequisites: Admission into Certificate IV in Early Childhood Care and Education

Semester 1: B at C **Semester 2:** B at C

This course describes child development from conception to five years of age. It addresses factors such as disabilities that influence development and offer suggestions that enhance development in diverse environments within communities. Students will be encouraged to monitor growth through detailed observation that leads to planning a programme that safely supports children's holistic development.

CEE42 Children & Childhood

Prerequisites: Admission into Certificate IV in Early Childhood Care and Education

Semester 1: B at C **Semester 2:** B at C

This course introduces students to the various perspectives of childhood across historical periods and how these are influenced by political and economic contexts, it cultivates a deeper understanding towards children's experiences and how it shapes a child's interaction with other children in a learning environment. It critically examines the nurturing practices that Educarers use to support children's childhood experiences.

CEE43 Understanding & Supporting Young Children's Behaviour

Prerequisites: Admission into Certificate IV in Early Childhood Care and Education

Semester 1: B at C **Semester 2:** B at C

This course explores the theories related to children's behaviour. It addresses issues on challenging behaviour and prepares students to support children's changing behaviour through positive responses. Students will be expected to identify behaviours common to infants and toddlers and examine the approaches that can guide families in appropriately addressing children's behaviour.

CEE44 Young Children's Health & Wellbeing

Prerequisites: Admission into Certificate IV in Early Childhood Care and Education

Semester 1: B at C **Semester 2:** B at C

This course is designed to engage students on practices related to young children's health, wellbeing and safety. Caring and monitoring young children's hygiene, immunisation, nutrition, oral health and sleeping patterns will be explored widely. Students will be expected to create a well-child chart, a first aid kit and demonstrate indoor and outdoor child-friendly practices that are safe.

CEE45 Practices and Skills of an EarlyChildhood Care and Education Professional

Prerequisites: Admission into Certificate IV in Early Childhood Care and Education

Semester 1: B at C **Semester 2:** B at C

This course prepares students with the knowledge and skills of a professional Educarer. Students will study and discuss the framework and policies that guide early childhood care and education and yield best practices. It will highlight some administrative skills that enhances the management of an Educare centre through creative programme planning. It will explore the differences between a childcare centre, a head start programme, a preschool programme and a kindergarten programme and prepares students towards planning and managing these programmes.

CEE46 Early Childhood Care & Education Workplace Attachment

Prerequisites: CEE41, CEE42, CEE43, CEE44, CEE45

Semester 1: B at C **Semester 2:** B at C

This is a structure course with set task for each week of attachment at a local Educare centre. Students must seek consent and secure a workplace with the expectation to complete 200 hours of professional practice.

CEE51 Development & Care for Children's Health, Wellbeing and Safety

Prerequisites: Admission into Diploma of Early Childhood Care and Education (Level 5)

Semester 1: B at C **Semester 2:** B at C

This course prepares students with skills and knowledge required for working with children from birth to eight years of age. It teaches students to maintain children's physical and emotional wellbeing and effective relationships. Students will learn to promote positive behaviour; early intervention; inclusion; respect for diversity and healthy eating with appropriate nutritious food and drinks prepared in a safe and hygienic manner. Students will nurture children's self-sufficiency. Students will develop, implement, monitor and review plans for support strategies that address a child's additional needs and barriers to learning and enhance the holistic development and wellbeing of children from birth to eight years of age.

CEE52 Children in Pacific Families & Communities

Prerequisites: Admission into Diploma of Early Childhood Care and Education (Level 5)

Semester 1: B at C **Semester 2:** B at C

This course teaches students to identify Pacific Islanders cultural safety issues in the workplace. Strategies that enhance cultural safety are developed and modelled in students own simulated work practice. A student is required to work towards cultural competency and to support participation of all children and families in children's services. This support includes contributing to children's understanding and acceptance of all cultures.

CEE53 Curriculum Studies in Early Childhood Care & Education

Prerequisites: Admission into Diploma of Early Childhood Care and Education (Level 5)

Semester 1: B at C **Semester 2:** B at C

This course enables students to provide children with opportunities to maximise their potential and develop a foundation for future success. Students will design, implement and evaluate the curriculum to foster children's learning, development and nurture creativity in children. Students will gather and analyse information about children's learning, in order to inform sustainable practice and support children's connection with their world.

CEE54 Professional & Inclusive Practice in Early Childhood Care & Education

Prerequisites: Admission into Diploma of Early Childhood Care and Education (Level 5)

Semester 1: B at C **Semester 2:** B at C

This course teaches students to promote and encourage children's agency; to support and protect children and young people who are at risk of harm; to provide first aid response to infants, children and adults; to identify and work within the national and international legal and ethical frameworks that apply to an individual's job role; to implement and monitor work health and safety (WHS) policies, procedures and work practices as part of a small work team. Students will work within legislative and policy frameworks and carry a duty of care responsibility, to facilitate legislative, regulatory and National Quality Framework compliance within an education and care service.

CEE55 Leadership & Research in Early Childhood Care & Education

Prerequisites: Admission into Diploma of Early Childhood Care and Education (Level 5)

Semester 1: B at C **Semester 2:** B at C

This course will teach students to establish information need through gathering and critically analysing information relevant to Early Childhood Care and Education and required to create an environment that supports the application of innovative practice. Students will focus on a holistic approach to the integration of innovation across all areas of work practice. Students will demonstrate senior leadership behaviour; personal and professional competence and business ethics in order to develop, implement and modify a workplace sustainability policy to suit changed circumstances in learning and caring.

CEE56 Early Childhood Care & Education Workplace Attachment

Prerequisites: CEE41, CEE42, CEE43, CEE44, CEE45, CEE46, CEE51, CEE52, CEE53, CEE54, CEE55

Semester 1: B at C **Semester 2:** B at C

This is a structured course with set tasks for each week of attachment. Students must seek consent and secure a work venue before the professional practice. Students are expected to complete a maximum of

fourteen weeks of attachment in learning or care centre within their community under the direct supervision of a professional and qualified educator or child care giver. Assessment on students' workplace attachment will be conducted twice on either site by an ECEC Trainer or Coordinator and through submission of final workplace documentation at the end of week fourteen.

CEFA41 Coastal Fisheries Policies & Legal Instruments

Prerequisites: Admission to Certificate IV in Coastal Fisheries and Aquaculture Compliance Programme

Note: Offered B at C on cohort basis

This course describes the skills and knowledge required to follow appropriate social principles and practice good governance procedures when undertaking Monitoring, Control and Surveillance (MCS) activities. It also requires a coastal fisheries or aquaculture MCS officer to outline knowledge of international legal instruments and policies that impact MCS work; explain defined MCS outcomes for effective fisheries management; and clearly communicate fisheries administrator related messages. The application of all this knowledge will then be demonstrated in exercising powers of authorised fisheries officers through conducting searches, cautioning or reporting suspects and assessing or preserving crime/incident scenes.

CEFA42 Interacting with the Community

Prerequisites: Admission to Certificate IV in Coastal Fisheries and Aquaculture Compliance Programme

Note: Offered B at C on cohort basis

This course describes the skills and knowledge required to undertake community engagement activities by: facilitating effective consultations; utilising conflict resolution/negotiation skills to address issues/incidents; monitoring fish catches and measuring species size for legal compliance; monitoring market documentation for fish sales/purchases and by assimilating social inclusion into community interaction.

CEFA43 Coastal Fisheries & Aquaculture Operations

Prerequisites: Admission to Certificate IV in Coastal Fisheries and Aquaculture Compliance Programme

Note: Offered B at C on cohort basis

This course describes the skills and knowledge required to verify and monitor aquaculture and coastal fisheries operations by: identifying coastal/nearshore fishing methods and gears and matching fish or invertebrate species caught; describing increased coastal fishing effort impact on species sustainability; inspecting, maintaining and rectifying basic faults of safety gear, electronic tools and outboard motors; assessing and approving new aquaculture proposals and monitoring existing aquaculture operations; and by managing public awareness and expectation.

CEFC41 Introduction to Fisheries, Governance & Legal Frameworks

Prerequisites: Admission into Certificate IV in Fisheries Enforcement and Compliance Programme

Note: Offered B at C on cohort basis

This course describes the performance criteria, learning outcomes, skills and knowledge required to follow appropriate social principles and practice good governance procedures when undertaking MCS activities. It also requires an MCS Officer to apply knowledge of legal frameworks, the Western and Central Pacific Ocean fisheries and MCS concepts to work effectively.

CEFC42 Introduction to Fisheries Management

Prerequisites: Admission into Certificate IV in Fisheries Enforcement and Compliance Programme

Note: Offered B at C on cohort basis

This course describes the performance criteria, learning outcomes, skills and knowledge required to apply Monitoring, Control and Surveillance (MCS) fisheries management concepts and Western and Central Pacific Ocean (WCPO) fishery knowledge into day to day MCS activities. This includes demonstrating knowledge of offshore and near shore fisheries, common fishing methods, main commercial fishing methods, main pelagic oceanic fish caught, major fleets operating in the WCPO, the challenges, benefits and interests relating to fisheries sustainability and domestication plus fisheries management principles.

CEFC43 Operational Planning & Enforcement Processes

Prerequisites: Admissioninto Certificate IV in Fisheries Enforcement and Compliance Programme

Note: Offered B at C on cohort basis

This course describes the performance criteria, learning outcomes, skills and knowledge required for a Monitoring, Control and Surveillance (MCS) Officer to contribute to effective operational planning and coordination, including use of operational orders and the effective use of national and regional surveillance assets. Inherent in operational planning and coordination are the importance and advantages of regional cooperation in MCS processes and activities. This includes contributing to effective MCS activities such as participating in inspection activities, conducting interviews and interventions, producing written statements, documenting an investigation and participating in prosecution processes.

CEFC44 MCS Role & Monitoring Tools

Prerequisites: Admission into Certificate IV in Fisheries Enforcement and Compliance Programme

Note: Offered B at C on cohort basis

This course describes the performance criteria, learning outcomes, skills and knowledge required of MCS Officers for the application of Occupational Health and Safety (OHS) requirements relating to personal and workplace safety. The course provides introduction to MCS concepts, the ability to explain the role of MCS

in fisheries management, understanding general fisheries compliance theory and applying risk management to integrated fisheries management. In addition, it also incorporates MCS tools, licensing, access mechanisms, referencing IUU lists, participation in port state measures, knowledge of the operational role of fisheries observers and the use of data systems that support MCS processes and activities.

CEH41 Human Resource Functions

Prerequisites: Admission into Certificate IV in Human Resources or Diploma in Human Resources (Level 5)

Semester 1: B at C **Semester 2:** B at C

This course addresses skills and knowledge required to contribute to quality customer service standards within an organization. In promoting customer service standard the course addresses research processes on systems that will enable individual and teams to implement processes and support work across a range of human resource functional areas.

The course will develop competencies for individuals who require a broad understanding of human resource functions, associated policy frameworks and the administrative requirements to support these functions and policies.

CEH42 Basics of Industrial Relations

Prerequisites: Admission into Certificate IV in Human Resources or Diploma in Human Resources (Level 5)

Semester 1: B at C **Semester 2:** B at C

The course describes the performance outcomes, skills and knowledge required to work with employee an industrial relations policies and procedures. This course addresses skills and knowledge required to communicate and implement industrial relations policies and procedures to effectively represent organisations/employers. The course also addresses skills and knowledge required to identify risks and to apply established risk management processes within the HR environment. The course will develop competencies for individuals who work in support positions, assisting others deal with industrial relations, conflicts and related issues. The course also addresses risk analysis and project management for solutions to promote the interests of parties of the organisation.

CEH43 Performance-management Processes

Prerequisites: Admission into Certificate IV in Human Resources or Diploma in Human Resources (Level 5)

Semester 1: B at C **Semester 2:** Not offered

This course addresses skills and knowledge required to assist in the effective implementation of a performance management system and to facilitate employee performance. The course comprises of the development of skills and knowledge required in determining individual and team developmental needs and in facilitating the development of the workgroup. The course will develop competencies for human resource officers and individuals who work within HR setting led by a human resource manager. Additionally, the

course addresses skills in learning and development in order to enable teams meet organizational work objectives.

CEH44 HR Legislative Requirements

Prerequisites: Admission into Certificate IV in Human Resources or Diploma in Human Resources (Level 5)

Semester 1: B at C **Semester 2:** Not offered

This course addresses the skills and knowledge required to implement and monitor an organisation's occupational health and safety (OHS) policies, procedures and programmes in the relevant work area in order to meet legislative requirements. Additionally, the course develops competency to effectively analyse the workplace in relation to environmentally sustainable work practices and to implement improvements and monitor their effectiveness. The course will develop competencies in the implementation and monitoring of OHS policies, procedures and programs in a work area. The course also address skills and knowledge in implementing and monitoring environmentally sustainable work practices, including the development of processes and tools.

CEH45 Recruitment & Selection

Prerequisites: Admission into Certificate IV in Human Resources or Diploma in Human Resources (Level 5)

Semester 1: Not offered **Semester 2:** B at C

This course addresses the skills and knowledge required to complete tasks associated with the recruitment cycle and apply in-depth knowledge of the work of the organisation, and how recruitment and selection practices fit with other human resources functions. This course also addresses the competencies required for developing and implementing strategies to source candidates and to assess their suitability for available positions in an organisation. The course will develop competencies in supporting recruitment, selection and the induction function, directed by the human resource manager.

CEH46 Effective Workplace Relations

Prerequisites: Admission into Certificate IV in Human Resources or Diploma in Human Resources (Level 5)

Semester 1: Not offered **Semester 2:** B at C

This course addresses skills, knowledge and outcomes required to use leadership to promote team cohesion. The course comprises of includes motivating, mentoring, coaching and developing the team and developing a partnership between the management and staff of an organisation.

The course also addresses the competencies to develop and maintain effective work relationships and networks through relationship building and negotiation skills for workers within an organisation and consultants/contract workers. The course will develop competencies developing and maintaining effective workplace relationships through networking and negotiating for solutions to workplace relations

CEH51 Human Resource Services

Prerequisites: Any four from CEH41, CEH42, CEH43, CEH44, CEH45 & CEH46

Semester 1: B at C **Semester 2:** B at C

This course describes the skills and knowledge required to plan, manage and evaluate delivery of human resource services, integrating business ethics. Additionally, the course describes the skills and knowledge required to manage human resource information systems from the research and planning stages, through selection of appropriate systems, to implementation, ongoing review and system upgrades.

CEH52 Recruitment Selection & Induction Processes

Prerequisites: Any four from CEH41, CEH42, CEH43, CEH44, CEH45 & CEH46

Semester 1: B at C **Semester 2:** B at C

This course describes the skills and knowledge required to manage all aspects of recruitment selection and induction processes in accordance with organisational policies and procedures. It describes processes in managing aspects of selecting and orientating new staff to their new positions. In addition, it covers the implementation of the organisation's remuneration and benefit plans including packaging, salary benchmarking, market rate reviews, bonuses and the legislative aspects of remuneration and employee benefits

CEH53 Performance Management Processes

Prerequisites: Any four from CEH41, CEH42, CEH43, CEH44, CEH45 & CEH46

Semester 1: B at C **Semester 2:** B at C

This course describes the skills and knowledge required to develop and facilitate implementation of performance management processes and to coordinate individual or group learning and development to encourage effective employee performance. Additionally, the course addresses skills and knowledge required to manage the performance of staff through the development of key result areas and key performance indicators and standards such as regular and timely coaching and feedback that provide the basis for performance management. The course links performance management and performance development, and reinforces both functions as a key requirement of the HRM process.

CEH54 Talent Management

Prerequisites: Any four from CEH41, CEH42, CEH43, CEH44, CEH45 & CEH46

Semester 1: B at C **Semester 2:** B at C

This course describes the skills and knowledge required to manage planning in relation to an organisation's workforce including researching requirements, developing objectives and strategies, implementing initiatives and monitoring and evaluating trends. The course addresses skills and knowledge required to determine

strategic change requirements and opportunities; and to develop, implement and evaluate change management processes. The training and activities takes a structured approach to change management and oragnisational processes.

CEH55 Manage Employee Relations

Prerequisites: Any four from CEH41, CEH42, CEH43, CEH44, CEH45 & CEH46

Semester 1: B at C **Semester 2:** B at C

This course describes the skills and knowledge required to manage employee and industrial relations matters in an organisation. It involves developing and implementing employee and industrial relations policies and plans and managing conflict resolution negotiations. . The activities are on industrial relations and managing conflict and grievances in an organization and require sound knowledge human resources management, industrial relations and industrial relations trends and legislation. This course also addresses knowledge, guidelines and procedures for mediation within an organisation, or on behalf of an organisation.

CEH56 OHS & Risk Management

Prerequisites: Any four from CEH41, CEH42, CEH43, CEH44, CEH45 & CEH46

Semester 1: B at C **Semester 2:** B at C

This course addresses skills and knowledge required to implement and monitor an organisation's occupational health and safety (OHS) policies, procedures and programs in the relevant work area in order to meet legislative requirements. The course develops knowledge of OHS policies in order to identify solutions to unpredictable problems through analysis and evaluation of information from a variety of sources. The course also addresses skills and knowledge required to manage programmes with health and wellbeing focus such as stress management, smoking cessation, exercise, and Employee Assistance Programmes (EAPs).

CEH57 Human Resources Industry Training Attachment

Prerequisites: CEH41, CEH42, CEH43, CEH44, CEH45, CEH46 CEH51, CEH52, CEH53, CEH54, CEH55 & CEH56

Semester 1: B at C **Semester 2:** B at C

. This is a six month monitored and assessed industry-training attachment. The student will be required to adhere, observe, comply and contribute to the standards and objectives of the organisation. During the training attachment, the student is mentored, trained and assessed for his/her contribution to the HRM processes within the organisation. At this training attachment, the student is to demonstrate skills and competencies in communication, team work and specific HRM processes and is to complete reports, forums and tasks specified in the Industry Attachment Record Book.

CEI41 ICT Fundamentals

Prerequisites: Admission into Certificate IV in Information Technology (Support) Programme or Admission into Certificate IV in Business Administration.

Semester 1: O at C **Semester 2:** O at C

This course describes the fundamentals of hardware, software, internet and the use of emails. It will also describe the performance outcomes, skills and knowledge required to design and develop Office suites using foundation, intermediate and advanced levels. With the office suites, student will be able to create professional documentation, Spreadsheets, Presentations and Desktop Publishing. Furthermore students will be acquiring the knowledge of safe internet and email practices.

CEI42 ICT Business Process

Prerequisites: Admission into Certificate IV in Information Technology (Support) Programme

Semester 1: O at C **Semester 2:** O at C

This course describes the skills and knowledge required to research and analyse potential system solutions and present a feasibility report to the client. Additionally, it is required to support the management of low risk, upfront information and communications technology (ICT) projects within an organisation. It also describes requirements to write scripts to automate solutions and application of specific scripting options. Moreover, it designates the skill and knowledge essential to receive, review and carry out change requests while using a change management system, according to client requirements.

CEI43 ICT Work Practices

Prerequisites: Admission into Certificate IV in Information Technology (Support) Programme

Semester 1: O at C **Semester 2:** O at C

This course describes outcomes, skills and knowledge required to develop and implement a workplace sustainability policy including the modification of the policy to suit changed circumstances which also requires the ability to access industry information applicable legislative and occupational health and safety (OHS) guidelines. Additionally, it designates professional and ethical conduct to ensure that personal information of stakeholders is handled in a confidential and professional manner when dealing with stakeholders in an Information Technology (IT) environment.

CEI44 Networking & Hardware Support

Prerequisites: Admission into Certificate IV in Information Technology (Support) Programme

Semester 1: O at C **Semester 2:** O at C

This course describes the skills and knowledge required to identify available network components relevant to client requirements and to install, configure and secure those components as part of a small or home office

(SOHO) network. It undertakes scripted programming tasks for networking related activities and applies skills and knowledge required to plan, manage and install new hardware components in a network. Students are to plan, manage and support the installation of new or upgraded software to networked computers according to vendor and organisation.

CEI45 Network Communications

Prerequisites: Admission into Certificate IV in Information Technology (Support) Programme

Semester 1: O at C **Semester 2:** O at C

This course describes the skills and knowledge required to install, configure and support a desktop or workstation operating system in a networked environment, install and manage a server. Server management includes initial configuration and testing, ongoing administration, software distribution and updates, profiling and monitoring servers, and troubleshooting. It also utilises networking fundamentals, including wide area network (WAN) technologies, basic security, routing and switching fundamentals, and to configure simple networks. It involves installation, configuring and testing network security in an information and communications technology (ICT) network.

CEI46 Database & User Support

Prerequisites: Admission into Certificate IV in Information Technology (Support) Programme

Semester 1: O at C **Semester 2:** O at C

This course describes the skills and knowledge required to determine client business systems requirements and verify the accuracy of the information gathered. Students are required to record and prioritize client support activities, determine the required resources, solve ICT problems or escalate as necessary. This course also describes the skills and knowledge required to build, implement, test and evaluate a database using an established design and using structured query language (SQL). SQL is used to define, create and manipulate database structures and the associated data in a relational database.

CEI51 Networking & Enterprise Management

Prerequisites: CEI44, CEI45 and any one Level 4 courses

Semester 1: B at C **Semester 2:** B at C

This course describes the skills and knowledge required to use appropriate tools, equipment, software and protocols to install, operate, and troubleshoot medium enterprise switches. It applies to individuals who are middle managers, network engineers, technical specialists or security analysts with excellent information communications and technology (ICT) skills who plan and implement networks, determine security threats and are involved in business budgeting. Moreover information and communications technology (ICT) services meet current and future internal operational enterprise requirements which will enhance individuals whose responsibilities may include maintaining and supporting critical infrastructure for objectives in small-to-medium sized organisations.

CEI52 Web Design & Development

Prerequisites: CEI41 or Year 12 Computer Studies or equivalent.

Semester 1: B at C **Semester 2:** B at C

This course describes outcomes, skills and knowledge required to develop and implement dynamic web pages, identify the client and server-side dynamic content, create dynamic content and test dynamic pages. It is also designated to developing complex cascading style sheets, to determine its requirements and use advanced CSS techniques to create web pages and test it in major browsers. Additionally, it will develop website information architecture, to identify content needs and plan structure, develop navigation system, test and sign off. Students will also be required to analyse material, create meta tags and test and monitor meta tagging practices and procedures.

CEI53 Computer Programming

Prerequisites: CEI44, CEI45 and any two of Level 4 courses

Semester 1: B at C **Semester 2:** B at C

This course describes the skills and knowledge required to design, build and test an advanced user interface (UI), including interaction techniques, rich controls, improved client-side validation, customisation and personalisation, graphics and multimedia. Learners to undertake advanced programming tasks using an object-oriented programming language. It also requires creating, compiling and running GUI based applications and also applets that executes in Java-enabled browsers and interacts with users. It applies to individuals who work as user-interface designers and who are responsible for managing, and implementing, complex UI design.

CEI54 Graphic Designing

Prerequisites: CEI41 or Year 12/Form 6 Computer Studies or equivalent

Semester 1: B at C **Semester 2:** B at C

This course describes the skills and knowledge required to plan and produce a two-dimensional (2-D) and three-dimensional (3-D) graphic design work in response to a variety of visual communication challenges. Design work will show a well-developed command of relevant software programs and the creative ability to generate ideas to meet the different needs of design briefs. Students are also required to produce professional typography for a wide range of communication needs and create and manipulate graphics using a combination of creative design skills and technical software proficiency.

CEI55 Network Security & Support

Prerequisites: CEI44, CEI45 and any one of Level 4 courses

Semester 1: B at C **Semester 2:** B at C

This course addresses the knowledge, processes and techniques necessary to develop approaches to sustainability within workplaces, including the development and implementation of policy. It applies to managers working in a range of contexts who approach and addresses compliance with relevant legislative requirements. Moreover, this course describes the skills and knowledge required to implement , manage security functions throughout a network and the skills and knowledge required to build a high performance, high security, failure resistant security perimeter, for an enterprise information and communications technology (ICT) network.

CEI56 ICT Project Management

Prerequisites: Completion of any four courses at Level 4

Semester 1: B at C **Semester 2:** B at C

This course describes the skills and knowledge required to identify, analyse and document business requirements as well as to manage the initiation, implementation and completion of reasonably complex Information and Communications Technology (ICT) projects incorporating scope, risk control and financial factors. Students will also be able to manage the system-implementation process in an ICT project within small, medium or large organisations. It applies to individuals responsible for gathering data to identify business requirement, which may be required to use high-level business management technical and communication skills to ensure that ICT projects are implemented to ensure alignment with project and documentation.

CEI57 ICT Workplace Attachment

Prerequisites: Completed Level 4 programme, and at least three Level 5 courses

Semester 1: B at C **Semester 2:** B at C

This course involves learning through placement at an industry for the purpose of gaining hands-on experience through executing actual tasks and assignments. Students are required to do the on job training for at least 10 weeks or 400 hours towards the end of their programme. During their workplace attachment, students are to demonstrate their employability skills such as communication, teamwork, Problem-solving, Initiative and Creativity. Moreover, students will be learning specific guidelines as to the nature and scope of work experience, which will be provided in the student logbook.

CEL41 Introduction to Library Systems & Services

Prerequisites: Admission into Certificate IV in Library & Information Studies

Semester 1: B at C **Semester 2:** Not offered

This course introduces students to the purposes and functions of a library, types of libraries and their services, library systems, and who does what work in libraries, as well as time management in relation to planning library work and study. The physical parts of a book and the way a library is physically organised will be examined, so as the role of library associations. The basic parts of a computer and the use of new forms of information technology in library services and processes will be covered.

CEL42 Building our Library Resources

Prerequisites: Admission into Certificate IV in Library & Information Studies

Semester 1: B at C **Semester 2:** Not offered

This course looks at the selection of library materials, including basic ordering procedures, as well as processes to receive new items for the collection. The course covers acquisition tools for books, negotiating donations for Pacific Island libraries, and book exchange schemes. Students also learn how to order, receive and file serials. Basic processing of books, maintenance and repair of materials are included, as well as simple book conservation. The course concludes with sections on stocktaking and weeding of library collections. Access to the Internet is essential, as students are expected to access online selection tools.

CEL43 Supporting the Information Needs of Our Users

Prerequisites: Admission into Certificate IV in Library & Information Studies

Semester 1: B at C **Semester 2:** Not offered

This course teaches students how to find information using basic printed and electronic reference sources that support users needs such as dictionaries, encyclopaedias and the Internet. Students will also learn how to communicate with library users to find out their needs and plan an information search accordingly to meet needs. User education and packaging and disseminating information will also be taught.

CEL44 Lending & Promotion of Library Collections

Prerequisites: Admission into Certificate IV in Library & Information Studies

Semester 1: Not offered **Semester 2:** B at C

This course will enable students to learn the operations of manual and automated circulation systems, and basic processes for interlibrary loans. They will also plan library programming activities for adults and children, and learn to create vibrant library displays. Storytelling techniques are covered, as well as other activities to encourage a love of reading. Marketing techniques are examined, including effective communication in order to improve relationships with users.

CEL45 Organising our Library Resources

Prerequisites: Admission into Certificate IV in Library & Information Studies

Semester 1: Not offered **Semester 2:** B at C

This course teaches students how to provide access to materials in a library collection. It covers basic skills in descriptive cataloguing of books, and how to assign subject headings and classification numbers, following accepted international standards. It also examines use of Cataloguing in Publication details and computerised cataloguing. Filing rules are also taught.

CEL51 Collection Management

Prerequisites: Admission into Diploma of Library & Information Services (Level 5)

Semester 1: B at C **Semester 2:** Not offered

This course teaches students the skills and knowledge required to assist with the selection, acquisition, and receipt of library materials. This includes the ability to describe and document collection material and evaluate resources to meet customer needs. The development of policies and procedures that guide this work will be included, so as the monitoring of copyright and license requirements regarding library collections in Pacific libraries and information centres.

CEL52 Descriptive Cataloguing

Prerequisites: Admission into Diploma of Library & Information Services (Level 5)

Semester 1: B at C **Semester 2:** Not offered

This course teaches students the skills and knowledge required to describe library materials using appropriate international cataloguing standards and rules at an introductory level. Selecting the appropriate main entry and relevant additional name and title added entries for items will also be taught. All these activities will enhance customers' efficient access to resources in the library collections.

CEL53 Subject Cataloguing & Classification

Prerequisites: Admission into Diploma of Library and Information Services (Level 5)

Semester 1: Not offered **Semester 2:** B at C

This course teaches students the skills and knowledge required to assess the subject content of library materials and classify items accordingly using international subject headings and classification standards. Copy cataloguing is taught which includes how to search, retrieve and edit material from existing record systems. Computer cataloguing using an ILS for efficient access of items by clients and general catalogue maintenance will be covered.

CEL54 Reference Sources & Services

Prerequisites: Admission into Diploma of Library and Information Services (Level 5)

Semester 1: Not offered **Semester 2:** B at C

This course describes the skills and knowledge required to establish the information needs of customers; search bibliographical networked sources and full text databases to meet these needs; evaluate information from these sources; evaluate information against specific criteria; and communicates ideas and information to customers.

CEL55 Circulation & Inter-Library Loans

Prerequisites: Admission into Diploma of Library and Information Services (Level 5)

Semester 1: B at C **Semester 2:** Not offered

This course describes the skills and knowledge required to establish and implement procedures for lending and borrowing collection material. This also includes monitoring compliance with copyright and licensing requirements related to inter-library loans.

CEL56 Customer Services & Integrated Library Systems (ILS)

Prerequisites: Admission into Diploma of Library and Information Services (Level 5)

Semester 1: Not offered **Semester 2:** B at C

This course describes the skills and knowledge required to meet customer needs using integrated library systems (ILS). It requires the application of a basic understanding of the interrelated functions of an ILMS to use online catalogues, process loan transactions, and provide circulation and lending services to customers. This also includes basic ways to identify and resolve IT problems.

CEL57 Marketing Library Services & Activities

Prerequisites: Admission into Diploma of Library and Information Services (Level 5)

Semester 1: B at C **Semester 2:** Not offered

This course teaches students the skills and knowledge required to plan, develop and promote library activities, events, and public programmes for its customers. Establishing the scope of the programme, preparing suitable activities, organising publicity, and evaluating the programme will be covered. A teams approach is emphasised.

CEL58 Placement in the LIS Industry

Prerequisites: CEL51, CEL52, CEL53, CEL54, CEL55, CEL56 and CEL57

Semester 1: B at C **Semester 2:** B at C

There are two components to this course. The first component requires students to undertake compulsory five weeks course which will include tasks and assessments on work ready skills. This will account for 40% of the total course marks. The second component is workplace attachment. This is a six months monitored and assessed industry training attachment where the student will be required to adhere to, observe, comply and contribute to the standards and objectives of the organisation. The attachment is to cover a minimum of 200 hours within six months.

CEP41 Project Scope, Time & Quality Management 1

Prerequisites: Admission into Certificate IV in Project Management.

Note: offered on cohort basis

The project scope management unit of competency describes the skills and knowledge required to contribute to the control of a project's scope by assisting with identifying its objectives, deliverables, constraints, assumptions and outcomes; and by applying controls once the project has commenced. The project time management unit of competency describes the skills and knowledge required to assist with project scheduling activities, apply and monitor the agreed project schedule, and evaluate the effectiveness of time management for the project. The project quality management unit of competency describes the skills and knowledge required to enhance project outcomes by contributing to quality planning, applying quality policies and procedures, and contributing to continuous improvement in projects.

CEP42 Project Cost & Human Resources Management

Prerequisites: Admission into Certificate IV in Project Management.

Note: offered on cohort basis

The project cost management unit of competency describes the skills and knowledge required to assist in producing a project budget, to monitor project expenditure and contribute to cost finalisation processes. The project human resources management unit of competency describes the skills and knowledge required to assist with aspects of human resources management of a project. It involves establishing human resource requirements, identifying the learning and development needs of people working on the project, facilitating these needs being met, and resolving conflict in the team.

CEP43 Project Procurement & Stakeholder Management

Prerequisites: Admission into Certificate IV in Project Management

Note: offered on cohort basis

The project procurement management unit of competency describes the skills and knowledge required to assist with procurement for a project. It involves identifying procurement requirements, assisting with supplier selection, conducting procurement activities, and assisting with procurement finalisation activities for the project. The project stakeholder engagement unit of competency describes the skills and knowledge required to assist in managing stakeholder relationships during a project. It involves ensuring timely and appropriate involvement of key individuals, organisations and groups throughout the project.

CEP44 Project Communication & Risk Management

Prerequisites: Admission into Certificate IV in Project Management

Note: offered on cohort basis

The project communications management unit of competency describes the skills and knowledge required to provide a critical link between people, ideas and information at all stages in the project life cycle. It involves assisting the project team to plan communications, communicating information related to the project, and reviewing communications. The project risk management unit of competency describes the skills and knowledge required to assist with aspects of risk management in a project. It specifically involves planning for, controlling and reviewing risks associated with the project, and assisting in this process where required.

CEP51 Project Governance & Integration Management

Prerequisites: Admission into the Diploma in Project Management Programme

Semester 1: B at L **Semester 2:** Not offered

The project integration management unit of competency describes the skills and knowledge required to integrate and balance overall project management functions of scope, time, cost, quality, human resources, communications, risk and procurement across the project life cycle; and to align and track project objectives to comply with organisational goals, strategies and objectives. The project governance management unit of competency describes the skills and knowledge required to establish and implement project governance. It involves identifying, applying, monitoring and reviewing project governance.

CEP52 Project Scope & Time Management

Prerequisites: Admission into the Diploma in Project Management Programme

Semester 1: B at L **Semester 2:** Not offered

The project scope management unit of competency describes the skills and knowledge required to determine and manage project scope. It involves obtaining project authorisation, developing a scope management plan, and managing the application of project scope controls. The project time management unit of competency describes the skills and knowledge required to manage time during projects. It involves determining and implementing the project schedule, and assessing time management outcomes.

CEP53 Project Cost & Procurement Management

Prerequisites: CEP51 & CEP52 .

Semester 1: Not offered **Semester 2:** B at L

The project costmanagement unit of competency describes the skills and knowledge required to identify, analyse and refine project costs to produce a budget, and to use this budget as the principal mechanism to control project cost. The projectprocurement management unit of competency describes the skills and knowledge required to undertake procurement in projects.

CEP54 Project Risk & Quality Management

Prerequisites: CEP51 & CEP52.

Semester 1: Not offered **Semester 2:** B at L

The project risk management unit of competency describes the skills and knowledge required to manage risks that may impact achievement of project objectives. It involves identifying, analyzing, treating and monitoring project risks, and assessing risk management outcomes. The project quality management unit of competency describes the skills and knowledge required to manage quality within projects. It involves determining quality requirements, implementing quality control and assurance processes, and using review and evaluation to make quality improvements in current and future projects.

CEP55 Project HR Management & Manage Team Effectiveness

Prerequisites: CEP51, CEP52, CEP53 and CEP54

Semester 1: B at L **Semester 2:** Not offered

The project human resources management unit of competency describes the skills and knowledge required to manage human resources related to projects. It involves planning for human resources, implementing personnel training and development, and managing the project team. The lead and manage team effectiveness management unit of competency describes the skills and knowledge required to lead teams in the workplace and to actively engage with the management of the organisation.

CEP56 Project Communication & Stakeholder Management

Prerequisites: CEP51, CEP52, CEP53 and CEP54

Semester 1: B at L **Semester 2:** Not offered

The project information and communication management unit of competency describes the skills and knowledge required to link people, ideas and information at all stages in the project life cycle. Project communication management ensures timely and appropriate generation, collection, dissemination, storage and disposal of project information through formal structures and processes. The project stakeholder engagement unit of competency describes the skills and knowledge required to manage stakeholder relationships.

CEPS41 Introduction to Supply Chain Management

Prerequisites: Admission into Certificate IV in Procurement & Supply

Semester 1: B at L **Semester 2:** Not offered

The project information and communication management unit of competency describes the skills and knowledge required to link people, ideas and information at all stages in the project life cycle. Project communication management ensures timely and appropriate generation, collection, dissemination, storage and disposal of project information through formal structures and processes. The project stakeholder engagement unit of competency describes the skills and knowledge required to manage stakeholder relationships.

CEPS42 Fundamentals of Procurement

Prerequisites: Admission into Certificate IV in Procurement & Supply

Semester 1: B at L **Semester 2:** Not offered

This course addresses the strategic importance of procurement in overall supply chain management, including the evolution of procurement from purchasing to procurement and currently as strategic procurement. The participant will better understand the strategies that once adopted within the supply chain can result in achieving corporate objectives.

CEPS43 Tender Management

Prerequisites: Admission into Certificate IV in Procurement & Supply

Semester 1: Not offered **Semester 2:** B at L

This course addresses the importance of good tendering procedures and policies for the organization, focusing on various approaches to tendering, how to invite tenders and how to bid for a tender.

CEPS44 Contract Management

Prerequisites: Admission into Certificate IV in Procurement & Supply

Semester 1: Not offered **Semester 2:** B at L

This course addresses the importance of understanding the contracting stages from inception to formation and finally to award. It also looks at the importance of negotiations to achieve a win-win situation.

CEPS53 (CEPS51) Global Sourcing & Logistics Operations

Prerequisites: Admission into Professional Diploma in Procurement & Supply

Semester 1: B at L **Semester 2:** Not offered

This course addresses the constraints, challenges, risks and benefits in handling the global logistics operations when sourcing internationally. It also addresses global trade arrangements, customs and tariffs, shipping documents and incoterms.

CEPS54 (CEPS52) Category Management

Prerequisites: Admission into Professional Diploma in Procurement & Supply

Semester 1: Not offered **Semester 2:** B at L

This course looks at differing approaches or methodologies for strategic sourcing and category management. It focuses on different approaches to letting contracts, depending on the size and complexity of the contracting and the buying situation.

CEPS57 (CEPS53) Warehousing & Transportation Management

Prerequisites: Admission into Professional Diploma in Procurement & Supply

Semester 1: B at L **Semester 2:** Not offered

This course addresses the nature and importance of warehousing in the supply chain and how to achieve the maximum level of productivity from warehousing. This course also demonstrates the value-adding role distribution plays in the supply chain.

CEPS58(CEPS54) Inventory Management

Prerequisites: Admission into Professional Diploma in Procurement & Supply

Semester 1: B at L **Semester 2:** B at L

This course addresses the importance of coordinated flows of inventory through supply chains, with the emphasis on maintaining a high level of visibility and accuracy in managing inventory to support the supply chain efforts in maintaining good customer relationship. It also addresses the major types of Inventory related costs and their relationships to inventory decisions.

CEPSM61 Public Administration & the Role of Government

Prerequisites: Admission into Professional Diploma in Public Sector Management

Semester 1 Offered on cohort basis **Semester 2: Offered on cohort basis**

Public administration concerns with a number of issues but in the main, it specifically addresses issues pertaining to public policy making; the role of government; distribution of resources; characteristics of government organisations; management of public sector and the relationship between administrators and politicians. This course focuses on these key components of public administration. In particular it covers the main question of what the role of government should be; how should government organisations be managed; how to make public officials accountable and recent trends in managing government organisations.

CEPSM62 Public Policy Analysis & Implementation

Prerequisites: Admission into Professional Diploma in Public Sector Management

Semester 1:: Offered on cohort basis **Semester 2: :** Offered on cohort basis

Policy analysis is about defining problems and finding resolutions. When governments face problems, public officials are tasked with the responsibility of conducting policy analysis to seek solutions. This course seeks to acquaint officials with a comprehensive approach in policy analysis. The course will bring the skills of current and prospective public officials on par with proven approaches in public policy analysis in order for them to produce sound policy analysis. In the main, it teaches participants on how to go about doing policy analysis using the rational and the participatory approaches.

CEPSM63 Public Service Ethics & Decision-Making

Prerequisites: Admission into Professional Diploma in Public Sector Management

Semester 1:: Offered on cohort basis **Semester 2: :** Offered on cohort basis

Public servants have a duty of responsibility to citizens, politicians, colleagues and stakeholders. The overwhelming expectation is that public officials behave and make decisions according to principles and values that underpin the common good of society. These are normally found in the Public Service Code of Ethics and similar mechanisms. CEPSM63 introduces participants to various approaches of ethical decision making when facing complex problems and dilemmas at work in order to avoid costly mistakes from poor and unethical decisions. The aim is to build the capacity of public officials as competent and ethical decision makers and leaders in the Public Service.

CEPSM64 Managing Public Service Delivery

Prerequisites: Admission into Professional Diploma in Public Sector Management

Semester 1:: Offered on cohort basis **Semester 2: :** Offered on cohort basis

Government through public organisations is delive1ing services such as education, health, electricity, water supply, roads maintenance and security to the communities on a daily basis. This is often done in collaboration with external stakeholders. The focus of this course is to explore alternatives to provide public services to the community. In particular the possibility of partne1ing with other providers in the private sector, non-government organisations, communities, local governments and village councils.

CER31 Work Safety in the Workplace

Prerequisites: Admission into Certificate III in Resilience (Climate Change Adaptation & Disaster Risk Reduction) Programme

Semester 1: Offered on Cohort Basis **Semester 2:** Offered on Cohort Basis

This course provides skills and knowledge required to work safely and efficiently in the resilience sector. People credited with this course will be able to apply safe work practices and emergency procedures in a range of contexts, contribute to workplace actions compliant with legislation, codes and standards, and contribute to identifying OHS hazards and assess risks. They also will be able to contribute to the effectiveness of a work team, including planning with the team to meet expected outcomes, developing and supporting team cohesion, participating in and facilitating the work team, and communicating with the management of the organisation.

CER32 Community Vulnerability Assessment

Prerequisites: Admission into Certificate III in Resilience (Climate Change Adaptation & Disaster Risk Reduction) Programme

Semester 1: Offered on Cohort Basis **Semester 2:** Offered on Cohort Basis

This course describes the skills and knowledge required to conduct risk assessment for climate change and hazards. Interactive communication processes including active listening, turn talking, questioning, and tolerating the views of others. Students will also be able to select and use appropriate communications, and community and institutional protocols as well as identify the key Pacific regional and relevant national government, non-government organisations, development partners, community groups and stakeholders in the elected field of study in Resilience. Furthermore, they will be categorising the main goals/priority of the different frameworks by ensuring that they are addressed in any resilience building project.

CER33 Risk Reduction

Prerequisites: Admission into Certificate III in Resilience (Climate Change Adaptation & Disaster Risk Reduction) Programme

Semester 1: Offered on Cohort Basis **Semester 2:** Offered on Cohort Basis

This course describes the skills and knowledge required to plan and implement adaptation measures for climate change factors. In practice, selection and implementation is expected to be participatory and to involve different stakeholders, first of all the community at risk. Identify potential risk reduction and/or climate change adaptation measures to address the issues identified in a risk assessment. Conduct consultations and participatory sessions to identify the most appropriate and relevant measures. Students will be able to prepare an implementation plan, execute the plan and monitor its progress and prepare final report for the relevant stakeholders.

CER34 Project Management in Resilience

Prerequisites: Admission into Certificate III in Resilience (Climate Change Adaptation & Disaster Risk Reduction) Programme

Semester 1: Offered on Cohort Basis **Semester 2:** Offered on Cohort Basis

This course describes skills and knowledge required to carry out simple project activities. This work is typically undertaken by person working as part of a project team. In practice, carrying out project work overlaps with other generalist and specialist work activities such as acting ethically, applying government/development partner processes, using resources, developing work plans, gathering information. It also allows students to communicate effectively and appropriately with a Pacific Island community to identify and progress meeting community needs. This course is appropriate for people who are currently in the workforce and those who work under the supervisor of an experienced project manager.

CER41 Hazard Identification & Risk Assessment

Prerequisites: Admission into Certificate IV in Resilience (Climate Change Adaptation & Disaster Risk Reduction) Programme

Semester 1: Offered on Cohort Basis **Semester 2:** Offered on Cohort Basis

This course describes the skills and knowledge required to identify hazards and assess risks for diverse work sites. Students will be able to communicate effectively using appropriate methods and protocols with work colleagues, community members, and stakeholders on matter of risks, potential risks, hazards and potential hazards for existing and potential work locations. They will be able to assess safety factors affecting work locations and identify hazards which may be on the work site and/or in the surrounding environment such as unstable bridge/river crossings, difficult terrain, weather forecasts, boat travel, and presence of disease and health risks.

CER42 Institutional Frameworks in Resilience

Prerequisites: Admission into Certificate IV in Resilience (Climate Change Adaptation & Disaster Risk Reduction) Programme

Semester 1: Offered on Cohort Basis **Semester 2:** Offered on Cohort Basis

This course describes the skills and knowledge required to design and organise risk assessment for climate change and hazards in your elected field of resilience. Students will be able to organise and supervise the transfer of data and information in an appropriate database as well as analyse the collected data and generate useful indicators. Furthermore, they will be able to identify the key Pacific regional and relevant national government, non-government organisations, development partners, community groups and stakeholders in the elected field of study in Resilience. Students will be able to analyse relevant frameworks for CCA and DRR.

CER43 Cost Benefit Analysis in Resilience

Prerequisites: Admission into Certificate IV in Resilience (Climate Change Adaptation & Disaster Risk Reduction) Programme

Semester 1: Offered on Cohort Basis **Semester 2:** Offered on Cohort Basis

This course describes the skills and knowledge required to design and implement resilience building (risk reduction and/or adaptation) measures in elected field of resilience. Analytical skills to assess quantitative and qualitative data and develop recommendations for cost-benefit and risk analysis. Plan and coordinate cost-effective communications with work team and stakeholders in the region. It also requires students to perform the activities associated with the administrative aspects of a project, such as design, implementation, and measurement, monitoring, reporting, and winding up the project on completion.

CER44 Workplace Communications

Prerequisites: Admission into Certificate IV in Resilience (Climate Change Adaptation & Disaster Risk Reduction) Programme

Semester 1: Offered on Cohort Basis **Semester 2:** Offered on Cohort Basis

This course describes the skills knowledge required to communicate effectively and appropriately within Pacific Island Countries to coordinate effective communications including workplace meetings. Using the correct terminology and language used in the elected field of study in Resilience. The importance of communication and stakeholder engagement organisational goals, objectives and plans at both operational and strategic levels. Students should be able to design and implement risk reduction and/or climate change adaptation measures for specific fields. In practice, selection and implementation is expected to be participatory and to involve different stakeholders, first of all the community at risk.

CESB31 Opportunities, Rules & Risk Management

Prerequisites: Admission into Certificate III in Small Business Development & Management

Semester 1: B at C **Semester 2:** B at C

This course is on skills and knowledge of identifying business opportunities. The course promotes creativity and the importance of identifying business law, standards and related tax policies for compliance.

CESB32 Customer Service, Marketing & Communication

Prerequisites: Admission into Certificate III in Small Business Development & Management

Semester 1: B at C **Semester 2:** B at C

This course develops skills and knowledge in developing customer relationship skills of the business owner or entrepreneur. The course defines ICT (information communications technology) capability and its relevance to business management in the region in relation to customer service, marketing, planning and competition.

CESB33 Operations & Management

Prerequisites: Admission into Certificate III in Small Business Development & Management

Semester 1: B at C **Semester 2:** B at C

This course is on developing skills and knowledge in small business 'start ups'. The training focuses on small business resource requirements, establishing partnerships and operations planning skills for delivering goods and services at a quality consistent standard.

CESB34 Managing Your Money

Prerequisites: Admission into Certificate III in Small Business Development & Management

Semester 1: B at C **Semester 2:** B at C

The course covers the skills and knowledge required to identify business structure, maintain business records, and identify various source documents in a business. The training covers procedures for preparing cash flows, cash books and cash flow forecasting.

CET41 Design & Develop a Learning Programme

Prerequisites: Admission into Certificate IV in Training & Assessment

Semester 1: B at C **Semester 2:** Not offered

This course describes the skills and knowledge required to conceptualise, design, develop and review learning programmes to meet an identified need for a group of learners. It addresses the skills and knowledge needed

to identify the parameters of a learning programme, determine its design, outline the content, and review its effectiveness. It applies to trainers or facilitators who work under limited supervision to design, or develop, learning programmes that are discrete, and provide a planned learning approach that relates to specific learning and training needs, or part of the learning design for a qualification. Further the course describes the skills and knowledge required to use training packages and accredited courses as tools to support industry, organisation and individual competency development needs. This applies to individuals who are working in or with training and/or assessment organisations as an entry-level trainer, teacher, facilitator or assessor using a pre-defined training product, such as a training package or accredited course. Additionally, this course describes the skills and knowledge a vocational trainer or assessor requires to identify language, literacy and numeracy (LLN) skill requirements of training and the work environment, and to use resources and strategies that meet the needs of the learner group.

CET42 Processes & Methodologies of Training

Prerequisites: Admission into Certificate IV in Training & Assessment

Semester 1: B at C **Semester 2:** Not offered

This course describes the skills and knowledge required to plan the assessment process, including recognition of prior learning (RPL), in a competency-based assessment system. It applies to individuals with assessment planning responsibilities. In planning activities and processes, individuals are required to identify the components of assessment tools, analyse and interpret assessment tools, and develop assessment instruments (also known as assessment tasks) and assessment plans. Additionally, this course describes the skills and knowledge required to implement an assessment plan, and gather quality evidence to assess the competence of a candidate using compliant assessment tools.

CET43 Plan & Deliver Training

Prerequisites: Admission into Certificate IV in Training & Assessment

Semester 1: Not offered **Semester 2:** B at C

This course describes the skills and knowledge required to plan, organise and deliver training for individuals within a group. Applies to a person working as an entry-level trainer, teacher or facilitator structuring a learning programme developed by others in, or with, a training and assessment organisation. Moreover, this course describes skills and knowledge required to plan, organise and facilitate learning for individuals in a workplace, using real work activities as the basis for learning. Will help a person working as an entry-level trainer, teacher or facilitator or an employee, team leader or workplace supervisor responsible for guiding learning through work. Additionally, this course covers the skills and knowledge required to prepare, deliver and review a presentation to a target audience. Will apply to individuals who may be expected to make presentations for a range of purposes, such as marketing, training and promotions. They contribute well developed communication skills in presenting a range of concepts and ideas.

CET44 Assessment, Evaluation, & Validation of Training

Prerequisites: Admission into Certificate IV in Training & Assessment

Semester 1: Not offered **Semester 2:** B at C

This course describes the skills and knowledge required to design and to develop assessment tools used to guide the collection of quality evidence, including their application in formative, summative and recognition of prior learning (RPL) assessment. Additionally, this course describes the skills and knowledge required to participate in an assessment validation process. It applies to assessors and workplace supervisors with assessment validation responsibilities participating in, but not necessarily leading, the process. Further, it applies to experienced practitioners responsible for the development and/or delivery of training and assessment products and services.

CETH41 Food & Beverage Services 1

Prerequisites: Admission into Certificate IV in Hospitality Operations (Events, Food & Beverage and Front Office)

Semester 1: Not Offered **Semester 2:** Bat L & NAN

This course develops the skills and knowledge in the preparation of an operation bar for service. The training also incorporates the procedures and standards of providing quality food and beverage services in a restaurant setting.

CETH42 Events Administration & First Aid

Prerequisites: Admission into Certificate IV in Hospitality Operations (Events, Food & Beverage and Front Office)

Semester 1: Not Offered **Semester 2:** Bat L & NAN

Events create business opportunities. This is the first of the two courses about skills and knowledge of events information, processes delivery coordination. The course also incorporates health and safety practice skills for workers, customers and the business.

CETH43 Front Office Operations

Prerequisites: Admission into Certificate IV in Hospitality Operations (Events, Food & Beverage and Front Office)

Semester 1: Not Offered **Semester 2:** Bat L & NAN

The front office operation uses information to plan, coordinate and manage the guest experience. This course develops skills and knowledge in the use of computerised reservations, and the information processes in the 'guest cycle' of hotel operations.

CETH44 Lead and Coach Service Teams

Prerequisites: Admission into Certificate IV in Hospitality Operations (Events, Food & Beverage and Front Office)

Semester 1: Bat L & NAN **Semester 2:** Not Offered

Sales and Marketing connects business with customers. This course develops skills and knowledge in market assessment and coordination of online marketing activities, and the measurement of sales results for products and services development and planning.

CETH45 Food & Beverage Services 2

Prerequisites: Admission into Certificate IV in Hospitality Operations (Events, Food & Beverage and Front Office)

Semester 1:B at L & NAN **Semester 2:** Not Offered

This course complements CETH41 emphasising the core role of food and beverage products in generating revenue and influencing the guest experience. The course develops skills and knowledge in service delivery and beverage products.

CETH46 Hospitality Operations & Budgets

Prerequisites: Admission into Certificate IV in Hospitality Operations (Events, Food & Beverage and Front Office)

Semester 1: Bat L & NAN **Semester 2:** Not Offered

This course develops skills and knowledge in guest reservations, processing, presentations to audience, cashiering, reconciling finance and coordinating environmentally sustainable practices.

CETH48 Workplace Attachment - Hospitality

Prerequisites: CETH41, CETH42, CETH43, CETH44, CETH45, CETH46

Semester 1: Bat L & NAN **Semester 2:** F at L & NAN

Student will have to undergo six months workplace assessed practicum to complete mandatory 400 hours of direct service work with clients and colleagues appropriate to one's programme of study. The programme coordinator and workplace supervisor will assess demonstrable and displayed employability skills intended from the programme.

CETH51 Food & Beverage Operations

Prerequisites: Admission into Diploma of Hospitality Management

Semester 1 B at L & NAN **Semester 2: B**at L & NAN

The course addresses the process of leading and managing service teams. The course covers workplace diversity in relation to standards, operating objectives and customer experiences. The course also assesses tips on managing customer complaints and an understanding of related legislation to service delivery and hospitality operations.

CETH52 Events Administration and Sales & Marketing

Prerequisites: Admission into Diploma of Hospitality Management

Semester 1: B at L & NAN **Semester 2: B**at L & NAN

This is a beverage, service, and planning course on restaurant and events operations. The course addresses service planning, specific beverage knowledge and developing and maintaining business partnerships.

CETH53 Hospitality Operations & Budgets 2

Prerequisites: Admission into Diploma of Hospitality Management, or Admission into Diploma of Culinary Arts & Management

Semester 1: Not offered **Semester 2: B**at L & NAN

This course covers the performance outcomes, skills and knowledge required to oversee and monitor the quality of established operating processes. The course addresses planning to provide for efficient and effective workplace practices. The course links budgets and financial reports to hospitality business operational processes, plans, standards and objectives.

CETH54 Front Office Operations

Prerequisites: Admission into Diploma of Hospitality Management, or Admission into Diploma of Culinary Arts & Management

Semester 1: Not offered **Semester 2: B**at L & NAN

This course address skills and knowledge required to proactively sell tourism, hospitality or event products. This sales process requires the ability to communicate with and identify specific customer needs, suggest a range of products to meet those needs, provide current and accurate product information and close the sale. The course covers the night audit process as well as developing print/electronic marketing material to sell hospitality products. This course also addresses crisis and customer care/communication.

School of Accounting, Finance and Economics (SAFE)

Course Descriptions

Note: UU100 and UU114 must be passed, in addition to prerequisite requirements, before students progress to the 200-level courses. UU200 and UU204 must be passed, in addition to prerequisite requirements, before students progress to the 300-level courses. Only approved programmes may be exempt from this requirement.

AF100 Introduction to Accounting & Financial Management for the Non-Specialist

Prerequisites: Admission into Undergraduate Programme

Semester 1: F at L and B at C* **Semester 2:** Not offered

This course cannot be credited to any programme in conjunction with AF101 or AF102. This course covers the principles of compilation of standard financial reports and their use in assessing an organisation`s financial strengths and weaknesses. It considers the contribution that accounting can make to the good management of an organisation as a tool for planning, control and decision making. It also considers the nature of, and the markets for, organisation finance.

AF101 Introduction to Accounting & Financial Management 1

Prerequisites: Admission into Undergraduate Programme

Semester 1: F at L and B at C* **Semester 2:** O at C

This course cannot be credited to any programme in conjunction with AF100. The accounting system as a formal information system. Accounting conventions. An introduction to the analysis of the concepts of accounting, especially revenue, expenses, income, assets, depreciation, valuation, liabilities and proprietorship. Introduction to accounting for partnerships and companies. A study of the accounting process from data collection to report preparation, presentation and analysis and interpretation.

AF102 Introduction to Accounting & Financial Management 2

Prerequisites: AF101

Semester 1: O at C **Semester 2:** F at L and B at C*

This course cannot be credited to any programme in conjunction with AF100. This course provides an introduction to the processing of accounting data for reporting to management. Budgets, cost concepts, classifications and accumulation, and accounting information systems will be introduced in the context of the management planning and control functions in the private sector and government, government agencies, and non-profit making organisations.

AF108 Introduction to Law for Commerce

Prerequisites: Admission into Undergraduate Programme

Semester 1: F at L and O at C* **Semester 2:** O at C

This course explores the source of law, development of Parliamentary law and Common law, the role of English law in the Pacific, law of contract, law of sale of goods, law of principal and agent. The topics of substantive law studied in this course are not only useful and important in themselves in the commercial/business area but also provide a sound base for further legal studies, as well as demonstrate the various sources of law, legal method and the process of change and development of the law.

AF121 Introduction to Accounting Information Systems

Prerequisites: Admission into Undergraduate Programme

Semester 1: F at L and B at C* **Semester 2:** O at C

The course exposes and explores the depth of using MYOB accounting software currently adopted in many business environment for recording, analysing and interpreting accounting data in the modern business environments. This course is specially designed for financial accounting data to be analysed and reported to the users such as the management and the stakeholders. In doing so, particular emphasis will be placed on using practical examples, integrating and disseminating accounting modules to suit the needs of the business. This course will provide an initiative for mainstream practical accounting knowledge within the Region.

AF201 Managerial Accounting

Prerequisites: AF102

Semester 1: F at L and B at C* **Semester 2:** O at C

This course utilises the cost accounting data studied in AF102. It includes analysis of the management accounting information for managing and creating value using various approaches. Students will be exposed to applying these approaches and techniques that will facilitate the decision making process.

AF205 Law of Associations

Prerequisites: AF108

Semester 1: F at L and O at C* **Semester 2:** O at C

This course introduces the basic principles of partnership law and company law. Brief reference is made to the use of the trust in business contexts. Statutory material for the course is taken from Fiji. Occasional reference for comparative purposes is made to the statute law of other South Pacific island nations. Case law is drawn from a variety of common law jurisdictions.

AF208 Financial Management

Prerequisites: FM101

Semester 1: B at C **Semester 2:** F at L and B at C*

This course studies the development of a framework for investment and financing decisions both short and long term for private enterprises and government bodies; the factors influencing the allocation of funds to competing alternatives; risk analysis models for financial decision making; the financial system; the theory of capital structure; and, financial strategies for growth.

AF209 Electronic Commerce

Prerequisites: AF121 or IS121

Semester 1: Not offered **Semester 2:** Not offered

This course constitutes an introduction to electronic commerce, a term which means the sharing of business information, maintaining business relationships, and conducting business transactions by means of telecommunication networks. The course explains electronic commerce, associated security issues, business strategies and management issues, and examines pertinent technology standards and protocols.

AF210 Financial Accounting

Prerequisites: AF102

Semester 1: F at L and B at C* **Semester 2:** B at C

This course is designed to provide an understanding of the regulatory framework that governs financial reporting practice, a sine qua non for any professional in the discipline of accounting. The course considers the justification for the regulation of accounting practice, the need for ongoing critical review of accounting regulations and consequent changes. The course will expose students to the current state of financial reporting practice and offer explanations as to why regulators have seen fit to establish such practices. Students will be encouraged to demonstrate competency in applying financial reporting practices, and to consider how such practices may continue to evolve.

AF300 Research Project in Accounting

Prerequisites: AF201 & AF210

Semester 1: Not offered **Semester 2:** Not offered

Detailed proposals of a research project will be considered from students of proven ability. The course requires some research skills.

AF301 Accounting Theory & Applications

Prerequisites: AF201 & AF210

Semester 1: Not offered **Semester 2:** F at L and B at C*

This course aims to provide an understanding of the construction of theories that explain and frame the frameworks of accounting regulation and practice and predict developments in accounting practice, consistent with society's needs for financial reporting. Students will be encouraged to evaluate critically a range of accounting theories and to evaluate their impact on accounting practice.

AF302 Information Systems

Prerequisites: Any 200 level course and AF 121 or IS121

Semester 1: O at C **Semester 2:** Not offered

This course examines information systems incorporating accounting systems; systems analysis including the design, evaluation, and implementation of business systems in general and accounting systems in particular; internal control and control systems; computer-based information systems; and the uses and potential of information systems.

AF304 Auditing

Prerequisites: AF210

Semester 1: Not offered **Semester 2:** F at L and B at C*

This course examines the audit function and the role of the auditor; the audit process as related to the audit of resources, commitments, revenue, and expenses; and, the internal audit, the audit report, and the changing status of the audit function.

AF307 Public Sector Accounting

Prerequisites: AF201 or AF 210

Semester 1: B at C **Semester 2:** Not offered

This course provides a description and evaluation of government accounting and financial management and control systems in the public sector, with particular reference to countries in the region.

AF308 Taxation Law

Prerequisites: AF205

Semester 1: Not offered **Semester 2:** F at L and O at C*

This course is concerned almost exclusively with income tax. It considers each of the major issues that must be dealt with by any system of income tax. The Fiji Income Tax Act is examined in detail as an example of a particular income tax.

AF309 Insolvency Law & Practice

Prerequisites: AF205

Semester 1: Not offered **Semester 2:** Not offered

This course introduces the legal principles and procedures governing the bankruptcy of individuals and the winding up of insolvent corporations, the law governing receivers, alternatives to bankruptcy and liquidation and related matters. Fiji statutory materials are used and case law is primarily from Fiji.

AF313 Accounting for Management Control

Prerequisites: AF201

Semester 1: Not offered **Semester 2:** Not offered

This course incorporates theoretical and practical issues in management accounting and control systems. The aim of this course is to go beyond the technical aspects of management accounting and control systems, into wider issues and context within which organisations, accounting and controls are embedded. In this way the choice, design and implementation (practice) of accounting and control systems can be better understood. It complements the technical components and the conventional wisdom on management accounting and control by including wider issues in historical and inter-disciplinary contexts, thereby enhancing analytical skills, self-awareness and critical thinking among course participants.

AF314 Corporate Accounting

Prerequisites: AF210

Semester 1: Not offered **Semester 2:** Not offered

The aim of this course is to provide the student with an understanding of the regulatory framework that governs the accounting for companies, to such an extent that on successful completion of the course the student will be able to undertake such accounting practices. The course will introduce students to accounting entries to report company formation; apply and explain appropriate accounting standards generated by the International Accounting Standards Board (IASB), that relate to corporate reporting; construct financial reports, that comply with regulatory requirements for companies and groups of companies; undertake the

financial accounting processes required to report corporate restructures; and undertake the financial accounting processes pertaining to a corporate liquidation.

AF315 Banking Law

Prerequisites: AF108

Semester 1: F at L and B at C* **Semester 2:** Not offered

This course covers the principal legal instruments, relationships and dealings commonly arising in the day to day business of a banker. Topics are canvassed at a depth appropriate to a person needing to be an accomplished and competent actor within a legal environment, yet not claiming the expertise of a legal professional. Domestic banking topics focus on Fiji law with reference to the law of other South Pacific jurisdictions for comparative purposes where library facilities permit. Throughout the course emphasis is placed upon standard form banking documentation in use locally.

AF401 Forensic Accounting: Field & Practice

Prerequisites: Admission into the Postgraduate Programme

Trimester 1: Not offered **Trimester 2:** Not offered **Trimester 3:** F at L and B at C*

Students will be required to display that they have some knowledge of the principles and methodologies of forensic accounting. These students have to demonstrate that as accountants they are able to collect evidence, reconstruct financial trails and prove how fraud occurred and who was responsible. All these will be done by following forensic principles and established methodologies. The learning of this course will follow a different approach from undergraduate studies and will focus on both the field and practical approaches to forensic accounting. Using forensic accounting theories and methodologies, this course will discuss the tactics to tackle the ever-increasing fraudulent financial activities in the corporate world. This course will also discuss issues and controversies faced by the current accounting and auditing environment. This course will make use of case studies based on the corporate fraud in the practical environment.

AF402 Legal Elements of Fraud

Prerequisites: Admission into the Postgraduate Programme

Trimester 1: F at L and B at C* **Trimester 2:** Not offered **Trimester 3:** Not offered

The Legal Elements of Fraud is emerging as a significant area in forensic accounting and there is a high demand from the profession for expertise in such areas. This course will be a core unit for the forensic accounting programme. The course exposes, and explores, the various types, methods and approaches to the fundamental issue involved in fraud. In doing so, particular emphasis will be placed on how fraud occurs, how it can be combated, the legal implications, the methods and resorts used and of course the extent of damage it can cause.

AF405 Fraud Accounting & Fraud Investigation in Financial Reports

Prerequisites: Admission into the Postgraduate Programme

Trimester 1: Not offered **Trimester 2:** Not offered **Trimester 3:** Not offered

This course is designed to introduce students to the general principles and processes of Fraud Accounting and Fraud Investigation in Financial Reports. In this course the practice of Fraud Accounting is explained in the context of fraud occurrence, fraud prevention, fraud detection, fraud examination and fraud investigation in the business financial statements.

AF411 Current Developments in Accounting Research - Financial

Prerequisites: GPA of 3.0 or better in Accounting major courses

Semester 1: Not offered **Semester 2:** Not offered

This course aims to provide students with an understanding of the issues involved in the regulation of financial reporting. It investigates the regulatory approaches employed and the rationales for regulation. The regulatory perspective provides a framework for the analysis of specific contemporary issues in financial reporting. Consideration of these issues illustrates the political nature of the regulatory process and provides the basis for an alternative explanation of the objectives of financial reporting and the use of particular accounting methods in financial statements.

AF412 Current Developments in Accounting Research - Managerial

Prerequisites: GPA of 3.0 or better in Accounting major courses

Semester 1: Not offered **Semester 2:** Not offered

The primary focus of this course is to study how management accounting information systems should be designed so as to provide adequate information for planning, decision-making, and control of organisational activities with specific reference to the South Pacific economic scene. The accounting information systems will be discussed in conjunction with how people in organisations are likely to use and react to the information. The course will also address current developments in management accounting practice and research.

AF413 Advanced Accounting Theory

Prerequisites: GPA of 3.0 or better in Accounting major courses.

Semester 1: Not offered **Semester 2:** Not offered

This course is structured to examine theoretical aspects of accounting and adequacy of conceptual accounting doctrines in providing relevant, reliable, and objective accounting information. The theoretical issues covered will be of special relevance to the South Pacific Island economies.

AF415 Reading Courses in Accounting

Prerequisites: GPA of 3.0 or better in Accounting major courses

Semester 1: Not offered **Semester 2:** Not offered

This course provides flexibility to students who wish to have an understanding of the literature in specific topics in accounting and financial management. The special topics available in any semester will depend on staff research and teaching interests. Students` research interests will be accommodated wherever possible.

AF418 Introduction to Research Methodology

Prerequisites: GPA of 3.0 or better in Accounting major courses

Semester 1: Not offered **Semester 2:** Not offered

The course aims to give students a general understanding of different types of accounting research and the range of research methodologies that are available, and to equip students with practical research skills and knowledge to be applied to their dissertation projects. The course exposes, and explores, the variety of research methodologies and research methods adopted in (financial, management and auditing) accounting research. In doing so, particular emphasis will be placed on comparing and contrasting positivistic and interpretivist approaches, and on the differences between (and/or potential convergence of) mainstream accounting research within the region.

AF420 Financial Statement Analysis

Prerequisites: Admission into the Postgraduate Programme

Trimester 1: F at L and B at C* Trimester 2: Not offered Trimester 3: Not offered

Money is the life blood of any business. How an organisation obtains and uses that money is of critical importance to the long term viability of that organisation. The financial health of the firm is presented in the four basic financial statements, the proper interpretation of which is critical for investors, creditors and internal management. This course is designed to help those involved in financial analysis make informed judgements as to the health of the organisation and provide guidance for improvement. This course is designed to help the student understand and interpret financial statements. The course will include information on how to read and understand financial statements and how to apply this knowledge to determine the health and current status of a business.

AF431 Advanced Management Accounting

Prerequisites: Admission into the Postgraduate Programme

Trimester 1: Not offered **Trimester 2:** Not offered **Trimester 3:** Not offered

An examination of planning and control processes in organisations, and the involvement of management and management support personnel with them. The following topics will be considered. `Formal` and `organisational` perspectives on management planning and control. Planning and decision-making in organisations: some alternative perspectives and descriptions. Planning and budgeting: theoretical perspectives and organisational descriptions. Organisation structures and structuration. Control processes in organisations: some alternative perspectives. Participation as a mode of organisational control. Accounting control systems: some alternative perspectives. Designing management accounting systems; prescription or organisational choice. Categorising and evaluating the literatures on management planning and control.

AF432 Information Systems Control & Audit

Prerequisites: Admission into the Postgraduate Programme

Trimester 1: Not offered **Trimester 2:** Not offered **Trimester 3:** Not offered

Analysis of internal control and auditing procedures in an EDP environment, use and limitations of common procedures, test desks, audit packages, etc., problems associated with differing applications, use of standard packages, mini and micro-computer based systems, distributed data processing, database applications.

AF433 Advanced Studies in Financial Accounting

Prerequisites: Admission into the Postgraduate Programme

Trimester 1: Not offered **Trimester 2:** Not offered **Trimester 3:** Not offered

A critical review of conceptual framework programmes for financial accounting and reporting. Issues with the traditional financial reporting structure. The impact of the fair value model of accounting on issues related to revenue and expense recognition, and the identification and measurement of assets and liabilities. Evaluation and application of the solvency test. Examination of accounting issues and techniques associated with specific industries and complex business structures. Topics may include accounting in the construction, real estate development, finance and extractive industries; group accounts; segment reports; accounting for unincorporated associations; trading trusts; reporting problems arising from off-balance-sheet financing; pension accounting; foreign currency translation. Accounting for heritage assets, accountability beyond the traditional accounting model. Accountability through the directors` and chief executives' reports. Corporate social responsibility. Social and environmental accounting.

AF434 Business Information Systems

Prerequisites: Admission into the Postgraduate Programme

Trimester 1: Not offered **Trimester 2:** Not offered **Trimester 3:** F at L and B at C*

Nature and functions of computer-based information systems used to support management of a business; business databases and reporting; practical experience with business applications software.

AF435 Business Research Methods

Prerequisites: Admission into the Postgraduate Programme

Trimester 1: Not offered **Trimester 2:** Not offered **Trimester 3:** Not offered

This course will introduce students to the basics of business research methods. Topics include probability theories and concepts, hypothesis formulation and testing, linear regression, multiple regression techniques, non-parametric methods, variance analysis, queuing theory and linear programming.

AF436 Accounting for Management Control

Prerequisites: Admission into the Postgraduate Programme

Trimester 1: Not offered **Trimester 2:** Not offered **Trimester 3:** Not offered

This course aims to develop in students the ability to appreciate critically the principles of the operations of any management control systems (MCSs) they are likely to encounter in their (future) careers, with a view to both operating effectively within them and, where appropriate, helping to improve them. Accounting control systems (e.g. budgets) are a very important part of MCSs, both in profit oriented and for non-profit organisations. Indeed, the chief accounting officer in a large company is often called the " The Controller". One aim of the course is therefore, to enable accounting and finance students to recognise how accounting controls should best be designed and operated in order to try to ensure that a particular organisation and its units remain "in control".

AF437 Issues of Governance & Ethics Accounting

Prerequisites: Admission into the Postgraduate Programme

Trimester 1: Not offered **Trimester 2:** F at L and B at C* **Trimester 3:** Not offered

The aim of this course is to expose the students to the need to develop and employ an advanced sense of moral reasoning in accounting practice, notwithstanding the regulatory framework that directs practice. To this end, this course will address ethical issues pertaining to the practice of accounting auditing and accountability, such that students will be able to undertake such practices applying reasoning as identified by Kolberg as being consistent with post-conventional moral development.

AF438 Current Developments in Accounting Research: Auditing

Prerequisites: GPA of 3.0 or better in Accounting major courses

Semester 1: Not offered **Semester 2:** Not offered

An examination of current areas of research in auditing and substantive studies in each area. The following topics will be considered: theory about auditing; overview of audit research; research areas; nature of audit work; agency theory and the existence of the audit function; human information processing in auditing; audit teams and the review process; statistical auditing; effects of the audit report; job satisfaction and performance in audit firms; performance criteria and evaluation. Future development in audit theory and research.

AF439 Advanced Taxation Contemporary Issues

Prerequisites: Admission into the Postgraduate Programme

Trimester 1: Not Offered **Trimester 2:** F at L and B at C* **Trimester 3:** Not offered

The structure of the tax base: income, capital, consumption. Assessment of the existing base and alternatives. Desirable characteristics of a tax system: equity, neutrality, simplicity, acceptability, administrative efficiency, fiscal flexibility, ability to meet revenue needs. Specific forms of taxation. Official inquiries into taxation. Economic and social issues concerning taxation: taxation and social welfare. Tax reform: needs, problems, approaches. Tax other than income tax: capital taxes, sales tax, land tax, payroll tax, stamp duty. Selected issues.

AF440 Structure of International Taxation

Prerequisites: Admission into the Postgraduate Programme

Trimester 1: Not offered **Trimester 2:** Not offered **Trimester 3:** Not offered

This course aims to assist you to formulate an appreciation of international tax structures, double tax agreements, and tax avoidance and evasions schemes. The course will use case studies based on actual schemes that have eventuated, rather than being based purely on theory. Some case studies that will be used during the semester will be constructed based on current and potential new developments in this area. The course will draw on various materials, which address current issues and controversies surrounding the subject.

AF600F Accounting & Financial Management SRP (Full-Time)

AF600P Accounting & Financial Management SRP (Part-Time)

AF700F Accounting & Financial Management Master's Thesis (Full-Time)

AF700P Accounting & Financial Management Master's Thesis (Part-Time)

AF750F Accounting & Financial Management DRP (Full-Time)

AF750P Accounting & Financial Management DRP (Part-Time)

AF800F Accounting & Financial Management PhD Thesis (Full-Time)

AF800P Accounting & Financial Management PhD Thesis (Part-Time)

EC100 Introduction to Economics

Prerequisites: Year 13/Form 7 or Foundation level Mathematics

Semester 1: F at L and O at C **Semester 2:** Not Offered

This course may not be credited towards a major, minor or Diploma in Economics, nor may it be credited together with a pass in EC101 or EC102. The course provides a self-contained, one-semester introduction to economics and is designed specifically for students who wish to familiarise themselves with the basics of economics, but who do not intend to study it to a higher level. This course begins with a discussion of the nature and scope of economics and then proceeds to examine in detail key aspects of microeconomic and macroeconomic theory. Applications of economic theory are discussed in relation to current economic issues in the Pacific Island economies and in the world economy as a whole.

EC101 Principles of Macroeconomics

Prerequisites: Admission into Undergraduate Programme

Semester 1: B at C **Semester 2:** F at L

Macroeconomics deals with the behaviour of the whole economy. This course is designed primarily to familiarise students with the basic theory of income determination - what determines the level of national income and output in modern economies.

EC102 Principles of Microeconomics

Prerequisites: Admission into Undergraduate Programme

Semester 1: F at L and B at C **Semester 2:** B at C

This course introduces students to microeconomics, the other branch of economics, which examines the behaviour of individuals, households, firms, and specific firms. The main emphasis in this introductory course is on the development of a sound understanding of theories of consumption and production. The course also provides the insight that individual decision makers, acting rationally and independently to maximise individual welfare, contribute to the overall welfare of all the market participants.

EC201 Intermediate Macroeconomics

Prerequisites: EC101

Semester 1: F at L and O at C **Semester 2:** O at C

This course has three major objectives. The first is a deepening of the understanding of how an economy works as a system, with complex interactions among variables and economic factors. The second is the explanation of how exogenous factors, especially government policies, can affect the system, together with the fostering of a capacity to evaluate real-world policies, including those pursued by governments in the South Pacific region. The third objective is the delineation of competing macroeconomic theories and the ways in which they have evolved; attention centres on the expanded Keynesian system, Monetarism and the Classical system.

EC202 Intermediate Microeconomics

Prerequisites: EC102

Semester 1: O at C **Semester 2:** F at L

This is an intermediate level neoclassical microeconomics course which presents theories that try to explain how South Pacific societies "allocate scarce resources amongst competing ends". The course covers the usual theories of consumer behaviour, firms' production and costs, market structures, theories of income distribution, general equilibrium and welfare economics. Given the small size of Pacific economies, there will be greater emphasis on monopoly and oligopoly theory. There will be an introduction to applications of microeconomics to international economics, public finance, environment, welfare economics and gender economics.

EC203 Economic Statistics

Prerequisites: EC101 or EC102 or ST131

Semester 1: F at L and O at C **Semester 2:** B at C

This course gives you the basic theoretical and practical hands-on experience on statistical methods in economics. Students are taught how to do basic statistical calculations and analysis using Microsoft Excel. The course starts with an introduction of basic concepts in statistics, including techniques for presenting data, describing statistics, probability theory, and discrete and continuous distributions. By the middle of the semester issues such as sampling distributions and estimation methods are introduced and finally hypothesis tests and the theory of ordinary least squares and time series analysis are introduced.

EC301 Macroeconomics Analysis

Prerequisites: EC201 and EC203

Semester 1: Not offered **Semester 2:** F at L and O at C*

This course builds on macroeconomic and microeconomic courses offered by the School of Economics at 100- and 200-levels. It uses theoretical analysis to develop policy prescriptions in a highly controversial field which is of great practical significance to present-day policy-makers.

EC302 Microeconomics Analysis

Prerequisites: EC202 and EC203

Semester 1: F at L and O at C **Semester 2:** Not Offered

The course builds a sound micro-foundation to understand key issues in economic analysis. The subject provides a theoretical framework to understand welfare economics, uncertainty and risk, economics of strategy, economics of regulation, asymmetric information, cost-benefit analysis, provision of public goods, income re-distribution and government spending and taxation. Both graphical and calculus based derivations are used to construct examples to analyse complicated economic problems.

EC303 Econometrics

Prerequisites: EC203 or OS203

Semester 1: Not offered **Semester 2:** F at L and B at C*

This course is an introductory one that teaches students the fundamental concepts and methods of estimation in Econometrics. It also introduces basic applied econometrics. The theory covered in this course includes Ordinary Least Squares estimation procedure and hypothesis tests on parametric estimates. The students are taught how to interpret the estimated parameters and use such estimates to predict or forecast economic or social events. The Excel software is extensively used for data management and Views for econometric estimations.

EC304 Development Economics

Prerequisites: EC201 and EC203

Semester 1: F at L and O at C **Semester 2:** Not offered

This course gives students a systematic introduction to the characteristics and problems of developing countries. It also: surveys the main theories and models of growth and development; and examines a range of policy-related issues bearing on industrial and agricultural development, international trade, transport, technology, gender, the environment, structural `adjustment`, foreign aid, foreign investment, and demography. In all cases, the general significance of these issues is established first, and then possible relevance to the circumstances of the Pacific Islands is identified and discussed. In addition, certain topics of

particular importance in the islands are examined in especial detail, notably environmental problems, population growth and migration, trade and aid issues in an era of deregulation, and the consequences of `smallness` for development in general and policy formulation in particular.

EC306 International Economics

Prerequisites: EC202 and EC203

Semester 1: Not offered **Semester 2:** F at L and O at C*

This course provides the theoretical base required to understand the key issues in the field of international economics. Key topics include: the theory of international trade, trade policy, Pacific Island countries' trading structures and the role of the World Trade Organisation in facilitating international trade.

EC307 Resource & Environmental Economics

Prerequisites: EC101 or EC102 or any 100 level GE/GS course

Semester 1: F at L and O at C* **Semester 2:** Not offered

This course provides detailed coverage of theoretical and applied issues in the interlocking fields of natural resource economics and environmental economics, both in general terms and with special reference to the South Pacific. While aimed primarily at students majoring in economics, the course is designed to be of interest to all students with a basic (100-level) grounding in microeconomics.

EC308 Economics of Tourism

Prerequisites: EC100 or EC102

Semester 1: F at L and B at C Semester 2: Not offered

This course is designed to appeal primarily to students majoring in economics and/or tourism management. It introduces students to the economic logic underlying the development, structure and performance of the tourism industry and analyses the impact of tourism on a wide range of economic and other variables, particularly in the Pacific Island context.

EC311 Labour Economics

Prerequisites: EC102

Semester 1: Not offered **Semester 2:** F at L and B at C

This course provides a sound understanding of the labour market and equips students with the basic tools necessary to analyse contemporary labour market issues such as the functioning of labour markets, affirmative action policies, labour mobility, information and job search, unemployment, minimum wages and wage/income inequality.

EC401 Advanced Macroeconomic Analysis

Prerequisites: Admission into Postgraduate programme

Semester 1: Not offered **Semester 2:** F at L

This course addresses issues such as inflation, unemployment, economic growth, consumption, central banking and exchange rates using an open economy macroeconomic framework. It is assumed that students will have background knowledge in the areas of AD-AS model and IS-LM analysis.

EC402 Advanced Microeconomic Analysis

Prerequisites: Admission into Postgraduate programme

Semester 1: F at L **Semester 2:** Not offered

This course examines current issues in microeconomics including the mathematics of optimisation, consumer theory, choice under uncertainty, production theory, the behaviour of firms in different market situations and the limits of markets as an allocation mechanism.

EC403 Applied Econometrics

Prerequisites: Admission into Postgraduate programme

Semester 1: F at L **Semester 2:** Not offered

This course aims at deepening the understanding of modern econometric analysis. The course will cover a variety of topics ranging from econometric theory to econometric applications. The theoretical aspects will cover maximum likelihood method, generalised methods of moments, maximum simulated likelihood method and their asymptotic justifications. In terms of applications, time series, cross-sectional and panel data will be used within the theoretical framework with emphasis on theoretical interpretation.

EC404 Economic Growth & Development

Prerequisites: Admission into Postgraduate programme

Semester 1: Not offered **Semester 2:** F at L

This course examines the theories of economic development in recent times. It will cover specific economic development related issues such as foreign aid, trade, human resource, privatisation, technological advancement, investment and human welfare.

EC405 Agricultural Economics

Prerequisites: Postgraduate Diploma in Economics (The course is for Masters Programme)

Semester 1: Not offered **Semester 2:** Not offered

This course will use theory and techniques learnt in EC402 and apply it to Food Economics and Marketing, and Agricultural Industries. Students will acquire skills that would enable them to work as a professional agricultural economist in an industry or government, or to proceed to a career in agricultural economics research. Students will use a combination of parametric and non-parametric statistics to solve farm management problems. Estimation of frontier production/cost function(s), data envelopment analysis and linear programming will be covered.

EC406 International Economics & Trade

Prerequisites: Postgraduate Diploma in Economics

Semester 1: Not offered **Semester 2:** F at L

This course examines the microeconomic theory and policy issues of international trade. It will examine the gains from trade, the determinants of patterns of international trade and the effects of trade on income distribution. It will then turn to policy and analyse a number of arguments for effective trade and industrial policies. It will also look at preferential trading areas using Pacific Island and Asia Pacific economy case studies.

EC407 Policy Analysis

Prerequisites: Postgraduate Diploma in Economics

Semester 1: F at L **Semester 2: N**ot offered

This is an introduction to a range of economic policy issues and applications that are current for most Pacific Island Countries (PICs). The topics include: population projections and policy implications for education financing and labour market analysis, quantitative poverty analysis and poverty alleviation policies, cost benefit analysis and applications, issues in privatisation, monopoly regulation, and trade integration. These topics may be added to, as and when resource persons become available. The course is a “hands-on” approach that takes students through practical data analysis, the derivation of sound statistical results, and the formulation of policy advice given through clear easy to read reports.

EC408 International Finance & Development

Prerequisites: Postgraduate Diploma in Economics

Semester 1: Not offered **Semester 2:** Not offered

This course will focus on international finance with an emphasis on developing countries. The course will be both, theoretical and applied in nature. It will address several core issues pertaining to international finance

in developing countries. Some of the core areas of focus are: international finance in a global context, finance and development in Pacific Island countries, the financial sector in developing countries, the link between the financial sector and economic growth, market failures and governance in the financial sector, long-term financing and debt, foreign direct investment, capital outflows, micro-finance and money laundering.

EC410 Monetary Economics

Prerequisites: Postgraduate Diploma in Economics

Semester 1: F at L **Semester 2:** Not offered

This course will discuss theoretical issues relating to exchange rate behaviour and management; current account; capital mobility; purchasing power and international prices; role of international institutions (IMF and The World Bank) and the global economy; fiscal and monetary policy effectiveness in open economies.

EC412 Economics of Governance & Institutions

Prerequisites: Postgraduate Diploma in Economics

Semester 1: Not offered **Semester 2:** F at L

A course in economics of governance and institutions accomplishes a series of courses that constitute the basic training for economists. In this course students study the impact of institutions on the incentives of economic agents and as a result on the wealth of the society. Institutional structure of the economy determines the incentives of the participants of economic activity, the range of their possibilities and the transaction costs they bear. Institutions have proven important for economic and social development. Much discussion nevertheless revolves around which types of institutions matter, and to what extent these institutions change over time. This course introduces the main categories that describe the institutional structure of the society and help to understand that institutions matter both in theory and in practice.

EC414 Special Topic

Prerequisites: Postgraduate Diploma in Economics

Semester 1: Not offered **Semester 2:** Not offered

This is a Special topic, which shall be offered if resources are available. The title of this course will be Special Topic and not tagged for any particular subject. Any subject of interest can be offered under this title. Special topics are offered from time to time. Thus course serves the purpose.

EC415 Environmental & Resource Economics

Prerequisites: Postgraduate Diploma in Economics

Semester 1: Not offered **Semester 2:** Not offered

This course in environmental and resource economics will address selected issues such as market failures; common property issues; institutions; global environment and natural resources; economic tools of environmental assessment; public policy issues relating to environment and natural resource conservation.

EC416 World Trade Organisation & Trade Liberalisation in Development

Prerequisites: Admission into the Postgraduate Diploma in Diplomacy and International Affairs

Semester 1: F at L **Semester 2:** Not offered

This course is specific to WTO and trade liberalisation. It covers trade related issues for developing and more specifically for small and vulnerable economies. The course provides deeper insights into international trade affairs and draws heavily from the WTO and related libraries to explain the role and patterns of world trade within the context of WTO rules and agreements. In addition, it provides an assessment of regional and bilateral trade agreements and development implications with specific references to Pacific Island states.

EC417 Growth Theory & Empirics

Prerequisites: Postgraduate Diploma in Economics

Semester 1: Not offered **Semester 2:** Not offered

This course is specific to the theory and empirics of economic growth. It is built on the analysis of theoretical growth models, especially after the classic works of Solow (1956), Romer (1986) and Barro and Sala-i-Martin (1992). It also addresses the recent developments in the theory and empirics of growth. Students are exposed to practical computer lab sessions to apply the latest econometric methods with country specific time series and cross-country panel data sets to explain (i) the sources of growth, (ii) the effects of plausible determinants of growth; and (iii) simulate growth models for policy. The course is expected to be innovative as new ideas, econometric software and theoretical insights become apparent.

EC600F Economics SRP (Full-Time)

EC600P Economics SRP (Part-Time)

EC700F Economics Master's Thesis (Full-Time)

EC700P Economics Master's Thesis (Part-Time)

EC750F Economics DRP (Full-Time)

EC750P Economics DRP (Part-Time)

EC800F Economics PhD Thesis (Full-Time)

EC800P Economics PhD Thesis (Part-Time)

FM101 Financial Mathematics

Prerequisites: Admission into Undergraduate Programme

Semester 1: F at L and B at C* **Semester 2:** B at C

This course will introduce students to the application of mathematics to financial calculations. Skills acquired in this course are relevant to the comprehension of sophisticated financial modelling in advanced courses. Topics include simple and compound interest, time value of money, continuous compounding, fixed and growing annuities, probabilities in a financial context, regression and multivariate analysis, and portfolio optimisation. The course will assume familiarity with the mathematics covered in MA101. Topics will be chosen only for their relevance to future needs in a course on finance, and all will be illustrated with practical financial examples.

FM102 Personal Financial Planning

Prerequisites: AF101

Semester 1: Not offered **Semester 2:** F at L and B at C*

This course fills a two-fold need in a finance major programme. Firstly it introduces students to basic financial concepts and decisions and the fundamental elements of financial planning. These concepts will be revisited in following courses in a variety of more conventional contexts, for example, corporate and small business financial management. Secondly such a course introduces students to a rapidly growing area of financial management seen as playing an important role in developing, increasingly affluent and also ageing societies. Fulfilling the latter need is of particular importance in Pacific societies where knowledge of appropriate personal financial management is crucial to improving living standards.

FM201 Financial Institutions & Markets

Prerequisites: FM101

Semester 1: F at L and B at C* **Semester 2:** Not offered

This course is designed to introduce the mechanics of financial markets and institutions. Its focus, whilst primarily descriptive, provides a basis for determining an appropriate financial markets structure for the individual countries of the region and for the region as an economic bloc. The emphasis is on describing the structure of financial markets in general, how those markets function, how they relate to various economic and political structures and how they facilitate the effective and efficient transfer of financial resources.

FM202 Small Business Finance

Prerequisites: FM101

Semester 1: Not offered **Semester 2:** F at L and B at C*

This course concerns the financial management of small business enterprises. The course is designed to achieve dual but related aims. First, it is designed to apply theories concepts and models studied in earlier finance courses to the unique environment of small business management. Second, it focuses on the application of small business finance management models and techniques to small business management as it operates in the South Pacific region where this business form is prevalent. The course also explores current and relevant past research done in the area of small business finance.

FM301 Portfolio Analysis & Investment

Prerequisites: FM201 or FM202 or AF208

Semester 1: Not offered **Semester 2:** F at L and B at C*

This course focuses on the essential considerations required in the process of the formation, analysis and management of investment portfolios. Portfolio theory, markets efficiency and asset pricing models such as CAPM and single-index models introduced in previous courses are critically evaluated in full. Techniques and practices used in security selection for institutional investment portfolios and coverage of derivative securities as it is pertinent to investment choice and portfolio formation is provided.

FM302 Financial Management in the Pacific Region

Prerequisites: FM201 or FM202 or AF208

Semester 1: F at L and B at C* **Semester 2:** Not offered

The focus of this course is to explore the challenges and problems of adapting some of the techniques, models and practices studied in earlier courses to the local region. Students will study how effective financial markets structures and management practices currently absent from the region might be introduced and employed and the problems of doing so. This course will utilise input from local and regional industry practitioners.

FM303 International Finance

Prerequisites: FM201 or FM202 or AF208

Semester 1: F at L and B at C* **Semester 2:** Not offered

This course focuses on aspects of investing and financing across borders in an increasingly global business environment. It explores the process and risks of investing across borders and financing internationally. Aspects such as foreign exchange, taxation and regulatory issues will be investigated. International diversification as a business strategy will be evaluated. The impact of increasing globalisation will be explored. A particular emphasis will be on managing the various risks associated with operating in an international business environment.

FM305 Financial Risk Management

Prerequisites: FM201 or FM202 or AF208

Semester 1: Not offered **Semester 2:** F at L and B at C*

This course extends the material covered in earlier courses such as FM202. It focuses on providing a thorough understanding of derivatives markets and techniques for managing asset risk. The nature and role of derivative securities in this process is explored. Topics covered include the use of derivative securities, forward and futures contracts on stock indices, investments and consumptive assets, options on stocks, stock indices and futures, swaps, hedging positions/strategies, binomial option pricing, numerical techniques in option pricing, exotic options and options on non-traded assets.

FM401 Corporate Finance

Prerequisites: Admission into Postgraduate programme

Trimester 1: Not offered **Trimester 2:** Not offered **Trimester 3:** Not offered

Using corporate finance theories and models, this course will discuss current topics, issues and also controversies faced by the capital market participants in their day-to-day operations. The course will make use of case studies based on the actual corporate events, for example, changing corporate structures and processes, relevancy or irrelevancy of financial models, mergers and acquisitions, corporate failures and the impact of financial crisis. Some cases may be constructed during the semester as new developments unfold. Student participation in the teaching and learning process will be encouraged.

OS101 Official Statistics & National Statistical Systems 1

Prerequisites: Admission into Undergraduate Programme

Semester 1: Not offered **Semester 2:** F at L and O at C*

This course introduces students to an ordered characterisation of official statistics as a subject or branch of knowledge. It introduces the articulately constructed theoretical underpinning of official statistics. Based on the `approach perspective`, this theory of official statistics is constituted of a set of articulated premises that is capable of vigorously driving a process of searching for new and reliable knowledge through measurement and reasoning. The course also discusses the nature of the system (national statistical system) that houses appropriate processes, stakeholders, and institutional arrangements implied by the presented theory of Official Statistics. Towards the end it focuses on a powerful revelation of the said theory of official statistics.

OS102 Introduction to Statistical Frameworks

Prerequisites: Admission into Undergraduate Programme

Semester 1: F at L and O at C* **Semester 2:** Not offered

OS102 is an introductory course to statistical frameworks. Students will be introduced to key statistical integration tools and to the International Standards and their role in Official Statistics with specific focus on some of the important standards. Topics include an overview of the tools, statistical integration to support cohesion across statistical outputs, international standards and their role in Official Statistics, classification systems, frameworks for supporting data collection, geography as an integrating tool, techniques for maintaining consistency over time, the key statistical frameworks relevant to the Pacific.

OS201 Official Statistics & National Statistics Systems 2

Prerequisites: OS101

Semester 1: F at L and O at C* **Semester 2:** Not offered

This course covers data generation processes. Topics include statistical cycle, sampling techniques and data collection procedures, data processing, quality control systems and other data mining processes including dissemination of official statistics.

OS202 National Accounts 1

Prerequisites: OS102

Semester 1: Not offered **Semester 2:** F at L and O at C*

This course builds on OS102 and focuses on the principles, conventions and methodology of the SNA2008 and national accounts. The course introduces national accounting, GDP calculation, price statistics, government finance, trade and agriculture statistics and their data accounting frameworks.

OS203 Statistical Methods for Official Statistics

Prerequisites: ST131

Semester 1: Not offered **Semester 2:** F at L and O at C*

The course will cover the statistical methods most commonly used in official statistics. These include the (1) design of statistical frameworks, (2) survey design, (3) sample design, (4) methods for managing non-sampling errors, (5) quality management, (6) index numbers, (7) time series and (8) analysis and presentation of official statistics. Some degree of mathematical statistics knowledge will be important for this course. These skills are sought after by Pacific Islands governments, especially the national statistical offices.

OS301 Introduction to Census Survey Data Analysis

Prerequisites: OS203

Semester 1: F at L and O at C* **Semester 2:** Not offered

This course is designed to provide students with specialist skills and practical knowledge that are central to survey and census data analysis. The skills such as data imports, management for computer analysis, data entry, transformation, analysis, graphical presentation of data and report writing, will be taught in this course. The course provides an overview of data sets and subsets, management of large data sets, and most importantly of data entry, and analysis using the social science data analysis software such as SPSS (the Statistical Package for Social Sciences) and CSPro (Census Survey Data Processing System). Emphasis will be placed on data entry, editing, transformation and management. It will emphasise statistical data analysis: summarise frequencies, cross tabulations, tabulation of data, test of associations, Chi sq tests. Advanced statistical analysis will include correlation and regressions.

OS302 National Accounts 2

Prerequisites: OS201

Semester 1: F at L and O at C* **Semester 2:** Not offered

This course provides practical application to constructing National Accounts and details their frameworks. It also discusses tourism, environment and informal sector statistics that seriously impinge on the National Accounts of the Pacific region.

OS303 ICT & Information Management for Official Statistics

Prerequisites: OS201

Semester 1: Not offered **Semester 2:** O at C

This course will start by providing some understanding of what are the attributes of a good IT environment for an official statistical office. This will include some analysis of how you govern and manage it to ensure this is the case. The course will then move on to consider the statistical functions and understand the IT and Information Management methods used in collecting, processing and disseminating census and survey data. The Generic Statistical Business Process Model (GSBPM) should provide the underlying framework for this part of the course. Applications of IT cannot stand still. There will be opportunities to use new technologies to change the way of doing things to improve outputs, their qualities or productivity. The course will cover some of the key tools to support this such as Business Process Analysis and IT Project Management. The course will finish with some discussion of recent developments in IT and Information Management that are relevant to official statistics. The main learning outcomes will be a better understanding of the principles, practices and techniques of IT and Information Management including what is involved in the management and governance of the IT environment.

PD101 Introduction to Population Studies

Prerequisites: Admission into Undergraduate Programme

Semester 1: F at L and B at C* **Semester 2:** Not offered

The course provides an introduction to the field of population studies and demography. It begins by examining the population dynamics. Then it focuses on the causes of population growth through the analysis of fertility, mortality, migration and the demographic transition. Later it shifts to the consequences of population growth and examines the Malthusian and anti-Malthusian perspectives. The relationship between population growth or lack thereof and issues of youthful populations, population ageing, economic development, food supply and the environment are also assessed. Other related topics that will be discussed include morbidity and the epidemiological transition, urbanisation and international migration.

PD200 Introduction to Analytical Demography

Prerequisites: PD101

Semester 1: Not offered **Semester 2:** F at L and B at C*

This introductory course in the more quantitative aspects of demography will be concerned with the elementary concepts, methods and techniques of analytical demography. This course involves direct measurement of demographic indices from data collected in censuses, vital statistics and surveys. It is assumed that basic data used in the measurement are of sufficient quality and that it is possible to derive reasonable demographic indices from these data sources.

PD301 Pacific Population & Urban Issues

Prerequisites: PD200

Semester 1: Not offered **Semester 2:** F at L and B at C*

This course will be concerned with the relationships between population and development, and their integration in development planning. In the first part of the course, relationships between population and development will be viewed from a historical point of view. Different models or theoretical approaches to population and development relationships will be considered. The second part of the course will explore current themes on population growth and development interactions. Major emphasis will be given to understanding population growth and its implications for economic growth, social development, migration and development, reproductive health and environment. Gender issues will be addressed in relation to current themes in population and development. The integration of population variables in development planning and policy making and programmes in the Pacific will be discussed. Throughout the course the emphasis will be placed on population and development issues in the South Pacific.

PD303 Applied Demography

Prerequisites: PD200

Semester 1: F at L and B at C* **Semester 2:** Not offered

The population processes of fertility, mortality and migration and their implications for decision-making and planning will be examined in this course. Demographic, social and economic data are crucial to strategic decision-making for public policies, businesses, industries and public enterprises. Future planning in business, employment and all other aspects of socio-economic development depend on the forecasts and projections of demographic data and their trends and patterns of change. The course will examine demographic and social data and statistics, local area demographic and business profiles, sources of demographic and socio-economic data, their usefulness and quality, data for planning needs by local authorities and the state. Further, it will use techniques of population projections and projection software to project population and labour force. Local and regional databases will be accessed in order to give students indications of the type and use of socio-demographic, economic and business data.

PD401 Demographic Data Collection & Analysis Techniques

Prerequisites: Admission into Postgraduate Programme

Semester 1: Not offered **Semester 2:** Not offered

This course aims to provide students with an in-depth understanding of the problems connected with the collection, processing, and adjustment of population and population related data in general and in the South Pacific region in particular. During the second part of the course a number of demographic techniques and models will be discussed necessary for an understanding of the topics taught in PD402.

PD402 Advanced Demographic Methods for Statistically Undercounted Population

Prerequisites: Admission into Postgraduate Programme

Semester 1: Not offered **Semester 2:** Not offered

In countries where basic demographic information is incomplete and/or defective, as in most countries in the South Pacific region, demographic parameters must be estimated using indirect analysis techniques. During the estimation procedure extensive use must be made of models, computer processing and demographic computer packages. It is imperative that students from countries in the South Pacific region doing an MA in Population Studies and Demography have a detailed understanding of these estimation procedures. During this course they will be asked to apply these procedures using data from their own country and other countries in the South Pacific region.

PD700F Population Studies & Demography Master's Thesis (Full-Time)

PD700P Population Studies & Demography Master's Thesis (Part-Time)

PD750F Population Studies & Demography DRP (Full-Time)

PD750P Population Studies & Demography DRP (Part-Time)

PD800F Population Studies & Demography PhD Thesis (Full-Time)

PD800P Population Studies & Demography PhD Thesis (Part-Time)

School of Business and Management (SBM)

Course Descriptions

Note: UU100 and UU114 must be passed, in addition to prerequisite requirements, before students progress to the 200-level courses. UU200 and UU204 must be passed, in addition to prerequisite requirements, before students progress to the 300-level courses. Only approved programmes may be exempt from this requirement.

DBA700 Crafting Research

Prerequisites: Admission to Programme

Trimester 1: Not offered **Trimester 2:** Not offered **Trimester 3:** Not offered

This course provides an overview of the research process and the nature of advanced management research and helps to build the foundation for engaging in quantitative, qualitative and mixed methods research. The main learning tools of this course will be the critiquing of scholarly work. Students will be encouraged to explore research philosophical foundations of management and business research located in a Pacific context. Students will explore the link between research questions and advances to management and business theory as well as professional knowledge; deductive, abductive and inductive research designs; and the roles of qualitative and quantitative research approaches.

DBA710 Qualitative Research Methods

Prerequisites: DB 700

Trimester 1: Not offered **Trimester 2:** Not offered **Trimester 3:** Not offered

This course covers the theoretical and philosophical bases of qualitative inquiry and provides students with the basic skills needed to do qualitative research. Topics covered in the course include qualitative research approaches such as grounded theory, case-based research, action research, qualitative research designs, and methods of data collection. Issues of validity and reliability, and qualitative data analysis will also be covered. The course will also evaluate the extent to which management research results are being translated into management in practice.

DBA720 Quantitative Research Methods

Prerequisites: DB701

Trimester 1: Not offered **Trimester 2:** Not offered **Trimester 3:** Not offered

This is the final course students take in their Graduate Certificate in Business Research. This course covers the process and practice of research with an emphasis on quantitative research orientations and issues related to design in the management research context. The course covers such topics as: types of research, quantitative research orientations, research ethics, measurement, sampling, and quantitative designs.

Students should be very familiar with statistical analysis software now, and should be further able to recommend new methods based on additional statistical procedures discussed- during this course.

DBA760 Literature Review

Prerequisites: DBA700

Trimester 1: Not offered **Trimester 2:** Not offered **Trimester 3:** Not offered

This course requires students to prepare a critical review of the literature that summarises the major research issues and their contributions and identifies a suitable research problem and associated research questions. The course prepares students for their research project through developing a framework for the thesis based on relevant literature.

DBA770 Building Theory

Prerequisites: DBA700 and DBA760

Trimester 1: Not offered **Trimester 2:** Not offered **Trimester 3:** Not offered

This course requires students to construct a theoretical framework which is appropriate for addressing a research question. The course synthesizes theoretical, logical and empirical arguments within the context of an inductive, abductive or deductive research design. The course prepares students for their research project through developing a theoretical framework for the thesis based on extant theoretical and empirical literature.

DBA780 Research Proposal

Prerequisites: DBA700, DBA710, DBA720, DBA760, DBA770

Trimester 1: Not offered **Trimester 2:** Not offered **Trimester 3:** Not offered

This course prepares students to link the components that make up a DBA thesis research proposal. The course provides guidance for coherently connecting a managerial problem statement, a review of relevant literature, a research question, a research design, a theoretical framework, a research approach and implications for theory and practice in management and business. This course enhances competency in the research process by having students develop a preliminary research proposal and an ethics application.

LM112 Principles & Problems in Land Tenure

Prerequisites: Admission into Undergraduate Programme

Semester 1: F at L and B at C **Semester 2:** Not offered

This course will provide a broad foundation for future study in land management and development. Students will absorb critical knowledge about land terminology, principles and practices. The course will allow students to compare their own experiences in land issues with those in other countries and in other times, exploring

a range of solutions to land tenure problems. The course is intended to provide students with an opportunity to develop critical thinking on a range of issues affecting sustainable land management and development in the Pacific Region.

LM113 Introduction to Geomatics

Prerequisites: Admission into Undergraduate Programme

Semester 1: Not offered **Semester 2:** F at L

This course will introduce students to the role of GIS in land resource management together with appropriate computation and data management using modern computer technology. The purpose and use of cadastral survey techniques including aerial photography interpretation will be discussed. Students will also be introduced to the potential use of satellite technology such as GPS, remote sensing and satellite imagery. The role of mapping in land management and development will be examined.

LM211 Property Investment Analysis

Prerequisites: LM112

Semester 1: F at L and B at C **Semester 2:** Not offered

The course introduces the physical, legal and financial aspects of property (residential, industrial, commercial, rural, etc.). It leads to a better understanding of individual decision making (house purchase or rental) and to investment decisions based on modern financial analysis. The course also introduces to the Investment approach to property valuation.

LM213 Land & Building Economics

Prerequisites: LM112

Semester 1: Not offered **Semester 2:** F at L and B at C

The course is presenting the major concepts in urban and building economics. Urban economic concepts will be mostly related to location theory and analysis. Building economics concepts are related to life cycle costing, cost and benefit ratio analysis, and control of cost and depreciation. Cost estimating, including determination of material, labour, equipment, overhead, profit, and other construction costs. Special attention will be given to Pacific Islands specific residential and non-residential modes of construction, maintenance and costing (formal and informal).

LM214 Property Management

Prerequisites: LM112

Semester 1: Not offered **Semester 2:** F at L and B at C

The course is designed to provide students with a firm understanding of the knowledge, procedures and skills required in the management and brokerage of real property assets. Aspects of property management covered include financial management, maintenance management, budgeting and forecasting, rental collection, arrears management, operational and capital expenditure allocation, leasing and administration, health & safety regulations, marketing, tenant relations, risk management, environmental issues, sustainability, ethical conduct and professional integrity. Students will also be introduced to basic brokerage concepts including Sales & Purchase agreements, transfer dealings and legalities surrounding brokerage of real property assets.

LM215 Town & Country Planning

Prerequisites: LM112

Semester 1: F at L and B at C **Semester 2:** Not offered

This course is intended to provide a basic understanding of the activities that determine environments, the inter-relationships between these activities, planning theories and principles, and planning processes with particular reference to developing countries. The course attempts to integrate three fields of study: (a) physical, economic and social environments and activities; (b) planning theories, methods and principles, and planning processes and practices; and, (c) consideration of the compensation/ betterment problem.

LM216 Planning & Environmental Law

Prerequisites: LM112

Semester 1: Not offered **Semester 2:** F at L and B & P at C

The course looks closely at the Planning Law in USP member countries and land use controls. In addition, the environmental laws governing planning activities will be introduced to students. Covenants restricting land use and easements relating to land will be discussed.

LM311 Property Valuation Methodology

Prerequisites: LM211

Semester 1: F at L and B at C **Semester 2:** Not offered

This course is built on the practical and theoretical knowledge taught in 100 and 200 level courses. It concentrates on international theory and practices to value a property for market valuation purposes. Students will be introduced to the principle terms, legislation and approaches in property valuation. A key component of this course is to introduce students to the reporting standards required in a valuation report as per the International Valuation Standards (IVS). Having various practical components, it largely deals with

the different approaches to property valuation namely the Market, Cost and Income approaches. On successful completion of this course, students should be able to compile a market valuation report for a residential property that conforms to the IVS.

LM312 Property Development

Prerequisites: LM211

Semester 1: F at L and B at C **Semester 2:** Not offered

The principal objective of land management is the allocation of scarce resources with respect to and, whether they are physical resources, legal interests, commercial gain, equitable rights, cultural traditions, or other. In an evolving economy the land management (or property) profession plays a critical role in advising relevant parties to achieve their respective goals within the development process. These goals are often either short-term and long-term financial goals, or strategic goals such as undertaking developments for housing, public infrastructure, commercial, industrial and retail purposes. This course requires students to apply Town and Country Planning regulations to a proposed development and undertake a Feasibility study to ascertain the profitability of the project to stakeholders.

LM313 Applied Valuation

Prerequisites: LM112, LM211 and any one of LM213, LM214 or LM216.

Semester 1: Not offered **Semester 2:** F at L and B at C

This course builds on the Valuation methodologies taught in LM 311. The course is designed to teach students the application of Valuation methodologies to undertake valuations for insurance purposes, large commercial developments, rural valuations, subdivisions and compulsory acquisitions. The goal is to provide students with the skills needed to carry out valuation exercises in these fields in light of the applicability of different Valuation methodologies, information sources, ethical practices expected of a property professional and citing reporting guidelines delineated in the International Valuations Standards.

LM315 Land Management Synthetic Project

Prerequisites: LM112 and any three 200-level LM courses.

Semester 1: Not offered **Semester 2:** F at L and B at C

The purpose of this course is to give students the opportunity to carry out a major synthetic project in the general area of land development, planning and management. The course is based on a studio formula and it should bring together all the different components of the land management programme.

LM317 Land Law

Prerequisites: LM112

Semester 1: F at L and B at C **Semester 2:** Not offered

The course introduces the students to the general principles of land and real estate law. Topics to be covered will include ownership interests, land titling and registration, law of mortgages and real estate financing, leases and licenses and landlord and tenant rights and duties.

LM318 Industry Internship

Prerequisites: LM211, LM213, LM215 or LM216, LM311 or LM312

Semester 1: F at L **Semester 2:** F at L

This course is a two-week block course introduction to industry workplace expectations, followed by a 200 hour industry internship placement, which will give final year students a practical introduction to the vocational environment. The block course will provide professional skills, such as writing a CV and preparing for an interview, it will flesh out the USP generic courses by drawing on experiences of staff and stakeholders, on private and public sector employment issues. The 200-hour internship will allow students to experience the workplace before taking up full time employment and will allow students and prospective employers to establish post-graduation employment opportunities.

LM401 Land Economics

Prerequisites: Admission into Postgraduate Programme

Semester 1: F at L **Semester 2:** Not offered

The aim of this course is to bring students to a comprehension of the economics of urban land and to an understanding of the economically rooted problems of cities and the development of remedies. The topics covered include the essential characteristics of land as a natural resource and as a universal economic good, the evolutionary and functional nature of human settlement as a prime land use from which are derived special qualities of productivity and to understand and appreciate certain unique features of urban land economics as an organised discipline.

LM402 Property Investment & Development Analysis

Prerequisites: Admission into Postgraduate Programme

Semester 1: Not offered **Semester 2:** F at L

This course will examine methods of investment appraisal and their comparison, the cost of sources of capital, project analysis, risk analysis and optimal financing. The study of project evaluation will cover the theory of property pricing, investment analysis and property portfolio performance with particular reference to the problems of measuring performance in the region. Market research and the effects of fiscal policy on

property investment and development will be discussed. Decision and benefit cost analysis together with traditional valuation methods will be considered in relation to project appraisal.

LM420 Special Topic in Land Management

Prerequisites: Admission into Postgraduate Programme

Semester 1: F at L Semester 2: Not offered

This course is a generic course designed to further develop the research and analytical skills of postgraduate students within the School of Land Management and Development. The course provides a graduate level introduction to the research writing process, grounded specifically on the types of research methodology that is relevant in the property sphere. In addition, the course introduces the use of statistical analytical tools such as linear regressions, ANOVA and further explores the application of these quantitative statistical methods in the discipline of property/real estate. In addition, the course provides an advanced level understanding of the framework for successfully conducting a fully-fledged applied market study for each of the key real estate property sectors – housing, commercial (office), retail and resort and leisure.

LM600F Land Management SRP (Full-Time)

LM600P Land Management SRP (Part-Time)

LM700F Land Management Master's Thesis (Full-Time)

LM700P Land Management Master's Thesis (Part-Time)

LM750F Land Management DRP (Full- Time)

LM750P Land Management DRP (Part- Time)

LM800F Land Management PhD Thesis (Full-Time)

LM800P Land Management PhD Thesis (Part-time)

MBA421 Entrepreneurship & Innovation

Prerequisites: Admission into the Postgraduate Programme

Trimester 1: Not offered **Trimester 2:** Not offered **Trimester 3:** F at L

This course explores the entrepreneurial process through which new business ventures are created. Case studies are used with an interactive discussion-based teaching approach, supplemented with presentations by local and regional entrepreneurs. Students learn how to write a complete business plan and present it to the class.

MBA422 Financial Institutions & Markets

Prerequisites: Admission into the Postgraduate Programme

Trimester 1: Not offered **Trimester 2:** Not offered **Trimester 3:** Not offered

Financial markets facilitate allocation of financial resources to productive activities for the benefit of society. Financial institutions provide the institutional framework for markets by performing essential intermediation and distribution functions. The main objectives of this course are to enable participants to understand the organisation and methods of financial markets, such as money markets and capital markets, as well as the various institutions and instruments constituting these markets.

MBA423 Human Resource Management

Prerequisites: Admission into the Postgraduate Programme

Trimester 1: F at L **Trimester 2:** Not offered **Trimester 3:** F at L

The effective management of people has an important bearing on organisational success. The importance of personnel policies and procedures has created opportunities for managers and administrators with expertise in this field. The course provides conceptual and practical skills in areas such as the strategic aspects of human resource management, people-power planning, recruitment and selection, performance appraisal, training and development, salary administration and employee benefits. Industrial relations in the context of the South Pacific region is an important theme.

MBA425 Independent Study

Prerequisites: Admission into the Postgraduate Programme

Trimester 1: Not offered **Trimester 2:** Not offered **Trimester 3:** Not offered

The independent study course will require the student to negotiate a learning contract with a lecturer or researching in an area relevant to the student`s interest. A programme of readings, activities, research and assessments will be prepared for review by the Head of School at course commencement.

MBA430 Special Topic in Business Administration

Prerequisites: Admission into the Postgraduate Programme

Trimester 1: F at L **Trimester 2:** F at L **Trimester 3:** F at L

This course is designed to provide access to important topics which may not fit well into the confines of the traditional trimester-length course format. Some such topics represent recent breakthroughs in knowledge; they will be taught by USP and distinguished visiting staff from overseas.

MBA431 Quantitative Business Analysis

Prerequisites: Admission into the Postgraduate Programme

Trimester 1: F at L **Trimester 2:** Not offered **Trimester 3:** Not offered

Quantitative Business Analysis provides the student with a basic understanding of statistical concepts and their application to the business environment. The emphasis is on inferential statistics. However, the approach is applied with numerous examples from business. Students learn hypothesis testing and use statistical methods such as one-sample and two-sample tests for means and proportions, chi-square, one-way and two-way analysis of variance, and simple and multiple regression analysis.

MBA432 Accounting for Decision-making

Prerequisites: Admission into the Postgraduate Programme

Trimester 1: F at L **Trimester 2:** Not offered **Trimester 3:** Not offered

This course develops the basic concepts and procedures underlying financial statements and introduces tools for analysing profitability, risk and other financial considerations underlying business decision-making. The accounting data inputs into an organisation`s Accounting Information System (AIS) will be evaluated. Such data includes both traditional financial reports and specialist reports prepared by the AIS.

MBA433 Management of Information Systems

Prerequisites: Admission into the Postgraduate Programme

Trimester 1: F at L **Trimester 2:** F at L **Trimester 3:** Not offered

Through the use of a range of software packages, the course examines the manner in which information is used for business-decision making. Methodologies and approaches for making the most effective use of information and information technology are presented and practised. As decision support systems (DSS) are becoming a major management tool, two such systems, knowledge based DSS and expert systems, are evaluated.

MBA434 South Pacific Business Environment

Prerequisites: MBA439

Trimester 1: Not offered **Trimester 2:** Not offered **Trimester 3:** F at L

The course covers key issues relating to the South Pacific business environment. Corporate social responsibility, regionalism, utilisation of natural resources, impacts of culture on business problems, labour relations, government support for business privatisation and the consequences of foreign investment will be considered. The relationships of business, culture and the natural environment, commercial law, as well as the ethics of various viewpoints and practices constitute major themes.

MBA435 Organisational Behaviour

Prerequisites: Admission into the Postgraduate Programme

Trimester 1: F at L **Trimester 2:** F at L **Trimester 3:** Not offered

The study of organisational behaviour is concerned with the causes of behaviour and the application of this knowledge to understanding the human aspects of organisational systems and their management. The focus is on individuals, on groups, and on organisations as a whole.

MBA436 Finance

Prerequisites: MBA432

Trimester 1: Not offered **Trimester 2:** F at L **Trimester 3:** Not offered

The focus of this course is the role of finance, as a function of management, in maximising the value of the firm. Course participants will be expected to acquire the necessary conceptual insights, and analytical skills to perform the finance function in rapidly changing business environments, within and across countries. The course will be designed to strike a balance among three interrelated areas, viz., macro finance, investments, focusing on decision-making for choosing securities for the portfolio; and managerial or business finance, involving the management of the finance function at the level of a firm. Thus, the course will cover such topics as the essential concepts in finance, financial analysis, working capital management, short-term financing decisions and strategic long-term financing decisions including mergers, divestitures and leveraged buy-out.

MBA437 Marketing

Prerequisites: Admission into the Postgraduate Programme

Trimester 1: Not offered **Trimester 2:** F at L **Trimester 3:** F at L

Principles of marketing are discussed with reference to South Pacific products and services. Topics include: the role of marketing in the organisation and society; the marketing environment; customer markets and buyer behaviour; marketing research; market segmentation and positioning; the marketing-mix; product life cycle; marketing planning and implementation; and the ethical consequences of marketing actions. The marketing function is regarded as a key ingredient in management and strategic planning. Continuous reference is made to both the domestic and international marketplace.

MBA438 Operations & Quality Management

Prerequisites: MBA431

Trimester 1: Not offered **Trimester 2:** F at L **Trimester 3:** Not offered

While operations management originally developed in manufacturing organisation, theory and method have been expanded to cover operations in service organisations. Key business functions include product design, resource allocation, location and layout of facilities, scheduling activities, materials and inventory management, process integration, technology selection, capacity planning and work force improvement. Quality management and the philosophy underlying this commitment receive particular emphasis.

MBA439 Business Economics

Prerequisites: Admission into the Postgraduate Programme

Trimester 1: F at L **Trimester 2:** Not offered **Trimester 3:** F at L

This course provides an overview of the main principles, theories and techniques of economics and their relevance to the management of enterprises in market economies. It includes a review of the fundamentals of business economics, how markets work in a free enterprise economy, the role of governments in regulating and managing the economy, the economics of government/business/consumer relations, the economics of firms and industries, enterprise economics and economic techniques to assist management decision-making including the basics of cost-benefit analysis. The course also introduces students to the study of financial markets and the role of stock exchanges and the different equity and borrowing sources of funds for firms.

MBA440 Strategic Management

Prerequisites: MBA431, MBA432, MBA433, MBA435, MBA437, MBA438, MBA439

Trimester 1: Not offered **Trimester 2:** Not offered **Trimester 3:** F at L

This course commences with a review of the available models in strategic management. Then students choose a specific organisation in the Pacific Region and analyse each and every step of the strategic management process of the organisation on a group basis under the guidance of the concerned faculty member. Students will analyse the political, economic, social, and technological environments in the Region and their impact. They will examine the direction of the organisation, its vision and mission, goals and objective in the context, organisational strengths and weaknesses and the changing external environment. They will critically examine the past, present and possible future strategies, at corporate as well as at different functional levels, and evaluate their effectiveness. Then they will cross-examine the structure of the organisation to ensure successful implementation of the planned strategies to achieve the set objectives. In-depth analysis of the live case and stage-wise presentation for continuous improvement are the hall marks of this course.

MBA441 International Marketing

Prerequisites: MBA437

Trimester 1: Not offered **Trimester 2:** Not offered **Trimester 3:** Not offered

While drawing on the basic knowledge acquired by students through MBA437, this course examines major issues related to analysing international markets and developing international marketing strategies. The focus is hands-on learning of how companies interested in entering the global marketplace: (a) analyse, identify and assess marketing opportunities abroad, (b) decide whether to go international, (c) decide which particular market, (d) decide how to enter the chosen market(s), (e) develop a marketing programme for the target market(s), and design an effective organisational structure and control system for successful implementation of the international marketing programme. Course material is applicable to the whole spectrum of firms` situations - from the beginning internationalists through to multinational corporations.

MBA442 Services Marketing & Management

Prerequisites: Admission into the Postgraduate Programme

Trimester 1: Not offered **Trimester 2:** Not offered **Trimester 3:** Not offered

This course is for MBA students interested in a senior management career in the services sector. It integrates many different functions of management (operations, marketing, HRM and strategic planning) with an orientation towards practical application. The course will be service business case and practical exercise oriented with strong emphasis on application of theory and principles to real life situations. It will combine group work with individual work and provide an opportunity to analyse and study local organisations, with a view to improving the quality of service provided. This course should be appropriate for people in almost any sector of the economy: private, public or not-for-profit. Quality service should be integral to virtually any successful commercial, governmental or charitable organisation.

MBA443 E-Marketing for Managers

Prerequisites: Admission into the Postgraduate Programme

Trimester 1: Not offered **Trimester 2:** Not offered **Trimester 3:** Not offered

This course will review and evaluate e-business and e-marketing theory and practice. Students will apply the theory through the development of a website for the prime purpose of marketing a product or service or idea online. Although students are not expected to have background in website creation, the final outcome is contingent upon the technical skills each student will acquire and bring to their team project of building an E-commerce website. The student will learn the basic technical skills necessary to design and create a website.

MG101 Introduction to Management

Prerequisites: Admission into the Undergraduate Programme

Semester 1: F at L and B at C* **Semester 2:** F at L and B at C*

This course aims to help students understand important management concepts and theories, covering the basic management functions and other important issues from a practical perspective. It provides a comprehensive and integrated introduction to the process of management in both functional and behavioural aspects. In particular, the course targets the development of human skills, personal, interpersonal and group skills by using a wide range of teaching methods that encourage student participation during tutorials. It is therefore imperative for students to read the prescribed text and other relevant materials from the library and the internet, in order to be able to participate effectively.

MG106 Introduction to Human Resource Management

Prerequisites: Admission into the Undergraduate Programme

Semester 1: F at L and B at C* **Semester 2:** P at C

This course introduces students to the basic concepts of human resource management, employment relations, the emerging HRM trends as well as management of human resources in the public sector. It is important to remember that there is no single right way to manage people. As such, the major aim of this course is to stimulate students to think about vital issues relating to human resource management and how it should be organised at workplace. The topics covered in this course are organised around four themes: the human resource management and environment, acquiring and preparing human resources, developing employees, and compensating and managing human resources. All these issues will be examined in the context of global changes taking place in the field of human resource management and the impact of such changes on the public and private sectors in the South Pacific Region.

MG201 Organisational Behaviour

Prerequisites: MG101 or MG106

Semester 1: P at C **Semester 2:** F at L and B at C*

MG201 introduces fundamental concepts in the field of organisational behaviour (OB). Managers worldwide fully appreciate the significance of OB and how, as a field of study, it assists them in dealing with the challenges facing 21st century organisations through a solid understanding of human behaviour at work-both of self and others. It is also true that OB is a very interesting and relevant subject because almost all of us are interested in human behaviour and expect to work in some organisation at least part of our adult lives. Organisations fail or succeed, decline or prosper because of people, i.e. because of what people do or do not do every day on the job. Therefore, OB is concerned with the study of what people do in an organisation and how that behaviour affects the performance of the organisation. It is now also recognised that effective organisational behaviour is the foundation, and the effective management and leadership of organisations requires thoughtful application of competencies related to the behaviour of people at work.

MG202 Operations Management

Prerequisites: MG101 or MG106

Semester 1: F at L and B at C* **Semester 2:** P at C

This course is intended to introduce students to the field of Operations Management (OM) and create an appreciation of the significance of OM decisions. Some of these decision areas include workforce, process, capacity, quality and inventory. Students will learn to examine the effectiveness of operations systems in both manufacturing and services, identify operations problems and propose solutions for improvements.

MG204 Management of Employment Relations

Prerequisites: MG101 or MG106

Semester 1: F at L and B at C* **Semester 2:** P at C

At the core of employment relations are different views on how to manage relationships between an organisation, its employees and their representatives as well as parallel arguments on how governments should frame laws and policies to best encourage efficient and equitable employment relations within organisations. Thus, this course provides students with a robust introduction to the study and operation of employment relations. It is designed to provide students with a body of knowledge on employment relations theory, an understanding of the relationships between the major actors in an employment relations system, processes and outcomes.

MG206 Marketing Principles & Strategies

Prerequisites: MG101 or MG106

Semester 1: F at L and B at C* **Semester 2:** P at C

This course is an in depth survey of the principles of marketing. The course is based on an understanding of the importance of marketing to the success of any business endeavour. While strategy and planning considerations are covered, the emphasis is on buyer behaviour and the use of the marketing mix to reach that buyer successfully. Students will receive a working understanding of the concepts and procedures of marketing in today's environment, and its inter-relationship with other business functions. Students whose primary interests lie in other fields will go away with the foundation to understand how marketing relates to their primary area of interest.

MG214 Principles of Public Sector Management

Prerequisites: MG101 or MG106

Semester 1: F at L and B at C* **Semester 2:** P at C

This course familiarizes students with key theories, concepts and areas underpinning public sector management and the role of government, while discussing topics like public policy making, strategic management, human resource management, accountability, and the more recent digital governance. The course focuses on the Traditional Public Administration and New Public Management (NPM) models, exploring how NPM gained prominence and how both models have influenced the design and implementation of various management systems and practices in the public sector. The course critically engages with the relevance of these concepts, models and changes in relation to the contexts of Pacific Island Countries and Territories

MG301 Management of Service Operations

Prerequisites: Any two 200 Level MG courses or TS207 and one 200 Level TS course

Semester 1: O at C **Semester 2: O at C**

This course explores the strategic, operational, marketing and financial issues related to the provision of a service that leads to a high level of customer satisfaction. It examines the ways by which human resources can be managed effectively to achieve this. The methodologies available for measuring, analysing and designing service systems are evaluated, along with the role that marketing has in attracting customers and shaping their expectations. The financial implications of providing a quality service are examined.

MG302 Human Resource Management

Prerequisites: Any two 200 Level MG courses or TS207 and one 200 Level TS course

Semester 1: P at C **Semester 2:** F at L and B at C*

This course introduces the functional area of human resource management. It focuses on employer/employee strategies, policies and techniques. Topics cover the role of human resource function, employee planning and forecasting, recruitment and selection, employee development and employer employee relations, human resources information systems, performance management, career planning and development, compensation and benefits, employee health and safety, international human resource management and other important aspects in this field. Students are expected to gain broad knowledge of the theory and practice of human resource management. Emphasis is given to the acquisition of skills that have direct application to any sector, public, private or voluntary.

MG303 International Marketing

Prerequisites: MG206 and any one 200 Level MG course or TS207 and one 200 Level TS course

Semester 1: F at L and B at C* **Semester 2:** F at L and B at C*

The course introduces the multiple dimensions, environments, and strategies of international marketing. General topics include the changing character of the world economy, the globalisation of markets, regional regulatory agencies, the international financial system, and the variable impacts of politics and culture on contracts and trade agreements. Strategic topics include foreign market assessment, foreign market entry, responding to competition, product modification, pricing decisions, channel selection, and cross-cultural promotion. Case studies and the preparation of a product/service export plan integrate the general understanding with concrete and practical experience.

MG305 New Venture Creation

Prerequisites: Any two 200 Level MG courses or TS207 and one 200 Level TS course

Semester 1: F at L and B at C* **Semester 2:** Not offered

This course, which explores the skills, attitudes and knowledge needed to create and manage new ventures, focuses on finding and developing opportunities for promising new enterprises with growth potential. It will also focus on the design and management of enterprise support services for nurturing new and existing businesses. Key objectives are to equip students with the knowledge and skills they need to assess their own potential as entrepreneurs; assess the viability of new venture opportunities; and, prepare a detailed business plan (or project proposal).

MG309 Strategic Management

Prerequisites: Any two 200 Level MG courses or TS207 and one 200 Level TS course

Semester 1: F at L and B at C* **Semester 2:** P at C

The subject of Strategic Management primarily deals with the problems and processes of appropriately matching an organisation with its environment. It offers knowledge and tools for manoeuvring the environment for the strategic advantage of the organisation. Given such background this course intends to impart basic knowledge and skills in formulating, implementing and evaluating business strategies in the existing or potentially emergent environmental context. The overall objective of this course is to enable students to identify the problems confronting an organisation and make appropriate strategic decisions for improving its overall performance in order to enable the organisation to survive and compete in the global environment.

MG311 Total Quality Management

Prerequisites: Any two 200 Level MG courses or TS207 and one 200 Level TS course

Semester 1: Not offered **Semester 2:** F at L and B at C*

The importance of quality in managerial decision-making, especially in an increasingly competitive global environment, cannot be overemphasised. In this course we will examine quality problems from the perspective of the modern day manager in both public and private sector organisations. The main part of the course introduces the concept of Total Quality Management (TQM). Both the managerial and the statistical aspects of quality will be covered.

MG312 Organisation Development

Prerequisites: Any two 200 Level MG courses or TS207 and one 200 Level TS course

Semester 1: F at L and B at C* **Semester 2:** O at C

Organisation development is a planned change process to meet individual and organisational needs using behavioural and organisational science theories and techniques. The objective of this course is to provide students with the knowledge and tools to help organisations develop a vision, to conduct a diagnosis of individual, team, and organisational problems, to make an intervention plan, and to evaluate an intervention. In order to meet this objective we will explore the nature of the planned change process and we will have an in-depth look at behavioural and organisational theories and techniques which can be used to stimulate individual, group and organisational development.

MG315 Employment Relations Theory & Policy

Prerequisites: Any 2x200 level MG courses or TS207 and one 200 level TS course

Semester 1: P at C **Semester 2:** F at L and B at C*

This course examines the relationship between theory research and policy as operative in the field of HRM and employment relations. Further analysis of the policy dimension focuses on structure, processes and technical aspects of the development, implementation and evaluation of employment relations policy by unions, employer organisations, corporations and government. Specific attention is paid to practice in the Pacific region, but this is put in the comparative context of international best practice.

MG316 Comparative Employment Relations

Prerequisites: Any two 200 Level MG courses or TS207 and one 200 Level TS course

Semester 1: P at C **Semester 2:** P at C

This course will provide a background and review of issues and themes in employment relations. It will explore the role, aims, history, and goals of unions, employer organisations and governments in the field of

employment relations. The materials will be drawn from around the world, but special attention will be given to issues and developments of relevance in the South Pacific.

MG318 Managing Change in the Public Service

Prerequisites: Any two 200 Level MG courses or TS207 and one 200 Level TS course

Semester 1: Not offered **Semester 2:** Not offered

MG318 is about managing changes in the public sector and in particular its core component, which is largely known as the public service. It begins with an analysis of key theories in the literature of change management and proceeds to conduct an in-depth examination of the details of each stage of the process of change management, including: the need for change and the roles of change actors, strategies for change, approving changes and political and stakeholder feasibility, implementing change and overcoming resistance, evaluating change and taking corrective action, sustaining change through capacity building and leadership. In essence this course implicitly provides a practical dimension to the conceptual framework of change management by examining the changes that are integral to public sector reforms undertaken by several countries in the region recently that largely drew on the New Public Management (NPM) model.

MG319 Ethics and Professionalism in Public Service

Prerequisites: Any two 200 Level MG courses or TS207 and one 200 level TS course

Semester 1: F at L and B at C **Semester 2:** Not offered

This course provides a balanced approach to the study of ethics and professionalism in the Public Service by initially discussing key traditional and contemporary theoretical insights on ethics and professionalism. This is followed by an in-depth discussion of ethical responsibilities of public managers, tools for ethical behaviour, ethical decision making and how to build an ethical and professional organisation. In essence, the course provides discussions on issues central to ethics like corruption, accountability and transparency in relation to the Pacific region.

MG321 International Business

Prerequisites: Any two 200 Level MG courses or TS207 and one 200 Level TS course

Semester 1: Not offered **Semester 2:** F at L and B at C*

This course provides a broad introduction to international business in the contemporary world. Accordingly, the course covers a wide range of material touching on the international environment and on the operational issues encountered by firms doing business within that environment. It will seek to integrate and expand on the principles learned in core courses throughout the BCom programme. It will also focus on ethical issues in the international environment, seeking to show students how Multi National Corporation (MNC) actions impact on the rest of the world. Key objectives of this course are to equip with a systematic understanding of the fundamental aspects of the global business environment that influence business decisions and also have an advanced understanding of the different theories of international business.

MG401 Employment Relations

Prerequisites: Admission into Postgraduate Programme

Semester 1: Not offered **Semester 2:** Not offered

This course is intended for graduates with an interest in the management of HRM and employment relations. This course will be useful to those who wish to know about human resource management and employment relations. Issues globally and from the South Pacific region will be examined.

MG402 Employment Relations Dispute Resolution Systems

Prerequisites: Admission into Postgraduate Programme

Semester 1: Not offered **Semester 2:** F at L

This course is about resolution of conflicts, grievances and employment disputes at the organisation level as well as via Alternative Dispute Resolution (ADR) system such as conciliation, mediation and arbitration. The focus will be ADR globally and in the Pacific.

MG403 Management Development in Small Business

Prerequisites: Admission into Postgraduate Programme

Semester 1: F at L **Semester 2:** Not offered

Small businesses have become an engine of growth in the modern economy. Small business management practices differ based on differences in the management practices adopted by managers across different geographical regions. This course will provide insights to students on the need to develop sound managerial skills of employees so that these businesses can compete in heavily concentrated markets. Further, it will help students to think critically about existing small business management practices used by managers in different geographical settings, with a focus on the Pacific Island Countries and comparing it with best small business management practices globally. Finally, in light of the current global, economic and technological developments, this course is intended to prepare existing and future small business managers to deal with potential uncertainties in managing small businesses in their local context.

MG404 Human Behaviour in the Context of Work & Organisations

Prerequisites: Admission into Postgraduate Programme

Semester 1: Not offered **Semester 2:** Not offered

This course analyses the determinants, consequences and implications of human behaviour within organisations, examining in particular the place of the individual in the workplace, interpersonal relations, group structures and processes, inter-group relations and the impact of technology and organisation structures. The emphasis at the 400-level will be on understanding conceptual frameworks that attempt to

integrate the distinct components of organisational behaviour into a whole entity of interrelated activities. It is hoped that through the process of conceptualisation and concept application in the area of human behaviour in the work place, a greater appreciation of the interrelationships of work behaviour and the work environment will develop in due course.

MG405 Management in the Context of Development

Prerequisites: Admission into Postgraduate Programme

Semester 1: F at L and B at C* **Semester 2:** Not offered

. This course is crucial for addressing poverty and other development problems. The practice of development management typically involves complex interactions between governmental, nongovernmental organisations, donors, and public members, which can be difficult to navigate. This course explores theoretical and empirical underpinnings of development management, challenges and prospects associated with its practice in developing and transitional countries, including Pacific Island countries. The course covers development management and how it is linked to the attitudes and perceptions of various stakeholders, including government officials, public sector managers, aid workers, donors, and members of the public.

MG406 Special Topic in Management

Prerequisites: Admission into Postgraduate Programme

Semester 1: Not offered **Semester 2:** F at L

This is a special topic course with no specific subject matter. The course may be offered depending on the availability of staffing and demand by students. The course content will depend on the chosen title from time to time. More details will be available when a course is offered.

MG409 Commercialisation, Corporatisation & Privatisation

Prerequisites: Admission into Postgraduate Programme

Semester 1: Not offered **Semester 2:** Not offered

This course is designed to introduce the concepts associated with deregulation in the region with particular emphasis on commercialisation, corporatisation and privatisation. It will consider the various steps and options in the privatisation process including commercialisation, corporatisation, liquidation, divestiture and the eventual privatisation in Fiji and the rest of the South Pacific region. There are three main phases in this process, the first being commercialisation, which is concerned with making an organisation or operation more commercially oriented but still operated under the government structure. The second phase is corporatisation, which is the creation of a separate entity with its own board of directors and management structure outside the civil service. The government is the sole or majority shareholder. Privatisation, the third phase, is the process of selling majority ownership to the private sector.

MG410 Consumer Behaviour

Prerequisites: Admission into Postgraduate Programme

Semester 1: Not offered **Semester 2:** F at L and B at C*

The main objective of this course is to train and prepare students with what they, as a marketer, need to know to understand the role of meeting the consumer`s needs and wants in the development of marketing strategy. This will also make them understand what it means to be a consumers in a market-oriented society. This course is suggested for any business and non-business majors who may at some point of their career find themselves in a marketing related position. One goal of this course is to inform students of what is expected of them upon entering the working world and how to move up within the ranks. Students may expect to leave with a limited set of experiences directly related to customers and a fairly good knowledge of the commonalties shared by all customers.

MG411 Project Management

Prerequisites: Admission into Postgraduate Programme

Semester 1: Not offered **Semester 2: F** at L and B at C*

The course involves the concepts, tools and techniques of project management from its planning to scheduling to implementation to commissioning and finally to reviewing. Each stage will demonstrate the importance of human resources, finance, materials and equipment etc. to complete a project in due time and within allocated budget. Clashing of time and cost will be part of discussion as time - cost trade-off is a very important issue in project management. Due importance will be given to project management information systems, reporting systems and computerisation as they emerge as the latest issues in project management. Features of software packages such as MS Project and Primavera, and how these packages help in controlling and scheduling of complex projects, will be discussed.

MG412 Supply Chain Management

Prerequisites: Admission into Postgraduate Programme

Semester 1: F at L and B at C* **Semester 2:** Not offered

This course covers the concepts, principles and practices of the developing field of supply chain management. This includes the arrangement of information, goods, services, funds and business relationships within and between organisations. Strategic management thinking in supply chain terms has moved away from optimising the purchasing of goods and services to focusing on how a company can manage all aspects of supply activity to create a sustainable competitive advantage. This includes management of information flows; effective inventory policies; alliances and cooperative arrangements; configuration of logistics networks; optimising the transportation cost and the coordination of product and supply chain design. Latest software to help the effective management of supply chain will also be part of the course.

MG413 Decision Making

Prerequisites: Admission into Postgraduate Programme

Semester 1: Not offered **Semester 2:** Not offered

This is a course for anyone faced with the task of managing in this millennium when the impact of globalisation on businesses, both small and large, is challenging the problem solving skills of managers. Today`s business students are learning the latest tools for analysing their specialised fields of study. These techniques and the frantic pace of work have created a dynamic, constantly changing work environment that challenges individuals to adapt continually and learn new methods of accomplishing objectives. But the business landscape painted by the changing workplace does not absolve managers of the need to acquire, practice, and utilise a set of managerial skills as the mantle of leadership and decision-making is passed from one team member to another.

MG451 Governance & Public Sector Management

Prerequisites: Admission into Postgraduate Programme

Semester 1: Not offered **Semester 2:** F at L and B at C*

This course offers relevant concepts and issues on governance, civil society, public sector reform areas, and public management practices and techniques. It also scrutinises ongoing reform processes in Fiji and the South Pacific as well as in the contemporary world to evaluate institutional and systemic reform frameworks from local, regional and global perspectives.

MG452 Advanced Human Resource Management

Prerequisites: Admission into Postgraduate Programme

Semester 1: F at L **Semester 2:** Not offered

This advanced course on HR looks at the current discourse in HRM, International HRM (IHRM) and Strategic International HRM (STHRM). It also looks at how organisations manage employment relations effectively.

MG453 Public Policy & Public Sector Leadership

Prerequisites: Admission into Postgraduate Programme

Semester 1: F at L **Semester 2:** Not offered

This course examines public policy and leadership. It takes an explicitly comparative and historical approach. This includes: (i) an understanding of the processes of public policy; (ii) an understanding of recent developments in public policy; (iii) a look at e-government policy developments across the world; and (iv)understanding decision making in policy.

MG600F Management SRP (Full-Time)

This course is equivalent to two management postgraduate units.

MG600P Management SRP (Part-Time)

This course is equivalent to two management postgraduate units.

MG700F Management Master's Thesis (Full-Time)

This thesis allows students with ability to undertake original research and interest in a specific area of management to undertake the research and complete the thesis.

MG700P Management Master's Thesis (Part-Time)

This thesis allows students with ability to undertake original research and interest in a specific area of management to undertake the research and complete the thesis.

MG750F Management DRP (Full-Time)

MG750P Management DRP (Part-Time)

MG800F Management PhD Thesis (Full-Time)

This thesis allows students with ability to undertake original research and interest in a specific area of management to undertake the research and complete the thesis at a PhD level.

MG800P Management PhD Thesis (Part-Time)

This thesis allows students with ability to undertake original research and interest in a specific area of management to undertake the research and complete the thesis at a PhD level.

TS106 Introduction to Tourism

Prerequisites: Admission into Undergraduate Programme

Semester 1: F at L and B & P at C* **Semester 2:** P at C

This course introduces students to basic concepts in the study of tourism and provides a framework for an understanding of its nature, characteristics and significance in economies and societies worldwide and in Pacific countries in particular. The course applies an interdisciplinary approach drawing on economics and other social sciences. It provides an integrated view of tourism, both as a self-contained subject and as a background for further study.

TS107 Tourism in the South Pacific

Prerequisites: Admission into Undergraduate Programme

Semester 1: B and P at C* Semester 2: F at L and B & P at C*

This course will examine the development of tourism in the South Pacific region, particularly after the Second World War, and up to the present phase of moderate to mass tourism. The aim of this course is to enable students to understand the enormous social and economic pressure faced by South Pacific societies and by their governments and how tourism is seen as a panacea to sustain future economic and social development. The vulnerabilities of the South Pacific countries to the vagaries of the changes in the macro-environment will also be discussed in the tourism context. Additionally the course will examine tourism development plans of national governments and explore the extent to which these plans show (or do not show) attention to social, cultural and environmental impacts of tourism.

TS108 Dimensions of Hospitality

Prerequisites: Admission into Undergraduate Programme

Semester 1: F at L and B & P at C* Semester 2: P at C

This course provides students with a liberal and reflective orientation to the study of hospitality. To explain the field of hospitality, the course will draw from a number of disciplines and fields of enquiry. It exposes students to insights into the study of hospitality that encompass both the private and commercial provision of hospitality and the hospitality industry. It orients students to the hospitality industry and management issues that confront it.

TS109 Food and Beverage Services & Cost Control

Prerequisites: TS108 or one of the core 100 level Food and Nutrition Courses

Semester 1: Not offered **Semester 2:** F at L and B & P at C*

Apart from accommodation, the food and beverage department is a large revenue earner in a hotel. Restaurants, bars, nightclubs and other food service operations are an important sector of the hospitality

industry. This course provides students with the basic knowledge and skills necessary for the effective management of food service operations. It presents the basic service principles, which focus on the importance of delivering customer-oriented services that meet or exceed the expectations of guests. It also provides an understanding of food service costs and operating controls and a framework on which to build further studies in food and beverage management. This is an elective course for Food and Nutritional Science students.

TS207 Marketing for Tourism & Hospitality

Prerequisites: TS106 or MG101

Semester 1: F at L and B & P at C* **Semester 2:** P at C

An introduction to the marketing of tourism and hospitality goods and services in the South Pacific; identifying target markets and estimating demand; packaging, branding, pricing, promoting, advertising and distribution; consumer and industrial buying behaviour; marketing strategy and planning; marketing research and the marketing environment; implications for society. The course examines how marketing facilitates exchange between individuals or consumers and organisations in order to satisfy the goals of both parties within the tourism and hospitality sector.

TS208 Operational Issues for Hospitality

Prerequisites: TS106 or TS108 or MG101

Semester 1: Not offered **Semester 2:** F at L and B & P at C*

This course provides students with an integrative and systems orientation approach to the study of hospitality operations management. The course blends technical, professional and personal development using the tools needed for effective performance in the workplace such as Micros Opera and room Master Property Management Systems. It will also develop the knowledge and skills needed for the effective management of the rooms division department of a hotel or resort and will include the following: reservations, guest registration, service quality, cashiering, revenue management, night audit and housekeeping. This course is a recommended elective for double major tourism management and/or management students.

TS209 Food & Beverage Management

Prerequisites: TS109

Semester 1: F at L and B & P at C* **Semester 2:** Not offered

This course builds on the knowledge gained in first semester courses for the Hotel Management degree. It provides a detailed introduction to the complexities of food and beverage management. It is designed to prepare students to manage aspects of food and beverage operations effectively to improve the profitability and productivity of their operations and to enhance customer satisfaction. It examines different subject areas within the orbit of operational food and beverage management and relates these to the applications applied

within the five main sectors of the catering industry: fast food and popular catering, hotels and quality restaurants, function catering, industrial catering and welfare catering.

TS213 International Tourism

Prerequisites: TS106

Semester 1: B and P at C* **Semester 2:** F at L and B & P at C*

This course examines international tourism with a view to providing students with knowledge and understanding of the scope and patterns of international tourism demand. It covers contemporary cross-cultural issues in international tourism, dimensions and trends, advanced analysis of tourist behaviour, socio-psychological determinants of tourist motivation and experiences, analysis of tourist-host and tourist-environment interactions. It also examines historic, cultural, economic and tourism characteristics of major international tourism source and destination regions.

TS216 Integrated Industry Learning for Tourism & Hospitality

Prerequisites: TS106 or TS108 and TS207

Semester 1: Not offered **Semester 2:** F at L and B & P at C*

The course is for BComTHM (originally BATH) and BA/BCom Tourism Management/ Tourism Studies) double major and B.Com Hotel Management degree students only. The purpose of this course is to provide students in the BComTHM and BComTM degree programme with the opportunity to undertake individually, under supervision, a tourism or hospitality related placement for a minimum of six weeks. Recommended optional courses for double major Tourism Management students.NB: Recommended optional course for double major Tourism Management students. Due to COVID19 it is unlikely internships will be available at resorts and hotels. Students may be required to backtrack into the B.Com Tourism and Hospitality Management programme or undertake virtual internship assignment

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TS218 Rooms Division Practical

Prerequisites: TS208 & TS216

Semester 1: TBA **Semester 2:** TBA

This course builds on the knowledge gained in TS208 by providing students with a practical internship in the Rooms Division department of a hotel or resort. It is designed to develop the practical skills needed for the effective management of the rooms' division department of a hotel or resort, including housekeeping, conferences and events and the use of such property management systems as Micros Opera and room Master. This course is a practical internship and for Certificate, Diploma and BCom Hotel Management students only. NB: Due to the impact of COVID-19 on resorts and hotels internships may not be available in 2022 and students may be required to undertake virtual internship assignments or backtrack into the Bachelor of Commerce Tourism and Hospitality Management.

TS302 Strategic Services Management in Hospitality

Prerequisites: TS207, TS208 or TS213, or two 200 Level MG courses

Semester 1: Not offered **Semester 2:** F at L and B & P at C*

This advanced course investigates the strategic issues confronting managers operating in the hospitality and tourism industries. It aims to provide students with an integrated approach to exploring the way hospitality businesses are managed and operated. The course evaluates ways in which managers can link profit and growth to loyalty, satisfaction, and value in a range of hospitality business models. NB: Suitable optional courses for MG, IBM and HRM majors.

TS303 Food & Beverage Operations Practical

Prerequisites: TS209 and TS216

Semester 1: TBA **Semester 2:** TBA

This is a practical internship of six months in a hotel approved by the Student Industry Liaison Co-ordinator and the Course Co-ordinator. The internship entails at least 20 hours a week in the Food and Beverage Department. During this course, students are expected to cover the following areas of the Food and Beverage Department: Main Kitchen, Food and Beverage Administration, Food and Beverage for Conventions and Banquets. This course is a practical internship and for Certificate, Diploma and BCom Hotel Management students only.NB: Due to the impact of COVID-19 on resorts and hotels internships may not be available in 2022 and students may be required to undertake virtual internship assignments or backtrack into the Bachelor of Commerce Tourism and Hospitality Management.

TS304 Front Office & Sales Marketing Practical

Prerequisites: TS207, TS208 and TS216

Semester 1: TBA **Semester 2:** TBA

This is a practical internship of six months in a hotel/resort or organisation approved by the Student Industry Liaison Co-ordinator and the Course Co-ordinator. The internship entails at least 20 hours a week in the Front Office and Sales and Marketing Departments. During this course, students are expected to cover the following areas of the Front Office and Sales and Marketing Departments: Front office-Reception, Reservations, PABX, Finance and Administration, and Sales and Marketing. This course is a practical internship and for Certificate, Diploma and BCom Hotel Management students only.TB: Due to the impact of COVID-19 on resorts and hotels internships may not be available in 2022 and students may be required to undertake virtual internship assignments or backtrack into the Bachelor of Commerce Tourism and Hospitality Management.

TS309 Tourism Business Entrepreneurship

Prerequisites: TS207 and TS213

Semester 1: F at L and B & P at C* **Semester 2:** Not offered

This course is structured to explore the provision of tourist attractions, heritage sites, facilities, and tourism and hospitality services as potential entrepreneurial business activities. The components of the course address entrepreneurial ideas and concepts surrounding the development of a business plan for a resort/hotel or heritage site with accommodation, sustainable strategies (international, regional and local), and planning concepts in the tourism industry. The course incorporates practical applications from different industry sectors including (but not limited to) accommodation, tour operations, and facility management. The topics and projects will be focused on these areas with emphasis on practical industry application in the context of entrepreneurship. Suitable optional course for MG, IBM and HRM majors.

TS310 Tourism in Less Developed Countries

Prerequisites: TS213

Semester 1: F at L and B & P at C* **Semester 2:** Not offered

This course applies students` knowledge and understanding of development and organisation of tourism in the developing countries of the world and focuses on the opportunities, problems and issues in tourism in those countries. It covers tourism policies, tourism`s role in economic development, economic, social and environmental contexts in which tourism operates, gender issues in tourism development, educational and training needs in less developed countries, and ethics of tourism development. Tourism is examined worldwide with reference to various less developed countries at different stages of tourism development.

TS311 Sustainable Tourism Development

Prerequisites: TS207 and TS213

Semester 1: Not offered **Semester 2:** F at L and B & P at C*

This course aims to provide students in their third year with an understanding of both theory and practice in sustainable tourism development. The content includes the origins of sustainable concepts with particular focus on planning and managing tourism enterprises. Other areas of the course include ecotourism, visitor impact management, interpretation and education, economics, and marketing. Students will also explore issues concerning socio-cultural and environmental impacts and techniques for mitigating negative results of tourism development. Case studies are incorporated into each topic area for a comprehensive review of sustainable tourism projects in other areas of the world.

TS401 Current Issues in Tourism & Hospitality

Prerequisites: Admission into the Postgraduate Programme

Semester 1: B at C **Semester 2:** Not offered

An advanced study of concepts of tourism and hospitality, providing a framework for the understanding of its structure, nature, characteristics and significance; where students will develop a critical awareness of recent trends both globally and within the Asia/Pacific region. The course applies an interdisciplinary approach drawing on a variety of social science perspectives. The focus is placed on sustainable tourism in an international context and in Pacific countries in particular.

TS402 Advanced Tourism Planning & Development

Prerequisites: Admission into the Postgraduate Programme

Semester 1: Not offered **Semester 2:** B at C

The overall aim of the course is to equip students with an understanding of the principles for sustainable tourism development, planning and management, especially in the context of natural areas, based on a comprehensive, co-ordinated and managed approach. The course comprises a critical examination of the interdisciplinary nature of tourism and of contemporary models and methods for tourism planning and development. The need for and scope of, tourism planning is critically reviewed, and the requirements for, and methods of, stakeholder participation in tourism planning are analysed.

TS403 Festival & Event Management

Prerequisites: Admission into the Postgraduate Programme

Semester 1: B at C **Semester 2:** Not offered

This course examines the key components of the festival, events, meetings, incentive and conventions market. In this course students will develop conceptual and analytical skills in strategic planning as they relate to festival and event management and critically examine how events can be used to achieve strategic goals in destination management, image creation and development.

TS405 Entrepreneurship & Innovation in Tourism & Hospitality

Prerequisites: Admission into Postgraduate Programme

Semester 1: Not offered **Semester 2:** B at C

This course is designed to introduce students to the fundamentals of small business management, the role of entrepreneurship in the tourism and hospitality industry, and launching new ventures in the tourism, hospitality, events and sport industries, with a focus on the Pacific context. The entrepreneur engages in a number of processes when conceptualising, developing and operating a new business venture. An understanding of these processes is essential to any potential entrepreneur who will be required to search

for financial sources for the venture, select a suitable location and plan for the successful operation of the new business. The perspective is both Pacific and international.

TS413 Special Topic in Tourism Studies

Prerequisites: Admission into the Postgraduate Programme

Semester 1: Not offered **Semester 2:** F at L

The topic of this course will cater for the advanced tourism interests of individual students. Course content will vary dependent on individual circumstances. Please contact the Head of School for further information.

TS600F Tourism & Hospitality Management SRP (Full-time)

TS600P Tourism & Hospitality Management SRP (Part-time)

TS700F Tourism & Hospitality Management Master's Thesis (Full-Time)

TS700P Tourism & Hospitality Management Master's Thesis (Part-Time)

TS750F Tourism & Hospitality Management DRP (Full-Time)

TS750P Tourism & Hospitality Management DRP (Part-Time)

TS800F Tourism & Hospitality Management PhD Thesis (Full-Time)

TS800P Tourism & Hospitality Management PhD Thesis (Part-Time)

School of Information Technology, Engineering, Mathematics, and Physics (STEMP)

Course Descriptions

Note: UU100 and UU114 must be passed, in addition to prerequisite requirements, before students progress to the 200-level courses. UU200 and UU204 must be passed, in addition to prerequisite requirements, before students progress to the 300-level courses. Only approved programmes may be exempt from this requirement.

CS001 Foundations of Professional Practice (FPP)

Prerequisites: UU100A

Semester 1: B at L **Semester 2:** F at L

This course provides a practical and theoretical introduction to what it means to be an ICT professional. The course will be offered from the second year to the fourth year of the BNS and BSE programmes and will build on and utilize e-Portfolio that the students produce in their first year. Students will gain a contextual understanding of the many roles within the ICT profession, their own particular capabilities profile, and the additional capabilities they might require to achieve a desired professional role. Students will be required to attend various workshops to broaden their understanding of the course. Each student will be assigned to a mentor who will provide guidance to the students to identify and address their individual learning and development needs.

CS111 Introduction to Computing Science

Prerequisites: at least 50% in Year 13/Form 7 Mathematics or equivalent

Semester 1: F at L and O at C **Semester 2:** F at L and O at C

An introduction to computing programming language hierarchy (machine assembly, high-level) and basic computer organisation (I/O, main storage, secondary storage and CPU),problem solving and algorithms using a modern high level language.. A contemporary programming language will be used as a tool for problem solving. No assumptions are made about the computing knowledge required prior to the course. However essential knowledge about the Personal Computer, the Windows operating system and the programming environment will be provided in the first few weeks of the course.

CS112 Data Structures & Algorithms

Prerequisites: CS111

Semester 1: Not offered **Semester 2:** F at L and B at C

This course provides the necessary skills in the development of software applications via C++ programming language. However, the knowledge acquired can be applied to develop a software application independent of the programming language. In this course students will learn the syntax, logic and operation of

fundamental data structures like arrays, queues, stacks and trees. Some common operations include basic algorithms like searching, sorting and recursion. Students will be able to appreciate the importance of developing software in computationally efficient way by choosing appropriate data structures and algorithms. This course focuses on the development of software using the object oriented paradigm.

CS140 Introduction to Software Engineering

Prerequisites: None

Semester 1: Not offered **Semester 2:** F at L

The course will provide the basic foundations for software Engineering. The course covers topics from the phases of software development life cycle and software models. The requirement elicitation techniques, software design, software testing techniques and software development models are covered in this course. Upon completion of the course students should be able to have a basic understanding of each of the phases in a software development life cycle

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CS150 Introduction to Computer Networks & Security

Prerequisites: None

Semester 1: Not offered **Semester 2:** F at L

This course introduces the fundamentals of computer networks and security. It covers the basics of computer organisation, operating system components, networking topologies and network operations. It includes the concepts of security goals, introduces the ways to keep modern computer systems and networks safe from common security threats.

CS211 Computer Organisation

Prerequisites: CS111

Semester 1: F at L and B at C **Semester 2:** Not offered

This course provides an overview of computer systems and architecture. It covers data representation, digital logic circuits, micro architecture and instruction set architecture, operating systems, assembly and machine language programme.

CS214 Design & Analysis of Algorithms

Prerequisites: CS112

Semester 1: Not offered **Semester 2:** F at L and B at C

This course provides an overview of the various fundamental algorithms like dynamic programming, divide and conquer and greedy approach used in sorting, searching and optimization problems. The key issues in

algorithms like choice of appropriate data structures, time complexity and computability are also discussed in the course.

CS215 Computer Communications & Management

Prerequisites: CS111 and (CS150 for BNS programme)

Semester 1: Not offered **Semester 2:** F at L

This course introduce the fundamental principles ofcomputer communication and networking, with a focus on the network interface and Internet layers of the TCP/IP protocol stack. This course also covers access control, wireless network components, routing protocols, subnetting, network security and management.

CS218 Mobile Computing

Prerequisites: CS112

Semester 1: Not offered **Semester 2:** F at L

Mobile Computing is a growing trend due to the increasing number and usage of devices that can be used to access information regardless of location. This course provides a comprehensive overview of mobile computing systems focusing on mobile telephony, data networks, wireless networks and infrastructure and the design and implementation of mobile computing applications. This course will also provide students hands-on experience on at least one mobile application development framework.

CS219 Cloud Computing

Prerequisites: CS112

Semester 1: Not offered **Semester 2:** F at L

The course deals with cloud computing and its various services. Issues such as privacy, security and common standards and user accessibility in cloud computing will also be discussed. Cloud deployment models, shared computing resources like software, hardware infrastructure and platform to users on demand are included in this course.

CS230 Requirements Engineering

Prerequisites: CS111 and (CS140 for BSE programme)

Semester 1: F at L **Semester 2:** Not offered

The course would introduce the various requirement elicitation techniques used in software engineering. The requirement identification, analysis, validation and prioritisation will also be discussed in the course. The students will prepare software requirement specification and perform initial software design in the course.

Upon completion of the course student should be able to identify suitable requirement gathering techniques suitable for software projects.

CS241 Software Design & Implementation

Prerequisites: CS112 and CS230

Semester 1: Not offered **Semester 2:** F at L

This course focuses on the design & implementation phases of the software development lifecycle. Basic concepts of design, testing, and enabling techniques will be reviewed. Approaches to ensuring quality in design will be emphasized as well as the need for systematic documentation. The implementation section will be covered during the laboratory sessions using a project based on an appropriate software development methodology. This will enable both large and smaller scale methodologies to be covered.

CS310 Computer Networks

Prerequisites: CS211

Semester 1: F at L **Semester 2:** Not offered

Students will be introduced to the fundamental concepts and underlying technologies associated with modern computer networks The main focus of the course is based around the Transmission Control Protocol and Internet Protocol (TCP/IP). The network and transport layers and functions are discussed in detail with particular attention to Internet Protocol addressing and routing.

CS311 Operating Systems

Prerequisites: CS211

Semester 1: F at L **Semester 2:** Not offered

This course provides an overview of architecture of different operating systems such as UNIX, Windows, IOS and Android. This course includes resource allocation and optimization, process and thread management, coordination and scheduling, virtual and real memory management, disk schedulers and file management. The students will able to understand the functionality and services provided by the operating system.

CS317 Computer & Network Security

Prerequisites: CS215

Semester 1: Not offered **Semester 2:** F at L

This course provides an introduction to computer security. The course covers cryptography, cryptanalysis and systems security topics. Topics will include network security, security protocol design and analysis, network attacks and mitigation, privacy and other emerging topics.

CS324 Distributed Computing

Prerequisites: either CS218 or CS219 or CS214 or CS215

Semester 1: Not offered **Semester 2:** F at L

This course gives an overview of distributed system its application on web and databases. Some of the topic covered in the course include Distributed Objects, Interprocess Communications and Multi-tier Architecture. The course also covers the applications of the distributed systems such as file sharing, information dissemination, content delivery networks and publish/subscribe systems.

CS341 Software Quality Assurance & Testing

Prerequisites: CS241

Semester 1: Not Offered **Semester 2:** F at L

Software verification and validation uses both static and dynamic techniques of system checking to ensure that the resulting program satisfies its specification and that the program as implemented meets the expectations of the stakeholders. Students learn the uniqueness of assuring adequate quality with software both as a product and process. The course also focuses on the metrics associated with quality assurance and the pragmatics of testing using a variety of testing tools. The students are introduced to writing software quality plans and associated risk assessments with case studies.

CS350 Wireless Networks

Prerequisites: CS215

Semester 1: Not Offered **Semester 2:** F at L

This course gives students a fundamental understanding of wireless communications. It covers in-depth the protocols, the transmission methods, and different contemporary wireless networking standards. It also provides students with experience in the state-of-the-art and emerging wireless communication technologies.

CS351 Network Design & Administration

Prerequisites: CS310

Semester 1: Not Offered **Semester 2:** F at L

This is an advanced course on computer networking. This course prepares students to address real-life problems in networking within an organization. This course provides in-depth coverage on system administration and maintenance that is required in an operational environment. It also enables them to understand day to day activities that a network professional need to perform to ensure the continuity of network systems and make them resilient.

CS352 Cybersecurity Principles

Prerequisites: Admission to BSE or BNS programme

Semester 1: F at L **Semester 2:** Not offered

The course would provide basic knowledge on the various Information assurance practices and techniques. An overview of the various cybersecurity threats in the modern era and the defensive controls required to mitigate those threats are also covered in the course. An introduction to the risk management strategies are also discussed in this course. The course provides the foundations for cybersecurity to managers, executives and other professional level decision makers with technical or non-technical background. Necessary foundations to understand the threats of cybersecurity for government organisations, commercial or non-profit organisations would be provided.

CS400 Industry Experience Project

Prerequisites: Completion of all 100,200,300 and 400 level courses and two-third of CS001

Semester 1: Not Offered **Semester 2:** F at L

This is a capstone course of the BNS and BSE programmes. The aim of this course is to provide final year students with an environment in which they can develop as per Skills Framework for Information Age (SFIA) their generic and professional skills. Students will apply their acquired skills on a real – life ICT project. Projects will be provided by clients from ICT industry in the Pacific region, including small and medium enterprises (SMEs), or community organizations and NGOs.

CS401 Cybersecurity Principles

Prerequisites: Admission into Postgraduate Diploma in Cyber Security

Semester 1: B at L **Semester 2:** Not offered

The course would provide basic knowledge on the various Information assurance practices and techniques. An overview of the various cybersecurity threats in the modern era and the defensive controls required to mitigate those threats are also covered in the course. An introduction to the risk management strategies are also discussed in this course. The course provides the foundations for cybersecurity to managers, executives and other professional level decision makers with technical or non-technical background. Necessary foundations to understand the threats of cybersecurity for government organizations, commercial or non-profit organizations would be provided.

CS402 Cybercrime

Prerequisites: CS401

Semester 1: Not Offered **Semester 2:** B at L

This course provides an overview of the various risks, threats and vulnerabilities prevalent in organisations. The various measures to overcome those risks and threats to prevent cybercrimes are also covered in the course. Various security issues and concepts like web security, authentication and encryption are covered in detail. An understanding of the various tools and strategies to secure the network are also covered. Students will also be introduced to incident analysis and response with scenarios and case studies.

CS403 Cyber Defense: Governance & Risk Management

Prerequisites: CS401 or admission into BNS or BSE and CS352 and 75% completion of 300 Level courses

Semester 1: B at L **Semester 2:** Not Offered

The course aims to provide operational aspects of Cybercrime with particular focus on the implementation of the governance policies. Analysing the key information systems, their choice for organisation and how security can be assured the management systems will also be covered. The information systems strategies and their scope and purpose in governance for them are covered in detail. The course also focuses on the various risks related to the information systems, managing the risk of cyberattacks and how various risk management policies relevant to the organisations can be applied with emphasis on e-commerce and e-health.

CS404 Network Security Operations

Prerequisites: CS401

Semester 1: Not Offered **Semester 2:** B at L

This course provides students with a detailed understanding of the various risks that needs to be addressed in a networked environment. A detailed analysis of various defence mechanisms against threats is part of this course. Various policies that are in practice to mitigate threats and their effectiveness are covered in the course. The course will have both theoretical knowledge and practical hands-on experience on various threats and ways to mitigate them in a network.

CS412 Artificial Intelligence

Prerequisites: Admission into Postgraduate Diploma or admission into BNS or BSE and 75% completion of 300 Level courses

Semester 1: F at L **Semester 2:** Not offered

This course covers different areas of Artificial Intelligence such as data science, machine learning, optimization, robotics, and pattern recognition. The course will involve readings of seminal and relevant research papers, paying particular attention to the algorithms and key results. The discussions in the course will also include the following topics: Evolutionary computation, Neural network and Fuzzy logic.

CS415 Advanced Software Engineering

Prerequisites: Admission into Postgraduate Diploma or admission into BNS or BSE and 75% completion of 300 Level courses

Semester 1: F at L **Semester 2:** Not offered

The objective of the course is to introduce students to advanced theory, techniques and applications of software design, management, measurement, metrics and testing. Software design, management and testing are essential in software engineering because they allow quality assessment and improvement of the processes and products. By measuring various characteristics of software and development processes, information can be obtained in order to understand, control and improve software and development processes.

CS424 Big Data Technologies

Prerequisites: Admission into Postgraduate Diploma or admission into BNS of BSE and CS324 and 75% completion of 300 Level courses

Semester 1: F at L **Semester 2:** F at L

This course givesstudent the fundamental knowledge of big data and their primary sources. It covers the contemporary distributed technologies associated with big data. It has in-depth coverage of Hadoop Ecosystem components, Spark framework and a few column-based distributed database management systems such as HBase and Cassandra. It also includes project to solve a real-life big data problem.

CS427 Mobile Communications

Prerequisites: Admission into Postgraduate Diploma

Semester 1: Not offered **Semester 2:** F at L

Mobile communications is a core body of knowledge in computing science studies. In today`s world mobile communications is seen as a driver of change in scientific and business activity. This course provides an adequate knowledge to mobile communications. It will investigate and evaluate the applications of mobile communications. It will investigate and evaluate the applications of mobile communications. In this class we will study the principles behind the most current developments in mobile communications.

CS600F Computing Science SRP (Full-Time)

CS600P Computing Science SRP (Part-Time)

CS700F Computing Science Master's Thesis (Full-Time)

CS700P Computing Science Master's Thesis (Part-Time)

CS750F Computing Science DRP (Full-Time)

CS750P Computing Science DRP (Part-Time)

CS800F Computing Science PhD Thesis (Full-Time)

CS800P Computing Science PhD Thesis (Part-Time)

CV211 Solid Mechanics 1

Prerequisites: MA112 and MM103

Semester 1: F at L **Semester 2:** Not offered

This aims at equipping the students with the knowledge and skills of understanding deformation materials undergo during externally applied forces. The course first builds up on the topics Centroids and Centres of Gravity and then introduces students to the concepts of stress and strain. It then concentrates on deformations during torsion and bending. Stresses in Beams and Columns together with a topic in energy methods are covered.

CV212 Metallurgy & Material Science

Prerequisites: MM103

Semester 1: F at L **Semester 2:** Not offered

This course aims at equipping the students with skills required for understanding the various properties of metals and other materials and their applications in engineering practice. This course is intended to provide the students with a strong fundamental knowledge and some practical skills of metallurgy and material science.

CV222 Fluid Mechanics

Prerequisites: MA111 or MA112

Semester 1: Not offered **Semester 2:** Not offered

This course introduces the students to the sciences that deal with the behaviour of fluid in both static and dynamic conditions. This course is designed to enable the student to analyse any practical system in which fluid is the working medium. Fluid mechanics deals with a study of the behaviour of fluids at rest or in motion and the interaction of fluids with solids or with other fluids at the boundaries.

CV311 Geotechnical Engineering

Prerequisites: MM212

Semester 1: F at L **Semester 2:** Not offered

The aim of this course is to teach students about the mechanical behavior of soil, composition of x=soil, water content, water flow in soil, seepage, strength, effective stress, compaction, applications in civil and environment engineering, soil and rock slope stability, earth pressures on soil retaining structures and design of retaining walls, bearing capacity of shallow foundations and magnitude and rate of the consolidation settlement.

CV312 Solid Mechanics 2

Prerequisites: CV211

Semester 1: F at L **Semester 2:** Not offered

This course teaches the fundamentals of analysing stress and deformation in solids under complex loading associated with structures/elements in mechanical engineering. At the end of this course students will be able to understand and apply the fundamental principles of solid mechanics and the basic methods of stress, strength, and deformation analysis of a solid structure and/or element in relation to a design. By completing this course, students will gain the ability to: conduct strain analysis, use compatibility equations, do elastic and plastic analyses, describe boundary conditions for complex engineering problems, and use energy methods for stress and deformation analysis. Students will also be introduced to: plates and shells and how to conduct plate and shell structural analysis; stress concentration analysis and its relation to fracture and service life of a component/ structure and finally finite element method is introduced and used for stress and deformation analysis.

CV313 Hydrology & Coastal Engineering

Prerequisites: MM222 or CV222

Semester 1: F at L **Semester 2:** Not offered

The aim of this course is to teach students about the hydrologic processes and measurements, groundwater process and modelling, well hydraulics and design, storm/ drought risk analysis/ yield hydrology,

determination of design rainfall intensity, flood hydrology and river and coastal hydrology. The course then covers topics in coastal engineering mainly focussing on the design of coastal structures.

CV321 Foundation & Pavement Design

Prerequisites: CV311

Semester 1: Not offered **Semester 2:** F at L

The aim of this course is to teach students about the foundation and pavement design and covers topics such as pile foundations, residential and lightly loaded foundations, high-rise and heavy construction foundation, causes of foundation problems, foundation repair procedures, preventative maintenance, foundation failures and repair. The course then covers topics in pavement design and analysis, pavement management, solid, semi-solid and non-rigid pavements, asphalt technology and concrete pavement.

CV322 Hydraulic Engineering

Prerequisites: CV313

Semester 1: Not offered **Semester 2:** F at L

The aim of this course is to teach students about the principles of fluid flows, open channel flows, hydraulic machines, pipeline systems: design of series, parallel and branched pipeline system, design of pumping mains, pressure surge in pipelines and hydraulic structures: weir design, flumes, spillways.

CV323 Design of Concrete Structures

Prerequisites: MM312 or CV312

Semester 1: Not offered **Semester 2:** F at L

The aim of this course is to teach students about the steel structures and covers topics such as load tracking, design actions, code requirements, design of structural steel structures, design of large, multistorey steel structural frames, design of concrete/steel slabs, columns and beams.

CV324 Construction (Roads & Marine Application)

Prerequisites: CV311

Semester 1: Not offered **Semester 2:** F at L

The aim of this course is to teach students about the road and marine application design and construction. Topics include road body, drainage, properties of earth, earthworks and foundation bearing capacity tests, road construction materials: properties, use, testing, technology, construction process of asphalt and cement≠ concrete roads, design principles and assessment of road construction, fundamentals of mechanics and failure of roads and road maintenance. Further, the course builds on the design, planning, construction and management of bridges and other marine structures.

CV461 Design of Timber Structures (Credit Points: 7.5)

Prerequisites: CV323

Semester 1: Not offered **Semester 2:** Not offered

The aim of this course is to teach students about the concrete structures and covers topics such as introduction to concrete design, loads, design codes, flexural analysis and design of beams, shear in beams, bond, anchorage, development length, analysis and design of one and two way slabs, overview of prestressed concrete and design of reinforced concrete structures.

CV462 Water & Wastewater Engineering

Prerequisites: CH205

Credit points: 7.5

Semester 1: Not offered Semester 2: Not Offered

The aim of this course is to teach students about the chemical and biological concepts, microorganisms in water and water quality, water and wastewater treatment, quality parameters typically used to characterise wastewater, physical-chemical treatment processes, biological wastewater treatment, classes of treated wastewater, emerging technologies for advanced wastewater treatment and water recycling, sludge disposal and design of water and wastewater treatment plants.

CV463 Cyclone Resistant Design & Disaster Resilience (Credit Points: 7.5)

Prerequisites: CV461

Semester 1: Not offered **Semester 2:** Not Offered

The aim of this course is to teach students about the wind engineering as related to tropical cyclones, impact, response, recovery and lessons learnt, disaster damage mitigation and risk modelling, disaster resilient designs, sustainable housing solutions, sustainable housing reconstruction and urban resilience. The course addresses the major issues of disaster resilience and risk reduction for natural hazards (cyclones, earthquakes), equipping the student with the applicable skills to confidently solve complex problems in high pressure environments. A holistic approach is developed to disaster management, and provides the knowledge needed to plan frameworks, create policies, and device solutions. A compulsory component of this programme is a research project, to demonstrate the critical thinking and analytical skills needed to independently approach a real-world issue in a disaster setting.

CV464 Geographic Information System (Credit Points: 7.5)

Prerequisites: CV311

Semester 1: F at L **Semester 2:** Not offered

This course introduces the hardware and software components of a Geographic Information Systems and reviews GIS applications. Topics include data structures and basic functions, methods of data capture and sources of data, and the nature and characteristics of spatial data and objects. Upon completion, students

should be able to identify GIS hardware components, typical operations, products/applications, and differences between database models and between raster and vector systems.

CV481 Professional Engineering & Project Management (Credit Points: 7.5)

Prerequisites: Successful completion of all 100 and 200 Level courses and any six out of following eight: CV312, EV301, CV311, CV313, CV321, CV322, CV323, or CV324.

Semester 1: F at L **Semester 2:** Not offered

This course equips the students with the knowledge and appreciation of the roles and responsibilities of professional engineers in the society. Topics that will be covered in this course include responsibility, honesty, integrity and reliability in professional practice; safety, risk and liability; role of engineers in addressing ecological concerns, engineering issues in the South Pacific, role of SPEA; rights of engineers; skills of writing complex professional documents and contract law..

CV488 Project 1 (Credit Points: 7.5)

Prerequisites: Successful completion of all 100 and 200 Level courses, and CV312, EV301, CV311, CV313, CV321, CV322, CV323, CV324.

Semester 1: F at L **Semester 2:** Not offered

The fourth year engineering project is an opportunity for students to conduct a definitive piece of independent research and/or development in an environment and manner that utilizes their learnt skills and knowledge to develop further their engineering research skills. With the guidance of a staff supervisor, students will define a research/development question, identify its foundation in our existing knowledge, recognize or develop the skills/tools required to investigate the question, apply scientific methods to explore the problem in a methodical fashion, analyse and present results in clear, concise and structured reports, posters, and oral presentations. Students must be able to demonstrate satisfactory progress in Project I in order to complete their work in Project II.

CV491 Water Management (Credit Points: 7.5)

Prerequisites: CV322

Semester 1: Not Offered **Semester 2:** Not offered

The aim of this course ls to teach students about the assessment to water resources, water resources planning, economics of water resources systems, management of water resources systems, water demand management and river basin modelling. This course is intended to provide the students with a strong fundamental knowledge and some practical skills of water management

CV492 Construction Technology & Management

Prerequisites: CV324

Credit points: 7.5

Semester 1: Not Offered **Semester 2:** Not offered

The aim of this course is to teach students about the construction technology, construction methods andmachinery, construction planning and management, construction estimation, construction contracts and specifications, organizing construction, site visit and site diary, pacific contexts of construction management, risk management, safety in construction, inspection and quality control, construction management financial and accounting principles.

CV493 Design of Steel Structures (Credit Points: 7.5)

Prerequisites: CV323

Semester 1: Not offered **Semester 2:** Not offered

The aim of this course is to teach students about the timber as a structural material, behavior, properties, preservation, grading of timber with respect to mechanical properties, design aspects of timber, timber beam and column design, timber pedestrian and vehicle bridges, design of timber pole structures, retaining walls, floor systems and joints and structural assemblies.

CV494 Advanced Road Engineering & Construction (Credit Points: 7.5)

Prerequisites: CV492 and EV302

Semester 1: Not offered **Semester 2:** Not offered

The course aims to provide basic knowledge in the design, dimensioning, construction and management of transportation infrastructures such as roads, railways and airports. Particular attention will be given to functions of movement and access to land (natural and as-built), to the safe interaction with vehicles/aircraft and, more generally, to expected performance levels from the functional and structural point of view. The content and the methodology of the course are consistent with those used in similar courses in an international context. In particular, as roads and pavements form a large component of the national investment in infrastructure, the course will address their efficient design and construction to minimize the long-term lifecycle costs, including operation, maintenance, management and renewal of these major physical assets.

CV495 Advanced Hydrology (Credit Points: 7.5)

Prerequisites: CV322

Semester 1: Not offered **Semester 2:** Not offered

This course covers advance level of subsurface flow and transport, emphasizing the role of groundwater in the hydrologic cycle, the relation of groundwater flow to geologic structure, and the management of

contaminated groundwater. The course will cover the following topics: Darcy equation, flow nets, mass conservation, the aquifer flow equation, heterogeneity and anisotropy, storage properties, regional circulation, unsaturated flow, recharge, stream-aquifer interaction, well hydraulics, flow through fractured rock, numerical models, groundwater quality, contaminant transport processes, dispersion, decay, and adsorption. It includes laboratory and computer demonstrations.

CV499 Project 2

Prerequisites: CV488

Credit points: 7.5

Semester 1: Not offered Semester 2: F at L

The fourth year engineering project is an opportunity for students to conduct a definitive piece of independent research in an environment and manner that utilises their learnt skills and knowledge to develop further their engineering research skills. With the guidance of a staff supervisor, students will define a research question, identify its foundation in our existing knowledge, recognise or develop the skills/tools required to investigate the question, apply scientific methods to explore the problem in a methodical fashion, and analyse and present results in clear, concise and structured reports, posters, and oral presentations.

EE102 Fundamentals for Electrical & Electronics Engineering

Prerequisites: MA111 and PH102

Semester 1: Not offered **Semester 2:** F at L

This course provides the basic fundamentals for electrical and electronics engineering. The course covers: electromagnetic fields and magnetic circuits, the basic laws of circuit theory, analysis of DC and AC circuits, two port networks, 3 phase circuits, electric energy and power, polyphase systems, and measurements of electrical quantities.

EE211 Electrical Machines

Prerequisites: EE102 and MA112

Semester 1: Not offered **Semester 2:** F at L

This is an introductory course in electrical engineering that deals with electrical to mechanical energy conversion and vice-versa. Here concepts about electrical machines and their performance in a high power system are developed. Electrical machines covered in this course are transformers, electric motors (Induction, Synchronous and DC) and synchronous generators. A new genre of machines, the variable reluctance machines (or stepping motors) will also be studied. An introduction to motor controllers will also be made in this course.

EE212 Analogue Electronics 1

Prerequisites: EE102

Semester 1: F at L **Semester 2:** Not offered

This course provides an introduction to the study of Analog Electronics. The first section of the course is essentially devoted to Fundamentals of Analog Devices and Circuits. The next section primarily covers operational amplifiers and their applications. Finally the students are introduced to basic trouble shooting and measurement skills. Topics include: Diode Applications and Special Purpose Diodes, Bipolar Junction Transistors, BJT Bias Circuits and Amplifiers, Field-Effect Transistors, FET Amplifiers and Switching Circuits, Introduction to Op-Amp Circuits, Introduction to Filters, Introduction to Oscillators, CAD, and Electronic System Maintenance.

EE222 Digital Logic Design

Prerequisites: EE102, and either MA112 or MA161

Semester 1: F at L **Semester 2:** Not offered

Digital electronic devices and equipment are widely used not only in industry, but also in offices and homes. It is important that technologists and engineers not only understand the principles of digital circuits, but also be able to design digital circuits. Indeed the best way of learning about digital circuits is by learning to design these circuits. Thus the focus of this course is on the design of combinational and sequential logic circuits based on MSI and LSI devices.

EE224 Signals & Systems

Prerequisites: EE102 and MA211

Semester 1: Not offered **Semester 2:** F at L

This subject covers the basic concepts and theories in the field of signals and systems. It covers fundamental topics in signal and systems such as continuous-time signals, continuous-time systems, discrete-time signals, Fourier transformation, Laplace transformation and introduction to filters. The laboratory component in this subject is based on the MATLAB software.

EE225 Analog Electronics 2

Prerequisites: EE212

Semester 1: Not offered **Semester 2:** F at L

This course considers advanced analog circuit analysis and design techniques. It builds upon basic knowledge of analog electronics taught in the pre-requisite course, taking the students through to a reasonable level of analysis and design proficiency. Circuit intuition and a systems approach to design are emphasised. Topics to be covered include: operational amplifier and data-converter circuits, building blocks of integrated-circuit

amplifiers, differential and multistage amplifiers, frequency response, feedback, output stages and power amplifiers, filters and tuned amplifiers, signal generators and waveform-shaping circuits.

EE301 Renewable Energy Systems

Prerequisites: MA211

Semester 1: F at L **Semester 2:** Not offered

The course considers the resources and distribution of both renewable and conventional energy. Particular emphasis is placed on the physical principles and the harnessing of renewable energy sources, such as solar radiation, photovoltaic wind, geothermal, hydropower, biomass, bio-fuel, wave and tidal power, and ocean thermal gradients. Heat engines and electrical machines are also dealt with. Laboratory work involves small-scale devices to harness renewable energy. Field visits to renewable energy sites forms an essential component of the course.

EE312 Control System Engineering

Prerequisites: EE224

Semester 1: F at L **Semester 2:** Not offered

This course provides an understanding of the components used in process control, the fundamental principles of process dynamics, and classical feedback control. The course is structured as a first course in control systems. It will take the student through topics such as: transducers (sensors), actuators, processes and plants, transfer functions, system specifications, stability of feedback control systems, and the design of controllers and compensators using root locus, Bode plot and Nyquist plot techniques.

EE313 Microprocessor Applications

Prerequisites: EE222

Semester 1: F at L **Semester 2:** Not offered

This course builds on the foundation provided by the course EE222 Digital Electronics and provides the student with the knowledge of the internal organisation of microprocessors and computer buses. The principles of operation of digital computers and the interfacing techniques needed to use microprocessors in engineering applications involving data acquisition are covered.

EE314 Electrical Engineering Design

Prerequisites: l Completion of ALL 100 and 200 Level courses and either EE301 or PH301, and completion of any two from: either: EE312 or EE313 or EE321 or EE323 or EE325 or EE326

Semester 1: Not offered **Semester 2:** F at L

This course will enable prospective engineers to develop engineering design skills by taking them through a journey of identifying the problem or the need and applying scientific, engineering and mathematical knowledge from their major, and combining them with the knowledge of the society to devise solutions. Students will also be exposed to engineering regulations, standards, codes of practice, and ethics and fundamentals of project planning and management. Students will be exposed to real life situations that pertain to solving complex engineering problems. This course will allow students to communicate their solution to interested parties by using modern design techniques and tools such as simulations and virtual prototyping.

EE321 Power Systems Analysis

Prerequisites: EE211 or EE224

Semester 1: F at L **Semester 2:** Not offered

This course will develop the ability of the graduates to solve various power system problems, e.g. Load flow analysis, Z- bus formulation, Fault analysis, power system control, stability analysis.

EE323 Digital Control Systems

Prerequisites: EE312

Semester 1: Not offered **Semester 2:** F at L

This course covers the principles of sampled data systems and the digital implementation of controllers and compensators. Topics to be covered include signal sampling and reconstruction, z-transform analysis of sampled data systems, digital controller and compensator design via classical techniques (transfer functions), state space system analysis, and design of digital controllers and compensators using modern techniques (state space systems).

EE325 Power Electronics & Drives

Prerequisites: EE224 and EE225

Semester 1: Not offered **Semester 2:** F at L

A detailed study of different types of power converters and their application will form the major part of the course. Industry standard analytical techniques will be taught to provide students with the necessary tools to assess and develop solutions for a wide range of energy conversion related engineering problems. An introduction and use of the basic topologies of switched mode power converters, steady state modelling and their uses will be addressed. Dynamic modelling analysis using the state-space averaging method will also be covered. Real life applications of switched mode converters with their control and regulatory issues will be introduced, e.g. electromagnetic interference (EMI) and related international regulations etc. Fundamentals of inductor, transformer, and semiconductor switch design will also be introduced.

EE326 Embedded Systems

Prerequisites: EE313 and CS211

Semester 1: Not offered Semester 2: F at L

This course provides a broad introduction to topics in general and special purpose processors. The course focuses on the techniques of quantitative analysis and evaluation of embedded systems. Topics to be covered include: Memory technologies, bus architecture, I/O structures, and interface design; general and special purpose microprocessors; introduction to System-on-Chip. Students will also undertake a course design project.

EE461 Special Topics in Electrical & Electronic Engineering (Credit Points: 7.5)

Prerequisites: Completion of all 100, 200 and 75% of 300 Level engineering courses

Semester 1: Not offered **Semester 2:** F at L

This course equips the students with an advanced knowledge of one or more of the major areas within Electrical and Electronics Engineering. They will acquire in-depth knowledge and problem solving skills in one or more of the areas of power electronics, electrical drives, electrical machines, control systems, system identification, analog and digital electronics, electrical and electronics design, mechatronics, power systems, distributed generation, renewable energy sources based generation and conversion, microprocessors, embedded systems, communication systems, traction. The course will have strong theoretical, computational and/or experimental emphasis and the students will learn complex problem-solving in the area of Electrical and Electronics Engineering.

EE462 Advanced Digital Control (Credit Points: 7.5)

Prerequisites: EE323

Semester 1: Not offered **Semester 2:** Not offered

This course presents an advanced theory of digital control systems, sampled-data control systems, analysis and synthesis, as well as practical implementation of the digital control algorithms. Topics covered include a review of digital control system fundamentals and analysis, digital compensator and filter design, discrete linear regulator problems, discrete optimal control design, discrete Kalman filter design, introduction to discrete-time stochastic control systems, discrete Liapunov stability analysis, microprocessor-based control systems and introduction to intelligent and autonomous systems.

EE463 Mechatronics (Credit Points: 7.5)

Prerequisites: EE312 or EE323

Semester 1: F at L **Semester 2:** Not offered

Mechatronics, unlike traditional engineering techniques, is a multi-disciplinary approach to solving engineering problems. In its simplest form it is the intelligent control of an electromechanical system, and as such, practitioners must be skilled in electronics, mechanics, and software. This course gives an overview of electrical, mechanical, optical and control technologies for system integration. Topics include: intelligent product and processes; design methodology; system modelling; sensors and actuators; microcontrollers; knowledge based control.

EE464 Power Electronics for Distributed Generation & Renewable Energy Systems (Credit Points: 7.5)

Prerequisites: EE321 and EE325

Semester 1: Not offered **Semester 2:** F at L

This course introduces concepts on smaller electricity generation systems connected to grid or simply distributed generation systems (DGS). The concept of DGS forms one of the components of the smart grids where electricity generation, storage and consumption are communicated to have better control of power production and flow. The decentralised “feed-in” system has its own technological challenges such as noise to signal ration (SNR) control, load flow control and safety issues. Economic issues such as feed-in tariffs also play a major role in development of DGS. This course explores technological developments and challenges faced in DGS and well as economical models are explored for scalability of such systems for profit making independent power producers (IPP). Core course for all Bachelor of Electrical and Electronics Engineering students.

EE466 Wireless Communications & Networks (Credit Points: 7.5)

Prerequisites: EE224 and EE312 and EE323 and PH302

Semester 1: Not offered **Semester 2:** F at L

Wireless communications is one of the fastest growing fields in the engineering world and a tremendous interest for this topic exists among both undergraduate and postgraduate students. This course addresses the fundamentals of wireless communications and networks; it provides an overview of existing and emerging wireless communications networks. Engineering communication projects including computer simulation of wireless systems under different channel environments will be integral part of this course. When completing this course, the students should be able to understand the basic concept of wireless system design and get familiar with various basic concept of wireless networks, including past and future generation networks.

EE481 Professional Engineering & Project Management (Credit Points: 7.5)

Prerequisites: Completion of all 100 and 200 Level courses and any six from the following eight courses: EE301, EE312, EE313, EE314, EE321, EE323, EE325, EE326

Semester 1: F at L **Semester 2:** Not offered

This course equips the students with the knowledge and appreciation of the roles and responsibilities of professional engineers in the society. Topics that will be covered in this course include responsibility, honesty, integrity and reliability in professional practice; safety, risk and liability; role of engineers in addressing ecological concerns, engineering issues in the South Pacific, role of SPEA; rights of engineers; skills of writing complex professional documents and contract law.

EE488 Project 1 (Credit Points: 7.5)

Prerequisites: Successful completion of all 100 and 200 Level courses and EE301 and EE312 and EE313 and EE314 and EE321 and EE323 and EE325 and EE326.

However, students with a GPA of 3.0 and above will be allowed to register for EE388 if the student has completed all 100 Level, all 200 Level and any six out of eight from EE301 and EE312 and EE313 and EE314 and EE321 and EE323 and EE325 and EE326.

Semester 1: F at L **Semester 2:** Not offered

The fourth-year engineering project is an opportunity for students to conduct a definitive piece of independent research in an environment and manner that utilises their learnt skills and knowledge to develop further their engineering research skills. With the guidance of a staff supervisor, students will define a research question, identify its foundation in our existing knowledge, recognise or develop the skills/tools required to investigate the question, apply scientific methods to explore the problem in a methodical fashion, and analyse and present results in clear, concise and structured reports, posters, and oral presentations. Students must be able to demonstrate satisfactory progress in Project I in order to complete their work in Project II.

EE491 Maintenance, Reliability & Engineering Economics (Credit Points: 7.5

Prerequisites: Completion of all 100 and 200 Level courses and any six from the following eight courses: EE301, EE312, EE313, EE314, EE321, EE323, EE325 or EE326.

Semester 1: Not offered **Semester 2:** F at L

This course highlights the systematic evaluation of the costs and benefits related with anticipated technical projects. The student will understand to the concepts of the “time value of money” and the methods of promotional cash flow. Students will be prepared to make judgements concerning money as capital within an engineering environment. Under the Maintenance Technology, the student will be exposed to condition monitoring techniques, such as vibration, acoustic monitoring and temperature, and in Maintenance

Management, they will be exposed to Reliability and Economics of Maintenance, strategies for plant inspection and maintenance, and various other aspects.

EE492 Digital Signal Processing (Credit Points:7.5)

Prerequisites: EE224, MA272, EE323

Semester 1: F at L **Semester 2:** Not offered

The subject covers the basic concepts and theories in the field of digital signal processing. The course provides a sound knowledge of the fundamentals of DSP. It covers A/D and D/A converters, analysis of discrete time signals and systems, design of finite impulse response (FIR) and infinite impulse response (IIR) digital filters. Various methods of implementing digital filters are also discussed. The laboratory concentrates on the fixed-point digital signal processor and MATLAB software. Emphasis is on implementing useful DSP systems in realtime using assembly language of the Texas Instruments digital signal processor TMS320C50. Students will also undertake a course design project.

EE499 Project 2 (Credit Points:7.5)

Prerequisites: EE388

Semester 1: Not offered **Semester 2:** F at L

The fourth-year engineering project is an opportunity for students to conduct a definitive piece of independent research in an environment and manner that utilises their learnt skills and knowledge to develop further their engineering research skills. With the guidance of a staff supervisor, students will define a research question, identify its foundation in our existing knowledge, recognise or develop the skills/tools required to investigate the question, apply scientific methods to explore the problem in a methodical fashion, and analyse and present results in clear, concise and structured reports, posters, and oral presentations.

IS104 Computing for Science & Technology

Prerequisites: Admission into Undergraduate Programme

Semester 1: F at L and O at C **Semester 2:** Not offered

The course covers problem solving strategies, design of algorithms for solution by the computer, overview of computer systems and their development. Programming constitutes a major part of the course and involves the design, implementation, debuging and testing of programmes written in a high-level language (Python). Emphasis is placed on using computers to solve problems of an applied scientific nature.

IS121 Introduction to Information Systems

Prerequisites: None

Semester 1: F at L, SI and E, and O at C **Semester 2:** Not offered

This course will provide an introduction to the components of information systems such as hardware, software, data and end-users. It will explain how these components are applied to business processes. This course will also introduce students to basic tools used in the development and ethical use of organizational information systems such as MS Access, Joomla, MYOB etc. Students will be guided to develop a simple web application and database.

IS122 Application Programming

Prerequisites: IS121

Semester 1: Not offered **Semester 2:** F at L and SI, and O at C

This course will provide a foundation in programming using a high-level language widely used in business and administrative data processing. It will introduce students to the fundamental concepts of programming and focus on giving an understanding of how to build, compile, and distribute effective stand-alone graphical applications. The course is designed to provide students with an opportunity to do a basic design and develop small sized real-world application programs.

IS202 Data Science

Prerequisites: ST130 or ST131

Semester 1: Not offered **Semester 2:** F at L

The course provides students basic techniques and tools commonly applied in data science for extracting meaningful information from data. Students will learn concepts to deal with various facets of data science practice, including data collection and management, data wrangling and visualisation, predictive modeling using statistical learning and machine learning algorithms and effective communication. The students will also learn data science industry standard software such as R Programming to analyze data and interpret the findings to the greater audience.

IS221 Web Applications Development

Prerequisites: CS111 or IS122 or IS104

Semester 1: F at L and O at C **Semester 2:** Not offered

This course provides the student with a practical foundation in using high level languages that are common in developing web applications. It will examine theoretical concepts of web design and various web development tools. Upon completion student should be able to develop a functional dynamic website.

IS222 Database Management Systems

Prerequisites: CS111 or IS122 or IS104

Semester 1: F at L and O at C **Semester 2:** Not offered

This course will introduce students to relational database management systems, design, construction and management of databases. Students will be introduced to a structured query language (SQL) for data definition and management. The course also covers topics on storing, accessing and manipulating data as well as provides an overview on data security, data sharing and data integrity. Student should be able to administer a database after the completion of this course.

IS226 Systems, Analysis & Design

Prerequisites: IS222

Semester 1: Not offered **Semester 2:** F at L and O at C

This course aims to provide students with the necessary skills that a systems analyst uses to design information systems. This would include understanding the client's requirements, analysis & design of the system and documentation. Due to the rapidly evolving nature of systems development, current best practices and methods will be presented.

IS302 Data Analytics

Prerequisites: IS202

Semester 1: Not offered **Semester 2:** F at L

This course covers the fundamentals of data analytics that includes extraction of knowledge from data using various statistical and machine learning tools. Students will learn concepts, techniques and tools practiced in data science that includes (big) data collection, preprocessing and integration, exploratory data analysis, predictive modeling, evaluation, and effective communication. Students would apply the knowledge gained in this course to a real world problem to have an appropriate data model based on the given requirements.

IS314 Computing Project

Prerequisites: IS222, and either CS241 or CS214, or IS226

Semester 1: Not offered **Semester 2:** F at L

This is a project based course capping the theory work undertaken in preceding courses. An ICT project of moderate complexity from a real-world application environment is executed through the whole semester. In each project, small teams of students carry out the development of a software system using the Software Engineering techniques The project deliverables will normally include a full suite of documentation as well as the software system itself.

IS322 Business Information Systems

Prerequisites: IS222

Semester 1: Not offered **Semester 2:** F at L

Business information systems make organisations more efficient by providing accessible communications, and facilitating business strategy development. An understanding of BIS is important to the work of business professionals because BIS serves as a bridge between management and operation. This course aims to provide students with a general background of Business Information Systems which includes current and emerging technologies and ethical consideration in businesses. Students will learn to plan, select and design business information system.

IS328 Data Mining

Prerequisites: IS222

Semester 1: Not offered **Semester 2:** F at L and O at C

This course provides a practical and technical introduction to data mining. The goal of this course is to introduce students to the concepts and procedures of data mining and appreciate the key methods and algorithms, and understand contemporary issues in data mining applications. Students will gain hands-on experience in using a data mining software.

IS333 Project Management

Prerequisites: Completion of 200 Level CS/IS courses

Semester 1: F at L and O at C **Semester 2:** Not offered

This course focuses on building the foundation knowledge necessary to efficiently manage projects in professional organisations. This knowledge principally relates to the internationally recognised Project Management Body of Knowledge (PMBOK) and its application to temporary endeavours undertaken to create a unique product, service or result. Through real world case studies, students are introduced to the principles, concepts and processes of project management and their application in both the business and government sectors. The course contains three major modules; what you must know for effective project management, simple tools for project planning, and how to plan and document projects.

IS351 Data & Information Security

Prerequisites: IS222

Semester 1: F at L **Semester 2:** Not offered

This course provides students with an overview of data and information security and focusses on the processes and methodologies involved with keeping data and information confidential, available, and assuring its integrity. The basic data and information security objectives such as data integrity, message

authentication, authorisation, validation and access control are examined. Cryptographic techniques to realise these objectives are introduced. In addition the ideas behind hacking, cracking and social engineering will be discussed in the context of ethics and their place in Information Security.

IS413 Advances in ICT

Prerequisites: Admission into Postgraduate Programme

Semester 1: Not offered **Semester 2:** F at L

This course provides a comprehensive view of the advances in Information and Communication Technology (ICT). Advances in ICT can enable business services for economic, ecological and social benefits using "cloud computing" and "green computing". The course is suited to graduate engineering and IS students with an interest in the application of large server data repositories. It will examine case studies from the local and regional ICT developments to establish a framework for exploring the strategic development, practical deployment and evaluation of benefits from adopting network computing (NC).

IS414 Business Network Technologies

Prerequisites: Admission into Postgraduate Programme

Semester 1: F at L **Semester 2:** Not offered

This course introduces the student to digital telecommunications and networks from a management viewpoint, including the theoretical and technical foundations underlying the networks, and the issues related to the network's environment. This course will provide students with an understanding of the business and technology issues related to telecommunications and networks. It will also introduce students to the technical and management framework required to plan properly for upgrade, or implement new networks that guarantee system availability and reliability. It introduces the various media used along with the main techniques employed to provide reliable and efficient communications. It describes the major transmission systems and networks from Local to Wide Area Networks along with the equipment and techniques used to interconnect them. In addition, the course covers the TCP/IP protocol suite and a number of Internet technologies.

IS421 Knowledge Discovery in Databases

Prerequisites: Admission into Postgraduate Programme

Semester 1: F at L **Semester 2:** Not offered

This course on knowledge discovery in databases provides students with exposure to state-of-the-art applications in data mining and is suitable in a liberal arts environment. It incorporates mathematics especially statistics and demonstrates how data mining foundational concepts can be built upon in new and innovative ways. The strength of this information system discipline prepares students to understand the purpose and general methodology of knowledge discovery and apply it to practical information research.

IS428 Data & Information Security

Prerequisites: Admission into Postgraduate Programme

Semester 1: Not offered **Semester 2:** F at L

This unit covers the basic principles and techniques used to protect information. The areas covered are: defining, identifying and classifying information as an important asset. It will also cover access control, information risk analysis, contingency planning, threats to information systems, data security legislation, procedures for secure information flow, classification systems, document and record storage, industrial espionage, confidentiality and privacy breaches associated with information security.

IS431 IT Project Management

Prerequisites: Admission into Postgraduate Programme

Semester 1: F at L **Semester 2:** Not offered

This unit introduces students to information technology (IT) project management. The fundamentals of strategic and operational planning for software and IT projects are examined. The processes associated with formulating project briefs and documenting the needs and requirements of users are explored. The tools and techniques that could be used for capturing and optimising user and stakeholder requests are also examined. The unit also provides insight into how new technologies and software can be used as an aid to managing information technology projects.

IS432 IT Project

Prerequisites: IS431

Semester 1: Not offered **Semester 2:** F at L

The course requires students to conduct an industry-based project in an area of interest and expertise within their stream of specialisation in computer science or information systems. An informal design and development methodology will be used in the project. Students are expected to examine incidents of professional practice in the project and to develop communication skills appropriate to the development and possible implementation of the project.

IS433 Information Management

Prerequisites: Admission into Postgraduate Programme

Semester 1: Not offered **Semester 2:** F at L

This course introduces basic principles that help IT managers make fundamental decisions involving the use of information systems, that is, when, where and how to apply them. Areas covered include the role of management in Information Systems (IS), using Information Technology (IT) for competitive advantage, taking an active role in IS development and managing IS resources. The course focuses the latest theory and

practice in data warehousing, analytical processing, business process improvement, and e-business transformation. A local company case work to develop the major themes of information management from enhanced individual and organisational performance. There is an emphasis on applying insights to practical management situations in adopting e-business solutions. Students discover that information management concentrates on understanding and utilising the core concepts of information, management, data management, organisational communication and behaviour.

IS434 Enterprise Systems

Prerequisites: Admission into Postgraduate Programme

Semester 1: F at L **Semester 2:** Not offered

This course will introduce students to the theory and concepts of enterprise wide information systems and the underlying business process thinking. It provides an overview of the issues related to the organisation's enterprise-wide IT architecture. These issues focus on the integrated business application, business intelligence applications that support decision making and business process improvement for organisational effectiveness. The course presents e-business as the key driver of enterprise integration and associated architecture for supporting enterprise-wide improvements. The practical work focuses on the use of business process models to document the change process for designing and implementing new e-business solutions.

IS600F Information Systems SRP (Full-Time)

IS600P Information Systems SRP (Part-Time)

IS700F Information Systems Master's Thesis (Full-Time)

IS700P Information Systems Master's Thesis (Part-Time)

IS750F Information Systems DRP (Full-Time)

IS750P Information Systems DRP (Part-Time)

IS800F Information Systems PhD Thesis (Full-Time)

IS800P Information Systems PhD Thesis (Part-Time)

MA102 Mathematics for Science

Prerequisites: Admission into Undergraduate Programme

Semester 1: Not offered **Semester 2:** F at L and O at C

This is a service course designed to provide a working knowledge of commonly used mathematical methods. It is a terminating course and is not available to students intending to pursue mathematics as a major or a minor and is not suitable for students of physics or engineering. The course covers those areas of statistics and calculus, which are likely to be demanded in the disciplines of biology, chemistry, earth science, environmental and marine sciences and some areas of technology.

MA111 Calculus 1 & Linear Algebra 1

Prerequisites: Year 13/Form 7 Mathematics or (MAF11 and MAF12)

Semester 1: F at L and O at C **Semester 2:** F at L and O at C

This course examines Calculus: limits and continuity; the derivative; exponential, logarithmic and inverse trigonometric functions; integration; and linear algebra: systems of linear equations; Gaussian elimination; Gauss-Jordan elimination; applications of system of linear equations; matrices; determinants. Note: Mature students wishing to enter MA111 are required to complete MAF12 if they had not studied or taught Mathematics for at least a year during the five years prior to enrolment.

MA112 Calculus 2

Prerequisites: Year 13/Form 7 Mathematics or (MAF11 and MAF12)
Admission into Undergraduate Programme

Semester 1: F at L and O at C **Semester 2:** F at L and O at C

This course is fundamental to the study of mathematics at USP. It is also a service course for programmes in Computing Science, Physics and Engineering. The primary goal of this course is to look at the various applications of definite integration, study the different techniques of integration, and provide a brief introduction to functions of two or more variables. We also study L`Hopitals rule and discuss limits rigorously. Some applications of derivatives are also considered and finally we look at infinite series.

MA161 Discrete Mathematics 1

Prerequisites: Year 13/Form 7 Mathematics or (MAF11 and MAF12)

Semester 1: Not offered **Semester 2:** F at L and O at C

Discrete mathematics studies structures which are not continuous or smooth, but which come in `lumps`. Topics covered include logic, methods of proof, functions, set theory, Boolean algebra, algorithms, elementary number theory, mathematical reasoning, mathematical induction, recursion, counting techniques, discrete probability and generating functions. The course MA161 is compulsory for students majoring in computer science. It is a recommended course for students majoring in Mathematics, information systems, engineering or physics.

MA211 Advanced Calculus

Prerequisites: MA112

Semester 1: F at L and O at C **Semester 2:** Not offered

This course builds on MA111 and MA112 by further studying mathematical tools for analysing change. The calculus of functions of several variables is studied with applications to computing arc lengths, surface integrals and volume integrals, and computing extreme values of functions subject to certain constraints. Computing maximum and minimum values of functions of several variables has wide applications in mathematics, computing, economics, engineering and the physical sciences.

MA221 Linear Algebra 2

Prerequisites: MA111

Semester 1: Not offered **Semester 2:** F at L and O at C

A study of linear algebra and some of the associated numerical methods. Vector spaces, bases and dimension, inner product spaces; linear transformations and matrices, rank, nullity, change of basis; eigenvectors, eigenvalues. Applications to solutions of systems of linear equations and differential equations.

MA262 Discrete Mathematics 2

Prerequisites: Any two of MA161, MA111, MA112

Semester 1: F at L and O at C **Semester 2:** Not offered

This is a course in discrete mathematics. Topics covered include logic, mathematical reasoning, sets, cardinality, relations, algorithms and complexity, number theory, graphs and trees. Many of the discrete structures and objects encountered in this course are used a lot in more advanced areas of pure mathematics and computer science. The course will concentrate on mathematical rather than computer science applications. This course is highly recommended for students taking further study in pure mathematics with its emphasis on mathematical reasoning and proof.

MA272 Engineering Mathematics 4

Prerequisites: MA112

Semester 1: Not offered **Semester 2:** F at L

This course is intended as the final 200-level subject in mathematics for the Bachelor of Engineering programme. It is also available as a terminating mathematics course for students majoring in other disciplines. Normally a student majoring in mathematics is not allowed to take this course and have it counted towards his/her degree requirements. The course will involve computer laboratory sessions using MATLAB and statistical software packages to provide students with an introduction to mathematical and statistical software and its application to engineering and related problems.

MA312 Ordinary & Partial Differential Equations

Prerequisites: MA211

Semester 1: Not offered **Semester 2:** F at L and O at C

The subject of differential equations can be described as the study of equations involving derivatives, or more commonly, as the study of change. There is an in-depth coverage of solutions to both the ordinary and the partial differential equations. Modelling real-life changes and then utilising various different techniques in solving these differential equations is the main flavour of this course. In general, the course has a strong emphasis on analytic methods, though qualitative techniques will also be briefly considered where the general properties of solutions are determined without concern for exact behaviour.

MA313 Real & Complex Analysis

Prerequisites: MA211

Semester 1: F at L and O at C **Semester 2:** Not offered

The course has two strands. In the first strand the students learn rigorous foundations of the concepts of limits, continuity, sequences and series already encountered by them in MA111, MA112 and MA211. In the second strand the students are introduced to complex analysis. Complex analysis has applications in partial differential equations, Fourier series, theoretical physics and many other areas of pure and applied sciences.

MA321 Abstract Algebra

Prerequisites: MA221

Semester 1: Not offered **Semester 2:** F at L and O at C

This course is an introduction to the theory of groups, rings and fields. It constitutes the foundations of modern abstract algebra and is a basis for many other algebraic structures. The part of the course on group theory, which can be seen as the abstract study of symmetry, starts with the basic facts about groups,

introduces the construction of the factor group, and culminates with the fundamental structure theorems of finite groups. The part on ring theory is concerned with another algebraic structure and studies its basic properties and constructions. The course closes with applications of the theory of rings and groups to field theory.

MA341 Numerical Analysis & Linear Programming

Prerequisites: MA221 or MA211

Semester 1: F at L and O at C **Semester 2:** Not offered

This course is optional for students doing a major (single or double) or a minor in Mathematics. The primary goal of this course is to give a brief introduction to numerical analysis and to expose students to some of the statistical and mathematical models used in Operations Research. Numerical analysis involves study, development and analysis of algorithms for obtaining numerical solutions to various mathematical solutions. Operations Research as a tool of scientific decision making is widely used in defence establishments, modern industries and the multinational corporate world.

MA411 Mathematical Analysis

Prerequisites: MA313 and one other 300 Level MA course

Semester 1: Not offered **Semester 2:** F at L

This course examines real analysis: number systems, sets and functions, metric spaces, topological spaces, continuity, differentiation, and integration of functions. Analysis is the branch of mathematics that deals with inequalities and limiting processes, and is the theoretical background to calculus. The aim of the course is to give students a good background in the concepts and techniques of analysis with an emphasis on rigorous proof of major calculus results. The basic definition of limits, sequences and continuity already encountered in MA313 are used throughout the course.

MA416 Nonlinear Dynamical Systems

Prerequisites: MA211 and MA312 and one other 300 Level MA course

Semester 1: F at L **Semester 2:** Not offered

Realistic models of the physical world are nonlinear, involving large amplitudes of motion and thus usually several equilibria of the system concerned. This course gives the background for the analysis and synthesis (design) of dynamic behaviour of general networks, which represent a large class of nonlinear systems, predominantly physical and in particular mechanical. Research projects will involve the application of nonlinear techniques to analyse the properties of nonlinear systems. It is essential that the student is well-versed in one of the computing languages or computer algebra systems such as Mathematica.

MA420 Special Studies in Mathematics

Prerequisites: Admission into the Postgraduate Programme

Semester 1: F at L **Semester 2:** F at L

This course provides students with an opportunity to study an area of mathematics not available in the current postgraduate programme. The topic offered will depend on staff availability. Further details are available from the School of Computing, Information and Mathematical Sciences.

MA441 Advanced Numerical Analysis

Prerequisites: Admission into the Postgraduate Programme

Semester 1: Not offered **Semester 2:** F at L

There are two strands to this course: approximation theory and numerical integration. The course covers polynomial interpolation, orthogonal polynomials, least squares approximation by polynomials, approximation by trigonometric polynomials, Fast Fourier Transforms, and piecewise polynomial approximation. The last part of the course gives a thorough coverage of derivation and error analysis of trapezoidal rule, Simpson's rule, midpoint rule, Gaussian quadrature, composite rules, and Romberg integration.

MA443 Methods of Advanced Numerical Analysis 2

Prerequisites: Admission into the Postgraduate Programme

Semester 1: F at L **Semester 2:** Not offered

Differential equations occupy a prominent place in the mathematics curriculum because they are central to many topics in science and engineering. Solving differential equations using computers is the main objective of this course. Software package MATLAB will be used in the course. Using MATLAB, you can solve technical computing problems faster than with traditional programming languages, such as C, C++, and Fortran, because MATLAB handles time-consuming and error-prone aspects of programming automatically and efficiently. MATLAB provides 2D and 3D graphics functions for presenting your results.

MA600F Mathematics SRP (Full-Time)

MA600P Mathematics SRP (Part-Time)

MA700F Mathematics Master's Thesis (Full-Time)

MA700P Mathematics Master's Thesis (Part-Time)

MA750F Mathematics DRP (Full-Time)

MA750P Mathematics DRP (Part-Time)

MA800F Mathematics PhD Thesis (Full-Time)

MA800P Mathematics PhD Thesis (Part-Time)

MM101 Engineering Graphics & Design

Prerequisites: Admission into the Undergraduate Programme

Semester 1: F at L **Semester 2:** Not offered

This course provides a broad introduction to the principles of engineering graphics by covering areas such as spatial-visualisation abilities and sketching of spatial relationships, use of standards and conventions in engineering graphics, and computer aided drawing (CAD). The Engineering design process will also be looked at and emphasised through student design projects. The parametric modelling software Autodesk Inventor® will be introduced while the primitive modelling/ drawing software AutoCAD® will be taught in detail.

MM103 Engineering Mechanics

Prerequisites: MA111 and PH102

Semester 1: Not offered **Semester 2:** F at L

This course aims at equipping students with the knowledge and practical skills needed for solving every day engineering problems. The course first reviews the concepts of forces and vectors that were introduced to the students in an earlier engineering physics course. The course then covers topics in statics which include force systems on rigid bodies, distributed forces, analysis of structures, forces in beams and cables along with friction.

MM211 Solid Mechanics 1

Prerequisites: MA112 and MM103

Semester 1: F at L **Semester 2:** Not offered

This aims at equipping the students with the knowledge and skills of understanding deformation materials undergo during externally applied forces. The course first builds up on the topics Centroids and Centres of Gravity and then introduces students to the concepts of stress and strain. It then concentrates on deformations during torsion and bending. Stresses in Beams and Columns together with a topic in energy methods are covered.

MM212 Metallurgy & Material Science

Prerequisites: MM103

Semester 1: F at L **Semester 2:** Not offered

This course aims at equipping the students with skills required for understanding the various properties of metals and other materials and their applications in engineering practice. This course is intended to provide the students with a strong fundamental knowledge and some practical skills of metallurgy and material science.

MM214 Dynamics

Prerequisites: MM103

Semester 1: F at L **Semester 2:** Not offered

This course aims at equipping the students with the knowledge of the different aspects of dynamics and understanding of the basic methods required to perform kinematics and dynamic analysis on particles and rigid body, and includes topics such as kinematics of particles, rectilinear and curvilinear motion, kinetics of particles: force, mass, acceleration, kinetics of systems of particles and rigid body; planar kinematics of rigid bodies, impulse and momentum, work and energy.

MM221 Thermodynamics & Heat Transfer

Prerequisites: PH102, and MA111 or MA112

Semester 1: Not offered **Semester 2:** F at L

This course introduces the students to thermodynamics, which is the science dealing with the conversion and transfer of energy. This includes all aspects of energy and energy transformations including power production and properties of matter. Determination of the rates of such energy transfers is also studied in this course under heat transfer.

MM222 Fluid Mechanics

Prerequisites: PH102, and MA111 or MA112

Semester 1: Not offered **Semester 2:** F at L

This course introduces the students to the sciences that deal with the behaviour of fluid in both static and dynamic conditions. This course is designed to enable the student to analyse any practical system in which fluid is the working medium. Fluid mechanics deals with a study of the behaviour of fluids at rest or in motion and the interaction of fluids with solids or with other fluids at the boundaries.

MM223 Manufacturing Processes

Prerequisites: MM212

Semester 1: Not offered **Semester 2:** F at L

This course is designed to develop an understanding of various manufacturing processes, such as castings, metal forming, metal cutting, metal joining, surface finishing processes and selection of manufacturing processes. In addition, this course builds the foundation for other advanced courses in manufacturing engineering.

MM301 Renewable Energy Systems

Prerequisites: MA211

Semester 1: F at L **Semester 2:** Not offered

The course considers the resources and distribution of both renewable and conventional energy. Particular emphasis is placed on the physical principles and the harnessing of renewable energy sources, such as solar radiation, photovoltaic wind, geothermal, hydropower, biomass, bio-fuel, wave and tidal power, and ocean thermal gradients. Heat engines and electrical machines are also dealt with. Laboratory work involves small-scale devices to harness renewable energy. Field visits to renewable energy sites forms an essential component of the course.

MM311 Applied Thermo-Fluids

Prerequisites: MM221 and MM222

Semester 1: F at L **Semester 2:** Not offered

This course enables the students to apply the basic engineering concepts to practical devices and systems. A number of engineering devices involve conversion, transfer and transport of energy from one form to another. The students need to clearly understand the working of these engineering devices and analyse the energy interaction involved. They may also need to design simple devices and test them to enhance their understanding of the subject. This course will provide the students with an opportunity to apply the basic knowledge of thermo-fluids, gained in earlier courses, to practical devices and systems. Topics include

internal combustion engines, gas turbines, power cycles and plants, wind engineering and wind tunnel testing, aerodynamics, turbo-machinery, analysis of heat transfer in heat exchangers and fins, transient heat transfer, forced and natural convection.

MM312 Solid Mechanics 2

Prerequisites: MM211

Semester 1: F at L **Semester 2:** Not offered

This course teaches the fundamentals of analysing stress and deformation in solids under complex loading associated with structures/elements in mechanical engineering. At the end of this course students will be able to understand and apply the fundamental principles of solid mechanics and the basic methods of stress, strength, and deformation analysis of a solid structure and/or element in relation to a design. By completing this course, students will gain the ability to: conduct strain analysis, use compatibility equations, do elastic and plastic analyses, describe boundary conditions for complex engineering problems, and use energy methods for stress and deformation analysis. Students will also be introduced to: plates and shells and how to conduct plate and shell structural analysis; stress concentration analysis and its relation to fracture and service life of a component/structure and finally finite element method is introduced and used for stress and deformation analysis.

MM315 Mechanisms & Machines

Prerequisites: MM211

Semester 1: F at L **Semester 2:** Not offered

This course introduces students to the study of machines and the basic elements that comprise them. After completing this course students will have a greater understanding and working knowledge of how general machinery is designed, manufactured and functions. Students will also be able to analyse basic machine elements such as gears, springs, flexible machine elements, mechanisms and linkages, screws, bearings, brakes and will also study topics such as engines and power transmissions.

MM321 Refrigeration & Air Conditioning

Prerequisites: MM221

Semester 1: Not offered **Semester 2:** F at L

This course enables the students to apply the basic thermodynamics concepts to practical refrigeration and air conditioning systems. Topics to be covered include introduction to refrigeration, air refrigeration systems, aircraft refrigeration, vapour compression and vapour absorption refrigeration systems, performance testing, refrigerants and their properties, introduction to comfort air conditioning, psychrometric processes, cooling load calculations, design of air conditioning systems, types of air conditioning systems and their applications.

MM322 Metrology & Instrumentation

Prerequisites: EE102

Semester 1: Not offered **Semester 2:** F at L

This course equips the students with the measurement skills, and measurement system analysis skills, and provides them with sufficient knowledge to design and build measuring instruments. Topics that will be covered include linear and angular measurements, measurements of straightness, roundness and flatness, limit gauges, and gear measurements. The measurements of displacement, temperature, pressure, and vibration, stress and strain, including optical techniques and sensors will also be taught. They will also do laboratory exercises involving design and building complete measurement systems. The basic controls systems will also be taught.

MM323 Manufacturing Systems

Prerequisites: MM223

Semester 1: Not offered **Semester 2:** F at L

The aim of the course is to teach students about the current types of discrete parts manufacturing systems. It will help the students acquire the knowledge of principles and types of manufacturing systems and models to appreciate materials handling systems and storage and retrieval systems. The course also enables the students to apply modelling and performance analysis techniques to solve manufacturing systems design and operation problems. The students will use FlexSim software to analyse a given production line and thereby derive suggestions for improving the designs based upon the results.

MM324 Mechanical Engineering Design

Prerequisites: MM312 and MM315

Semester 1: Not offered **Semester 2:** F at L

The design process is an exciting undertaking that calls upon many disciplines in order for it to produce the desired result. The designers must be equipped with a variety of creative, problem solving and analytical skills in order for them to achieve the optimal design. The designer must be aware of materials, mechanical elements, manufacturing processes, stress analysis techniques/methods, physics involved, ergonomics, safety requirements, standards and costs involved and the ability to create these ideas on paper or using graphics tools. Students will use an industrial Finite Elements Analysis (FEA) package to analyse a given design task and thereby derive suggestions for improving the design based upon the results.

MM461 Advanced Manufacturing

Prerequisites: MM323
Credit points: 7.5
Semester 1: F at L **Semester 2:** Not offered

The course introduces some of the advanced manufacturing technologies, such as non-traditional machining techniques, rapid prototyping, nano-fabrication processes, automation processes; computer integrated manufacturing, laser technology and plastic processing technologies. It aims to strengthen fundamental concepts and principles in all these manufacturing technologies, which are then applied in industrial applications.

MM462 Advanced Fluid Dynamics

Prerequisites: MM311
Credit points: 7.5
Semester 1: Not offered **Semester 2:** Not offered

This course introduces the students to advanced topics in fluid dynamics. It aims to strengthen the fundamental concepts and principles of fluid dynamics, which are then applied to some engineering and environmental fluid phenomena. A lot of environmental fluid flow problems exist in this region and the students will be well equipped to solve these problems after completing this course. Students will be able to understand the important governing equations of fluid flows, the Navier-Stokes equations and will be able to solve them for some specific cases. Turbulent flows are encountered everywhere in real life. Students will be able to analyse turbulent flows along with the causes of transition to turbulence. In most situations, the information on wind loads and effects on the structures is needed to ensure reliable design and desirable building performance which can significantly reduce wind induced damage and losses. Wind engineering basics will be taught to equip the students to solve problems related to winds. The characteristics of atmospheric wind will be taught, the wind loads on buildings will be discussed in detail. High speed flows which require a different treatment will be covered. Wind tunnel testing of aerodynamic and bluff bodies, which is intended to give information on wind effects on structures under particular wind conditions i.e. particular wind speed and wind direction relative to the structure and its surroundings, will be taught.

MM463 Thermo-fluid Dynamics of Renewable Energy Devices

Prerequisites: MM301 and MM311
Credit points: 7.5
Semester 1: Not offered **Semester 2:** Not offered

This course enables the students to apply the knowledge gained in the undergraduate courses in the area of thermo-fluids and energy to design and analyse practical devices. A number of Renewable Energy extraction devices are being developed these days and a thorough knowledge and understanding of the thermo-fluid dynamics of these devices is required to design, analyse and test the performance of these devices. This

course equips them with the necessary skills to design and analyse the Renewable Energy systems by applying the thermo-fluid laws to wind, solar thermal, hydro, wave, tidal current and OTEC devices.

MM465 Advanced Mechanical Design

Prerequisites: MM324

Credit points: 7.5

Semester 1: F at L **Semester 2:** Not offered

In this course, the students will encounter some interesting topics that will be invaluable in their mechanical engineering design career. Students will complete projects within the major disciplines of mechanical engineering and gain an increased and detailed knowledge of their design tools, in particular Finite Element Analysis. Other topics that will be covered include developing a culture of safety, leadership skills, Engineering communication techniques, and design concepts such as manufacture, fatigue, fracture, environment and sustainability, and quality.

MM466 Special Topic in Mechanical Engineering

Prerequisites: Completion of all 100, 200 and 75% of 300-level Mechanical Engineering courses

Credit points: 7.5

Semester 1: Not offered **Semester 2:** F at L

This course equips the students with an advanced knowledge of one or more of the major areas within Mechanical Engineering. They will acquire in-depth knowledge and problem solving skills in one or more of the areas of solid mechanics, materials and manufacturing, thermo-fluids, and machine design. The course will have strong theoretical, computational and/or experimental emphasis and the students will learn complex problem-solving in the area of Mechanical Engineering.

MM481 Professional Engineering & Project Management

Prerequisites: Completion of all 100 and 200 Level courses, and any six from the following eight courses: MM301, MM311, MM312, MM315, MM321, MM322, MM323, MM324

Credit points: 7.5

Semester 1: F at L **Semester 2:** Not offered

This course equips the students with the knowledge and appreciation of the roles and responsibilities of professional engineers in the society. Topics that will be covered in this course include responsibility, honesty, integrity and reliability in professional practice; safety, risk and liability; role of engineers in addressing ecological concerns, engineering issues in the South Pacific, role of SPEA; rights of engineers; skills of writing complex professional documents and contract law.

MM488 Project 1

Prerequisites: Successful completion of all 100 and 200 Level courses and MM301 and MM311 and MM312 and MM315 and MM321 and MM322 and MM323 and MM324.

Credit points: 7.5

However, students with a GPA of 3.0 and above will be allowed to register for MM388 if they have completed all 100 Level, all 200 Level and any six out of eight from MM301 and MM31 land MM312 and MM315 and MM321 and MM322 and MM323 and MM324.

Semester 1: F at L **Semester 2:** Not offered

The fourth year engineering project is an opportunity for students to conduct a definitive piece of independent research in an environment and manner that utilises their learnt skills and knowledge to develop further their engineering research skills. With the guidance of a staff supervisor, students will define a research question, identify its foundation in our existing knowledge, recognise or develop the skills/tools required to investigate the question, apply scientific methods to explore the problem in a methodical fashion, and analyse and present results in clear, concise and structured reports, posters, and oral presentations. Students must be able to demonstrate satisfactory progress in Project I in order to complete their work in Project II.

MM491 Maintenance, Reliability & Engineering Economics

Prerequisites:l Completion of all 100 and 200 Level courses, and any six out of eight from: MM301, MM311, MM312, MM315, MM321, MM322, MM323, MM324

Credit points: 7.5

Semester 1: Not offered **Semester 2:** F at L

This course highlights the systematic evaluation of the costs and benefits related with anticipated technical projects. The student will understand to the concepts of the “time value of money” and the methods of promotional cash flow. Students will be prepared to make judgements concerning money as capital within an engineering environment. Under the Maintenance Technology, the student will be exposed to condition monitoring techniques, such as vibration, acoustic monitoring and temperature, and in Maintenance Management, they will be exposed to Reliability and Economics of Maintenance, strategies for plant inspection and maintenance, and various other aspects.

MM492 Industrial Engineering

Prerequisites: MM323

Credit points: 7.5

Semester 1: Not offered **Semester 2:** F at L

This course introduces various concepts and techniques applied for production planning and controlling activities in the manufacturing and the service industries. It basically covers the major topics such as product

design, productivity measures, forecasting, scheduling, planning and inventory controls in operational management. The course also discusses on work system design for organisation. In addition it gives an introduction to fundamentals of organisation structures, role of industrial engineers and industrial psychology.

MM499 Project 2

Prerequisites: MM388

Credit points: 7.5

Semester 1: Not offered **Semester 2:** F at L

The fourth year engineering project is an opportunity for students to conduct a definitive piece of independent research in an environment and manner that utilises their learnt skills and knowledge to develop further their engineering research skills. With the guidance of a staff supervisor, students will define a research question, identify its foundation in our existing knowledge, recognise or develop the skills/tools required to investigate the question, apply scientific methods to explore the problem in a methodical fashion, and analyse and present results in clear, concise and structured reports, posters, and oral presentations.

PH102 Classical Physics

Prerequisites: Year 13/Form 7 Physics or PHF02 and PHF03 or equivalent

Semester 1: F at L and O at E **Semester 2:** Not offered

This introductory course deals with mechanics, mechanical and thermal properties of matter and wave motion, in order to prepare students for further studies in physics and other sciences where physical phenomena play a role. Laboratory work involves experiments that reinforce the lecture material. This course is suitable for students who wish to major in Physics and Engineering.

PH103 Quantum & Electrical Physics

Prerequisites: Year 13/Form 7 Physics or PHF02 and PHF03 or equivalent

Semester 1: Not offered **Semester 2:** F at L and O at E, TON, LTK

PH103 aims to provide a basic knowledge of various topics in Physics such as Electricity, Magnetism, Optics, Semiconductors, AC /DC circuits, Atomic and Nuclear Physics. Lectures are complimented by laboratories and tutorials to reinforce the topics taught in the course. There are various opportunities for students to learn through online activities. Students will learn to use specialized instruments in electrical and optical experiments. The course provides the foundation for other Physics courses at higher levels.

PH106 Physics for Other Sciences

Prerequisites: Year 12/Form 6 Physics

Semester 1: F at L and O at E, TON and LTK **Semester 2:** Not offered

This is a service course for students majoring in sciences other than physics, where physical phenomena play a role. Laboratory work involves experiments that reinforce lecture materials on mechanics, fluids, electricity, nuclear and atomic physics. The course deals with practical applications of these topics.

PH202 Environmental Physics

Prerequisites: PH102 or PH103 and MA111 or MA112

Semester 1: Not offered **Semester 2:** F at L

The aim of this course is to provide physical meteorological concepts in a visual and practical manner while simultaneously providing students with a background in thermodynamics of the atmosphere. This course emphasises the application of meteorological principles. The Earth and its atmosphere and the dynamics form an integral component of this course. Tropical weather, weather forecasting techniques, thunderstorms and tropical cyclones are, thunderstorms, and climate change are examined.

PH204 Mordern Physics

Prerequisites: PH102 or PH103 and MA112

Semester 1: F at L and B at E **Semester 2:** Not offered

Modern physics deals with the developments of physics in the microscopic world that began early 20th century. It includes theories that explain the properties of the atom, the atomic nucleus and the particles of which it is composed. The course introduces the fundamentals of optics and gives a quantitative treatment to a number of topics involved in optics. The course presupposes knowledge of elementary differential and integral calculus. Knowledge of ordinary differential equations is useful in topics related to quantum mechanics. The laboratory work involves experimentation in both atomic/molecular and nuclear physics including some of the classic experiments, e.g., Heisenberg's Uncertainty Principle, Frank and Hertz experiment, Zeeman effect, Millikan's oil drop and the Hall Effect.

PH206 Electromagnetism & Electronics

Prerequisites: PH102 or PH103 and MA111 or MA112

Semester 1: Not offered **Semester 2:** F at L

This course introduces topics on electrostatics, magnetostatics, electromagnetic theory, and analog and digital electronics which serve as basis for work to be carried out in a 300-level course PH302: Electrical Communication and Instrumentation and PH306: Measurement and Control of Physical Systems. The

laboratory component will give concrete understanding of applications of electromagnetism and electronics. This course is one of the required courses for a major or minor in Physics.

PH301 Renewable Energy Systems

Prerequisites: PH202

Semester 1: F at L **Semester 2: Not offered**

This course considers the resources and distribution of both renewable and conventional energy. Particular emphasis is placed on the physical principles and the harnessing of renewable energy sources, such as solar radiation, photovoltaic wind, geothermal, hydro-power, biomass, bio-fuel, wave and tidal power, and ocean thermal gradients. Heat engines and electrical machines are also dealt with. Laboratory work involves small-scale devices to harness renewable energy. Field visits to renewable energy sites forms an essential component of the course.

PH302 Electronic Communication Systems

Prerequisites: PH206 or EE224 and one of EE212 or EE225 for EE students only

Semester 1: F at L **Semester 2: Not offered**

This is a 300 level course which provides in depth knowledge on propagation of electromagnetic waves and their applications, and communications systems used in real situations. The course starts with the study and evaluation of waves in free space, dielectric and conducting media. For point to point transmission, guided waves in transmission line and waveguides are evaluated. The antennae development and their radiation patterns for real life applications are discussed. The analog modulation methods are covered. The wave propagation in the ionosphere is then covered which plays important part in VLF-HF and satellite communications. Modern communication systems such as satellite communication, cellular phones, optical communication are also covered. Finally, different networks are covered and latest development in communication is discussed. The laboratory work includes experiments and projects on different communications systems.

PH304 Solid State Physics

Prerequisites: PH204

Semester 1: Not offered **Semester 2:** F at L

This course deals with the physics of crystals, metals, semiconductors and magnetic substances. It is an important course for those wishing to specialise later in materials technology. The concepts and foundations of solid state physics are presented and the theoretical background is developed. The application of solid state physics to crystal growth and the manufacturing of semiconducting, magnetic and superconducting materials are considered. The laboratory work includes experiments on electrical, magnetic, optical and thermal properties of solids.

PH306 Special Topics

Prerequisites: PH206

Semester 1: Not offered **Semester 2:** F at L and B at E

PH306 is a special topics course that covers various applications in Physics that are relevant for engineering & industrial applications and scientific research. It covers all the major elements of a measurement and control system including transducers, signal conditioning, data acquisition, signal manipulation and programming. Computer-controlled laboratory instrumentation using the graphical programming software, Lab VIEW and/or MatLAB computer peripherals forms an integral part of the course. The course also covers analogue electronics including principles and applications of operational amplifiers and feedback systems. The Physics of the Earth structure, geo-hazards, and methods of geophysical measurements and analysis are studied.

PH402 Radio Wave Propagation & Applications

Prerequisites: Admission into the Postgraduate Programme

Semester 1: F at L **Semester 2:** Not offered

The course deals with wave generation from Hertzian dipole, linear antennas, antenna arrays, aperture antennas. Radiation due to accelerated charge (electron), cyclotron, synchrotron and Cerenkov process of radiation. The propagation of waves in the extended media: dielectric and conducting media. The propagation of waves in bounded media such as waveguides and fibre optic will be covered. Dispersion relation of electromagnetic waves propagating in ionosphere, absorption, fading, and Faraday rotation of waves. Principles of digital communication and modems. Introduction to mobile, satellite and fibre optic communications. Natural hazards detection, monitoring and analysis using radio wave techniques. Space and terrestrial weather impacts on atmosphere and ICT.

PH407 Wind Power: Theory & Applications

Prerequisites: Admission into the Postgraduate Programme

Semester 1: Not offered **Semester 2:** F at L

This course will involve the theoretical and practical aspects of wind power generation, in the context of small-scale wind power technology. From a basic grounding in wind power conversion processes, students will be introduced to advanced knowledge of wind turbine design and performance. Aspects of the course include wind-speed measurement and analysis for power generation, energy storage, economics and safety and environmental issues. A general knowledge of developments in this area at national, Regional and international levels will also form a part of the course. Case studies based on an actual wind turbine will be used to enhance knowledge gained in the theoretical part of the course.

PH414 Photovoltaic Power Generation

Prerequisites: Admission into the Postgraduate Programme

Semester 1: Not offered **Semester 2:** F at L

The importance of renewable energy technologies in making electricity accessible to millions of people around the world and in mitigation of global warming cannot be overemphasised. The direct conversion of solar energy into electricity offers attractive prospects for harnessing this major renewable resource. This course introduces the students to the science and technology of photovoltaic devices (solar cells). The design and simulation of RE systems incorporating solar cells will form a major component of the course.

PH416 Biomass & Hydropower

Prerequisites: Admission into the Postgraduate Programme

Semester 1: F at L **Semester 2:** Not offered

The aim of this course is to provide an in-depth introduction to the utilisation of two important renewable energy resources: biomass and hydro-energy. The course also aims to provide a broad introduction to the assessment and implementation of renewable energy projects in general, and their relevance to sustainable development. The course considers the processes of conversion of solid biomass through pyrolysis, gasification, fermentation and digestion, and the use of solid biomass in thermal power generation and liquid biofuels in transportation. It then presents an overview of the principles and technology employed in the generation of electricity from hydrological resources. The process of commissioning large energy projects is outlined, and a brief introduction is provided of the significance of renewable energy policies and institutional frameworks.

PH420 Research Project in Physics

Prerequisites: Admission into the Postgraduate Programme

Semester 1: F at L **Semester 2:** F at L

This course is designed to allow students to develop their knowledge of scientific research techniques through a supervised research project. The students will formulate and investigate a problem in consultation with a physics staff member. The project would normally involve background study, laboratory/field measurements and data analysis. A final report, viva-voce, and a seminar are the integral components of assessment.

PH421 Electronics, Active Devices

Prerequisites: Admission into the Postgraduate Programme

Semester 1: Not offered **Semester 2:** Not offered

This course considers electronic circuit design techniques and scientific measurements. It builds upon a basic knowledge of electronics, taking the student through to a reasonable level of design proficiency. Circuit intuition and a systems approach to design are emphasised. Topics covered include circuit design, analogue ICs, A-to-D and D-to-A conversion, interfacing, feedback, transducers and instrumentation.

PH600F Physics SRP (Full-Time)

PH600P Physics SRP (Part-Time)

PH700F Physics Master's Thesis (Full-Time)

PH700P Physics Master's Thesis - (Part-Time)

PH750F Physics DRP (Full-Time)

PH750P Physics DRP (Part-Time)

PH800F Physics PhD Thesis (Full - Time)

PH800P Physics PhD Thesis (Part-Time)

SC400 Research Methods

Prerequisites: Admission into Postgraduate Programme

Semester 1: F at L & LTK **Semester 2:** Not offered

Research methods is an essential component of study at the postgraduate level. This course introduces the concepts and principles of research and is a core course for all students studying at postgraduate level within the School. Research Methods is taught by an interdisciplinary team of academic staff drawn from the school. The course includes: what it means to be a postgraduate student; the development and application of the

scientific method; USP research policy and ethics requirements; School research structure and research application procedures; School's research groups; project planning, preparation and use of lab notebooks; using web of knowledge; critical review of research papers; how to write scientific papers, posters and present talks; subject-specific research methods. The course may be offered in second semester. All students registering in Postgraduate programmes are required, in their first semester of studies, to complete 14.5 hours of Information Research Skills conducted by the Library.

ST130 Basic Statistics

Prerequisites: Year 12/Form 6 Mathematics

Semester 1: F at L and O at C **Semester 2:** F at L and O at C

Cannot be credited with ST131 or EC203. This is a service course designed to introduce students to statistics as a methodology for the collection, summarisation and interpretation of data. It is aimed at students from science or social science who are not majoring in Mathematics with Statistics Emphasis. Topics covered include descriptive statistics, measures of location and dispersion, an introduction to probability concepts, the binomial and normal distributions, sampling distributions, parameter estimation and hypothesis testing, simple and multiple linear regression, design and analysis of experiments, elements of sampling. The course includes the use of a statistical software package.

ST131 Introduction to Statistics

Prerequisites: Year 13/Form 7 Mathematics or (MAF11 and MAF12)

Semester 1: F at L and O at C **Semester 2:** Not offered

Cannot be credited together with ST130. This course emphasises descriptive statistics and basics of probability theory that includes descriptive statistics: collection and organisation of data; measures of positions, central tendency and dispersion; probability: probability measures, independent events, conditional probability, random variables and their mean and variance; binomial and normal distributions, normal approximation to binomial; hypothesis testing: sampling distributions, sampling distribution of means, t-distribution, chi-square distribution; tests of significance for means, proportions, goodness of fit, association of attributes and homogeneity of proportions; correlation and regression.

ST403 Advanced Mathematical Programming

Prerequisites: MA341

Semester 1: Not offered **Semester 2:** F at L

This course emphasises various optimisation techniques to solve the problems that could be expressed as mathematical programming problems. Topics covered: linear programming, duality in linear programming, post-optimality (or sensitivity) analysis, integer programming, transportation problem, transhipment problem, and linear fractional programming.

ST420 Special Studies in Statistics

Prerequisites: Admission into Postgraduate Programme

Semester 1: Not offered **Semester 2:** Not offered

This course provides students with an opportunity to study an area of mathematics not available in the current postgraduate programme. The topic offered will depend on staff availability. Further details are available from the School of Computing, Information and Mathematical Sciences.

School of Agriculture, Geography, Environment, Oceans, and Natural Sciences (SAGEONS)

Course Descriptions

Note: UU100 and UU114 must be passed, in addition to prerequisite requirements, before students progress to the 200-level courses. UU200 and UU204 must be passed, in addition to prerequisite requirements, before students progress to the 300-level courses. Only approved programmes may be exempt from this requirement.

AG111 Introduction to Agricultural Economics

Prerequisites: Admission into Undergraduate Programme

Semester 1: F at SAM and O at C **Semester 2:** Not offered

This course is an introduction to basic economic ideas within an agricultural context. Topics include agricultural production resources, marginal analysis, input combinations, product interrelationship, cost concepts, economics of scales, and type of agricultural markets.

AG124 Fundamentals of Soil Science

Prerequisites: Admission into Undergraduate Programme

Semester 1: F at SAM and B at C **Semester 2:** Not offered

This course is designed to introduce students to the basic knowledge of soil formation, the physical, chemical and biological properties of soil, soil fertility and fertilizers, soil survey and classification, soil erosion and soil management in relation to crop production.

AG134 Agricultural Mechanisation

Prerequisites: Admission into Undergraduate Programme

Semester 1: Not offered **Semester 2:** F at SAM and B at C

The course will give the student a basic understanding of the internal combustion engine and its maintenance. It exposes students to a range of machines and equipment available for use in agriculture and to provide some hands-on training in their operations and maintenance with special emphasis on tractors and some cultivation implements.

AG164 Introductory Agricultural Biology

Prerequisites: Admission into Undergraduate Programme

Semester 1: F at SAM and O at C **Semester 2:** Not offered

This course introduces students to basic plant biology relevant to crop production. Topics include basic concepts of botany, anatomy, morphology, physiology, taxonomy, ecology, cell biology, genetics and plant breeding, and tropical environment and effects of climatic factors on crop growth and development in the South Pacific.

AG165 Field & Plantation Crops Production

Prerequisites: Admission into Undergraduate Programme

Semester 1: Not offered **Semester 2:** F at SAM and O at C

This course will provide detailed studies of production aspects of the most important field, plantation, and horticulture crops in the South Pacific region. Each crop will be assessed for its place, economic significance and potential in the region and possible improvements in production and quality. Coverage will include production environment, husbandry practices, harvesting, utilisation and post-harvest handling.

AG172 Introduction to Animal Science

Prerequisites: Admission into Undergraduate Programme

Semester 1: Not offered **Semester 2:** F at SAM and O at C

This course provides students with basic knowledge of the domestication and contribution of farm animals to man, their adaptation (anatomy and physiology) and routine management practices (housing, nutrition, feeds and feeding, reproduction and health). The course will emphasise the application of of these concepts to real farm situations for optimum outputs

AG211 Agricultural Development

Prerequisites: Admission into Undergraduate Programme

Semester 1: F at SAM and O at C **Semester 2:** Not offered

The course examines the major problems of agricultural development confronting tropical countries today especially the in South Pacific. Adopting an essential interdisciplinary approach the course examines the wider issues involved in managing natural, human and technological resources in agricultural development planning; the effects of social and political institutions; markets and infrastructure; and problems of aid and trade and to examine critically remedial agricultural policies to foster more rapid development in the region.

AG212 Farm Management Principles

Prerequisites: AG111

Semester 1: Not offered **Semester 2:** F at SAM and O at C

This course's subject matter integrates the basic agricultural economics with the technical husbandry skills of crops, livestock, soils, plant protection and farm machinery and put them into a management and planning framework. The analyses and illustrations are based on the actual experiences and data from the farmers in the South Pacific region.

AG213 Statistics for Agriculture

Prerequisites: Admission into Undergraduate Programme

Semester 1: Not offered **Semester 2:** F at SAM and O at C

This course introduces students to a basic and practical understanding of statistical methods as applied to agricultural data analysis and enable them to collect, organise and analyse data, and to state meaningful hypotheses statements and conclusions from research results. Students also learn simple experimental designs and analyse the relationship between two variables.

AG221 Soil Fertility & Plant Nutrition

Prerequisites: AG124

Semester 1: Not offered **Semester 2:** F at SAM and B at C

This course is designed to provide students with knowledge of soil fertility parameters governing crop growth, especially in the South Pacific and to carry out appropriate practices to improve and maintain the productivity of agricultural land.

AG266 Horticultural Crops Production

Prerequisites: AG164

Semester 1: Not offered **Semester 2:** O at C

The course is designed to provide students with training in the selection and preparation of land for crop production, learning the theory and practice of propagation of crops using both seed and vegetative methods, knowledge and skills in nursery making and management, principles and skills in cropping systems of vegetables, seeding rate calculations and making planning calendars, knowledge and skills in production of important horticultural food and high value ornamental crops of the South Pacific region.

AG268 Pathogens & Pests of Crops

Prerequisites: AG164

Semester 1: F at SAM and O at C **Semester 2:** Not offered

This course is designed to introduce students to the various agents that causediseases and damage in crop plants and/or their produce. Emphasis will be placed on identification of the various organisms; understanding their biology and ecology, and the nature of damage they cause. The course provides students with the background needed to study crop protection.

AG273 Monogastric Livestock Production

Prerequisites: AG172

Semester 1: F at SAM and B at C **Semester 2:** Not offered

The course covers theory and practice of scientific techniques of pig and poultry production. The topics covered include status of pig and poultry industry in the South Pacific region, pig and poultry breeds, their housing, nutrition, feeds and feeding systems, health and routine care of stock, products quality and quantity, and record keeping.

AG311 Agricultural Project Management

Prerequisites: AG212

Semester 1: F at SAM and O at C **Semester 2:** Not offered

This course is designed to provide students with an intensive knowledge of the principles and practices of agricultural project appraising, planning, implementing, financing, monitoring and evaluating with emphasis on the tools of managerial analysis and decision making. The challenges, opportunities and constraints faced in managing agricultural development projects in the agro-economic environment of South Pacific island countries will also be discussed.

AG312 Agricultural Marketing & Supply Chains

Prerequisites: AG212

Semester 1: Not offered **Semester 2:** F at SAM and O at C

The course provides analytical techniques to evaluate different agricultural marketing problems and programs, with special reference to Pacific Island countries. The topics include study of market structure, behavior, performance, price spread, and supply chains, of agricultural products. Food marketing regulations, protection and promotion of consumer health and safety, and food quality standards assurance such as ISO 9000 series and HACCP implementation are also discussed.

AG314 Agribusiness Finance & Risk Management

Prerequisites: AG212

Semester 1: F at SAM and O at C **Semester 2:** Not offered

This course provides an understanding of tools, techniques and other skills necessary to analyze financial decision making as applied to small and large agribusiness enterprises. Selected topics include: financial math; understanding and evaluating financial statements; valuation of financial assets; agribusiness investment appraisal, lease versus purchase decisions involving land, machinery and crops; working capital management. Course also covers frameworks and techniques for categorizing, analyzing and planning for risk management for agribusinesses firms and supply chains.

AG351 Agricultural Extension & Programmes Planning

Prerequisites: One 200 Level AG course

Semester 1: Not offered **Semester 2:** F at SAM and O at C

This course aims to provide students with the knowledge and skills used in planning and developing agricultural extension communications and the effects of socio-cultural factors on choosing suitable extension teaching methods for farmers. The major practical component of the course requires students to plan and undertake an agricultural extension program relating to an assigned rural community.

AG363 Pest & Disease Management

Prerequisites: AG268

Semester 1: Not offered **Semester 2:** F at SAM and B at C

This is a multi-discipline course integrating plant husbandry and pest and disease management. The course covers different management strategies and tactics with emphasis to biological andcultural means and introducing the concept of compatibility of different tactics to be used in integrated crop pest and disease management approach. Such an approach will assist students to apply the more theoretical content from previous courses to practical situations.

AG364 Sustainable Agricultural Production

Prerequisites: AG165 & AG266

Semester 1: F at SAM and O at C **Semester 2:** Not offered

The course provides an understanding of the environmental and climate change interface with agricultural production systems and the techniques and policies for efficient management of agricultural resources (soil, water, plants, animals, etc.) in different farming systems of the South Pacific region for sustainable production of food, feed, fibre, firewood, etc. Topics include tropical farming systems, agroforestry, cropping patterns, sequential cropping, mixed cropping, timing of crop production, seed technology and tissue culture

in relation to crop production, hydroponics, organic crop production, sustainable livestock production systems, and phytosanitary requirements of export of food products.

AG366 Crop Physiology & Breeding

Prerequisites: AG266

Semester 1: F at SAM and B at C **Semester 2:** Not offered

This course is designed to provide an understanding of the fundamentals of tropical crop physiology and breeding relevant to the region. Crop physiology: control of development; leaf canopy and root system; dry matter production by interception and conversion of solar radiation; transpiration control and dry matter production; pattern of assimilates; environmental and physiological control of yield; crop breeding; revision of basic genetics; basic features of plant breeding; objectives of plant breeding; plant breeding schemes; supplementary techniques including tissue culture and genetic engineering; disease resistance; genetic resource conservation.

AG372 Animal Genetics & Breeding

Prerequisites: AG172

Semester 1: O at C **Semester 2:** Not offered

This course provides students an opportunity to understand the common theories and concepts of animal breeding and genetics in livestock production. Subject areas to be covered will include aspects of gene actions, population genetics, nature and cause of variation, selection, genetic progress, breeding systems, embryo transfer, modem breeding technology, breeding programmes for different species of farm animals.

AG373 Ruminant Livestock Production

Prerequisites: AG273

Semester 1: Not offered **Semester 2:** B at C

This course provides students with in-depth theoretical and technical knowledge of ruminant (Beef and dairy cattle, goat, and sheep) farming systems. Topics covered include importance of ruminants and ruminant products in the South Pacific region, ruminant livestock breeds, ruminant livestock diseases and parasites, tropical pasture as a feed for ruminants, tropical pasture species, nutritional values, pasture establishment and management, fodder crops and concentrate supplements.

AG383 Research Project Management Skills

Prerequisites: AG213

Semester 1: F at SAM & L This is a field survey course, needs staff supervision **Semester 2:** Not offered

This course is designed to provide students with understanding of theoretical and applied aspects of agricultural research methods so that they are able to choose appropriate research methods and analytical

tools for managing research projects for specific types of research problems. Students are required (individually or in a team) to conduct research experiments/field surveys on specific topics of their choice in any particular sub-discipline of agriculture, and then analyse the data, interpret results, draw conclusions and communicate them in project reports and seminars.

AG401 Advanced Design & Analysis of Experiment

Prerequisites: Admission to Postgraduate Programme

Semester 1: F at SAM **Semester 2:** Not offered

This course is designed to provide advanced skills in experimental design; sampling theory and practice; estimation of population parameters; analysis using non-parametric procedures;; design, analysis, interpretation and display of factorial experiments; covariance analysis; linear models; advanced analysis of variance and treatment contrasts; response curves and surfaces and the use of computer packages for statistical analysis.

AG411 Agricultural Production & Managerial Economics

Prerequisites: Admission to Postgraduate Programme

Semester 1: F at SAM **Semester 2:** Not offered

This course provides students with applied economic techniques for analysing farm production systems. Topics include critical analysis of principles of production economics and decision theory, estimation and interpretation of agricultural production and cost functions, evaluation of farm resource use allocation and efficiency, and agricultural production analysis under uncertainty.

AG412 Advanced Agricultural Marketing

Prerequisites: Admission to Postgraduate Programme

Semester 1: Not offered **Semester 2:** F at SAM

This course covers advanced concepts and principles of agricultural marketing and supply chain management. Its focus is on how agripreneurs can manage all aspects of supply chain activity to create a sustainable, competitive and cooperative arrangement for optimizing the transportation, processing or storage cost and the coordination of supply chain and food quality and safety systems including HACCP.

AG415 Agricultural & Rural Development Policy

Prerequisites: Admission to Postgraduate Programme

Semester 1: Not offered **Semester 2:** F at SAM

This course will critically analyse the issues, objectives, conceptual theoretical foundations, and instruments of various policies and practices aimed at agricultural and rural development. The focus of discussion will be

on policies related to marketing of farm products and inputs, rural financial markets, cooperatives, land reform, agricultural research and extension, climate change, and a range of issues from the perspectives of developing countries and the Pacific Island Nations.

AG422 Advanced Soil Fertility & Plant Nutrition

Prerequisites: Admission to Postgraduate Programme

Semester 1: Not offered **Semester 2:** F at SAM

This course is intended to provide details on plant nutrients their role, deficiency and toxicity symptoms and particularly the factors that govern the plant nutrients availability. It will also provide insight on soil organic matter, its decomposition and role in maintaining soil fertility. It will critically analyse soil fertility evaluation methods to select an appropriate one for formulating fertiliser recommendation. It will also provide details on principles, methods and rate of fertiliser application for different crops and handle and storage of fertilisers.

AG461 Advanced Crop Physiology

Prerequisites: Admission to Postgraduate Programme

Semester 1: Not offered **Semester 2:** F at SAM

This course is intended to provide details, principles, and techniques of measurement of the physiological processes in crops. In particular, the relationship of crop yield to radiation, light interception, efficiency of photosynthesis and partitioning of dry matter will be examined.

AG464 Advanced Pest Management

Prerequisites: AG363

Semester 1: F at SAM **Semester 2:** Not offered

This course introduces advanced tactics in pest and disease management including various sampling and monitoring techniques for analyzing insect pest population and disease incidence for management decision-making. The principles and applications of Integrated Pest Management (IPM) will be emphasized. IPM constitutes a series of pest control tactics and strategies toward more sustainable agriculture, natural resources, and urban and rural health and well-being.

AG465 Mixed Cropping

Prerequisites: Admission to Postgraduate Programme

Semester 1: F at SAM **Semester 2:** Not offered

This course examines the yield advantages of mixed cropping compared with mono-cropping, especially inflow-input input cropping systems under various environmental and management conditions. It also investigates the factors affecting the competitive ability of different species in mixtures and imparts an

understanding of the underlying ecological processes affecting both the yield advantage of mixtures and the competitive ability of the component species, giving special attention to the relative magnitude of above ground and below ground interactions. The various experimental designs useful in the study of mixed cropping (plant competition) will also be examined.

AG471 Advanced Poultry & Pig Production

Prerequisites: Admission to Postgraduate Programme

Semester 1: Not offered **Semester 2:** F at SAM and O at C

This course is designed to equip students with understanding of the importance of the poultry and pig industries in the Pacific economy and modern trends in poultry and swine production. The course will equip them with practical knowledge of the production systems, the breeds and breeding programmes of poultry and pigs, their housing, feeding, common diseases and management, processing and marketing of pigs and poultry with emphasise on the South Pacific region. The course will also prepare students in the management of secondary species of poultry (turkeys, ducks etc.) and the integration of poultry and pigs with other farming systems in the region.

AG472 Advanced Ruminant Livestock Production

Prerequisites: Admission to Postgraduate Programme

Semester 1: Not offered **Semester 2:** F at L and O at C*

This course is intended to prepare and equip students with recent trends in ruminant livestock production. This will enable them to better understand the pressing needs of ruminant livestock in terms of housing breeding, nutrition, behavior, welfare, waste management and disease prevention. The implementation of these practices in the Pacific Island Countries will be one of the main focuses of this course.

AG473 Advanced Animal Products & By-products Processing

Prerequisites: Admission to Postgraduate Programme

Semester 1: F at SAM **Semester 2:** Not Offered

The course discusses production and supply of safe processed livestock products for human consumption and environment-friendly and economically sound technologies of managing waste emanating from the livestock production chain is the emphasis of the course. Value addition to livestock products and by-products will also be discussed.

AG474 Advanced Animal Breeding

Prerequisites: Admission to Postgraduate Programme

Semester 1: F at L and O at C* **Semester 2:** Not offered

This course is designed to provide students with understanding of the recent trend in animal breeding. Students will be able to address the lack of interest and knowledge in animal breeding in the Pacific Island Countries and develop practical and sustainable breeding programmes.

AG600F Agriculture SRP (Full-Time)

AG600P Agriculture SRP (Part-Time)

AG700F Agriculture Master's Thesis (Full-Time)

AG700P Agriculture Master's Thesis (Part-Time)

AG750F Agriculture DRP (Full-Time)

AG750P Agriculture DRP (Part-Time)

AG800F Agriculture PhD Thesis (Full-Time)

AG800P Agriculture PhD Thesis (Part-Time)

BI102 Plant Biology

Prerequisites: Year 13/Form 7 or Foundation Biology

Semester 1: F at E & L and B at TON & E **Semester 2:** Not offered

Photosynthetic organisms form the basis of almost every food chain and ecosystem, and are one of the key elements underlying the rise of human civilization. This course takes an evolutionary approach to introducing the diversity of photosynthetic organisms – the major groups will be discussed in terms of structure, life cycles, phylogeny and physiology. Green plants are by far the most widely recognized of the photosynthetic organisms and these will be covered in greater detail. The importance of plants to the biosphere and to humans will also be discussed. Local examples will be used wherever possible.

BI103 General Biology

Prerequisites: Admission into Undergraduate Programme

Semester 1: Not offered **Semester 2:** F at L and B at E

The course is designed to provide students with the basic concepts of biology. It explores the diversity in the living world, life processes, organisms and the environment, ecosystems and sustainable environments. It concludes by tackling applied issues relating to topics such as conservation and bioindicators of environmental status.

BI108 Animal Biology

Prerequisites: Year 13 or Foundation Biology

Semester 1: Not offered **Semester 2:** F at E & L and B at TON

This course introduces students to the diversity, functional morphology, life processes and evolution of the major groups of protozoans and animals so as to build a solid foundation for more advanced courses in Animal Biology. This course includes a brief study of eukaryotic cellular organization with focus on animal cells and introduces the basic concepts in animal biology. Important features with reference to life cycles and ecology will be included.

BI201 General Ecology

Prerequisites: BI102 and BI108

Semester 1: F at L and B at E **Semester 2:** Not offered

This course introduces students to general ecology, the science concerned with the complex interactions of organisms with each other and with their physical environment. The course studies ecology at the scale of the individual organism up to the scale of whole ecosystems and global processes. The study of those processes that influence the distribution, abundance and productivity of organisms and biological systems and consider how human activities alter these patterns and processes.

BI202 Invertebrate Biology

Prerequisites: BI108

Semester 1: F at L and B at E **Semester 2:** Not offered

This course is equivalent to MS202. Invertebrates make up ninety-five percent (95%) of all animals and play key role in all ecosystems and exhibit huge diversity. This course involves the study of invertebrate classification, identification, anatomy, functional biology and evolutionary adaptation to environmental change. A habitat-based approach is used to cover invertebrates living in terrestrial, marine and freshwater environments while using case studies to examine the economic and ecological importance of invertebrates in a local, regional and international context.

BI205 Genetics and Evolution

Prerequisites: BI102 and BI108

Semester 1: Not offered **Semester 2:** F at L and B at E

We are what we are because of the DNA that we possess and the complex functions that it controls. This course starts off by taking a cellular level approach at DNA replication and behaviour, gene structure, regulation, function and building up on the concepts of heredity, cell cycle, and genetic aberrations. It introduces students to the processes of micro- and macro- evolution leading to speciation and population

dynamics. This course also gives an insight into real-life application of genetics in relation to biotechnology and socio-economic issues.

BI206 Quantitative Biology

Prerequisites: One 100-level Biology course

Semester 1: F at L and B at E **Semester 2:** Not offered

This course is designed to give students bio-statistical knowledge and skills to conduct biological research. Learning content will include the formulation of a biological research question, experimental design, data collection and exploratory data analysis and descriptive statistics. Statistical tests will be performed using various approaches (including correlation and regression, analysis of frequency data, analysis of variance and non-parametric tests).

BI207 Tropical Plant Biology

Prerequisites: BI102

Semester 1: Not offered **Semester 2:** F at L

The course will focus on broad concepts and ideas in tropical plant biology. In particular it will focus on tropical plant diversity, adaptations to tropical environments, ecological interactions, human uses and impacts on tropical ecosystems. General patterns will be illustrated with examples and our current understanding of the processes that underlie these will be discussed. Where possible, Pacific Island systems will be highlighted.

BI302 Plant Physiology

Prerequisites: BI207

Semester 1: F at L **Semester 2:** Not offered

Plant Physiology is a study of natural phenomena of living plants. It is the science concerned with the processes and functions, responses of plants to changes in the environment, and the growth and development which results from its responses. The course examines some fundamental processes of plants which include water transport, transpiration, mineral nutrition, photosynthesis, sugar transport and cellular respiration. The course also emphasizes on the environmental factors that affect the fundamental processes, effects of environmental stresses on plants and their mechanisms to deal with stresses.

BI304 Conservation Biology

Prerequisites: BI201 and BI206

Semester 1: Not offered **Semester 2:** F at L and B at E

This course examines conservation biology as a scientific discipline and its role in the ecological understanding of environmental issues. Patterns and reasons for losses of biodiversity such as human population growth, habitat destruction, fragmentation and introduced species will be examined using case studies from islands of the Pacific and the worldwide. The course will emphasise the underlying science used to set priorities, plan, monitor, and detect conservation problems particularly for species-and community-level conservation. The course will also explore the ecological inter-relationships between humans and threatened species, including how to increase public awareness and to integrate development and conservation.

BI305 Marine Biology

Prerequisites: BI202 or MS202

Semester 1: F at L **Semester 2:** Not offered

This course focuses on tropical marine biology from an ecological perspective. The three main tropical marine coastal environments, i.e. coral reef, seagrass meadow and mangrove forest, are studied and explored. Shallow water benthic communities, plankton and deep-sea organisms are studied and iconic Pacific marine megafauna are introduced. Practical is a major component of this course and includes laboratory and field work. A major compulsory field trip takes place during the mid-semester break.

BI307 Fish & Fisheries Biology

Prerequisites: MS202 or BI202 and BI206

Semester 1: Not offered **Semester 2:** F at L

This course focuses on marine fish biology, population dynamics and fisheries management. Topics for the fish biology component include taxonomy, anatomy, behavior and ecology. Topics for the fisheries biology component include an overview of fishing gears, methods, collection of samples and data, basic stock assessment and population dynamics. Fisheries management with special emphasis to the context of Pacific Island Countries is also covered. The Pacific tuna fishery is also studied. Practical is a major component of this course and includes laboratory and field work.

BI308 Environmental Microbiology

Prerequisites: Any two 200 level BI courses

Semester 1: Not offered **Semester 2:** F at L

The field of Environmental Microbiology offers great potential for developing innovative strategies for management and protection of the environment. This course introduces students to the history of microbiology, concepts of microbial ecology and evolution, major developments to date, its impact on Earth, microbial diversity, population interactions at community and ecosystem levels and their applications. Applications will include microbial genomics, systematics and genetic engineering and how these impact important environmental issues.

BI309 Comparative Animal Physiology

Prerequisites: Any two 200 level BI courses

Semester 1: F at L and B at E **Semester 2:** Not offered

The main objective of this course is to study the physical, chemical and biochemical principles for the functioning of body systems such as nervous, locomotion, cardiovascular, digestive, respiration, excretion, endocrine, and metabolism are compared in different animals including humans. The course also focuses on different adaptive mechanisms and responses to cope with the changes in both external and internal environment of animals. Certain pathological conditions like diabetes, hypertension, hypothyroidism, milk fever etc. occurred due to aberration in physiology of organ systems are also studied.

BI408 Advanced Environmental Microbiology

Prerequisites: BI308

Semester 1: F at L **Semester 2:** Not offered

The field of environmental microbiology offers great potential for developing new and innovative strategies for management and protection of the environment. The course covers areas of microbial ecology and evolution, population interactions, microbial communities and ecosystems and the biotechnological aspects of microbial ecology. In this course students learn of the vital role of microbes in marine, freshwater and terrestrial ecosystems by exploring the dynamic interactions that take place between microbial communities, the surroundings and higher organisms. They also study the role of microorganisms in the origin of mineral resources, microorganisms and pollution, bioremediation and current developments on energy flow through microbial communities.

BI409 Advanced Physiology

Prerequisites: BI309

Semester 1: Not offered **Semester 2:** F at L

The interest in animal biology is further nurtured in the advancing field of physiology. This involves integrated approaches to understand further functional mechanisms of pharmacology, toxicology and pathology in the areas of nervous, endocrine, cardiovascular, reproductive and the inflammatory responses. The main topics include: advances in signal transduction, pain physiology and bone physiology. Extensive examples and web resources will be indicated. The interaction between receptor and messenger is applied in the project works.

BI420 Research Project in Biology

Prerequisites: Admission into Postgraduate Programme

Semester 1: F at L **Semester 2:** F at L

This course allows each student to develop a research project in biology consulting his/her supervisor. The project should run for at least 10-12 weeks and data should be collected for analysis. By teaching week 12 collected data in the research project should be analysed. Student(s) should prepare research reports(s), which must include Introduction, Literature Survey, Results, Discussion and Summary of findings. Students should prepare and present a seminar, which is assessed as one of the assessment items. Course results are based entirely (100%) on project work.

BI436 Molecular Biology

Prerequisites: BI205

Semester 1: Not offered **Semester 2:** F at L

This course exposes students to advanced theoretical and practical knowledge of today's rapidly progressing field of molecular biology. The main topics include DNA structure, function and replication; transcription and translation; gene expression and regulation; the theoretical background and current applications of molecular biotechnology in microbial and multicellular organisms; transgenic organisms or GMOs and the ethical issues regarding genetic engineering; population genetics and molecular ecology; and the field conservation genetics. In all these topics we will look at micro and macro evolution processes that have enabled evolutionary pathways in case study organisms, such as bacteria as well as eukaryotes at different taxonomic levels from unicellular organisms to warm blooded vertebrates. Students will be exposed to basic molecular biology laboratory protocols and DNA analysis using web-based applications and search engines.

BI442 Biodiversity & Conservation

Prerequisites: Admission into Postgraduate Programme

Semester 1: F at L **Semester 2:** Not offered

Major efforts have been made in recent years to alert us to the problems of conserving wildlife and habitat. Moreover, the discipline of conservation biology is now a direct hands-on human intrusion into the day-today lives of species all over the world, especially those that face the threat of imminent extinction. As a result there is a strong demand for training courses and advice for those interested in biodiversity and conservation. The aims of this course are to increase knowledge, facilitate learning and strengthen the generic and applied skills necessary for a career in the conservation sector. This course is designed to complement the other courses taught in the Postgraduate Diploma in Biology/Environmental Science/Climate Change Science and Marine Studies. It is specifically designed for students wishing to do a Masters Degree and who are interested in furthering their general biodiversity, conservation and environmental science knowledge.

BI443 Advanced Biostatistics & Experimental Design

Prerequisites: Admission into the Postgraduate Programme

Semester 1: Not Offered **Semester 2:** F at L

This course will equip Biology postgraduates with experimental research skills. Key topics include formulating and conducting research: (i) the critical use of scientific literature to develop ideas; (ii) planning and delivering the study; and, (iii} publication and dissemination of research outcomes. The formulation of testable hypotheses and archival research will focus on biological examples. Experimental design will include critiquing designs, pseudo-replication and resource-limitations that constrain experimental. Data analysis will include univariate (e.g. analysis of variance, simple regression) and multivariate (e.g. NMDS, redundancy analysis, PCA, MANOVAs, ANCOVAs, GLMs, etc.} methods. Students will learn about the research process, from formulating a question, to design, analysis and presentation.

BI600F Biology SRP (Full-Time)

BI600P Biology SRP (Part-Time)

BI700F Biology Master's Thesis (Full-Time)

BI700P Biology Master's Thesis (Part-Time)
BI750F Biology DRP (Full-Time)
BI750P Biology DRP (Part-Time)
BI800F Biology PhD Thesis (Full-Time)

BI800P Biology PhD Thesis (Part-Time)

CH101 Chemical Principles

Prerequisites: Year 13/Form 7 or Foundation Chemistry

Semester 1: F at L, E and O at K, SI, LAB, LTK, TON & SAM **Semester 2:** Not offered

CH101 is a compulsory course for the completion of a major or minor in chemistry. This course aims to impart adequate knowledge with factual, theoretical and experimental background concerning introductory genera l chemistry. Lectures will selectively cover topics from analytical chemistry, atomic structure and chemical bonding and introductory physical chemistry.

CH102 Reactions & Principles of Organic Chemistry

Prerequisites: Year 13/Form 7 or Foundation Chemistry

Semester 1: Not offered **Semester 2:** F at L, E I and O at K, SI, LAB, LTK & TON

This course is designed to introduce and develop the fundamental concepts and methods employed in organic chemistry, the branch of chemistry that deals with compounds of carbon. The course covers a core area of the discipline, studying the functional groups of organic compounds (reactions and formations), and how to draw and name their structures. A good understanding of organic chemistry is important for students intending to become chemists (major or minor), and for those involved in cross-discipline studies. The course is designed to demonstrate that the subject is an integral part of modern technological development in diverse fields ranging from biology to material science and that it is still evolving.

CH105 Chemistry for Applied Science

Prerequisites: Year 12/Form 6 Chemistry or equivalent

Semester 1: F at L and O at E, K, LAB, LTK, SI & TON **Semester 2:** Not offered

This course is not available to those taking a major or minor in chemistry and may not be used as a prerequisite for any other chemistry course. This course presents a broad-based introduction to modern chemistry for students not majoring in chemistry but requiring a background in chemistry for other sciences. The topics covered include sections on physical chemistry (thermodynamics, kinetics, electrochemistry and the properties); inorganic chemistry (atomic structure, periodicity, main group and transition metal chemistry) and organic chemistry (reactions and uses of important aliphatic and aromatic compounds). Wherever possible examples from applied sections will be used in this course.

CH201 Organic Chemistry

Prerequisites: CH102

Semester 1: F at L& E **Semester 2:** Not offered

The course builds upon the fundamental concepts in organic chemistry that were introduced at the 100-level, and develops these for a better understanding and interpretation of the chemical behaviour of selected groups of organic compounds. The course includes a problem-based unit on the application of spectroscopic

methods to organic structure elucidation, focusing on nuclear magnetic resonance spectroscopy. The concepts of reactivity and behaviour of aromatic and biologically relevant molecules, such as amino acids and sugars, are given a predominant treatment. Interleaved throughout the course will be the mechanistic interpretation of selected chemical transformations.

CH203 Physical Chemistry

Prerequisites: CH101

Semester 1: Not offered **Semester 2:** F at L and B at E

This course is compulsory for the completion of a major or minor in Chemistry. It provides coverage of modern aspects of physical chemistry building on and complementing the material presented in CH101 and CH102. It is intended to provide students with the necessary background to study the applications of physical and chemical principles in industry and the environment which are taught in the 300-level chemistry courses. Such knowledge is essential for a complete understanding of the application of physical measurements to the elucidation of chemical structure and the mechanics of reactions.

CH204 Inorganic Chemistry

Prerequisites: CH101

Semester 1: Not offered **Semester 2:** F at L & E and O at K, & TON

This course is required for the completion of a major or minor in chemistry. The major objective of this course is to provide adequate theory and sufficient facts concerning modern inorganic chemistry in a mutually complementary manner. The reactions of ‘s’, ‘p’ and the ‘d’ block elements and their compounds together with a knowledge of their structure and bonding will be emphasised. Modern ideas of inorganic reaction mechanism will be introduced and discussed. This course will provide sufficient background to pursue higher studies in inorganic chemistry.

CH205 Chemistry for Civil Engineers

Prerequisites: MM212

Semester 1: Not offered **Semester 2:** F at L

Chemistry is the fundamental subject for civil engineers. It will help them to understand the properties of building materials, the natural environment and the reaction of building materials with the environment such as corrosion of metals and its durability. The course begins with an "atom first" approach and builds on to the more complex chemical concepts related to the chemistry of water, air, soil, earth, the atmosphere and the interaction with the environment.

CH301 Application & Methods of Instrumental Analysis

Prerequisites: CH201 and CH203

Semester 1: F at L Semester 2: Not offered

The quantitative analysis of inorganic compounds and the structure and configuration determination of organic compounds form the basis of the course, which will also examine the role of analysis in chemistry and related fields. The aim of this course is to introduce students to the most commonly used instrumental methods of qualitative and quantitative analyses in both organic and inorganic chemistry. Emphasis will be placed on the uses of the analytical methods, their limitations and their advantages. Discussions of theory will be minimal and non-mathematical but use of chemical literature will be included.

CH303 Applied Chemistry

Prerequisites: CH201 and CH203 or CH204

Semester 1: F at L **Semester 2:** Not offered

This course is designed to give students an insight into the applied aspects of chemistry: physical, inorganic and organic. The emphasis is on chemicals and chemical processes that play an important role in modern life. This course consists of three topics, which are: 1. Applied Organic Chemistry 2. Applied Inorganic Chemistry and 3.Corrosion of Metals, Power Storage and Fuel Cells.

CH306 Special Topics in Chemistry

Prerequisites: Two 200 level CH courses

Semester 1: Not offered **Semester 2:** F at L

This course consists of four special topics chosen from subject areas in the general fields of organic chemistry, physical chemistry, inorganic chemistry, analytical chemistry and geochemistry. The actual topics offered may vary from year to year, depending upon availability of resources, staff, and expertise.

CH311 Marine Chemistry

Prerequisites: CH203 or CH204

Semester 1: F at L **Semester 2:** Not offered

This course is designed to give students an understanding of the functioning of the marine environment as a chemical system. Chemical principles from first and second year courses are used to investigate processes controlling the geochemical balance of the oceans. The emphasis will be on inorganic as well as organic constituents. The laboratory component consisting of set experiments, with a small number of students per lab session, enables the students to do individual work. This approach helps build up the students' confidence and skills, which no doubt will equip them with the basic practical skills necessary for chemical investigations in the marine environment.

CH312 Environmental Chemistry

Prerequisites: CH204

Semester 1: Not offered **Semester 2:** F at L

This course is designed to provide adequate understanding of environmental chemistry, which is emerging as a mature, viable discipline. A clear understanding of the sources, reactions, transport and the fate of chemical entities in air, water and soil will be presented in sufficient pedagogical detail to develop an appreciation of current environmental pollution and management issues of global and regional concern. The practical component will include set experiments, which will be done by students on an individual basis. This approach should build confidence in students in carrying out scientific analyses of various pollutants while at the same time, it enables them to improve their practical analytical skills.

CH405 Biochemistry

Prerequisites: CH306

Semester 1: Not offered **Semester 2:** F at L

This course assumes a good background knowledge in organic chemistry at the degree level. It deals with the study of the chemical processes and transformations in living organisms. It also deals with the structure and function of cellular components, such as proteins, carbohydrates, lipids, nucleic acids, and other bio-molecules. It will be taught as a chemistry emphasis biochemistry course mostly by the chemistry staff with some help from the Biology staff. This course not only deals with the theoretical aspects of biochemistry, but also emphasises the importance of the applications of the various biochemical techniques in postgraduate research.

CH413 Chemistry of Natural Products

Prerequisites: Two 300 Level CH courses

Semester 1: F at L **Semester 2:** Not offered

This course will review the steps involved in the biosynthesis of secondary metabolites. The chemistry and biological activity of the following classes of natural products will be discussed: steroids, terpenoids, saponins, alkaloids, prostaglandins, polyacetylenes, quinones, pheromones and oxygen heterocyclic compounds.

CH414 Instrumental Analysis

Prerequisites: CH301

Semester 1: Not offered **Semester 2:** F at L

This is one of the core chemistry courses for the postgraduate chemistry programmes at USP. Students wishing to proceed with postgraduate studies at USP in any area of chemistry should be proficient in the use of modern instruments used in research in their selected research area. The course deals with advanced aspects of instrumentation such as infrared spectroscopy, Raman spectroscopy, ultraviolet spectroscopy, proton and carbon nuclear magnetic resonance spectroscopy, mass spectrometry and thermal techniques. It also deals with the applications of chromatographic techniques in separation science.

CH420 Research Project in Chemistry

Prerequisites: Admission into Postgraduate Programme

Semester 1: F at L **Semester 2:** F at L

This course allows the students to develop the intellectual and practical skills demanded by special study and is suitable for students who have an appropriate interest and aptitude. The student will formulate and investigate a problem or identify and investigate a topic, as appropriate, in consultation with a staff member who has experience in the chosen area.

CH421 Quantitative Analysis

Prerequisites: Admission into Postgraduate Programme

Semester 1: Not offered **Semester 2:** F at L

The course provides advanced coverage of the concepts and techniques of quantitative analysis. It builds on the basic principles covered in undergraduate chemistry courses. The topics to be covered include accuracy, precision, error propagation and statistical analysis of results, gravimetric procedures, redox equilibria and applications, complexation equilibria and applications, non-aqueous media procedure, separation processes, master variable diagrams and some electrochemical methods used in quantitative analysis.

CH451 Advanced Environmental Chemistry

Prerequisites: Admission into Postgraduate Programme

Semester 1: F at L **Semester 2:** Not offered

This course is designed to provide students with a clear understanding of some of the important chemical processes that occur in nature as well as those that form the basis of contemporary environmental issues. Topics covered include: environmental chemistry of heavy elements; environmental chemistry of nutrients; environmental chemistry of pesticides and other organic pollutants; and a section on the role of chemistry in understanding and managing environmental issues significant to the South Pacific Region.

CH600F Chemistry SRP (Full-Time)

CH600P Chemistry SRP (Part-Time)

CH700F Chemistry Master's Thesis (Full-Time)

CH700P Chemistry Master's Thesis (Part-Time)

CH800F Chemistry PhD Thesis (Full-Time)

CH800P Chemistry PhD Thesis (Part-Time)

EM600F Environmental Science SRP (Full-Time)

EM600P Environmental Science SRP (Part-Time)

EM700F Environmental Science Master's Thesis (Full-Time)

EM700P Environmental Science Master's Thesis (Part-Time)

EM750F Environmental Science DRP (Full-Time)

EM750P Environmental Science DRP (Part-Time)

EM800F Environmental Science PhD Thesis (Full-Time)

EM800P Environmental Science PhD Thesis (Part-Time)

ES106 Earth Science

Prerequisites: Admission into Undergraduate Programme

Semester 1: Not offered **Semester 2:** F at L and B at C*

This course provides a broad introduction to the principles of Earth Science, helping you to understand the processes that have, and indeed continue to, shape our planet, often in dramatic and spectacular ways. As well as looking at mechanisms of change within our planet and on its surface, we will take a close look at Earth materials (rocks and minerals), understanding how to identify them and interpret them in terms of their formation. Major topics covered include plate tectonic theory (and its importance as the 'grand unifying theory' of the Earth Sciences), natural hazards (including volcanoes and earthquakes), economic geology, and a glimpse of the role Earth processes play in determining our climate. Examples from the South Pacific will be used to illustrate many of the topics covered and a major field trip to different parts of Fiji will help to illustrate many of the topics covered.

ES203 Physical Geology

Prerequisites: ES106 or Admission to Bachelor of Engineering (Civil)

Semester 1: Not offered **Semester 2:** F at L

This course takes off from where you left geology in ES106. A major component of the course is the detailed study of the different rock types, including their classification, petrogenesis, distribution, mineralogical composition, and field relations. We will also look in more detail at the minerals that make up our rocks and

the basic principles of crystallography and mineral chemistry. Complementary laboratory sessions place emphasis on both hand specimen and microscopic studies of minerals and rocks. A field trip partway through the semester consolidates the work done in laboratory sessions and lectures and places it in a broader context. Emphasis is placed wherever possible on examples and rock types from the Pacific Islands and similar geological environments.

ES301 Mining & Mineral Resources

Prerequisites: ES203

Semester 1: F at L **Semester 2:** Not offered

This course provides detailed knowledge of ore geology, and geophysical and geochemical methods used for the exploration of mineral soil, hydrocarbon, geothermal and water resources. Lectures, laboratory exercises, and field-based research are used to help students develop knowledge of the subject, and improve their research and presentation skills. Associated issues such as environment, economic feasibility and engineering requirements will be discussed, particularly where relevant to the Pacific region. The mitigation of geo-hazards will also be studied. The course will include several field exercises around Viti Levu. A major geological fieldtrip to one of the mining areas in Viti Levu will be held over 3-4 days.

ES302 Geological Mapping

Prerequisites: ES203

Semester 1: Not offered **Semester 2:** F at L

This is a field-based course designed to establish proficiency in the fundamentals of geological mapping and section logging. Through lectures, practicals, and fieldwork, you will develop skills in stratigraphy, fossil identification, the manufacture and interpretation of thin sections, core logging and rock description. The bulk of the course will involve applying these skills to the geological mapping of the landscape and how we interpret our field observations in terms of geological history.

ES303 Hot Rocks & Humanity

Prerequisites: ES203

Semester 1: F at L **Semester 2:** Not offered

This course begins by considering the large-scale tectonic context of igneous activity. It deals with the physical, chemical and mineralogical nature of molten rocks and how they may be classified. It considers the emplacement of magma above and beneath the Earth's surface and the consequences of this for igneous lithology and structure. The course describes the characteristic landforms of igneous terrains. Finally, it tackles human interaction with hot rocks from the point of view of both hazards (such as volcanoes) and of resources (such as geothermal energy, economic minerals and soils).

ES406 Atoll Geoscience

Prerequisites: Admission into the Postgraduate Programme

Semester 1: Not offered **Semester 2:** F at L

This course is intended for MA or MSc students requiring detailed knowledge about the geology and geomorphology of atoll environments, particularly in the Pacific. It aims to provide students with an understanding of the variations in geology and geomorphology found on modern atolls, particularly in the central Pacific, an understanding of the history of ideas about atoll origins and development particularly the role of late Quaternary sea-level change, an understanding of the various ways in which atoll islands form in different places, experience of commonly-used methods of geoscientific field investigation and interpretation of reef islands.

ES600F Earth Science SRP (Full-Time)

ES600P Earth Science SRP (Part-Time)

ES700F Earth Science Master's Thesis (Full-Time)

ES700P Earth Science Master's Thesis (Part-Time)

ES750F Earth Science DRP (Full-Time)

ES750P Earth Science DRP (Part-Time)

ES800F Earth Science PhD Thesis (Full-Time)

ES800P Earth Science PhD Thesis (Part-Time)

EV201 Environment & Society in the South Pacific

Prerequisites: GE101 or GE102

Semester 1: F at L **Semester 2:** Not offered

This flagship environmental course considers the meaning of the environment, not only in a physical and human sense, but within the context of philosophy and belief. It discusses how people make choices about the environment in the face of uncertainty. It considers what we understand by environment, and how this varies between cultures and over time. The course deals with environmental ethics, how the environment may be considered within the framework of economics, and how the environment may be quantified. It introduces themes such as resource management and sustainable development, personal responsibilities and roles in environmental and social problems, and how environmental problems and solutions are articulated and evaluated.

EV301 Environmental Impact Assessment

Prerequisites: EV201

Semester 1: F at L **Semester 2:** Not offered

The purpose of Environmental Impact Assessments (EIA) is to determine the positive and negative impacts that development projects may have on the environment. The potential impacts range from physical and biological to social and economic. EIAs oblige decision makers to consider environmental impacts in any decision about whether to proceed with a project. The purpose of this course is to provide students with the skills necessary to write and to process Environmental Impact Assessments and to understand their application in the context of the South Pacific.

EV302 Sustainable Development

Prerequisites: EV201

Semester 1: Not offered **Semester 2:** F at L

This course considers the principles of sustainable development in a global context. It assesses and rethinks the meaning of sustainable development. It considers the history of sustainable development thought, the part played by environmental activism and grass roots movements and the shift of sustainable development into mainstream thinking. It deals with the problems and prospects of creating sustainable societies. It discusses the economics of sustainable development, the role of green and blue economics and the social costs of environmental degradation. It considers ideas of individual and corporate legal responsibility for sustainable development. The course concludes by offering possible solutions to problems of food production, environmental degradation, industrialisation, energy use and population growth.

EV303 Environmental Hazard & Disaster Risk Management

Prerequisites: EV201

Semester 1: F at L **Semester 2:** Not offered

This course is intended to provide fundamental understanding of environmental hazard and different aspects of disaster management. Students are exposed to the key issues in environmental hazard, as well as the concept and functions of disaster management, prevention, and reduction. A particular focus will be put on community's resilience in the context of the Pacific Island Countries. It would also provide basic knowledge, skills pertaining to planning, organising and decision-making process for disaster risk reduction.

EV402 Natural Resources & Environment

Prerequisites: Admission into the Postgraduate Programme

Semester 1: Not offered **Semester 2:** F at L

This postgraduate course focuses on the natural resources of the Pacific Islands which include biodiversity (terrestrial and marine), water, soils, minerals, geothermal energy, and others. Emphasis will be placed on the nature of human resource-use systems in the Pacific Islands; how these systems have affected terrestrial and marine resources; and actions that can be taken to protect natural resources and to promote environmentally and culturally sustainable development in the Pacific islands. Emphasis is also placed on obtaining a better understanding of the main concepts and recent trends in global Political Ecology, in particular UN agreements. We aim, for instance, to identify holistic, indigenous community based approaches to preserving ecosystem services to illustrate Pacific leadership in the implementation of the various UN agreements, and do identify respective problems in the region.

EV405 Field & Laboratory Techniques in Environmental Studies

Prerequisites: At least one 300 Level GE, ES or EV course

Semester 1: F at L **Semester 2:** Not offered

This course covers the main data gathering methods used in environmental analysis, both in the field and in the laboratory. These include biological, chemical, geological and physical parameters and the study of waters, soils, the biota, etc. Methods of gathering social data are also discussed. The presentation of data in graphs and maps, the use of geographical information systems and remote sensing are included as well as data analysis and modelling. Students will also practise these techniques. The basic approach will be the introduction of a topic by the instructor or the students; students will then be expected to perform the necessary measurements or data gathering and analysis. Students' projects will include an in-depth study using different techniques and the presentation of a seminar on their findings, at the end of the semester.

EV420 Research Project in Environment

Prerequisites: At least one 300 Level GE, ES or EV course

Semester 1: F at L **Semester 2:** Not offered

This course is tailored to the individual students requirements and is designed as a pathway to work on a particular thesis topic.

GE101 Physical Geography: Global Biophysical Environments

Prerequisites: Core Discipline: Year 13/Form 7, Foundation or equivalent.
Service Course: Year 12/Form 6, Preliminary or equivalent

Semester 1: F at L **Semester 2:** B at C

This course provides an introduction to the study of the Earth's biophysical environment. We begin by considering the Earth's place in the Universe, its origins and development, and the nature and evolution of the Earth's surface. We consider mechanisms of weathering, mass wasting, and denudation that operate to carve the global surface into the spectacular array of landforms that characterise Earth. The course goes on to deal with the global atmospheric system and the natural and human-induced changes to which this has been subjected. We consider the behaviour of the hydrological system and the interactions between groundwater, soil moisture, and surface water components. Finally, the course deals with the biological world, how this has evolved over time, and the role of natural and human factors in shaping its pattern.

GE102 Human Geography: People, Places & Environments

Prerequisites: Core Discipline: Year 13/Form 7, Foundation or equivalent.
Service Course: Year 12/Form 6, Preliminary or equivalent

Semester 1: B at C **Semester 2:** F at L

This course aims to provide a broad introduction to the wide field of human geography. This will create a solid basis for a number of the Geography 200- and 300-level courses. The discipline is conventionally subdivided into a number of areas including economic, social, cultural, political, urban and rural geography. Old and new ideas and debates within these sub-fields will be exposed. In order to pursue these debates students will be asked to explore examples from many different parts of the world. In most cases, students will be asked to relate what they learn to their own situations as people of the Pacific Islands. Practical classes and field research will give the opportunity to learn various techniques that human geographers use to research questions in their discipline.

GE201 Biogeography: Plants, Animals & the Human Environment

Prerequisites: 100 Level GE or GS course

Semester 1: Not offered **Semester 2:** F at L and B at C*

This course focuses on the nature and distribution of the world's plant and animal resources, with emphasis on the Pacific Islands. Particular attention will be paid to the importance of plants and animals within the context of their characteristic ecosystems or biomes and the importance of physical, biotic and human factors in shaping ecosystems. Emphasis will also be placed on the ecological and cultural importance of plants and animals to sustainable human habitation of the earth. In this context, the ethno-botanical, ethno-zoological and, in particular, the economic importance of plants and animals to Pacific peoples will be examined. Two field trips are part of this course.

GE202 Agriculture, Food & Nutrition in the Developing World

Prerequisites: GE101 or GE102 or TE113

Semester 1: F at L and B at C* **Semester 2:** Not offered

This course is designed to provide students with an understanding of the importance of agricultural and food systems and nutrition in the `developing` world. Particular emphasis is placed on the analysis of increasing malnutrition and food system change as major obstacles to meaningful national development, especially in the Pacific Islands. The course is of particular relevance for students interested in careers in national planning, environmental or resource management and food and nutrition development or home economics.

GE203 Social & Economic Geography of the Third World

Prerequisites: GE102

Semester 1: Not offered **Semester 2:** F at L and B at C*

This course focuses on social and economic issues in the Third World. Case studies and examples are taken from Africa, Latin America, Asia and the Pacific Islands. These provide a basis for comparative analysis. Although description plays an important role in this course, the major emphasis is on explaining how and why the structures and situations observed have evolved, and their impacts on people's livelihoods. The questions discussed in class will be observed and researched in the 'real' world during a field laboratory, which an integral part of the course. This course usually requires attendance to a field school.

GE205 Physical Environments of the Wet Tropics

Prerequisites: GE101 or ES106

Semester 1: F at L and B at C* **Semester 2:** Not offered

This is a broad-based physical geography course suitable for second-year undergraduates in Geography, Earth Science, Environmental Science/Studies and related majors. The course has three main components: the

terrestrial environment (geomorphology), the aquatic environment (hydrology) and the atmospheric environment (meteorology and climatology). Its particular focus is on rivers and the hydrological cycle; climate extremes in the Pacific, especially the El Nino phenomenon and tropical cyclones; denudation processes on volcanic islands; and the karst geomorphology of limestone islands. Examples will be drawn both from the Pacific Islands and from other environments worldwide. The course emphasises the use of quantitative techniques and the development of numerical skills. A four-day field trip to a remote part of Fiji to investigate tropical island landscapes is an essential (and enjoyable) part of this course.

GE207 Urban Well-Being

Prerequisites: GE102 or approval of HOS or Nominee

Semester 1: Not offered **Semester 2:** F at L and B at C*

The course provides students with an understanding of the nature and causes of social inequalities and uneven development in an urban context. It examines urbanisation from the perspective of well-being and sustainable livelihoods. The topics covered include urbanisation as an historical process, migration behavior, squatter settlements and the urban informal sector. These issues are considered within the context of sustainable livelihood approaches and theories of inequality and uneven development. Pacific and other Third World countries are used as case studies to highlight the challenges of urbanisation. This course usually requires attendance to a field school.

GE301 Applied Pacific Island Biogeography & Ethnobiology

Prerequisites: GE201 or any 200 Level BI course

Semester 1: F at L and B at C* **Semester 2:** Not offered

This course focuses on the biogeography of the Pacific Islands and on obtaining a better understanding of the main trends, theories, concepts, terms and techniques of the field of biogeography and their relevance to island biogeography. The present status and development in the Pacific Islands will also be examined, with particular emphasis on the role of biogeography (and related fields that employ bio-geographical theories, concepts, knowledge and techniques) in promoting sustainable development in the Pacific Islands.

GE302 Applied Rural & Agricultural Geography of the Pacific Islands

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Prerequisites: GE202 or GE203 or GE207

Semester 1: Not offered **Semester 2:** F at L and B at C*

This course examines rural areas of the developing world with particular focus on the Rural livelihoods of the Pacific Islands. The study include content coverage of theories, conceptual Approaches and actual practices of rural living for improved understanding and appreciation of its Unique natural, social, economic, political and cultural landscapes. Guest lecturers from relevant government Departments & NGOs are usually invited to share insights of their institutional contribution in rural areas.

GE303 The Geography of Development in the Pacific

Prerequisites: Any 200 Level GE course

Semester 1: F at L and B at C* **Semester 2:** Not offered

This course explores the geography of social and economic development in the Pacific region, with particular emphasis on people's livelihoods. The course focusses on three geographical components of the region (Latin America, Pacific Asia and the Pacific Islands) and describes, explains and compares the highly differentiated patterns of development that exist within and between these places. This form of comparative analysis will allow the experience and prospects of the Pacific Islands to be placed within the evolving regional and global context.

GE304 Resource Conservation & Management

Prerequisites: Any 200 Level GE course

Semester 1: F at L and B at C* **Semester 2:** Not offered

This course will examine the principles and problems of resource systems, environmental conservation and resource management with particular reference to Pacific Island ecosystems. Lectures will stress the ecological approach and include the following topics: Pacific island resource systems, effects of human induced disturbances on these systems, the role of conservation and ecological principles in the development process, the role of geographers and the importance of the geographic perspective in resource analysis, conservation, and management, and environmental impact assessment.

GE306 Pacific Geoscience

Prerequisites: GE101

Semester 1: Not offered **Semester 2:** F at L

In this course the dynamic nature of the Earth`s crust, responsible for earthquakes and volcanic activity, will be discussed with emphasis on how crustal movements affect Pacific Islands. The causes of island uplift and sinking in relation to changes in sea level will be outlined with respect to atolls, volcanic and limestone islands. The implications of the dynamic Earth for life, especially on Pacific Islands, will be debated and some attention given to human control of nature. A three-day field trip within Viti Levu will form an integral part of the course, which includes a practical exercise and oral presentation.

GE402 Third World Development

Prerequisites: Admission into Postgraduate Programme

Semester 1: Not offered **Semester 2:** F at L

This course introduces students to an area of study generally referred to as the 'geography of development' through an examination of major development problems confronting the Third World. Students will obtain an understanding of the Third World as a region and an understanding of the main issues, trends and

concepts in the following areas: population, urbanisation, industrialisation, foreign investment, international trade, and planning.

GE403 Research Methods in Geography

Prerequisites: Admission into Postgraduate Programme

Semester 1: F at L **Semester 2:** Not offered

GE403 provides the basic research, analytical and presentation skills required for archival and field research in Geography, Environmental Studies and related disciplines. The main emphases are on the skills required to formulate research projects and hypotheses, to write research and funding proposals, to gather and analyse data, and to write-up and present the findings required for master's theses and major research projects. Particular emphasis is placed on understanding the sensitivities, difficulties, intellectual property rights issues, challenges, advantages of and opportunities for carrying out original applied research in the Pacific Islands.

GE404 Selected Studies: Studies in the Geography of the Pacific

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Prerequisites: Admission into Postgraduate Programme

Semester 1: F at L **Semester 2:** F at L

This course focuses on aspects of the geography of the Pacific Islands appropriate for particular students. It is a course tailored to a particular student`s interests and/or requirements given their planned thesis topic. This course will provide students with a detailed knowledge of a particular aspect of Pacific Islands geography, such as land-population relationship in Kiribati, the home gardening potential in urban Vanuatu, or the evidence for recent coastline changes in the Southern Cook Islands, Pacific industrialisation, produce marketing in Fiji, an introduction to appropriate archival sources of information, knowledge of appropriate methods of data analysis and interpretation.

GE407 Advanced Pacific Island Biogeography & Ethnobiology

Prerequisites: Admission into Postgraduate Programme

Semester 1: F at L **Semester 2:** Not offered

This postgraduate course focuses on the biogeography of the Pacific Islands. Specific emphasis is placed on obtaining a better understanding of the main trends, theories, concepts, terms and techniques in the field of biogeography and the relevance of these to island and marine biogeography. The course is designed to give students an opportunity to apply the concepts, techniques and general geographical, biological and ecological knowledge they have acquired in previous courses, from field work and from their own personal experience.

GE409 Environmental Change in the Pacific

Prerequisites: Admission into Postgraduate Programme

Semester 1: Not offered **Semester 2:** F at L

Talk of the human-enhanced greenhouse effect and the ways in which it may affect our lives has made many people more aware of environmental change. We have come to realise that the environment is and has always been in a state of continuous change and that lifestyles must be adjusted accordingly. This course focuses on the Pacific Basin, a vast Region,which can be considered a microcosm of the entire surface of the Earth and which has suffered from being marginalised in most accounts of earth-surface processes and phenomena.

GE420 Research Project in Geography

Prerequisites: Admission into Postgraduate Programme

Semester 1: Not offered **Semester 2:** F at L

This course focuses on a particular field of Geography selected specifically to mesh with the interests and expertise of individual students. The course is tailored to the individual students' requirements and is designed as a pathway to work on a particular thesis topic. The course introduces students to the acquisition of data, whether from the field or the archive, it teaches appropriate methods of data analysis, and provides information on how observations and measurements may be employed to solve geographical problems and to test geographical hypotheses.

GE600F Geography SRP (Full-Time)

GE600P Geography SRP (Part-Time)

GE700F Geography Master's Thesis (Full-Time)

GE700P Geography Master's Thesis (Part-Time)

GE750F Geography DRP (Full-Time)

GE750P Geography DRP (Part-Time)

GE800F Geography PhD Thesis (Full-Time)

GE800P Geography PhD Thesis (Part-Time)

GS100 Geography Techniques & Methods

Prerequisites: Admission into Undergraduate Programme

Semester 1: F at L **Semester 2:** Not offered

This course introduces students to a range of geography techniques, with particular emphasis on physical field measurements, mapping, questionnaire and survey design and implementation, statistical analysis and

geographic data presentation. Students are introduced to concepts in these topics, and then work through field and classroom exercises to enhance their knowledge and skills in these areas. A range of basic field survey equipment is used, together with maps, aerial images, spatial data and qualitative survey. The course provides students with a set of fundamental field and analytical skills that they will use in later courses in physical and human geography, geospatial science and other field and earth science related areas.

GS101 Geospatial Information Systems

Prerequisites: GS100 and IS104

Semester 1: Not offered **Semester 2:** F at L

GS101 introduces geospatial science students to the fundamentals of geospatial information systems and how we represent, manage and display geographic data in the digital environment. Concepts are taught using the Python programming language which is widely using in the Geospatial Industry in both free and open source software and proprietary packages such as ArcGIS. Students are introduced to geographic data models and databases and the use of objects and classes to represent real-world features. The course provides an introduction to solving problems by writing simple Python scripts to manipulate geospatial data and interface with both local and online databases. Ways of visualising data are addressed using graphics libraries and the free and open source software Quantum GIS.

GS200 Quantitative Methods

Prerequisites: One 100 Level GE or GS course

Semester 1: F at L **Semester 2:** Not offered

GS200 provides students with a foundation in data analysis and problem-solving specific to quantitative research in geography and related disciplines. Building on classical descriptive and inferential statistics the course introduces the student to statistical data analysis in the geographic context. Students learn about measuring geographic distributions and statistical tests of comparison and correlation as they relate to problems in geography and related disciplines. Special emphasis is placed on understanding the role spatial autocorrelation plays in spatial statistical methods. Students learn how to analyse spatial data for patterns, clusters and spatial relationships. Also covered are data handling and numerical methods dealing with sampling protocols, error and uncertainty. The course makes use of effective methods of quantitative data display and graphing and requires the use of statistical and GIS software.

GS201 Geographic Information Systems 1

Prerequisites: One 100 Level GE or GS course

Semester 1: F at L **Semester 2:** Not offered

This course introduces students to Geographic Information Systems (GIS), with particular emphasis on spatial data structures, data entry and editing, digital cartography, spatial queries, and introductory spatial analysis. These concepts are covered through lectures and readings, together with the development of practical skills

using GIS software in a computer laboratory environment. This course is intended to provide a foundation of GIS knowledge and skills that will be used in later courses in geospatial science. The course is also a useful introduction to the field of GIS for students from other disciplines who will work with spatial information.

GS211 Remote Sensing 1

Prerequisites: One 100 Level GE or GS course

Semester 1: Not offered **Semester 2:** F at L

This course provides students with a foundation in the basic principles of remote sensing of the environment. This course covers a range of multi-scale remotely sensed imagery. Topics include image histograms and image statistics, energy-matter interactions and spectral signatures of Earth features. Traditional supervised and unsupervised image classification as well as more advanced automated feature recognition and extraction are examined. Enhancement indices such as band rationing, vegetation indices and geological material indices and multivariate statistical analysis of multiband imagery using principal components analysis will also be covered. In a multi-scale approach students will investigate global datasets derived from satellite imagery and broad scale imagery of interest to the study of continents and oceans.

GS231 Cartography & Geovisualisation

Prerequisites: GS201

Semester 1: Not offered **Semester 2:** F at L

This course builds on GS201 (Geographic Information Systems I) and focuses on understanding the relationship between geospatial data and visual communication as a key to effective use of geographic information. The main objective of this course is to teach students modern professional mapmaking skills. Students are taught the fundamental principles of map design, which include: map layout, typography, scale, generalization and projections; mapping techniques, including choropleth mapping, cartograms and other multivariate mapping approaches; and methods of map production including web-based mapping and geovisualisation.

GS301 Geographic Information Systems 2

Prerequisites: GS201

Semester 1: F at L **Semester 2:** Not offered

This is an advanced course in Geographic Information Systems (GIS focusing on the application and benefits of more sophisticated spatial data models and analysis techniques. Emphasis is placed on the relational database model as a framework for spatial data modelling. Topics include network models and analysis, linear referencing, raster data modelling and analysis, advanced vector data analysis, geoprocessing and programming, data quality and uncertainty, generalisation and aggregation, differential GPS, and spatial conversion and transformation. The goal of the course is to build students' abilities to operate independently

in a GIS environment. Emphasis is placed on hands-on problem solving activities and communicating results of spatial data modelling and analysis through written reports and maps.

GS302 Field of Survey of Pacific Island Environments

Prerequisites: Any 200 Level GS course

Semester 1: F at L **Semester 2:** Not offered

Pacific Island countries are characterised by 'Small Islands: Big Ocean'. The available land and coastal zone is home to a wealth of biodiversity and natural resources. Pacific Island people use these natural resources to provide food, generate wealth and maintain healthy, sustainable ecosystems for future generations. GS302 provides students with the skills, knowledge and understanding to plan and conduct field surveys in support of mapping and sampling for a range of environments and ecosystems encountered in Pacific Island Countries. Students will learn to select appropriate ways to plan and layout transects and grids using field survey methods and implement appropriate sampling strategies to measure key environmental indicators. The course will focus on traditional surveying methods as well as geodesy and satellite navigation, mobile GIS applications, statistical sampling design and data analysis. Students will work in a variety of environments and ecosystems including natural areas, the coastal zone, plantations; and the role of field survey in risk assessment and hazard management will be discussed.

GS311 Pacific Islands Remote Sensing

Prerequisites: Any 200 Level GS course

Semester 1: Not offered **Semester 2:** F at L

Pacific Island countries are characterised by 'Small Islands: Big Ocean'. The available land and coastal zone is home to a wealth of biodiversity and natural resources. Pacific Island people use these natural resources to provide food, generate wealth and maintain healthy, sustainable ecosystems for future generations. GS311 provides students with the skills, knowledge and understanding to plan and conduct high resolution image acquisition, enhancement and interpretation for a range of environments encountered in Pacific Island Countries. The course will focus on aerial imagery from conventional photography, UAVs (Drones) and the new generation of high spatial resolution satellites. The course covers image enhancement, manual 2D and 3D interpretation of imagery, softcopy photogrammetry and finally automated feature extraction. Softcopy photogrammetry will focus on the production of image mosaics and extraction of digital elevation models. Students will work on a selection of environments including the coastal zone, natural areas, plantations, agricultural landscapes and degraded environments. The role of imagery in risk assessment and hazard management will be discussed.

GS350 Industry Experience Project in Geospatial Science

Prerequisites: GS301 (for Bachelor of Geospatial Science Students only)

Semester 1: Not offered **Semester 2:** F at L

This is the capstone course for Bachelor of Geospatial Science students. Under attachment to an industry partner students will be challenged to undertake a real-world project using appropriate geospatial technologies and methods. Students will investigate and implement geospatial solutions specific to their chosen specialisation. As such the course challenges students to move to the next level as professional geospatial scientists and bring new insight as to how geospatial technologies can be employed to the benefit of Pacific Island Countries. Industry attachment partners include Government Departments, NGO's and the private sector. Projects will draw from such fields as risk assessment for Pacific Island Communities, state of the environment monitoring and reporting, coastal zone management and conservation planning and management. Students will be required to demonstrate expertise in the areas of geospatial databases, geospatial analysis methods, statistical analysis, reporting and cartographic output in the form of maps and web-based delivery. This course challenges students as professional geospatial scientists allowing them to develop their skills, knowledge and understanding to an advanced level in their chosen field of specialty.

GS600P Geospatial Science SRP (Part Time)

GS600F Geospatial Science SRP (Full Time)

GS700P Geospatial Science Master's Thesis (Part Time)

GS700F Geospatial Science Master's Thesis (Full Time)

GS750F Geospatial Science DRP (Full-Time)

GS750P Geospatial Science DRP (Part-Time)

MS101 Introduction to Marine Resources Management

Prerequisites: Admission into Undergraduate Programme

Semester 1: F at L and B at C* **Semester 2:** Not offered

This course introduces students to the many aspects of marine resources management particularly the developments following the adoption of the Law of the Sea Convention. This course stresses the importance of managing these resources wisely if the people are to benefit from these new opportunities. Students will learn about resource management by looking at national policies, law, regional cooperation, international treaties and conventions. This course is on the global perspective of ocean resources management and introduces many basic concepts of environmental protection, sustainable resource utilisation and international law.

MS111 Introduction to Marine Science for Pacific Islands

Prerequisites: Admission into Undergraduate Programme

Semester 1: Not offered **Semester 2:** F at L and B at C*

This is an introductory course for all students entering Marine Studies. The course provides an interesting introduction to the principles and application of marine science, including physical, biological and chemical processes, living and non-living resources, human uses and impacts, and environmental management and sustainable development. Content focuses on the Pacific islands, but in the context of marine science on a world scale.

MS200 Marine Resource Economics

Prerequisites: Any 100 Level MS, EC or MA course

Semester 1: Not offered **Semester 2:** B at C

The course is designed to enhance students' understanding on the application of economic concepts and models to address policy questions with respect to marine resources. The course provides a theoretical and an applied context to the key issues and policy challenges in marine resource use and management in general and with some specific reference to the Pacific Islands. Economic underpinnings of issues on equity, efficiency and sustainability are analysed by looking at activities such as fisheries, aquaculture, marine protected areas, recreational fishery, ports and shipping and seabed mining.

MS202 Invertebrate Biology

Prerequisites: MS111 and BI108

Semester 1: F at L **Semester 2:** Not offered

Equivalent to BI202. Invertebrates play key roles in all ecosystems and exhibit huge diversity. This course involves the study of invertebrate classification, identification, anatomy, functional biology and evolutionary adaptation to environmental change. A habitat-based approach is used to cover invertebrates living in terrestrial, marine and freshwater environments while using case studies to examine the economic and ecological importance of invertebrates in a local, regional and international contexts. The course also provides a link between 100-level and animal-oriented 300-level degree courses in biology, particularly MS305.

MS204 Tropical Seafood

Prerequisites: MS111 or MS101 or BI108 or CH101

Semester 1: B at L **Semester 2:** Not offered

This course provides a general introduction to seafood in Pacific Island Countries. Seafood resources, nutrition, spoilage, poisoning, handling, processing (both traditional and modern), preservation and quality assurance are examined. This includes a critical analysis of the role of women in traditional and modern fish processing industries. Regional and global seafood quality issues are examined in some detail and students are expected to design their own seafood business using economic engineering principles. The course requires a low level of applied science and technology; the emphasis will be on field-trips and assignments rather than on laboratory classes.

MS205 International Law of the Sea

Prerequisites: MS101 or MS111 or LW110 or LW111 or LW112 or LW113

Semester 1: Not offered **Semester 2:** F at L and B at C

The course provides an introduction to the Law of the Sea Convention for non-law students wishing to understand the international framework governing the oceans and their resources. Topics covered include the history of the Convention, ocean zones and the associated rights and duties of States, the rules governing the access to the oceans, the use and conservation of her resources, the protection of the marine environment and other marine uses.

MS206 Maritime Skills & Techniques

Prerequisites: MS111 or MS101 or industry level qualifications and/or work experience in the maritime sector (approval of Head of School or nominee)

Semester 1: Not offered **Semester 2:** B at L

Working on small vessels at sea is one of the most dangerous of all professions. This course provides students intending to work in fisheries and marine science in the South Pacific with a basic competence in small boat operations, safety at sea, position finding, navigation and pilotage. This skills-based course is set in an academic framework of geography, cartography, meteorology and oceanography. Marine survey techniques differ from those on land. Students are introduced to a range of sampling techniques, including echo-sounders, global positioning system, salinity and temperatures profiling, plankton nets, fishing methods, grabs, corers and in-water sampling techniques. Students will spend 4 weeks on industrial attachment to practise some of these skills.

MS210 Marine Transport

Prerequisites: MS101 or MS111 or industry level qualifications and/or work experience in marine transport sector (approval of Head of School or nominee)

Semester 1: B at L **Semester 2:** Not offered

Marine Transport is the lifeline of Pacific Island Countries, essential at almost all levels of society from village transport and artisanal fishing to the intra-regional and international trade of nation states. It is also arguably the greatest technological heritage legacy of Pacific peoples. Today the industry is characterised by a vicious cycle of old ships replaced with old ships. Reliable and affordable marine transport is a cornerstone necessity for almost any area of socio-economic development. The situation is compounded by the industry's current dependency on increasingly unaffordable fossil fuels. This course covers history, legislation, the current industry at international and domestic levels and focuses on the challenges faced by the current industry and future options.

MS211 Marine Geology Sedimentology

Prerequisites: Any 100 Level science course

Semester 1: B at L **Semester 2:** Not offered

This course is about the rocks and sediments in the ocean basins, their distribution, composition and history. The South Pacific Island Nations all lie within the deep oceanic basins but most of our activity and concern centre on are the near-shore regions. Hence this course is geared towards understanding near-shore processes and sedimentation. Other aspects of marine geology addressed in this course include ocean circulation, plate tectonics, sea-level history, skeletal microplankton, geochemistry as a tool for paleo-climatology, and critical events in global palaeo-oceanography.

MS213 Physical Oceanography

Prerequisites: Any 100 Level science course

Semester 1: Not offered **Semester 2:** F at L and B at C*

The course explores the physical forces that act in the oceans and describes the response of ocean water to these forces. The course covers the physical properties of seawater and the application of physical laws to oceanography, heat transfer, ocean currents, waves and tides. The course emphasises the relationship of physical oceanography with ocean ecology.

MS301 Ocean Resources Management in the Pacific Islands

Prerequisites: Any 200 Level MS course

Semester 1: Not offered **Semester 2:** F at L and B at C

This course analyses the actions taken by Pacific Island Countries individually and collectively, in response to their rights and obligations under the 1982 Law of the Sea Convention and after the UN Conference on Environment and Development in 1992. National and regional policies, administrative arrangements, national laws, regional and international treaties and regional organisations are examined. Various different uses of the sea are studied with emphasis on case studies from the South Pacific Region.

MS302 Integrated Coastal Zone Management

Prerequisites: One 200 Level MS course

Semester 1: Not offered **Semester 2:** F at L and B at C

This course articulates some key issues in Integrated Coastal Management, particularly with reference to Pacific Island Countries. The coastal zone and its biophysical characteristics are introduced at the beginning together with the international framework for an integrated approach. These set the stage for the various processes and methods involved in integrated coastal management. The course outlines the principles and tools that give practical guidance to assist in the process. The course focuses on the interrelationships and

interdependence between and among sectors, agencies, disciplines and levels of governance for complementarities, duplication and conflicts to enable the fostering of better cooperation and coordination to achieve the goals of integrated management and sustainable development.

MS304 Ocean Governance & Policy

Prerequisites: MS205 or MS206 or MS200 or MS210

Semester 1: F at L **Semester 2:** Not offered

This course examines ocean governance and policy at the international, regional and national levels with an emphasis on practice in the Pacific Islands region. Emerging issues in the maritime sector, the role of institutions in the management of marine living resources and the principles behind the management of non-living resources are examples of topics addressed. Students and practitioners alike will benefit and be able to develop policy and plans consistent with laws, guide implementation and promote responsible ocean governance.

MS305 Marine Biology

Prerequisites: BI202 or MS202

Semester 1: F at L **Semester 2:** Not offered

This course focuses on tropical marine biology from an ecological perspective. The three main tropical marine coastal environments, i.e. coral reef, seagrass meadow and mangrove forest, are studied and explored. Shallow water benthic communities, plankton and deep-sea organisms are presented, and iconic Pacific marine megafauna are introduced. Practical is a major component of this course and includes laboratory and field work. A major compulsory field trip takes place during the mid-semester break.

MS306 Coral Reef Ecology & Management

Prerequisites:MS202 or MS211 or MS213 or MS204 or MS206 or MS200 or MS205 or MS210 or B1201 or B1206.

Semester 1: Not offered **Semester 2:** F at L

Coral reefs are one of the richest and most productive ecosystems in the world. Coral reefs are under serious threat globally, not least in the Pacific region. This course examines the origins of coral reefs (reef types and formation); the biology of corals and other reef organisms (taxonomy, feeding, growth and reproduction); ecosystem structure and function (particularly coral/zooxanthellae, coral/algae, and predator/prey relationships); biodiversity values (significant and threatened species); human uses and values (especially fisheries); major issues (especially coral bleaching, terrestrial run-off, and effects of fishing); and environmental management and sustainable use of reef resources.

MS307 Fish & Fisheries Biology

Prerequisites: MS202 or BI202 and BI206

Semester 1: Not offered **Semester 2:** F at L

This course focuses on marine fish biology, population dynamics and fisheries management. Topics for the fish biology component include fish taxonomy, anatomy, behavior and ecology. Topics for the fisheries biology component include an overview of fishing gears, methods, collection of fish samples and data, basic stock assessment and population dynamics. Fisheries management with special emphasis to the context to Pacific Island Countries is also covered. The Pacific tuna fishery is also studied. Practical is a major component of this course and includes laboratory and field work.

MS308 Environmental & Marine Microbiology

Prerequisites: BI102 or BI108 and one 200 Level MS and one 200 Level BI course

Semester 1: Not offered **Semester 2:** F at L

Equivalent to BI308. This course gives advanced consideration to the full range of micro-organisms that occur in the seas. Particular emphasis will be given to their structural, physiological and behavioural adaptations to the marine environment. Major aspects of the roles of microbes in the seas to be considered will be their interactions with other microbes and with higher organisms, marine microbial ecology, and the importance of microbes to the productivity of the seas and their contribution to the marine biomass.

MS309 Sustainable Fisheries

Prerequisites: MS200 or MS205 or MS210 or MS202 or MS211 or MS213 or MS204 or MS206.

Semester 1: F at L **Semester 2:** Not offered

The course underlines the critical issues affecting management and planning in the fisheries sector and provides tools and techniques to address them. It elaborates on the concept of sustainable fisheries to identify the key factors that need to be addressed as part of planning and policy on fisheries management. Students acquire analytical skills in project formulation, assessment and management as a means to achieve sustainable fisheries by using project planning tools such as cost-benefit analysis. Resource and environmental economic concepts are also used to incorporate the salient features of Pacific Island environments fisheries to mainstream the critical role of the sector in the island economies. Socio-economic survey techniques and resource assessment methods further improve the students' ability to gather more systematic and accurate data to strengthen decision making and policy development.

MS310 Ports & Shipping

Prerequisites: MS210 or MS206 or MS200 or MS205 or industry level qualifications and/or work experience in Ports & Shipping (approval of Head of School or nominee).

Semester 1: Not offered **Semester 2:** B at L

Marine Transport is the lifeline of Pacific Island Countries, essential at almost all levels of society from village transport and artisanal fishing to the intra-regional and international trade of nation states. It is also arguably

the greatest technological heritage legacy of Pacific peoples. This course builds on groundwork covered in MS101 and MS210 and examines the roles of ports, shipping lines and government subsidisation schemes. A case study approach is adopted and students will be expected to adopt the same approach in course work. This course is essential for students intending to pursue further study in this field at postgraduate level.

MS312 Marine Pollution

Prerequisites: Any 200 Level science course

Semester 1: F at L **Semester 2:** Not offered

This course provides an introduction to the basic science of pollution in the sea. Lectures will cover the principles of assessment and control with particular reference to tropical systems. Classes will also consider case histories from the tropical Pacific and elsewhere. The case histories will be examined as predictors of various types of environmental risk, for example oil spills, sanitary sewage disposal, factory wastes, radioactivity, etc. Students will participate in practical assignments to develop skills in pollution assessment.

MS313 Seafood Science

Prerequisites: CH201 or MS204

Semester 1: Not offered **Semester 2:** F at L

This course introduces students to the concept of fish and other marine organisms as food. The scientific and technological aspects of seafood spoilage, poisoning, handling, processing and preservation methods (both traditional and more technically advanced) and quality assurance are examined. Students do a major Hazard Analysis and Critical Control Points (HACCP) project.

MS314 Tuna Fisheries of the South Pacific

Prerequisites:MS200 or MS205 or MS210 or MS202 or MS211 or MS213 or MS204 or MS206, or regional tuna fisheries training and/or fisheries work experience (approval of Head of School or nominee).

Semester 1: Not offered **Semester 2:** F at L

The tuna fisheries of the Pacific Islands are vital to the social, economic and political well- being of many Pacific Island Countries. Tuna fisheries production from the Pacific Islands contribute 80% to total Pacific Ocean tuna production and 60% to total global tuna production, with an annual value of US$3-5 billion. Given the importance of these fisheries, this course will endeavour to develop appropriate knowledge, understanding and skills that would contribute to the sustainable development and management of tuna fisheries in the Pacific Islands. The course will review the biology of targeted tuna species and their implications for tuna development, management and conservation; assessment of tuna stock and fisheries using appropriate tools and models; impacts of climate change and fisheries on tuna stocks and marine environment; current and proposed management and conservation strategies to ensure sustainable development of tuna fisheries and resources; environmental issues associated with tuna fisheries; and tuna economics and trades.

MS315 Marine Spatial Planning

Prerequisites: MS202 or MS211 or MS213 or MS204 or MS206 or MS200 or MS205 or MS210 or GS201 or GS211

Semester 1: Not offered **Semester 2:** B at L

This course introduces students to the principles and practice of planning for sustainable marine and coastal management, particularly in the Pacific context. The course aims to provide a good understanding of the policy and regulatory framework, and tools for planning and management. It considers the ways that planning can prepare and manage for change to ensure sustainable futures and specifically, the need to promote balance between social and economic development and the protection of the marine and coastal environment. It identifies, synthesises and analyses the multifarious roles of humans, extreme events and climate change. Case studies from the Pacific region and around the world will be used to illustrate the importance of planning in managing the multiple, often conflicting activities in the marine and coastal zones.

MS324 Aquaculture in Pacific Island Countries

Prerequisites: Any 200 Level BI or MS course

Semester 1: F at L **Semester 2:** Not offered

This course provides an introduction to the present-day status of aquaculture in the world and in Pacific Island countries, and provides information and necessary skills that will help students to recognise aquaculture development constraints and plan development strategies to implement regionally-appropriate and sustainable aquaculture projects. The course involves lectures on theory, practical exercises in the laboratory, and excursions to various aquaculture operations.

MS411 Special Topic in Marine Science

Prerequisites: Admission into Postgraduate Programme

Semester 1: F at L **Semester 2:** F at L

This course is suitable for students who want to do marine science studies at the postgraduate level. Students are required to do an independent research project which includes a major report and a seminar. Students may take an intensive course on a special topic (e.g. physical oceanography, coral reef survey techniques, marine biodiversity, community-based natural resources management. Before registering for this course, candidates must first seek out a supervisor, obtain their agreement to provide supervision, and be assigned a research topic.

MS425 Aquaculture

Prerequisites: Admission into Postgraduate Programme

Semester 1: Not offered **Semester 2:** F at L

This course is designed to enable students acquire practical experience and research skills in the development, advancement and management of aquaculture in the Pacific region. Students will identify a short and suitable aquaculture research project; write a concept note and plan including aims and objectives; write a complete research proposal; conduct the research; analyse data; write a publishable quality scientific paper and present a seminar; all of which will be assessed. Assessment may include other assignments. Student will be guided by the course coordinator or appropriate supervisors. Research topics will be approved and assessed by the course coordinator and project supervisors.

MS441 Regional Management of Marine Resources

Prerequisites: Admission into Postgraduate Programme

Semester 1: F at L **Semester 2:** Not offered

This course will provide an opportunity to focus on aspects of regional management of marine resources in the South Pacific in line with the special interests of individual candidates. Emphasis will be on the work carried out by relevant regional organisations such as the Secretariat of the Pacific Community (SPC), Forum Fisheries Agency (FFA), Secretariat of the Pacific Regional Environment Programme (SPREP) and the South Pacific Applied Geoscience Commission (SOPAC).

MS442 Statutory Management of Marine Resources

Prerequisites: Admission into Postgraduate Programme

Semester 1: Not offered **Semester 2:** F at L

This course will give students an opportunity to examine critically the laws and regulations by which individual South Pacific countries manage their marine resources. The legal measures in the form of treaties, conventions and agreements, etc., by which South Pacific countries jointly develop/manage their marine resources will also be examined in depth. In addition to these, other postgraduate courses may be selected from offerings at USP, depending on the area of research and interest. This is a supervised reading course on demand.

MS600F Marine Science SRP (Full-Time)

MS600P Marine Science SRP (Part-Time)

MS700F Marine Science Master's Thesis (Full-Time)

MS700P Marine Science Master's Thesis (Part-Time)

MS750F Marine Science DRP (Full-Time)

MS750P Marine Science DRP (Part-Time)

MS800F Marine Science PhD Thesis (Full-Time)

MS800P Marine Science PhD Thesis (Part-Time)

PUH100 Human Biology

Prerequisites: Senate recognised Year 13/Form 7 equivalent exam or any science course

Semester 1: Not offered **Semester 2:** Not offered

This course introduces students to the structure of the human body at the cell, tissue, organ and system levels. The structure and function of the human nervous, muscular, cardiovascular, and respiratory systems will also be examined as they relate to health and disease.

PUH101 Introduction to Public & Global Health

Prerequisites: Senate recognised Year 13/Form 7 equivalent exam or any science course

Semester 1: Not offered **Semester 2:** Not offered

This course introduces core topics and pertinent issues in global health with a focus on developed and developing countries. It introduces key global health concepts and underscores the critical links between health, disease, and socio-economic development. Utilising a multidisciplinary approach, the course addresses a variety of contemporary global health topics including: essentials of global health; globalization and health; global burden of disease, measurement, and trends; culture, behavior and global health; water, sanitation and global health; health and human rights; global health partnerships, and the sustainable development goals. The course also examines challenges associated with global health issues and the global efforts and strategies underway to prevent and control them.

PUH102 Microbiology & Parasitology

Prerequisites: Senate recognised Year 13/Form 7 equivalent exam or any science course

Semester 1: Not offered **Semester 2:** Not offered

This course introduces students to the classification, structure and life cycle of pathogens that infect humans. Students will develop knowledge of bacterial, viral and other pathogens and their relevance to disease and public health, and the principles of prevention and treatment as they relate to infections in humans.

PUH103 Introduction to Environmental & Occupational Health

Prerequisites: Senate recognised Year 13/Form 7 equivalent exam or any science course

Semester 1: Not offered Semester 2: Not offered

This course presents concepts, principles, and applications forming the basis of the field of environmental and occupational health, and discusses the major environmental agents and vectors affecting public health. Presents the major concepts and principles that are environmentally mediated and constitute a risk to humans, emphasising the chemical, biological, and physical agents and factors. Also discusses sources, environmental pathways of transmission, exposure-dose relationships, adverse health effects, and particularly susceptible populations. Identifies the principles and methods of risk assessment and risk management.

PUH104 Introduction to Healthcare: Policy, Planning & Management

Prerequisites: Senate recognised Year 13/Form 7 equivalent exam or any science course

Semester 1: Not offered **Semester 2:** Not offered

This course provides students with an introduction to the concepts and issues related to health care funding, services delivery, and the structure of health care systems. The focus will be on the Pacific health care system with reference to other health systems as points of comparison. Students will gain familiarity with health care terminology. Explores divergent perspectives for analysing health and health care: clinical, epidemiological, economic, sociological/cultural and public health.

SC356 Research Skills

Prerequisites: Completion of eight 200 level courses

Semester 1: B at L **Semester 2:** F at L

The first part of the course will provide students with an overview of the research processes. Experimental design, sampling, data collection and analysis will be introduced. Students will be trained on how to search and organise the literature using internal and external databases. Students will be exposed to the ethical issues associated with scientific research. The students will also develop a project outline selecting appropriate research designs and objectives and hypotheses. The second part of the course will focus on a seven-week supervised research project with appropriate reporting from the students.

School of Law and Social Sciences (SoLaSS)

Course Descriptions

Note: UU100 and UU114 must be passed, in addition to prerequisite requirements, before students progress to the 200-level courses. UU200 and UU204 must be passed, in addition to prerequisite requirements, before students progress to the 300-level courses. Only approved programmes may be exempt from this requirement.

COJ01 Introduction to Law

Prerequisites: Admission into the Programme
Semester 1: O at C **Semester 2:** Not offered
This course introduces participants to the various kinds of laws that exist in USP member countries, and how they are made, applied and enforced in these countries. The course starts by considering principles of justice and professionalism for court actors. It provides a historical introduction to the development of laws in USP member countries then moves to examine the laws of the State. The course concludes by considering the rules of custom that exist in countries of the region and how they relate to the laws of the State.

COJ02 Courts & Their Processes

Prerequisites: Admission into the Programme
Semester 1: O at C **Semester 2:** Not offered
This course provides an overview of different types of actions and procedures that may be found in Pacific courts. It then focuses in more detail on civil courts and procedure and criminal courts and procedure. The section on civil courts in this course is designed to offer a basic introduction to the composition, jurisdiction and operation of civil courts. The section on criminal courts in this course is designed to offer a basic introduction to the composition, jurisdiction and operation of criminal courts.

COJ03 Criminal Law

Prerequisites: COJ01 and COJ02
Semester 1: Not offered **Semester 2:** O at C
This course is designed to offer a basic introduction to criminal liability and sentences. It covers the elements of some important offences and defences, the ways in which a person may commit an offence, the range of sentence options, and the principles and process of sentencing.

COJ04 Civil Law

Prerequisites: COJ01 and COJ02
Semester 1: Not offered **Semester 2:** O at C
This course refreshes students' knowledge of civil law and increases students understanding of the law of contracts and the law of torts. Students are also introduced to legal principles relating to remedies in contracts and torts and reasoning processes for determining disputes in contracts and torts.

DG100 Introduction to Leadership, Governance & Human Rights

Prerequisites: Admission into Undergraduate Programme
Semester 1: Not offered **Semester 2:** B and P at C
The course explores how modern concepts of leadership and governance differ from traditional South Pacific notions. It asks what is expected of modern leaders, what is meant by good governance, and what are human rights and where do they come from? The course explores the links between leadership, governance and human rights on the one hand, and "development" on the other. The course introduces the use of a "gender lens" as an analytical tool.

DG101 Principles of Good Leadership & Governance

Prerequisites: Admission into Undergraduate Programme
Semester 1: B and P at C **Semester 2:** Not offered
This course explores several themes regarding leadership and governance introduced in DG100. In particular, it analyses principles of ethical leadership and examines two important theories of leadership: transformational leadership and adaptive leadership. The course considers how negotiation and dispute resolution skills expand a person's leadership capacity. It analyses patterns of leadership in the South Pacific. Regarding governance, the course examines transparency and accountability, two key aspects of good governance. It also considers how corruption undermines good governance and looks at causes and cures. The components of a good governance regime are proposed whether for a small organisation, a business or a national government.

DG102 Laws, Legal Systems & Access to Justice

Prerequisites: Admission into Undergraduate Programme
Semester 1: Not offered **Semester 2:** B and P at C
In this course, students will learn how to navigate legal systems and how to assist others to do so. The course will consider the sources of modern theories of law and justice and the role of laws. It will analyse how laws are made and how out-dated or deficient laws can be improved. The role of formal and informal courts will be examined. The functions of the police, legal aid, judiciary, lawyers, prosecution, and the corrections services will be analysed. Analysis of case studies of litigants and 'victims' of crime.

DG200 Human Rights at Local, National, Regional & International

Prerequisites: DG100
Semester 1: B and P at C **Semester 2:** Not offered
This course considers, from the perspective of a Pacific Island person, the extent to which that person's human rights are protected and promoted. The course analyses the strengths and limitations of human rights protections at local, national, regional and international levels. Particular attention is given to United Nations human rights mechanisms, and several UN treaties are examined to assess their relevance for Pacific Islanders. Topics considered include women's rights, the rights of those with disabilities and children's rights. Also considered are human rights and education, HIV AIDS, and climate change. The course asks whether a human rights culture exists in the South Pacific.

DG201 Introduction to the Role & Challenges of Human Rights Defenders

Prerequisites: DG100
Semester 1: B at C **Semester 2:** Not offered
The course deals with "Human rights defender" who, individually or with others, act to protect human rights. It looks at the dangers that human rights defenders face in their fight for justice. The 12 topics in this course try to define who human rights defenders are, the support and protection they have from the State, protective documents e.g. the UN Declaration, the six special procedures and special rapporteur on human rights defenders, business and human rights and the shrinking democratic working space of HRDs. The course also looks at the Pacific experience of human rights defenders in the last 20 years.

DG202 Corruption & Anti-Corruption in Pacific Island Countries

Prerequisites: DG101
Semester 1: Not offered **Semester 2:** Not offered
Systemic corruption has undermined good governance and development in the Pacific. We need the (future) leaders of the Pacific to understand corruption in a holistic manner. This course is designed to teach students about what corruption is, what causes corruption, the effects of corruption to the wider society and particularly to the vulnerable groups, anti-corruption laws and policies in the Pacific Island Countries, and what leaders and individuals could do to address corruption. While the course will address global issues relating to corruption, it will strongly focus on Pacific Island Countries.

DG301 Leadership, Governance & Human Rights Internship

Prerequisites: DG200 and admission in the Diploma in Leadership, Governance and Human Rights
Semester 1: Not offered **Semester 2:** B and P at C
This course is a structured and supervised course that provides students with opportunities to apply, in real-life situations, the knowledge, skills and perspectives gained from studying other Diploma courses. Students will be expected to carry out a project in a workplace of their choice, such as an NGO, faith-based organisation, school, local government authority or agency. The course lecturer may assist students to seek for placement. Through practical work or project experience, students will apply knowledge and skills gained from other Diploma courses to broaden their work capacity and experience.

DG302 Building Resilience Among Human Rights Defenders

Prerequisites: DG201
Semester 1: Not offered **Semester 2:** B at C
The increasingly shrinking space for civil society means that the environments that human rights defenders work in have become more challenging. Mass surveillance and stricter laws on civil society are all threats to the vital work and livelihood of a human rights defender. For human rights defenders to be able to continue their work safely and effectively, building resilience to these external pressures is key. It allows a human rights defender and their organisation to anticipate, prepare for, respond and adapt to changes and disruptions so that they can survive and thrive. This 300 level course will aim to empower individuals/activist/human rights defenders with skills to build long-term resilience.

DG400 Advanced Research Methodology

Prerequisites: Admission into Postgraduate Diploma
Semester 1: F at L and O at C* **Semester 2:** F at L and O at C*
This course introduces participants to the rationale of and different approaches to research. Students acquire the necessary basic technical skills to conduct independent research and also gain practical experience in the use of these skills. The main content of the course is a practical approach to the conduct of social science research projects. A major portion of the course assessment will be the practical research including data collection and analysis, and research proposals write up. It provides students with the knowledge and skill to conduct surveys and in-depth studies. Students will be taught basic statistics and will also gain hands-on experience with computer software and statistical packages.

All students registering in Postgraduate programmes are required, in their first semester of studies, to complete 14.5hours of Information Research Skills conducted by the Library.

DG403 Public Financial Management

Prerequisites: Admission into Postgraduate Programme
Semester 1: F at L and O at C* **Semester 2:** Not offered
Management of the financial activities of governments, whether with respect to the management of budgets, management of government business enterprises, prudent supervision of government financial enterprises, or management of provident funds or other trust funds held on behalf of the public, is a key area needing improvement in governance. Instances of grand corruption usually take place through these avenues. Students will be taught the principles of good budgeting systems and public financial management. They will also examine the issues involved in budgetary and financial management reform, and what is involved in the effective prudential supervision of financial institutions including the banking system, provident funds and stabilisation and other trust funds.

DG404 Ethics of Governance

Prerequisites: Admission into Postgraduate Programme
Semester 1: Not offered **Semester 2:** F at L
This course introduces basic ethics concepts and relates themes to the challenges of governance. Accordingly the course will look at the concept of ethics, ethics in relation to morality, ethics in relation to law, and ethics as expressed in concepts of justice, fairness, rights and social contract.

DG405 Special Topic in Governance in the Pacific

Prerequisites: Admission into Postgraduate Programme
Semester 1: Not offered **Semester 2:** Not Offered
This course is offered to cater for the academic needs and development interests of individual students. Course content will vary with individual circumstances, for example a course a) relate to intended thesis work, b) comprising components from more than one course, c) offered by more than one discipline, d) with a significant experimental component, or e) taken at the discretion of another department or school, in each a student covers topics for which he/she does not have the normal prerequisites.

DG406 Theories of Governance

Prerequisites: Admission into Postgraduate Programme
Semester 1: F at L **Semester 2:** Not offered
The course introduces graduate students to the major current theories of governance and explores the relationships between these theories and actual practice. On the basis of this sound conceptual framework students will be better equipped to assess governance practices in the real world. The course has two sections, the first looking at the possibility of governance theory, the second looking at current governance themes. The first section examines current theories of governance, governance and the state (institution building), governance and society (deliberative policy networks and the possibilities of self-governance and co-governance), and governance as communication. The second part of the course, on current themes, examines the ideas of governance for human development, digital governance, multi-level governance, governance and dispute resolution; governance of small states, and the measurement of governance using indicators.

DG407 Conflict & Justice

Prerequisites: Admission into Postgraduate Programme
Semester 1: Not offered **Semester 2:** F at L
In the contemporary world there are numerous conflicts including openly violent conflicts which generally have negative consequences for the people in these very difficult circumstances. In addition to gross violation of human rights including loss of lives, livelihoods and property, there is displacement of large numbers of people who may end up as refugees. Conflict is often seen as emerging from the failure of the state and its institutions to address perceived and real issues regarding unfair treatment and injustices. These may arise out of social exclusion, differential treatment based on ethnicity (`race', culture, and religion), competition over natural resources and/or the distribution of the earnings from such resources as well as the environmental and social consequences of the exploitation of such resources, and competition over political power. This course will examine a range of conflict situations, their causes and consequences with a particular reference to conflicts in Oceania, and will assess the processes adopted to resolve conflicts in the short and longer terms, and their outcomes and ask the question if social justice has been achieved. Institutional arrangements for peace building, reconciliation and long term stability will be examined.

DG408 Public Policy Implementation & Appraisal

Prerequisites: Admission into Postgraduate Programme
Semester 1: Not offered **Semester 2:** Not offered
This course examines processes of policy planning, implementation, and evaluation. Given the importance of successful policy implementation in the Pacific region, it is highly desirable that graduates of the governance programme have a thorough understanding of the processes of policy development, the challenges of successful policy implementation, and techniques of policy implementation evaluation.

DG410 Development Theories & Alternatives

Prerequisites: Admission into Postgraduate Programme
Semester 1: F at L **Semester 2:** Not offered
This course examines issues related to development and change within the context of a group of diverse societies often referred to as the Third World. In it we will research the impact of colonialism and its legacies

on these societies, the changing character and meaning of development, and the nature of relationships between class and race as well as between tradition and modernity. We will also examine the politics of identity and indigenousness, the significance of democracy for developing civil society and human rights, and the role of state institutions in fostering development and change to help draw together these themes and to ensure that we grasp the connections between them. We will derive some of our early examples from Fiji. Its relatively small size will make our study more manageable, although the issues raised remain international in their scope and complex in their depth.

DG411 Governance & Governments in the South Pacific

Prerequisites: Admission into Postgraduate Programme
Semester 1: Not offered **Semester 2:** F at L and O at C*
A "state" can be defined in various ways and the broadest definition includes the regime in power and public institutions including three branches of a government: judiciary; executive; and parliament. Structures and quality of these three public institutions are crucial to determine the governance of the state. Of course, structure and quality of other institutions such as local governments, political parties, civil society organisations and private corporate sectors as well as traditional institutions (e.g. chiefly system) and informal systems (e.g. social capital) are also important in determining the characteristics of governance of a state.

DG413 Special Topic in Development Studies 1

Prerequisites: Admission into Postgraduate Programme
Semester 1: Not offered **Semester 2:** Not offered
This course is offered to cater for the academic needs and development interests of individual students. Course content will vary with individual circumstances, for example a course a) relating to intended thesis work, b) comprising components from more than one course, c) offered by more than one discipline, d) with a significant experiential component, or e) taken at the discretion of another department or school, in which a student covers topics for which he or she does not have the normal prerequisites.

DG414 Special Topic in Development Studies 2

Prerequisites: Admission into Postgraduate Programme
Semester 1: Not offered **Semester 2:** Not offered
This course is offered to cater for the academic needs and development interests of individual students. Course content will vary with individual circumstances, for example a course a) relating to intended thesis work, b) comprising components from more than one course, c) offered by more than one discipline, d) with a significant experiential component, or e) taken at the discretion of another department or school, in which a student covers topics for which he or she does not have the normal prerequisites.

DG415 Urbanisation, Development & Urban Planning

Prerequisites: Admission into Postgraduate Programme
Semester 1: Not offered **Semester 2:** F at L
This course is based on an interdisciplinary approach to theoretical development issues concerning urbanisation, and the dynamics of Third World urban development. It is designed to help students

undertake scientific inquiry and research on emerging urban issues particularly in the context of Pacific Islands. The course deals with contemporary urban development issues including urban infrastructure and basic services, and issues of urban employment and the environment. Considerable attention is also given to urban planning/development policies and strategies within the broader framework of sustainable development.

DG416 Development Internship

Prerequisites: Admission into Postgraduate Programme
Semester 1: Not offered **Semester 2:** Not offered
Development Internship is a structured supervised educational course that provides students practical experience working in selected international and regional organisations, government ministries and departments, parliaments, NGOs and civil society organisations. The course is designed to enable students both to demonstrate and to enhance their development knowledge and skills through placement experience and project work.

DG417 NGOs, Civil Society & Development

Prerequisites: Admission into Postgraduate Programme
Semester 1: F at L **Semester 2:** Not offered
People-centred development, incorporating greater popular participation, is now recognised as an important development strategy. Civil society organisations (CSOs) and non-governmental organisations (NGOs) with their participatory approaches and grassroots connections have emerged as important catalysts for change and development. This course examines the nature of and processes involved in the deepening of democracy through civil society organisations.

DG421 Development & Change in the Contemporary Pacific

Prerequisites: Admission into Postgraduate Programme
Semester 1: Not offered **Semester 2:** F at L
Starting from an understanding of 'development' as a deeply contested social, political and economic project, the course explores tensions around development issues and paradigms in the Pacific context. It investigates the central question of what development means in the contemporary Pacific. Pacific conceptions of the "good life" are juxtaposed against those that underpin the dominant development orthodoxies of neo-liberalism and economic growth. The course highlights the agency of Pacific people and communities, and the emergence of a diverse and dynamic range of hybrid forms of development in the Pacific. These perspectives challenge enduring deficit framings of Pacific development.

DG422 Environmental Change & Green Development

Prerequisites: Admission into Postgraduate Programme
Semester 1: F at L **Semester 2:** Not offered
This course is multidisciplinary in nature. It is designed to provide students with knowledge about contemporary debates on environment-development and climate change. The course focuses on environmental and climate change and their impacts at different levels: global, regional, national and local. Greenhouse gases, global warming, sea level rise, and their consequences will be critically examined.

Responses to environmental challenges with a mix of more sustainable development initiatives such as renewable energy resources and green technologies will be discussed. The course will also cover green-politics/eco-politics, environmental movements, green development and environmental migration. The course will have special focus on the Small Islands Developing States (SIDS) and Pacific Island Countries (PICs).

DG600F Development Studies & Governance SRP (Full-Time)

A Supervised Research Project (SRP) is a small thesis of 30,000 words, taken as part of a Master's degree along with two Development Studies/Governance 400 level courses.

DG600P Development Studies & Governance SRP (Part-Time)

A Supervised Research Project (SRP) is a small thesis of 30,000 words, taken as part of a Master`s degree along with two Development Studies/Governance 400 level courses.

DG700F Development Studies & Governance Master's Thesis (Full-Time)

A Master`s thesis is a major study of 50,000 words on a subject developed in conjunction with the supervisor. In it the student will need to demonstrate mastery of research skills and ability to present and argue a thesis.

DG700P Development Studies & Governance Master's Thesis (Part-Time)

A Master`s thesis is a major study of 50,000 words on a subject developed in conjunction with the supervisor. In it the student will demonstrate mastery of research skills and the ability to present and argue a thesis.

DG750F Development Studies & Governance DRP (Full-Time)

DG750P Development Studies & Governance DRP (Part-Time)

DG800F Development Studies & Governance PhD Thesis (Full-Time)
DG800P Development Studies & Governance PhD Thesis (Part-Time)
DOJ01 Professionalism and Communication in Court Practice

Prerequisites: COJ01, COJ02, COJ03 and COJ04
Semester 1: Not offered **Semester 2:** O at C
This course will introduce students to principles of professionalism in the courts, and in particular, access to justice, public service and judicial ethics. As effective communication is a vital aspect of professionalism this course will induct students in the general principles and practices of effective communication using plain language, and in the use of special language in the courts, law and justice.

DOJ02 Judicial Administration

Prerequisites: COJ01, COJ02, COJ03 and COJ04
Semester 1: Not offered **Semester 2:** O at C
Students in this course will learn how to apply basic principles of management to administering court business. The course will be organized around four themes: organisation, including administering court calendars and diaries; time: including managing personal workload and setting and managing time standards; people: including handling public inquiries, administering litigants and managing public relations; and staff: including administering court personnel and teamwork.

GN400 Contemporary Feminism, Theory, Methods & Debates for Gender Research

Prerequisites: Admission into the Postgraduate Programme
Semester 1: B at C **Semester 2: Not offered**
This course explores current issues and debates regarding feminist theory, methodology and epistemology and applying it to gender-related topics of study. The goal is to provide an introductory framework for gendered research using a feminist perspective and methodology. The course is to assist the prospective postgraduate researcher in engaging with contemporary feminist theory, research methods, and methodology (ies). Active student participation is required on all components of coursework.

GN401 Gender, Global Change & Development in a Comparative Perspective

Prerequisites: Admission into the Postgraduate Programme
Semester 1:Not offered **Semester 2:** B at C
The course examines the emergence in the 1970s of the field of women, gender and development, its research agenda and theoretical and policy debates. The feminist critique of development practice is examined as well as the social, political and economic aspects of gender relations. The course is to assist the prospective postgraduate researcher in engaging with contemporary global gender issues in the context of development. Active student participation is required on all components of coursework.

GN402 Gender and Environment

Prerequisites: Admission into the Postgraduate Programme
Semester 1:B at C **Semester 2:** Not offered
This course will provide a forum for the critical examination and understanding of the way the category of gender plays out in environmental issues, with a focus on the Pacific Island Countries. It will explore how the environment shapes gender roles, norms and relations, and how these in turn affect the use, management and conservation of its resources, as well as social responses to climate change. It will consider how gender inequalities and issues of women's empowerment shine through, examine ecofeminist theory, and highlight the relationship between gender justice and environmental justice. The course will teach students to apply a gender lens in the analysis of environment-related issues in the region. Active student participation will be required on all components of coursework.

HY101 Pacific Islands Prehistory

Prerequisites: Admission into Undergraduate Programme
Semester 1: Not offered **Semester 2:** O at C
HY101 covers Pacific history from the earliest times to about 1800. It surveys the original exploration and colonisation of the Pacific Ocean by the ancestors of the Micronesians, Melanesians and Polynesians, and the ways that they developed their societies. We will consider the environmental impact of islanders on their new homes, the development of sailing and navigation, the growth of warfare and chiefdoms, and finish with a survey of traditional Pacific societies.

HY102 20th Century World History

Prerequisites: Admission into Undergraduate Programme
Semester 1: O at C **Semester 2:** Not offered
The course analyses causes, effects and impacts of events in the twentieth century and examines several of the most important changes ending with the aftermath of the Cold War.

HY201 Pacific History: Colonial Worlds to Independence

Prerequisites: HY101 and HY102
Semester 1: O at C **Semester 2:** Not offered
The course covers the history of European administrations in the Pacific through to independence. An additional theme is the involvement and response of Pacific Islanders to these changing circumstances.

HY202 Pacific History: Pre-colonial Power Struggle in Polynesia

Prerequisites: HY101 and HY102
Semester 1: O at C **Semester 2:** Not offered
The course examines the motivations and behavior of Polynesian leaders in their struggle to maintain power and control. What worked and what failed in their experiments to create modern governments? What are the lessons for leaders of the modern Pacific?

HY206 Modern East Asian History

Prerequisites: HY101 and HY102
Semester 1: Not offered **Semester 2:** O at C
The course complements other History and related courses by providing background knowledge of a region with historical association with the Pacific and whose impact and importance to the Pacific Islands has been intensifying. The course examines how Asian societies have responded to the forces of modernity since ca. 1840s and what lessons can be learnt from their experiences.

HY207 Pacific History: Melanesian Worlds

Prerequisites: HY101 and HY102
Semester 1: Not offered **Semester 2:** B at C
This course explores the histories of Melanesian worlds, from Papua New Guinea to Vanuatu, the Solomon Islands and New Caledonia. It examines how Melanesian societies have evolved differently, in their relations with one another, their environment and foreign intruders. The course also discusses core values and issues that Melanesian communities have shared, particularly issues of land ownership and political organisation. Ultimately, the course will ask students to question what it means to be Melanesian.

HY302 Special Topic: History of Fiji

Prerequisites: Two 200 Level HY or PL courses
Semester 1: Not offered **Semester 2:** B at C
This course examines the history of Fiji from 1870 to 1970 and the social and political arrangements immediately before and after British annexation. This story ends with the events leading to independence in 1970.

HY303 Special Topic: USA in Asia Pacific Region

Prerequisites: Two 200 Level HY or PL courses
Semester 1: O at C **Semester 2:** Not offered
HY303 examines the gradual involvement of the USA in the Pacific Islands, beginning with fur traders and whaling through to annexations, nuclear testing and the granting of independence to Micronesia. It is a study of the USA as a colonial power.

HY304 Pacific History: Protest & Identity

Prerequisites: Two 200 Level HY or PL courses
Semester 1: Not offered **Semester 2:** O at C
The course examines the way Pacific Island histories have been recorded. It is a parallel study of decolonisation, a literate revolution and the changing historiography of the Pacific.

HY305 British Empire & Commonwealth

Prerequisites: Two 200 Level HY or PL courses
Semester 1: B at C **Semester 2:** Not offered
This course looks at a range of motivations that informed the policy behind Britain's imperial expansion. Through case studies from the British Empire and the Commonwealth, the course examines historians' interpretations and the effects on societies under the British control.

HY401 Reading & Viewing in Pacific History

Prerequisites: Admission into the Postgraduate Programme
Semester 1: F at L **Semester 2:** Not offered
HY401 examines the history of how the Pacific and its peoples have been represented in the past by artists, writers, anthropologists, photographers and filmmakers. From the art of early European voyages to recent films by Islanders, emphasis is given to representations that emerged from encounters. Students in this course will be required to reflect on both the history and theory of 'viewing' and 'representing'

HY402 Migration & Culture

Prerequisites: Admission into the Postgraduate Programme
Semester 1: Not offered **Semester 2:** F at L
This course examines contemporary diasporic patterns of Pacific Islanders in the Pacific region through field research with a particular emphasis on the concept and reality of identity, relocated communities, status of minority groups and representation in the host community.This course has a fieldtrip component. Students will be required to pay fees to fund the fieldtrip.

HY404 Special Topic

Prerequisites: Admission into the Postgraduate Programme
Semester 1: Not offered **Semester 2:** F at L
This is a seminar-based course. Students are to examine various types of historical sources and to work on research projects. The focus changes according to student interest and staff expertise, for example, past topics include the Miss Hibiscus festival, church history, and race and racism.

HY600F History SRP (Full-Time)
HY600P History SRP (Part-Time)
HY700F History Master's Thesis (Full-Time)
HY700P History Master's Thesis (Part-Time)
HY750F History DRP (Full-Time)
HY750P History DRP (Part-Time)
HY800F History PhD Thesis (Full-Time)
HY800P History PhD Thesis (Part-Time)

LW110 Law & Society

Prerequisites: Admission into Undergraduate Programme

Semester 1: F at L & E and O at C*** **Semester 2:** Not offered
This course considers, among other things, the question of what is law and the difference between law, justice, ethics and morality. It also looks at the different types of legal systems including the criminal and civil justice systems. The question of who decides law and justice issues, the sources of law and the historical development of law in the South Pacific is also considered as well as current issues for law and lawmakers.

LW111 Courts & Dispute Resolution 1

Prerequisites: Admission into Undergraduate Programme
Semester 1: F at L & E and O at C*** **Semester 2:** Not offered
This course introduces first-year students to the skills essential to the practice of law: analysis, writing, and oral advocacy. Study of the court structure, process and personnel, the nature of legal reasoning and the doctrine of precedent establish the framework through which students will learn to draft clear and concise predictive legal analysis using grammatical English. Students enrolled in face-to-face mode will also begin to develop oral advocacy skills through presentations in tutorials.

LW112 Legislation

Prerequisites: Admission into Undergraduate Programme
Semester 1: Not offered **Semester 2:** F at L & E and O at C***
This course considers how Parliaments work as law-making bodies. It looks at the history of Parliaments in the South Pacific and the operation of South Pacific, United Kingdom and other statutes. Other matters to be considered include the Constitution and statutes as sources of law; types of legislation; reporting legislation; introduction to the rules concerning statutory interpretation; legal language.

LW113 Courts & Dispute Resolution 2

Prerequisites: Admission into Undergraduate Programme
Semester 1: Not offered **Semester 2:** F at L & E and O at C***
This course builds on the skills developed in LW111 Courts and Dispute Resolution I and introduces students to legal research. The nature of legal reasoning will be examined in greater depth, particularly with respect to the determination of issues and the resolution of legal complexities. The focus writing exercises will shift from predictive to persuasive legal analysis, with continued emphasis on the importance of grammatical English expression. Finally, students enrolled in face- to-face mode will continue to develop their oral advocacy skills through the presentation of longer, and more formal arguments in court settings.

LW201 Law of Contract 1

Prerequisites: Four 100 Level LW Courses (LLB) / three 100 Level LW Courses (BA)
Semester 1: F at L & E and O at C*** **Semester 2:** Not offered
This course is designed to be the first of two courses on the law of contract. The second is the second semester course LW202 Law of Contract II. The course commences with an introduction to contract law and a consideration of its place within the legal systems of the USP region, including an examination of contract and customary law. This is followed by an examination of the requirements that are necessary to the formation of a contract. The course also deals with contractual terms and considers the relationship between the law of contract and the doctrine of estoppel.

LW202 Law of Contract 2

Prerequisites: Four 100 Level LW Courses (LLB) / three 100 Level LW Courses (BA)
Semester 1: Not offered **Semester 2:** F at L & E and O at C***
This course is the second of two courses in contract law and follows LW201 Law of Contract I. This course examines the circumstances in which a contract may be set aside by the courts. This includes where one of the parties to the contract is under a disability, and the doctrines of mistake, undue influence, unconscionability and illegality. This course also considers the way in which a valid contract is discharged and remedies for breach of contract are also examined.

LW203 Torts 1

Prerequisites: Four 100 Level LW Courses (LLB) / three 100 Level LW Courses (BA)
Semester 1: F at L & E and O at C*** **Semester 2:** Not offered
This course is designed to be the first of two courses on the law of torts and to precede LW204.This course examines trespass to the person and related areas, principles of negligence including special topics, e.g. defective products, defective promises, employer`s liability to employees, statutory torts, general defences, assessment of damages, death in relation to tort, loss distribution.

LW204 Torts 2

Prerequisites: Four 100 Level LW Courses (LLB) / three 100 Level LW Courses (BA)
Semester 1: Not offered **Semester 2:** F at L & E and O at C***
This course is designed to be the second of two courses on the law of torts and to follow LW203 Torts I. It examines in detail defamation, passing off (interference with intellectual property) nuisance and related topics. It also examines the law relating to the identification and quantification of different damages, and the use of equitable remedies such as injunctions.

LW205 Criminal Law & Procedure 1

Prerequisites: Four 100 Level LW Courses (LLB) / three 100 Level LW Courses (BA)
Semester 1: F at L & E and O at C*** **Semester 2:** Not offered
This course commences with a general introduction to the theory and practice of criminal law, examining the sources of criminal law in the South Pacific, and the doctrines involved in establishing criminal liability. The course then proceeds to consider a number of discrete areas of substantive criminal law, including homicide (murder, provocation and manslaughter), assault and related offences, sexual offences, property offences (including white collar crime) and public order offences.

LW206 Criminal Law & Procedure 2

Prerequisites: Four 100 Level LW Courses (LLB) / three 100 Level LW Courses (BA)

Semester 1: Not offered **Semester 2:** F at L & E and O at C***
There are three major parts to the course. The first is an examination of the most commonly used criminal defences, including intoxication, self-defence, insanity, automatism, duress, coercion, mistake and also a

number of general issues in defences. The second part of the course moves on to examining in detail a number of doctrines involved in criminal law, including participation in crime and preparatory offences. The third part of the course is concerned with criminal procedure and the criminal justice system as it operates within the South Pacific region, including sentencing.

LW300 Property Law 1

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: F at E & L and O at C*** **Semester 2:** Not offered
The aim of this course is to provide an understanding of general principles of property law. In particular the course considers the concept of property and its significance in society, the nature and range of interests and rights that people can have in relation to property, and the ways in which law is used to regulate, control and protect the acquisition, use and alienation of property. Consideration is given to personal property, including intellectual property and real property within the context of the laws and customs of the countries within the USP region. LW300 provides the foundation for LW301.

LW301 Property Law 2

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: Not offered **Semester 2:** F at E & L and O at C***
This course concentrates on introduced land law. In particular, there will be considerations of freehold estates, perpetual estates, fixed term estates, inheritable estates, commoners` allotments, leasehold estates; the registration system for such estates; and the physical planning legislation that regulates the use of such land in many countries of the USP region.

LW302 Equity & Trusts

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: Not offered **Semester 2:** Not offered
This course examines the operation of equitable doctrines and trust law principles in common law systems with a focus on their application in the countries of the USP region. It covers the history of the equitable jurisdiction and their local application, concepts of equitable property, and the introduction to several of the major principles, doctrines and remedies of equity. It also provides the students with an understanding of different types of trusts; such as express, resulting and constructive trusts. Students are also introduced to the basic principles relating to the creation and winding up of trusts, trust administration, the rights, duties, powers and liabilities of a trustee and the rights and interests of trust beneficiaries.

LW303 Succession

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: Not offered **Semester 2:** Not offered
This course deals with the principles of law of testate and intestate succession as applied in the countries of the South Pacific region. It examines topics such as the making of wills, including custom and privileged wills, and the formal and substantial requirements for wills. It also considers revocation, revival and republication of wills, the nature of testamentary gifts, the rules relating to the construction of wills, and the rules relating to the distribution of intestate property. The final part of the course is concerned with the legal requirements

relating to the administration of deceased estates, the duties of personal representatives, the winding up of the estate, and family provision legislation.

LW304 Legal Drafting

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: Not offered **Semester 2:** F at E & L and O at C ***
This course begins with identifying and developing the basic skills to correct ambiguity and vagueness in drafting, draft in gender neutral language, and use grammatically correct, plain English with correct punctuation and tabulation. The course then introduces students to the various types of documents most commonly drafted by lawyers, and develops students' skills and techniques to draft those documents. Through practice and feedback, students are given the opportunity to develop those drafting skills to standards required in legal practice in the context of specific types of documents. The course also teaches students various approaches to interpreting these legal documents.

LW305 Current Developments in Pacific Law

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: Not offered **Semester 2:** F at E and O at C**
This course provides students with an opportunity to study and debate socio-legal developments in Pacific countries that are of current significance. It has a focus on law reform and prepares students to contribute to law reform initiatives in their own countries in the future.

LW306 Legal Ethics

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: F at E & L and O at C*** **Semester 2:** Not offered
Any person studying for a professional degree should have some knowledge of the ethical principles upon which the practice of all professions is based. Students of law in particular require an understanding not only of the organisation, nature, structure, practice and operation of the legal profession, but also an appreciation of the ethics which impact upon their work as lawyers` and their relationship with the community. The duties imposed on the lawyer can be seen as being grounded in ethics. These duties, to the court and to the client, will be considered in this course.

LW307 Evidence

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: F at E and O at C** **Semester 2:** Not offered
This course aims to provide an understanding of the law relating to the production of evidence in courts and tribunals of first instance in countries of the USP region. This course examines in detail the kinds of evidence, the onus and standard of proof, matters that do not need to be proved, matters that may be proved, matters that may not be proved, evidence which cannot be accepted without corroboration, and evidence which must be accepted with caution and the exclusionary rules and exceptions. This course also considers skills of advocacy relating to and the public policies that underlie the rules of evidence in relation to the production of evidence.

LW308 Constitutional Law

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: F at E & L and O at C*** **Semester 2:** Not offered
This course examines the law relating to the constitutions of countries of the South Pacific. This course examines in some detail the provisions of written constitutions, relating both to government and to fundamental rights and freedoms, also to judicial remedies for contravention of the provisions of a written constitution. In addition this course considers legislation, principles of common law and equity and rules of customary law to the extent that they relate to the constitutions of countries of USP region.

LW309 Administrative Law

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses BA
Semester 1: Not offered **Semester 2:** F at E & L and O at C***
This course provides an understanding of administrative law and its application in the countries of the South Pacific. The course examines in detail the principles of judicial review of decisions by public officials and institutions, in particular the principles of lack and excess of jurisdiction, abuse of power, error of law, unfairness, repugnancy and uncertainty. The course also examines the scope and availability of the remedies that can be provided by the courts.

LW310 Family Law

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: Not offered **Semester 2:** O at C
The purpose of this course is to provide some understanding of the law relating to the family in countries of the USP Region. This course will examine in some detail marriage, dissolution of marriage, nullity of marriage, separation, legitimacy and legitimisation of children, custody, guardianship, maintenance and adoption of children, as provided under legislation, common law and equity and custom. The course will also consider the distribution of income and property between family members and the recognition of overseas orders and decrees relating to the family.

LW312 E-Commerce Law

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: Not offered **Semester 2:** Not offered
This course is one which will normally be offered by an academic visitor or member of staff in the School covering an area of specialised interest which is not otherwise provided for in the curriculum.

LW314 Special Topic

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: O at C **Semester 2:** Not offered
This course permits a staff member or academic visitor to offer an elective on a topic related to their research interests. The subject-matter of the course may vary each semester.

LW317 Health Law & Ethics

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: Not offered **Semester 2:** Not offered
This course deals with the relationship between the law and those in the health-care professions. The relationship between the law and medicine also involves questions of ethics. Topic areas covered by the course include: consent to medical treatment, medical negligence, death and dying, access to medical records, confidentiality, abortion, surrogacy, expert medical witnesses and complaints against health care professionals and professional misconduct.

LW322 Intellectual Property Law

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: F at E and O at C** **Semester 2:** Not offered
This course introduces students to the major categories of intellectual property, namely copyright, patent, trademarks, designs, confidential information, trade secrets, character merchandising and passing off. It also considers the global nature of intellectual property and in particular examines the international agreements and conventions that govern intellectual property in the world today. The course provokes students to examine the law of intellectual property critically by focussing on some of the issues of relevance to the region today, such as the role of intellectual property in protecting traditional knowledge and culture and biological resources.

LW324 European Union Law Relating to the Pacific

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: Not offered **Semester 2:** Not offered
The aim of this course is to provide an understanding of the legal and political systems of the European Union (EU) and its relations with Third Countries outside the EU. Students will be introduced to the classic EU law, consisting of constitutional law and internal market law. Moreover, EU`s role as a key player in a globalised setting will be discussed. Here, the course will focus on current EU involvement in the South Pacific and the relevant legal arrangements as part of EU`s external economic and development policies. In addition, current and future challenges for the South Pacific as well as regional integration developments will be discussed against the background of legal agreements such as PICTA, PACER and Economic Partnership Agreements with the EU.

LW330 Public International Law

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: Not offered **Semester 2:** F at E and O at C**
The aim for this course is to provide an understanding of the law relating to international and Regional relations between states, and relating to international institutions. The course examines in detail the sources of public international law, and the rights, powers and duties of states, Regional and international institutions and representatives.

LW331 Human Rights

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: F at E and O at C** **Semester 2:** Not offered
The aim of this course is to provide an understanding of international human rights law and aspects of the law relating to the rights and freedoms of individuals in countries of the USP Region. Individual rights are considered in the context of international and regional human rights institutions and conventions and the legislative provisions of the countries of the USP Region. Challenges to the formulation and adoption of universal models of rights are examined, particularly those relevant to the USP region. The course examines in some detail matters such as the right to life, issues of equality and non-discrimination, rights to liberty and freedom from unlawful arrest, search and questioning, and rights to freedoms of conscience, expression, movement, association and assembly. The course also looks at the means available for the protection of such rights and freedoms.

LW334 Serious Financial Crimes

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: Not offered **Semester 2:** O at C
This course examines the complex webs which may be used as cover for the commission of serious financial crimes. The following represent some of the topic areas included in the course: The basic legal structure of incorporated bodies such as, companies, charities and trusts; company and related accounts and financial statements; operations of off-shore centres and tax havens; legal and financial aspects of money laundering; financing of major international criminal activities such as, human trafficking; narcotics trafficking and terrorism; internet and computer fraud; regional and global regulatory mechanisms and applicable laws and conventions.

LW340 Pacific Land Tenure

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: Not offered **Semester 2:**Not offered
The aim of this course is to provide some understanding of systems of land tenure in countries of USP region. This course will examine in some detail the rights and interests in land recognised under customary law in the countries. In addition this course will consider the extent to which such rights and interests can be registered and the effect of registration and non-registration.

LW341 Customary Law

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: Not offered **Semester 2:** Not offered
The objective of this course is to provide an overview of the meaning and context of customary law in countries of the USP Region. The course begins with a consideration of some general aspects of customary law; such as the general nature and characteristics of customary law; the extent to which it is recognised by constitutions, statutes and cases in different countries of USP region; the ways in which customary law can be pleaded and proved, and the way in which conflicts about it can be resolved before the courts. Then the course examines the scope of recognition and application in Pacific Island countries of

customary law in particular subject areas such as land, personal property, succession, contracts, torts, criminal matters, marriage, termination of marriage, legitimacy and adoption of children.

LW352 Regional Environmental Law

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: Not offered **Semester 2:** F at E and O at C**
The objectives of this course are to provide students with an understanding of the main environmental issues in South Pacific nations, the environmental law regimes in South Pacific nations, and the interaction between national and international environmental laws. This course builds upon the knowledge and skills gained in International Environmental Law, although it takes a national rather than international perspective. It addresses the mechanisms by which issues debated at the international level are translated into local action or legislation. Ways in which constitutional, administrative and judicial structures impact upon the implementation of environmental law will be examined. Where legislation is non-existent or largely ineffective, possible reforms will be discussed.

LW353 International Environmental Law

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: O at C **Semester 2:** Not offered
The general aims of this course are to raise awareness of students with respect to global and Regional environmental law issues and to enhance critical thinking with respect to environmental law making, its implementation and enforcement on a global and Regional level. The objective of this course is to provide students with an understanding of the nature of International Environmental Law and its main sources, the law of treaties and soft law instruments, the international environmental legal system and its main actors: states, international organisations and non-government organisations, the emergence and evolution of environmental principles which are shaping international environmental law and policy as well as ethics, the international and Regional environmental agreements and organisations to which Pacific Island Countries have become contracting Parties and how these influence domestic legal reform.

LW355 Law of the Sea

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: F at E and O at C** **Semester 2:** Not offered
This course focuses on the legal regime, which regulates the public aspects of marine spaces and marine resources. It covers aspects of international law and domestic laws of states which regulate such matters as claims to and delimitation of marine zones, functional uses of the seas and dispute settlement. Study will be in the context of the USP region and contemporary issues, which apply to the topic, will be examined.

LW356 Marine Law

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: Not offered **Semester 2:** Not offered
This is a unique course because it combines elements of traditional law courses such as Law of the Sea, Maritime Law, Shipping Law and Admiralty Law into a single course. Therefore, it focuses on public aspects of the seas (such as baseline demarcation, maritime boundary and delimitation and jurisdiction of states over

fishing, navigation, protection and preservation of the marine environment) with private aspects of the use of the seas (such as operation of ships, carriage of goods, marine insurance, admiralty jurisdiction etc). It also includes marine environmental protection, insurance and liability for pollution and marine casualties. Therefore, it provides a bird`s eye view of the law pertaining to the sea and its uses, especially within the Pacific region.

LW370 Company & Partnership Law 1

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: F at E and O at C** **Semester 2:** Not offered
This course is designed to provide an understanding of law relating to companies and partnership in the countries of the USP region. In addition, the course is aimed at developing a more focused ability to interpret and apply the law relating to companies and partnerships in the context of the South Pacific jurisdictions. The course examines in detail the nature and formation of registered companies and partnerships. The course also considers issues in capital and maintenance of capital and the management of companies and partnerships.

LW371 Company & Partnership Law 2

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: Not offered **Semester 2:** Not offered
The purpose of this course is to provide an understanding of the law relating to companies and partnerships in the countries of the USP Region. In particular, the course examines publicity, accounts and auditors of companies. The course also discusses members' rights, corporate reconstruction and dissolution of companies. The course also considers in detail the rights, liabilities of members and dissolution of partnership. Finally, cooperatives and other arrangements for the conduct of business affairs in the countries of the USP Region will be discussed.

LW372 Commercial Law

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: Not offered **Semester 2:** F at E and O at C**
The purpose of this course is to provide an understanding of the laws relating to commercial transactions in countries of the USP region. In addition, the course aims to develop a more focused ability to interpret and apply the laws relating to commercial transactions in the context of the South Pacific jurisdictions. The course examines in detail the law relating to negotiable instruments, the sale of goods, agency, banking, insurance and reinsurance, commercial securities and intellectual property. Other aspects of the course include credit, consumer and security transactions.

LW373 Foreign Trade & Investment Law

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: O at C **Semester 2:** Not offered
This course is designed to provide an understanding of the law relating to foreign trade and investment in countries of the USP region. The course examines in detail the laws relating to the regulation of foreign trade, the financing of such trade, and the transport and insurance of overseas trade. In addition, the course

considers the laws relating to investment from domestic and overseas sources and some of the main forms of investment in countries of the USP region.

LW374 Revenue & Taxation Law

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: O at C **Semester 2:** Not offered
The aim of this course is to provide an understanding of taxation and revenue law in countries of the USP Region. The course examines in some detail the principles and forms of direct taxation, particularly income tax, rent tax, turnover tax, value added tax, and the principal forms of indirect taxation, particularly customs duty, excise duty and licence fees. In addition, the course considers the impact of international treaties and agreements relating to taxation.

LW375 Labour Law

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: Not offered **Semester 2:** Not offered
The course is designed to provide an understanding of the employment relationship. This course examines in detail aspects of employment contracts as regulated by the common law and statutory provision. It primarily focuses upon the individual employment contract in the private sector. Work related issues such as occupational safety and health, equal employment opportunities and injuries at work are also considered. The context of employment in the Pacific, including Pacific labour history, industrial relations and the role of international organisations is also discussed.

LW390 Research Project

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: O at C **Semester 2:** O at C
Restricted Enrolment
This course is only available to graduates. The purpose of this course is to enable selected graduates (with a GPA comprised between 3.0 and 3.5), seeking admission to USP postgraduate studies, to extend their research skills and their knowledge and understanding of an aspect of the law in countries of the USP region which is of particular interest to them. The students will work on research projects under the supervision of a member of staff. The research project must be approved by the Course Coordinator and a suitable supervisor from the School of Law academic staff must be available.

LW391 Law Clinic

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: F at E and L **Semester 2:** F at E and L
Restricted Enrolment
Law Clinic is conducted at the Community Legal Information Centre at Emalus Campus, Port Vila and the Community Legal Information Centre at Laucala Campus, Suva. The Centres provide legal information and assistance to clients who cannot afford a private lawyer. However only legal information is provided and assistance in filling out or drafting Court documents,and not legal representation Students are trained in legal skills, professional practice and ethics and gain practical experience under supervision, to interview and take

instructions from clients, correspond with law firms,assist with drafting court documents, research and provide information on relevant laws to the public. 'Law Clinic' is NOT a substitute for the Professional Diploma in Legal Practice (PDLP), students whose home jurisdictions do not require completion of the PDLP. Student enrolment numbers will be capped to allow for supervision and/or work placement prospects. Students must meet a minimum GPA requirement of 2.5. Where enrolment numbers exceed supervisory capacity or available work placement allocation, final selection of students will be determined by their GPA.

LW392 Civil Procedure

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: Not Offered **Semester 2:** Not offered
This course is designed to provide an understanding of law regulating civil procedure and alternative methods of dispute resolution. This course traces in detail the procedural steps that must be followed in the conduct of civil proceedings in all the courts of countries in USP region, from those procedures that must be taken before the commencement of proceedings to those that are taken for the enforcement of judgments. The course also looks briefly at special rules of procedure including judicial review and alternative methods for the resolution of disputes such as arbitration and mediation.

LW393 Advocacy Skills & Prosecutorial Practice

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: Not offered **Semester 2:** Not offered
Restricted Enrolment
This course aims to develop your skills of advocacy and provide you with knowledge and understanding of the components of good advocacy including the practical application of the rules of evidence and trial procedure and the principles of ethical and professional conduct that apply in the trial context. In this course students will examines various advocacy skills and ways of prosecuting offences. Areas included in the course are developing a Theory of the Case and analysis of evidence, making an effective Opening and Closing address, effectively conducting an Examination in Chief of your own witnesses, Cross examination of an opponent's witness and Re examination of your witness. The course will also examine the rules relating to Rebuttal evidence and analyse the rules governing the Taking of Objections and meeting No Case Submissions. In addition prosecutorial practices including prosecutorial responsibilities, ethical obligations, disclosure and calling of witnesses and the decision to prosecute will be considered.

LW395 Special Topic

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: Not offered **Semester 2:** O at C
This course permits a staff member or academic visitor to offer an elective on a topic related to their research interests. The subject-matter of the course may vary each semester.

LW395A Special Topic International Fisheries Law

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: Not offered **Semester 2:** F at E and O at C**

The course examines the sources and scope of international regulation of fisheries, with particular reference to the Pacific region, and the mechanisms of enforcement

LW395C Special Topic International Criminal Law

Prerequisites: Four 200 Level LW Courses (LLB) / three 200 Level LW Courses (BA)
Semester 1: Not offered **Semester 2:** O at C
This course examines: the nature and structure of international criminal law and its relationship to domestic criminal law; the history and operation of international criminal tribunals and the International Criminal Court; the elements of genocide, crimes against humanity , and war crimes; and issues relating to responsibility for international crimes.

LW400 Advanced Pacific Legal System

Prerequisites: Admission to LLM
Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: Not offered **Semester 2:** O at C
This course will explores in depth the evolution of the legal systems that exist in South Pacific countries today as well as certain of the major issues, problems and themes affecting the operation of these systems today. This is a core course for students undertaking the LLM degree by a combination of coursework and supervised research project.

LW402 Advanced Equity & Trusts

Prerequisites: Admission to LLM. Restrictions: LW302
Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: Not offered **Semester 2:** Not offered
This course follows the subject matter of LW302, but assessment is tailored to postgraduate study and marked at postgraduate level

LW403 Advanced Succession

Prerequisites: Admission to LLM. Restrictions: LW303
Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: Not offered **Semester 2:** Not offered
This course follows the subject matter of LW303, but assessment is tailored to postgraduate study and marked at postgraduate level.

LW407 Advanced Evidence

Prerequisites: Admission to LLM. Restrictions: LW307
Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: Not offered **Semester 2:** Not offered
This course follows the subject matter of LW307, but assessment is tailored to postgraduate study and marked at postgraduate level

LW410 Advanced Family Law

Prerequisites: Admission to LLM. Restrictions: LW310
Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: Not offered **Semester 2:** O at C
This course follows the subject matter of LW310, but assessment is tailored to postgraduate study and marked at postgraduate level.

LW412 Advanced E-Commerce Law

Prerequisites: Admission to LLM Restrictions: LW312
Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: Not offered **Semester 2:** Not offered
This course follows the subject matter of LW312, but assessment is tailored to postgraduate study and marked at postgraduate level

LW414 Advanced Special Topic

Prerequisites: Admission to LLM
Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: Not offered **Semester 2:** Not offered
This course follows the subject matter of LW314, but assessment is tailored to postgraduate study and marked at postgraduate level.

LW417 Advanced Health Law & Ethics

Prerequisites: Admission to LLM. Restrictions: LW317
Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: Not offered **Semester 2:** Not offered
This course follows the subject matter of LW317, but assessment is tailored to postgraduate study and marked at postgraduate level.

LW422 Advanced Intellectual Property Law

Prerequisites: Admission to LLM Restrictions: LW322
Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: O at C **Semester 2:** Not offered
This course follows the subject matter of LW322, but assessment is tailored to postgraduate study and marked at postgraduate level.

LW424 Advanced European Union Law Relating to the Pacific

Prerequisites: Admission to LLM. Restrictions: LW324
Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: Not offered **Semester 2:** Not offered
This course follows the subject matter of LW324, but assessment is tailored to postgraduate study and marked at postgraduate level.

LW430 Advanced Public International Law

Prerequisites: Admissions to LLM Restrictions: LW330

Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: Not offered **Semester 2:** O at C
This course follows the subject matter of LW330, but assessment is tailored to postgraduate study and marked at postgraduate level

LW431 Advanced Human Rights

Prerequisites: Admission to LLM. Restrictions: LW331
Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: O at C **Semester 2:** Not offered
This course follows the subject matter of LW331, but assessment is tailored to postgraduate study and marked at postgraduate level.

LW434 Advanced Serious Financial Crimes

Prerequisites: Admission to the LLM. Restrictions: LW334
Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: Not offered **Semester 2:** O at C
This course follows the subject matter of LW334, but assessment is tailored to postgraduate study and marked at postgraduate level.

LW440 Advanced Pacific Land Tenure

Prerequisites: Admission to LLM. Restrictions: LW340
Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: Not offered **Semester 2:** Not offered
This course follows the subject matter of LW340, but assessment is tailored to postgraduate study and marked at postgraduate level.

LW441 Advanced Customary Law

Prerequisites: Admission to LLM. Restrictions: LW341
Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: Not offered **Semester 2:** Not offered
This course follows the subject matter of LW341, but assessment is tailored to postgraduate study and marked at postgraduate level.

LW452 Advanced Regional Environmental Law

Prerequisites: Admission to the LLM or MEL Restrictions: LW352
Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: Not offered **Semester 2:** O at C
This course follows the subject matter of LW352, but assessment is tailored to postgraduate study and marked at postgraduate level.

LW453 Advanced International Environmental Law

Prerequisites: Admissions to LLM or MEL Restrictions: LW353
Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: O at C **Semester 2:** Not offered
This course follows the subject matter of LW353, but assessment is tailored to postgraduate study and marked at postgraduate level.

LW455 Advanced Law of the Sea

Prerequisites: Admission to the LLM or MEL Restrictions: LW355

Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: O at C **Semester 2:** Not offered
This course follows the subject matter of LW355, but assessment is tailored to postgraduate study and marked at postgraduate level.

LW456 Advanced Marine Law

Prerequisites: Admission to LLM or MEL. Restrictions: LW356
Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: Not offered **Semester 2:**Not offered
This course follows the subject matter of LW356, but assessment is tailored to postgraduate study and marked at postgraduate level

LW470 Advanced Company & Partnership Law 1

Prerequisites: Admission to LLM Restrictions: LW370
Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: F at E and O at C** **Semester 2:** Not offered
This course follows the subject matter of LW370, but assessment is tailored to postgraduate study and marked at postgraduate level.

LW471 Advanced Company & Partnership Law 2

Prerequisites: Admission to LLM. Restrictions: LW371
Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: Not offered **Semester 2:** Not offered
This course follows the subject matter of LW371, but assessment is tailored to postgraduate study and marked at postgraduate level.

LW472 Advanced Commercial Law

Prerequisites: Admission to the LLM. Restrictions: LW372
Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: Not offered **Semester 2:** O at C
This course follows the subject matter of LW372, but assessment is tailored to postgraduate study and marked at postgraduate level.

LW473 Advanced Foreign Trade & Investment Law

Prerequisites: Admission to the LLM. Restrictions: LW373
Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: O at C **Semester 2:** Not offered
This course follows the subject matter of LW373, but assessment is tailored to postgraduate study and marked at postgraduate level.

LW474 Advanced Revenue & Taxation Law

Prerequisites: Admission to the LLM. Restrictions: LW374

Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: O at C **Semester 2:** Not offered

This course follows the subject matter of LW374, but assessment is tailored to postgraduate study and marked at postgraduate level.

LW475 Advanced Labour Law

Prerequisites: Admission to the LLM or MEL. Restrictions: LW375

Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: Not offered **Semester 2:** Not offered

This course follows the subject matter of LW375, but assessment is tailored to postgraduate study and marked at postgraduate level.

LW490 Advanced Research Project

Prerequisites: Admission to LLM or MEL. Restrictions: LW390

Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: O at C **Semester 2:** O at C

This course follows the subject matter of LW390, but assessment is tailored to postgraduate study and marked at postgraduate level.

LW492 Advanced Civil Procedure

Prerequisites: Admission to LLM. Restrictions: LW392

Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: Not offered **Semester 2:** Not offered

This course follows the subject matter of LW392, but assessment is tailored to postgraduate study and marked at postgraduate level.

LW493 Advanced Advocacy Skills & Prosecutorial Practice

Prerequisites: Admission to LLM or MEL. Restrictions: LW393
Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: Not offered **Semester 2:** Not offered
This course follows the subject matter of LW393, but assessment is tailored to postgraduate study and marked at postgraduate level.

LW495 Advanced Special Topic

Prerequisites: Admission to LLM or MEL.
Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: Not offered **Semester 2:** O at C
This course follows the subject matter of LW395, but assessment is tailored to postgraduate study and marked at postgraduate level.

LW495A Advanced Special Topic International Fisheries Law

Prerequisites: Admission to LLM or MEL. Restrictions: LW395A
Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: Not offered **Semester 2:** O at C
This course follows the subject matter of LW395A, but assessment is tailored to postgraduate study and marked at postgraduate level.

LW495C Advanced Special Topic International Criminal Law

Prerequisites: Admission to LLM or MEL. Restrictions: LW395C
Enrolment in PG law courses are restricted to students that have NOT already completed the undergraduate offering of the exact same course.

Semester 1: Not offered **Semester 2:** O at C
This course follows the subject matter of LW395C, but assessment is tailored to postgraduate study and marked at postgraduate level.

LW600F Law SRP (Full-Time)

This is the minor thesis enrolment for full time students who have been admitted to the LLM by a combination of coursework and minor thesis.

LW600P Law SRP (Part-Time)

This is the minor thesis enrolment for part time students who have been admitted to the LLM by a combination of coursework and minor thesis.

LW700F Law Master's Thesis (Full-Time)

This is the major thesis enrolment for full time students who have been admitted to the LLM by thesis only.

LW700P Law Master's Thesis (Part-Time)

This is the major thesis enrolment for part time students who have been admitted to the LLM by thesis only.

LW750F Law DRP (Full-Time)

LW750P Law DRP (Part-Time)

LW800F Law PhD Thesis (Full-Time)

This is the enrolment course for students admitted to PhD study in law on a full time basis

LW800P Law PhD Thesis (Part-Time)

This is the enrolment course for students admitted to PhD study in law on a part time basis.

LWD01 Criminal Litigation Skills & Practice

Prerequisites: Admission to PDLP
Semester 1: F at L and B at E & SI **Semester 2:** F at L and B at SI
Introduction to criminal litigation, what the Judge expects from a criminal advocate, the criminal prosecutor, rights of persons detained/arrested, police procedure, bail applications, drafting criminal charges, plea in mitigation, sentencing/alternatives to prison sentence, appealing a sentence, submissions, opinion writing, advocacy, court room practice, the defended trial process, elements of an offence, developing a case theory, examination in chief, cross examination, re-examination, opening speeches, no case to answer, closing speeches.

LWD02 Civil Litigation Skills & Practice

Prerequisites: Admission to PDLP
Semester 1: F at L and B at E & SI **Semester 2:** F at L and B at SI
This module introduces the trainees to the litigation process starting with the preparation and filing of suits, the court rules on preparing papers and documents, the answer, and various defendant`s pleadings such as

the motion to set-aside default judgements, discovery, interrogatories, request for production of documents, and preparation of pre-trial and trial paperwork and documents.

LWD03 Wills & Estates Skills & Practice

Prerequisites: Admission to PDLP
Semester 1: F at L and B at E & SI **Semester 2:** F at L and B at SI
In this module the trainees receive hands on experience in dealing with law relating to wills, probates, inheritance and property management including negotiation in respect of disputes over assets in a deceased estate. They learn to take instructions from clients, draft wills and other testamentary documents and interpretation of clauses, and to draw documents for obtaining different types of grants in estates. Administration, winding up and accounting to the beneficiaries regarding estate matters is also dealt with.

LWD04 Conveyancing Skills & Practice

Prerequisites: Admission to PDLP
Semester 1: F at L and B at E & SI **Semester 2:** F at L and B at SI
This module deals with transactions in buying, selling, transferring and leasing land and gives the trainees hands on experience in drawing all necessary documents for these transactions and handling client funds, managing client files, and dealing with appropriate registration authorities.

LWD05 Business Law, Skills & Practice

Prerequisites: Admission to PDLP
Semester 1: F at L and B at E & SI **Semester 2:** F at L and B at SI
This module introduces trainees to the practical applications of business law such as the formation of the different business media (sole traders, partnerships and companies), drafting and interpreting of partnership agreement, Articles of Association and Memorandum of Association and related issues such as the fiduciary aspect of the stock exchange, consumer protection, bankruptcy, trust accounting and bills of exchange.

LWD06 Family Law & Human Rights, Skills & Practice

Prerequisites: Admission to PDLP
Semester 1: F at L and B at SAM **Semester 2:** F at L and B at SI
Law relating marriage, separation, custody and access, divorce, matrimonial property, maintenance, domestic application of international law and application orders.

LWD07 Ethics & Professionalism & Work Skills

Prerequisites: Admission to PDLP
Semester 1: F at L and B at E & SI **Semester 2:** F at L and B at SI
In this module trainees will learn about; 1. The rules of Professional responsibility of their jurisdictions 2. Their duties as individual lawyers to evaluate the appropriateness of their conduct in all professional situations 3. How they can apply rules of professional conduct in various professional contexts 4. Their professional responsibilities in specific professional callings and responsibilities.

LWD08 Practice Placement

Prerequisites: Admission to PDLP
Semester 1: F at L and B at E & SI **Semester 2:** F at L and B at SI
In this module trainees spend four weeks on placement in a legal environment. Placements will take place in private legal practice, national or local government departments, in industry and commerce, the courts, law enforcement agencies or non-governmental organisations. Placement is usually discussed with the trainee to avail the trainee of the best training and learning environment. They handle client files under the supervision of a practising lawyer who is required to oversee their work and write reports on them. This module exposes the trainees to real life in practice.

LWD11 Back to Basics

Prerequisites: Admission to PDLD
30 weeks: O at C
This module provides a formal introduction to the system of legislative drafting. It outlines the responsibilities of a Legislative Drafter, the importance of grammar and how to compose and express legislative sentences.

LWD12 Working Within Limits

Prerequisites: Admission to PDLD
30 weeks: O at C
This module contains descriptive matters on legislative practices and procedures. The module also provides an understanding of the constraints imposed on legislative drafters by practices arising from the way legislation is interpreted.

LWD13 Making the Right Expression

Prerequisites: Admission to PDLD
30 weeks: O at C
The aim of this module is to provide students with the fundamental knowledge and skills on how to write legislative sentences to create particular legal rules (legislative syntax) and the pitfalls that should be avoided.

LWD14 Putting on the Style, Getting Organised

Prerequisites: Admission to PDLD
30 weeks: O at C

This module is designed to provide an understanding that legislation is more than a set of random legislative sentences and that the proposer`s requirements must be converted into a complete instrument that is effectively organised and structured in accordance with the legislative practice that is conventional in the student’s particular jurisdiction.

LWD15 Topping & Tailing

Prerequisites: Admission to PDLD
30 weeks: O at C
In this module students will look in detail at the technical features of legislation such as writing definitions and those things that are typically covered in preliminary and final provisions.

LWD16 Particular Cases

Prerequisites: Admission to PDLD
30 weeks: O at C
This module covers particular types of legislative provisions that are typical in Commonwealth legislation. Detailed consideration is given to legislative amendments and repeals, penal provisions, delegated powers to legislate and the drafting of subsidiary legislation.

LWD17 Drafting Workshop

Prerequisites: Admission to PDLD
30 weeks: O at C
This is a practical module that applies skills to the drafting of legislative instruments.

PL100 Politics & Government

Prerequisites: Admission into Undergraduate Programme
Semester 1: F at L and B at C **Semester 2:** Not offered
The course is designed to introduce students to the study of politics and government. Students will be encouraged to consider why politics has been so central to the lives and passions of humanity since the beginning of time. Understanding the main theories, ideologies and methodologies of politics and political science will allow students to understand contemporary politics. In addition, students will gain useful background information and techniques, which can be applied throughout the social sciences. Students will be strongly encouraged to research political systems, governments and political events in the South Pacific region.

PL101 Politics of Development

Prerequisites: Admission into Undergraduate Programme
Semester 1: Not offered **Semester 2:** F at L and O at C*
The course introduces students to 'development', both as a contested idea, and as a way forward to a more humane society. It examines the origins and dimensions of economic inequalities between and within states, competing theories of development and the influences they have had in shaping thinking and policy making at national, regional and global levels, and the interplay of internal and external actors and interests in the politics of development. Using case studies that include development success stories, the course examines a number of specific development challenges, including: poverty and ethnic, class and gender inequalities; identity politics; authoritarianism and military rule; democratisation and human rights; population growth and health crises; and the politics of environmental and natural resource management.

PL200 Pacific in a Changing World Order

Prerequisites: PL100 and PL101
Semester 1: F at L and O at C* **Semester 2:** Not offered
This course explores the relationship between the Pacific island states and the wider world. It looks at how changes in that wider world, both material and conceptual, have influenced developments in the region from the period of European exploration to the present. It discusses the political impact of the 'two waves of globalisation' and examines the experience of Pacific island peoples and governments in asserting their interests globally and regionally.

PL201 International Politics

Prerequisites: PL100 and PL101
Semester 1: F at L and O at C* **Semester 2:** Not offered
This course explores issues and debates in contemporary international politics. It introduces students to some fundamental concepts and ideas of international politics, including the nation state, sovereignty, diplomacy and international law. The course also examines key theoretical approaches to studying international politics and how these may help explain some contemporary global problems and processes – namely conflict, cooperation and globalisation. Issues examined in this course include terrorism, humanitarian intervention and nuclear proliferation.

PL202 Political Ideologies

Prerequisites: PL100 and PL101
Semester 1: Not offered **Semester 2:** F at L and O at C*
A study of political ideologies is essential in analysing the content of political thought and practice. Political ideologies provide a framework for understanding various ideas, doctrines, and theories advanced by political theorists as well as their impact on political parties and their policies. Current political ideologies emerged out of economic, social and political struggles that came to define the contours of the modern world. Although most ideologies originated in the west, opinions as to their impact and relevance to the rest of the world have been divided. This is an introductory level course on the historical development and the impact of traditional and contemporary ideologies on political movements, parties and governments.

PL203 Governance & Development in the Pacific

Prerequisites: PL100 and PL101
Semester 1: Not offered **Semester 2:** F at L and O at C*
Governance and development in the Pacific introduces students to current political thinking, developments and practice in the Melanesian sub-region while also highlighting similar trends and practice in Polynesia and Micronesia. As one of the political hotspots and volatile regions of the world, the Pacific presents a fascinating case for understanding the forces of politics, regional cooperation and development in third world and small islands contexts. Although the course concentrates on issues predominantly experienced by Melanesian countries, comparative analysis and case studies from the three subregions will be used to contextualise contemporary governance and development issues in the Pacific more generally.

PL300 Parties, Electoral Politics & Democracy: Case Studies

Prerequisites: Two 200 level PL courses
Semester 1: Not offered **Semester 2:** F at L and O at C*
This course begins by looking at political parties and electoral systems in the context of different political systems globally. How did the idea behind party and electoral politics emerge? The course also focuses on overall factors that influence party and electoral politics in different political systems. A crucial and interesting component of the course is the study of party and electoral politics in the Pacific region. Although party politics and elections were not part of the indigenous political systems in the Pacific, through colonisation they have become a crucial aspect of determining political leadership in the modern systems of government. While party politics was adopted prior to independence in Fiji, Vanuatu and the Cook Islands, other countries such as Solomon Islands, Papua New Guinea and Samoa have also adopted party politics and elections because of the parliamentary nature of their government systems. The course also focuses on: how the notion of party politics and elections as a means of strengthening democracy have been localised to suit the realities in each island country in the Pacific; the nature of party formation and electoral politics in the Pacific; strengths and weaknesses of party and electoral politics in the Pacific; and an analysis of the future of party and electoral politics in the Pacific.

PL302 International Politics of Asia-Pacific

Prerequisites: Two 200 level PL courses
Semester 1: Not offered **Semester 2:** F at L and O at C*
This course examines the international politics of Asia and the Pacific Rim (North East Asia, South East Asia and the South Pacific). Among other things, this course examines the impact of US hegemony in Asia and the Pacific, the rise of China as a regional and global power, the prospects for peaceful reconciliation on the Korean Peninsula, Japan's role in the region, the future of Taiwan, the threat of nuclear proliferation and the role of regional cooperation.

PL305 Politics of Human Rights

Prerequisites: Two 200 level PL courses
Semester 1: F at L and O at C* **Semester 2:** Not offered
Human Rights continue to be a contested and debated phenomenon in the international arena. This course introduces students to some of the key political debates relating to human rights (primarily focusing on universalism and cultural relativism) while also addressing key concerns regarding the applicability of human rights norms in regions such as Asia, the Middle East, Africa, Latin America, Europe and the Pacific. Aspects of international law regarding the acceptance of international instruments in an era of an increasing tension between realist and liberal internationalist approaches to world affairs will be discussed in relation to Pacific Island states as will the proposed development of a regional mechanism for human rights. Human rights as a concept and practical reality will be deconstructed as students are encouraged to explore the various generations of rights and assess their applicability and relevance to individuals, groups, states and regions.

PL307 Political Leadership

Prerequisites: Two 200 level PL courses
Semester 1: F at L and O at C* **Semester 2:** Not offered

Political leadership, which is part of the world politics programme, is specifically designed to introduce students to current thinking, research and practice in a number of areas of political leadership in both industrialised countries and Pacific Island states. In this course, our view of leadership is filtered through leadership theories, which will be used to explain the behaviour of leaders in contemporary society. In addition, students will come to understand how leaders operate within their governments, and will gain an appreciation of how leaders deal with patronage, responsibility, and accountability. Throughout the course students will be strongly encouraged to research leaders and leadership systems in the South Pacific region.

PL400 Regional Diplomacy in the Pacific Islands

Prerequisites: Admission into Postgraduate Programme
Semester 1: Not offered **Semester 2:** F at L
The Pacific Islands region has one of the world's most extensive networks of regional organisations and regional regimes. These promote regional cooperation between Pacific Island countries, and shape the region's relations with the outside world. The first half of this course examines developments in regional cooperation in the Pacific Islands from its colonial origins to the Pacific Plan. The second part applies several key theoretical perspectives to analysing regionalism in the Pacific. These include regionalism as collective diplomacy, regionalism as a response to globalisation; and regionalism as an approach to building security and order.

PL401 Pacific Islands Foreign Policy

Prerequisites: Admission into the Postgraduate Programme
Semester 1: Not offered **Semester 2:** Not offered
Foreign policy analysis is a specialised field of study that overlaps with the study of international politics and domestic political systems. This course analyses the foreign policy focus of Pacific islands states including Papua New Guinea in the post-colonial period. The course analyses the internal as well as external factors that contribute to the formulation of foreign policy in the Pacific Island states, Australia and New Zealand, as major neighbours of most Pacific Island countries play a major role in shaping Pacific Islands' foreign policy – this is a major focus of the course. Also studied are the roles of global powers such as the United States of America, China, India and Japan. Taiwan is also welcomed by a number of Pacific Island countries such as the Solomon Islands and Kiribati and this is also a focus of this course. Guest lecturers who are diplomats from the various High Commissions and Embassies in Fiji contribute important and interesting perspectives to this course.

PL402 Intervention & Peace Building

Prerequisites: Admission into the Postgraduate Programme
Semester 1: Not offered **Semester 2:** F at L
This course will provide students with an advanced understanding of the politics, norms, and challenges of intervention and peace-building at the global and regional levels. It will explore the effects of these twin practices on intervening and intervened-in states and societies, and on international peace and stability. It will discuss the key debates about the impact of intervention and peace-building on sovereignty and international relations and examine the utility of externally led peace-building, with reference to such experiences as Solomon Islands and Iraq.

PL403 Pacific Politics

Prerequisites: Admission into the Postgraduate Programme
Semester 1: Not offered **Semester 2:** Not offered
The content of this course varies from year to year. Eligibility and restrictions for the course will depend on the content of the course offered.

PL409 Diplomacy, Negotiations & Statecraft

Prerequisites: Admission into the Postgraduate Programme
Semester 1: Not offered **Semester 2:** F at L
This course is in three parts. The first part is a general exploration of diplomacy and diplomatic practice as an institution of international society. It examines such questions as what is diplomacy. What is its changing role and significance in the international system? What are the challenges posed for diplomacy by the changing world order of globalisation, terrorism, new media, and changing power relationships within and between the great powers? The second part explores the experience and challenges for Pacific diplomacy in this changing world order. It begins with an exploration of small state diplomacy more generally. It then moves to a consideration of Pacific diplomacy in key engagements such as the Pacific at the United Nations, collective diplomacy in relation to security, development, sovereignty and resource management. It asks whether and how Pacific diplomacy is effective and what resources and strategies it can best employ. The third part introduces diplomatic and negotiation skills through practical workshops on negotiation and diplomatic writing.

PL410 World Politics & International Relations

Prerequisites: Admission into the Postgraduate Programme
Semester 1: F at L **Semester 2:** Not offered
This course aims to identify key issues, institutions and ideas that shape the environment in which diplomacy and international relations are conducted. It will assess some of the key trends and transformations in contemporary world politics, such as the impact of economic globalisation, the role of global and regional institutions (the United Nations, the European Union), the rise of China and other emerging economies, and the impact of new global issues and challenges (such as environmental issues and human rights). The course will explore some major debates such as the future of sovereignty and the sovereign state system, and assess the prospects for peaceful cooperation or inter-state rivalry and conflict. Although this will be a 'generic' course in world politics, it will seek to focus on those global themes that are most relevant to the Pacific.

PL411 Research Essay in Diplomacy & International Affairs

Prerequisites: Admission into the Postgraduate Programme
Semester 1: F at L **Semester 2:** F at L
This course is a 100 per cent research-based course. It is a core course for students pursuing a master's degree in Diplomacy and International Affairs.

PL600F Politics, Diplomacy & International Affairs SRP (Full-Time)
PL600P Politics, Diplomacy & International Affairs SRP (Part-Time)
PL700F Politics, Diplomacy & International Affairs Master of Arts (Full-Time)
PL700P Politics, Diplomacy & International Affairs Master of Arts (Part-Time)

PL750F **Politics, Diplomacy & International Affairs SRP (Full-Time)**
PL750P **Politics, Diplomacy & International Affairs SRP (Part-Time)**
PL800F **Politics, Diplomacy & International Affairs PhD Thesis (Full-Time)**
PL800P **Politics, Diplomacy & International Affairs PhD Thesis (Part-Time)**

PP101 **Contemporary Issues in Pacific Policing**

Prerequisites: Admission into Undergraduate Programme
Semester 1: O at C **Semester 2:** Not offered
The course will address the political and legal relationship between police agencies and other government departments, police relationships with youth and vulnerable groups, community policing, and the increasing requirement for human resource deployment in a limited or resource constrained environment. Participants will also be introduced to emerging global issues such as terrorism, transnational and cross border crimes and how these can affect regional security and governance. A learning environment will be provided for participants to consider the nature of future developments in policing, standards of police professionalism ethical procedures relating to interaction with civilians.

PP201 **Comparative & International Policing**

Prerequisites: At least one 100 level course
Semester 1: O at C **Semester 2:** Not offered
This course is designed to familiarize students with models of structure, strategies and interventions employed in various policing contexts. Course participants will be presented with various international organizational, managerial and tactical options with relevance – either for adaptation or as reference points – to the Pacific region. International policing models will be discussed from the standpoint of relevance to their specific organisational framework. International modifications to policing practices will also be examined to expose students to the concept of organisational changes within the policing context and the variables informing such strategic shifts.

PP202 **Police & Society in the Pacific**

Prerequisites: At least one 100 level course
Semester 1: Not offered **Semester 2:** O at C
Police and Society in the Pacific is designed to expose students to issues impacting the relationship between police and the public, while charting the development of policing in specific Pacific contexts over time. The course provides a context for students to examine the most suitable strategies to action policing within Pacific communities. It highlights the need for careful negotiation of traditional practices and contemporary policing initiatives in an attempt to ensure balance between culture and context. The course also looks specifically at the adaptation of community policing practices within the Pacific region.

PP300 **Action Research in a Police Context**

Prerequisites: At least one 200 level course
Semester 1: O at C **Semester 2:** Not offered
This course will expose students to formal processes of inquiry. It is designed to introduce participants to philosophies and methodologies specific to formulating an action plan intended to address an identified problem within the workplace. Students will be exposed to key areas relating to action research and provided

with an opportunity to undertake activities geared towards demonstrating an understanding of the action research process.

PP301 Police Leadership & Command Management

Prerequisites: PP202
Semester 1: Not offered **Semester 2:** O at C
This course will expose students to theoretical and operational models of police leadership and command structures. It will provide a context for the discussion of ideas specific to resource coordination and responses to a range of policing functions. Emphasis is placed on a wide range of leadership and command issues including but not limited to the examination of perspectives relating to the multifaceted role of police commanders, various leadership contexts in policing, resource planning and management, crime demographics and issues of security.

PP302 Ethical Dimensions in Policing

Prerequisites: PP202
Semester 1: Not offered **Semester 2:** O at C
This course will expose students to theoretical and professional notions about ethics within policing. Building upon introductory principles examined in PP101, students will develop an understanding of a broad spectrum of expectations and standards specific to police professionalism, codes of conduct and ethical practices. The course will explore the nuances of policing in a democracy, while also examining ideas of ethics as a requirement of professional practice and the mechanisms necessary for monitoring acceptable ethical policing practices.

PP404 Border Management & the Security Context

Prerequisites: Entry to programme
Trimester 1: O at C **Trimester 2:** Not offered **Trimester 3:** Not offered
This course will present advanced-level investigative and interior enforcement aspects of immigration and border security. It will examine key legislation and policies that govern international border control and immigration, and how these can impact the various aspects of border management. Participants will explore issues of modernization and the use of intelligence within the border security and immigration context. The course will also prepare participants to critically evaluate the formulation and implementation of immigration and border security policy that involve the complex integration of various factors.

PP405 Ethical Issues in Leadership & Command

Prerequisites: Entry to programme
Trimester 1: Not offered **Trimester 2:** O at C **Trimester 3:** Not offered
Ethics are an important dimension of security provision and are critical to demonstrating transparency and accountability at the individual and organizational level. This unit is intended to explore issues relating to personal as well as professional conduct that influence individual's decision making at different levels within the organization. Course participants will focus on the consequences of ethical leadership, unethical decision making and the adopting of an ethical organizational climate. They will also be exposed to ideas about dealing

with ethical challenges such as misconduct and corrupt practices, while demonstrating adherence to organisational policy and ethical culpability in their operations.

PP406 Border Security Intelligence & the International Security Environment

Prerequisites: Entry to programme
Trimester 1: Not offered **Trimester 2:** Not offered **Trimester 3:** O at C
This course is intended to expose participants to theories and processes of intelligence–led practises to help them better understand the changing dynamics of border security in an international environment. It will focus on key concepts in border security intelligence, methodologies of intelligence gathering and analysis, the intelligence cycle, and analysis of applied intelligence in investigations and detections. A context will also be provided to explore distinguishing characteristics of an intelligence-led approach to border security and its impact on operations.

PP407 International Cooperation, Partnership & the Border Security Context

Prerequisites: Entry to programme
Trimester 1: O at C **Trimester 2:** Not offered **Trimester 3:** Not offered
This course will prepare participants to examine collaborations between security agencies as critical to border protection, peacekeeping and the preservation of law and order. It will expose participants to theories about international deployment, amalgamation and capability building initiatives within their own and other organizations. It will also explore the realities of international border security including its challenges, transformational capabilities, frameworks of cooperation, personnel reintegration and the role of international peace keeping bodies.

PS101 Introduction to Psychology

Prerequisites: Admission into Undergraduate Programme

Semester 1: O at C **Semester 2:** Not offered
This course introduces students to the science of behaviour, what people do and why. It also looks at major approaches within the discipline of psychology ranging from how we perceive our surroundings and persons within it, to how we learn to think, feel and act. The course also aims to foster an appreciation of how the study of psychology may be useful to you in day-to-day situations.

PS102 Developmental Psychology

Prerequisites: Admission into Undergraduate Programme
Semester 1: Not offered **Semester 2:** O at C
Developmental psychology covers life-span development from conception to end-of-life and aims to facilitate a better-informed understanding of oneself and those around us by drawing on Pacific and Euro-Western perspectives. Topics include cognitive and social development, social development, and the interplay between physiological characteristics and the environmental factors in development. Developmental psychology is relevant to a range of disciplines from psychology and education to human development.

PS103 Research Methods and Analysis for Social Sciences 1

Prerequisites: Admission into Undergraduate Programme
Semester 1: O at C **Semester 2:** Not offered
The course introduces students to the basics of designing and developing research in the social sciences. The emphasis is on gaining an understanding of the main concepts and ethical considerations of research and gaining basic skills in research. The course offers an overview of qualitative and quantitative methods relevant to psychology and the social sciences. It is a core course for all psychology students, and a relevant course for students in a range of BA programmes.

PS107 Approaches to Social Psychology

Prerequisites: Admission into Undergraduate Programme
Semester 1: Not offered **Semester 2:** B at C
Note: Formerly PS307

This course introduces students to the core topic areas in social psychology. It looks at how the social world differently impacts our thinking, relationships and actions. Students will be given a basic understanding of how scientific research is used to develop and evaluate social psychological theories. By learning how psychology explains human social behaviour, students can explore applications of this in resolving social issues relevant to the Pacific context.

PS203 Psychological Research Methods and Analysis 2

Prerequisites: PS103 and PS101
Semester 1: O at C **Semester 2:** Not offered
The course builds on previous knowledge and skills introduced in PS103 by developing students knowledge of quantitative methods. The course introduces basic inferential statistics and gives students a chance to practice analysing and interpreting psychological data. Students will continue to develop skills in developing research questions relevant to the Pacific and writing scientific reports. This course is a required for psychology major students and would be of use to students from other disciplines interested in post graduate research.

PS205 Cognitive Psychology

Prerequisites: PS103 and either PS101 or PS102
Semester 1: Not offered **Semester 2:** O at C
Cognitive processes are at the core of all psychological functioning. The course offers an overview of the various topics and main themes in cognitive psychology. Historical and philosophical antecedents of constructs and issues will be discussed, as well as practical implications of cognitive psychology theory and research.

PS206 Cross-cultural Psychology

Prerequisites: PS103 and either PS101 or PS102
Semester 1: Not offered **Semester 2:** O at C
Cross-cultural psychology is the study of human behaviour across cultural groups. It considers the limitations of traditional mainstream psychological knowledge and covers a wide range of topics in psychology. The course considers both etic (universal principles) and emic (culture-specific) psychological knowledge and seeks to develop a better understanding of the main issues typically examined in cross-cultural psychological theory and research.

PS303 Psychological Research Methods and Analysis 3

Prerequisites: PS203
Semester 1: B at C **Semester 2:** Not offered
This course significantly expands on the quantitative background established in PS203. This course will provide the conceptual and analytical tools necessary to comprehend real world data sets, which are multivariate and complex. Students will learn about advanced quantitative research designs and analyses through examples from wider published research and collected datasets relevant to psychology in the Pacific context. This deeper understanding of quantitative methods will assist students entering a range of professional fields in identifying meaningful from meaningless/baseless claims, which is a necessary skill for combating misinformation in general.

PS304 Psychology of Personality and Individual Differences

Prerequisites: PS203, and either PS205 or PS206
Semester 1: Not offered **Semester 2:** B at C
The course examines the field of individual differences within psychological science. Specifically, the structure and development of our individual personality constructs and intelligence. The course provides an overview of the major paradigms used in personality theory and considers their practical and cultural implications. Students will also gain an introductory understanding of personality and intelligence testing, and how psychometric assessments can be used in a range of settings. The course is recommended for students of psychology and those interested in human resources, education, and counselling fields.

PS305 Psychology of Individual and Community Health

Prerequisites: PS203, PS205
Semester 1: O at C **Semester 2:** Not offered
The course draws on three sub-disciplines: health psychology (emphasising biopsychosocial causes of health and illness, epidemiology and risk factors; illness prevention, education, models of health behaviour and health promotion including implications for health care policy development and delivery); community psychology (ecological perspectives, empowerment and the social environment); and cross-cultural psychology (cultural influences on health beliefs and behaviours). The course emphasises the importance of the psychosocial ecology of people living in communities and the factors influencing health and illness. The course also includes important issues like health behaviour change (community health education), illness prevention strategies, and applications of non-clinical treatments.

PS306 Cognitive Neuropsychology

Prerequisites: PS203, PS205
Semester 1: Not offered **Semester 2:** Not offered
Our behaviour and psychological processes are rooted in biological mechanisms common to all humans. Therefore, it is important to understand how the brain and nervous system work in order to support people living with traumatic bring injuries (such as sports concussions) and disease (such as Alzheimer's and dementia). This course begins by teaching students about the brain's structure and function, describing how 'neurons' (brain cells) communicate to produce ever-more complex behaviours and cognitive processes. The second half of the course discusses how impairments in the nervous system, both from developmental (e.g., Alzheimer's, dementia) and environmental (e.g., traumatic head injuries) sources, contribute to neurocognitive disorders.

PS314 Applying Psychology in the Pacific

Prerequisites: PS203, PS205, or PS206
Semester 1: Not offered **Semester 2 B at C**
The course aims to introduce students to the different areas of professional psychology (beyond counselling which is covered in its own course) and makes students aware of how they can use their psychological knowledge in the real world, especially in the Pacific context. Combined with this knowledge element, the course will allow students to pursue a practical project applying psychology to the Pacific and pitching solutions and interventions to a social or industry issue of their choice. This course is recommended for students wishing to pursue a career in professional psychology or related fields.

PS402 Advanced Cross-cultural Psychology

Prerequisites: Admission into the Postgraduate Programme
Semester 1: Not offered **Semester 2:** B at C
This course utilises USP`s unique position in the South Pacific to generate a better understanding of theoretical and practical issues relating to cross-cultural psychology. It reviews major similarities and differences in behaviour across cultures, examines selected strategies relevant to cross-cultural research, and then considers research findings relevant to four areas: (i) organisation and work;(ii) communication and training; (iii) health behaviour; and (iv) national development and indigenous psychologies.

PS407 Clinical & Counselling Assessment

Prerequisites: Admission into the Postgraduate Programme
Semester 1: O at C **Semester 2:** Not offered
This course surveys several aspects of psychological assessment from an integrative scientist-practitioner model. Evidence based methods for developing and selecting psychometrically sound measures to study the mind and assess behavioural change are considered. Various categories of assessment will be covered including intelligence, educational, personality, career, and clinical diagnostic testing. Students will apply knowledge of clinical and counselling assessment to the Pacific context based on cultural knowledge and critical evaluation of psychological research.

PS408 Clinical & Counselling Intervention

Prerequisites: Admission into the Postgraduate Programme
Semester 1: Not offered **Semester 2:** O at C
This course surveys several approaches to clinical and counselling intervention. The focus is on psychotherapy theory and core principles of evidence based practice for the treatment of diverse populations. Various theoretical orientations are analysed from an integrative scientist-practitioner model including psychodynamic, person-centered and cognitive-behavioral. Students will apply multicultural and ethical perspectives to issues affecting service delivery and intervention response in the Pacific region.

PS600F Psychology SRP (Full-Time)
PS600P Psychology SRP (Part-Time)
PS700F Psychology Master's Thesis (Full-Time)
PS700P Psychology Master's Thesis (Part-Time)
PS750F Psychology DRP (Full-Time)
PS750P Psychology DRP (Part-Time)
PS800F Psychology PhD Thesis (Full-Time)
PS800P Psychology PhD Thesis (Part-Time)

SO100 Themes & Perspectives in Sociology

Prerequisites: Admission into Undergraduate Programme or approval of Head or nominee
Semester 1: O at C **Semester 2:** Not offered
In this course students will gain some initial understanding of the development and structure of society as viewed by sociologists, together with a preliminary understanding of sociological approaches and concepts (to be built on further in SO122 and SO200). There will be special, but not exclusive, attention to Pacific societies.

SO122 Classical Sociological Theories & Methodologies

Prerequisites: Admission into Undergraduate Programme
Semester 1: Not offered **Semester 2:** O at C
This course aims to show the underpinnings of classical sociological theories as well as the philosophical and methodological problems faced by sociologists in their attempts to understand and explain social phenomena. By critically examining the work of such key sociologists as Durkheim, Weber, Marx, and C. Wright Mills, the course attempts to generate greater understanding of researchable issues facing contemporary society as well as how to gather objective data on them. The course is a pre-requisite for higher level sociology courses.

SO200 Modern Social Theory

Prerequisites: SO100 or SO122
Semester 1: O at C **Semester 2:** Not offered
The course expands on the theoretical concepts and themes covered in SO100 and SO122 and gives special emphasis to the examination of the concept of modernity and its implications for social analysis and research. It traces the attempts made by 20th (and 21st)-century social thinkers to expand, refine and further develop the legacies of classical social theories and assesses their relevance in the contexts of the Pacific Island societies.

SO201 Society, Culture & Change in the Pacific

Prerequisites: SO100 or approval of Head or nominee
Semester 1: O at C **Semester 2:** Not offered
From sociological and anthropological perspectives this course critically examines 'society', 'culture', 'tradition' and 'change' as contested notions. It critically explores tensions and dynamics between perceptions and representations of the 'traditional', 'modern' and 'western' in relation to processes of change within Pacific Island societies. The course discusses Pacific Islander cosmologies, religious beliefs, ritual, space and place. It discusses how individual and communal agency and Pacific Island beliefs, histories and cultures interlink with wider national, regional and global processes in nation-building, national identity, religious nationalism, tourism, the environment, climate change and early and contemporary patterns of migration.

SO207 Families, Sexuality & Change in the Pacific

Prerequisites: SO100 or SO122
Semester 1: Not offered **Semester 2:** O at C
From sociological and anthropological perspectives this course critically examines vital and challenging contemporary issues in Pacific Island societies. These include marriage, family life and childhood; masculinities; gender violence; youth, authority and the culture of silence; youth mental health and suicide; alternative sexualities; HIV/AIDS; sex work; family health, consumerism and Non Communicable Diseases. Contested notions of 'culture' and 'tradition', tensions and dynamics between what is perceived as 'traditional' and 'modern', and the shifting power relations between sociocultural structures and practices are critically analysed. Individual and communal agency is critically analysed as interconnected with historically situated local, national, regional and global processes.

SO212 Race & Ethnicity

Prerequisites: SO100 or SO122
Semester 1: Not offered **Semester 2:** O at C
Ideas about race and ethnicity influence how we answer questions about who am I, who are we, how we treat difference. We examine the how and why of this influence, and its consequences for living in diverse societies. What shapes racial and ethnic relations? How are social inequalities and political conflicts organized along racial and/or ethnic lines? How do other categories of difference (class, sexuality, gender, indigeneity) intersect with race and ethnicity? How can civic conflict be mitigated in the context of plurality and diversity? We examine these questions by focusing on race and ethnicity in Oceania and elsewhere.

SO300 Research Methods in Sociology

Prerequisites: SO200 and any other sociology 200 level course
Semester 1: O at C **Semester 2:** Not offered
In this course students will engage with: 1) Methodological approaches by which we manage the challenges of researching human interactions and actions, social structures and processes, and worldviews and perspectives; 2) Ethical questions in conducting sociological inquiry; 3) Processes by which research into socio-economic and political life is designed, developed and conducted; and 4) Qualitative and quantitative tools to analyse data collected in social research. By the end of the course, students will be able to apply research methodologies to design and conduct their own social research and critically evaluate the research they encounter in other social sciences and in the mass media.

SO301 Sociology of Public Policy & Administration

Prerequisites: SO200
Semester 1:Not offered **Semester 2:** O at C
This course examines the social dynamics and pressures that influence public policy and its administration. A theoretical introduction will deal with the role of the state in articulating and implementing public policies and their administration. It encourages students to select contemporary public policy issues and its administration in poverty, education, health, social welfare, economic development, gender, civil societies, and environment in line with Sustainable Development Goals (SDGs)."

SO303 Advanced Sociological Theory

Prerequisites: SO200
Semester 1: Not offered **Semester 2:** O at C
This course examines the moral, political and ideological implications of sociological theories.How are they linked to our social world? How can we use sociological theory to explain and improve the world we live in? Building on key theories examined in S0100, SO122 and S0200, this course will attempt to "liberate" sociological theory from its specialised, exclusivist and isolated tendencies and provide it a central place in public debates in relation to political, social, economic and ethical issues of our time. Students will explore in depth interventions made in such theoretical domains as Postmodernism, Postcolonial Theory, Jurgen Habermas, Critical Race Theory, Feminism, Queer Theory and the contributions made by Pacific sociologists.

SO304 Religion & Politics in Contemporary Society

Prerequisites: SO201
Semester 1: Not offered **Semester 2:** O at C
SO304 traces the theoretical development of sociological and anthropological definitions and theories of religion. It links the centrality of religion in Pacific Island societies at everyday life and national political levels with wider interconnected regional and global processes. It discusses the increasing polarisation of progressive and fundamentalist views within and between the world religions; religion and social justice; secularisation, religion and the media, interreligious dialogue and reconciliation. Contested notions of 'culture' and 'tradition' and tensions and dynamics between what is perceived as 'traditional' and 'modern' are critically examined in relation to power relations in social and cultural processes. Contemporary individual

and communal agency at local levels is critically analysed as interconnected with historically-situated local, national, regional and global processes.

SO311 Crime & Deviance

Prerequisites: Any 200 level course in SO, DG, SW, PP and LW
Semester 1: O at C **Semester 2:** Not offered
Popular discourses on crime and deviance often focus on ideas of good and evil individuals. In this course, we critically question these discourses by looking at the socio-economic, cultural and political structures and processes in PICs which shape 1) how crime and deviance are defined and regulated by societies 2) why crimes and deviance are committed; and. 3) who are punished, how much and why. We also examine the social and ethical implications of the answers to these questions in terms of both increasing safety and security, as well as reducing injustices in the criminal justice system in the PICs.

SO401 Sociological Theory

Prerequisites: Admission into the Postgraduate Programme
Semester 1: F at L **Semester 2:** Not offered
The course will delve into the philosophical basis of the main currents in sociological theory and critically explore their relevance in providing an understanding of contemporary society and social problems. Additionally, the emergence of critical theory and its relationship to important aspects of the dominant sociological theories will be examined, together with a critical appraisal of postmodernism in current social thought.

SO408 Issues in Social & Public Policy

Prerequisites: Admission into the Postgraduate Programme
Semester 1: O at C **Semester 2:** Not offered
This course explores key issues, concepts, and theoretical elements of social and public policy process. The role of political-economic ideology, power and social position and their influence on social policy are considered. In addition, the role of the state and governments, interest groups, civil society and international actors will also be examined. The course also brings into focus, local Pacific examples of social and public policy debates and practices. The course requires students to apply knowledge and skills gained, in analysing a specific contemporary social/public policy issue in the Pacific.

SO409 Social Development

Prerequisites: Admission into the Postgraduate Programme
Semester 1: Not offered **Semester 2:** O at C
Provision of human well-being and social needs is usually seen as a desirable goal of development. However, in many countries, contestations over the purposes, priorities and sequencing of development, have resulted in subordination of social development to economic growth imperatives. This course looks at competing paradigms, histories, and practices of development. It further critically analyses the causes, manifestations and effects of poverty and inequality, and their intersections with diversity, especially gender and ethnicity. It also considers appropriate action that various social sectors take in conjunction with larger global efforts to arrest the crises spawned by economic growth oriented development practices.

SO415 Contemporary Social Issues

Prerequisites: Admission into the Postgraduate Programme
Semester 1: Not offered **Semester 2:** O at C
While early 21st century has seen some progressive global responses in dealing with a myriad of human needs, the outcomes of contemporary development efforts continue to be a paradox of increasing economic prosperity for a few in the midst of multiple crisis of deepening inequality, environmental degradation, human rights abuses, and democratic deficits of governance institutions. Moreover, concern has increased over impacts of migration, tourism and tensions relating to race and ethnicity around the globe in recent years. This course examines these issues as well as the different policy and civic actions employed in confronting them.

SO600F Sociology SRP (Full-Time)

SO600P Sociology SRP (Part-Time)

SO700F Sociology Master's Thesis (Full-Time)

SO700P Sociology Master's Thesis (Part-Time)

SO750F Sociology DRP (Full-Time)

SO750P Sociology DRP (Part-Time)

SO800F Sociology PhD Thesis (Full-Time)

SO800P Sociology PhD Thesis (Part-Time)
SW100 Introduction to Social & Community Work Practice

Prerequisites: Admission into Undergraduate Programme
Semester 1: B at C **Semester 2:** Not offered
Students are introduced to social and community work theories and the fields of practice in social and community work practice. Students will be introduced to social work fields of practice across Oceania and globally. These includes exploring models of practice used in social service agencies and related policies within government agencies, private sector, civil society organisations and non-governmental organisations.

SW101 Social Policy: An Introduction

Prerequisites: Admission into Undergraduate Programme
Semester 1: Not offered **Semester 2:** B at C
This course introduces social policy and underpinning theories at the global, regional, national and organizational levels as they relate to the UN Sustainable Development Goals and Pacific Regionalism. Students will gain a basic understanding of political ideologies and how they shape policies, legislation and well-being. They will also examine the implications of social policies and governance for different fields of practice as well as for project design and reporting.

SW200 Fieldwork Practice 1

Prerequisites: SW100
Semester 1: Not offered **Semester 2:** B at C
As a requirement of the social and community work practice component of the Social Work Major, students will work in an approved social and community work environment. The course aims to equip students with the practical skills and competencies required of professional social and community workers. Students will spend the maximum of 200 hours in a social and community work organisation supported by a Field educator and the Fieldwork Placement Coordinator.

SW201 Social & Community Work Practice 1

Prerequisites: SW100
Semester 1: B at C **Semester 2:** Not offered
The course critically analyses the skills and models of working with individuals, families and communities. An emphasis is placed on contextual and culturally appropriate ways of working with people in a variety of social and community work settings across Pacific Island nations.

SW300 Fieldwork Practice 2

Prerequisites: SW200
Semester 1: Not offered **Semester 2:** B at C
As a requirement of the social and community work practice component of the Social Work Major, students will work in an approved social and community work environment. The course aims to equip students with the practical skills and competencies required of professional social and community workers. Students will spend the maximum of 200 hours in a social and community work organisation supported by a Field educator and the Fieldwork Placement Coordinator.

SW301 Social & Community Work Practice 2

Prerequisites: SW201
Semester 1: B at C **Semester 2:** Not offered
The course allows students to critically apply theoretical knowledge on community development that draws on various social work models and methods of practice that follows professional and ethical standards.

SW312 (PS312) Counselling Theory and Practice

Prerequisites: Any SW 200 level or PS 200 level course

Semester 1: O at C **Semester 2:** Not offered

This course aims to develop knowledge, skills and attitudes in counselling by exploring relevant theoretical and practical themes. Students will learn about the various approaches to counselling and understand their strengths and weaknesses. In addition, students will learn the core skills of counselling and have a chance to reflect on how to develop these within their work. Finally, the course will discuss important issues in counselling practice including ethics, self-care and cultural perceptions with an emphasis on the application within Pacific notions of status and power and interpersonal communication.

School of Pacific Arts, Communication and Education (SPACE)

Course Descriptions

Note: UU100 and UU114 must be passed, in addition to prerequisite requirements, before students progress to the 200-level courses. UU200 and UU204 must be passed, in addition to prerequisite requirements, before students progress to the 300-level courses. Only approved programmes may be exempt from this requirement.

Note: From 2019, course codes beginning with LL are replaced by new codes as follows:

CM Cook Islands Māori

CN Chinese

FJ Fijian

FR French

HN Hindi

LN Linguistics

LT Literature

NU Vagahau Niue

RT Rotuman

TG Tongan and Niuafo'ou

VA Vanuatu Language Studies

AL400 Research Methodologies in the Humanities & Social Sciences

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Prerequisites: Admission into the Postgraduate Programme

Semester 1: O at C (for Linguistics, Pacific Studies, Gender Studies, Education, Law, History, Psychology)

Semester 2: O at C (for Linguistics, Fijian Language Studies, Pacific Studies, Gender Studies, Education, Law, Sociology, Social Policy & Administration)

This mandatory entry level postgraduate diploma course in the SPACE and SOLASS provides students with a blended generic and discipline-based training in research design and methodologies. It is a prerequisite course for students undertaking independent research at the postgraduate level in the humanities and social sciences and related discipline areas. The course delivers training in a range of generic transferable research skills, linking them to relevant research, pedagogical, epistemological and scholarship issues at the discipline level.

All students registering in Postgraduate programmes are required, in their first semester of studies, to complete 14.5 hours of Information Research Skills conducted by the Library.

CM101 (LL196) Conversational Cook Islands Māori

Prerequisites: None

Semester 1: F at CI **Semester 2:** F at CI

This course provides an introduction to Cook Islands Māori language and culture. It provides an overview of the basic pronunciation, grammar and vocabulary needed to understand and contribute to basic conversations, as well as providing an insight into the customs and culture of the Cook Islands. While focusing primarily on conversational language, attention will also be given to reading and writing in the language. The course is aimed at complete beginners, or those with very limited proficiency in the language.

CM111 Cook Islands Māori 1

Prerequisites: Admission into Undergraduate programme AND proficiency in Cook Island Māori

Semester 1: Not offered Semester 2: Not offered

This course builds on students' existing knowledge and skills in Cook Islands Māori, and develops their awareness of the phonological, orthographic, lexical and morphosyntactic elements of the language. Students will develop an understanding of the historical and social context in which Cook Islands Māori is spoken, the different varieties of Māori spoken across the Cook Islands, and the extent to which the language has changed over time. Through the use of archival and online research, students will survey the tools and resources that currently exist in the language, and will learn to create contemporary materials using print-based and digital technologies.

CM211 Cook Islands Māori 2

Prerequisites: CM111

Semester 1: Not offered Semester 2: Not offered

This course seeks to build on the knowledge and skills gained in CM111 in a contemporary context, and has applications of immediate relevance to a range of work-related contexts. It seeks to enrich students' Cook Islands Māori vocabulary and grammar, enabling them to interpret and produce texts of greater complexity and richness, and helping them to understand the relevance of purpose, audience and focus. It tackles elements of language knowledge that enable students to move from concrete to abstract concepts, from restricted to elaborate language, and from surface-level to deep critical engagement with texts.

CM212 The Teaching of Cook Islands Māori

Prerequisites: CM111

Semester 1:Not offered **Semester 2:** Not offered

This course focuses on the teaching of Cook Islands Māori and its educational use across the content curriculum. It covers the theoretical principles and practical techniques needed by teachers, helping them

create effective and dynamic lessons and resources that will transform the way the language is taught in schools across the Cook Islands. The course provides teachers with confidence in their own knowledge of Cook Islands Māori language and culture, and the ability to pass on this knowledge to others in engaging and innovative ways.

CM311 Cook Islands Māori Texts & Translation

Prerequisites: CM211 or CM212

Semester 1: Not offered **Semester 2:** Not offered

This course provides an advanced level study of Cook Islands Māori language and culture, focusing particularly on the practical work of generating new and complex texts in Cook Islands Māori about contemporary topics of local, national and global significance. It also provides a thorough grounding in the skills required for effective communication, the creation of new texts, and the translation of texts. These are transferable skills that can be applied in a range of sectors.

CM331 Cook Islands Māori Epistemology, Values, Ethics

Prerequisites: At least one 200 level course and proficiency in Cook Islands Māori

Semester 1:Not offered **Semester 2:** Not offered

This course extends and applies knowledge and skills previously developed in the programme to explore matters of epistemology and culturally-appropriate research methodologies. The course utilizes significant Cook Islands Māori language texts to explore Māori ways of knowing and knowledge production. At the end of the course, students will submit a bilingual text in Cook Islands Māori and English presenting the outcomes of a mini research project, informed by Cook Islands Māori epistemology and utilising Cook Islands Māori research methodologies.

CN101 Chinese Language 1

Prerequisites: Not to be taken by students with prior knowledge of Chinese

Semester 1: F at L, LTK, E & CI and O at C Semester 2: F at L, LTK, E & CI and O at C

The aim of this course is to introduce students to Chinese language studies. It is primarily designed to train students in conversational Chinese, but will involve other aspects of the language, such as vocabulary, grammar, listening, reading and writing. Students will be encouraged to draw on ideas they have been taught in other subjects. By the end of the course, they will develop the basic requirements for daily communication in Chinese.

CN201 Chinese Language 2

Prerequisites: CN101

Semester 1: F at L, LTK, E & CI and O at C **Semester 2:** F at L, LTK, E & CI and O at C

This course builds on CN101 (LL181) and enables students to communicate with increasing confidence in the Chinese language. Students will be asked to speak about more intricate matters, such as their personal interests and travel plans. After learning the basic strokes, strokes orders and character composition rules, they will be able to recognise and to write complex characters. Chinese social customs and common expressions will be explained in class.

CN301 Chinese Language 3

Prerequisites: CN201

Semester 1: F at L, LTK, E & CI **Semester 2:** F at L, LTK, E & CI

This advanced course will enable students to communicate in greater depth. By using an advanced range of vocabulary, students are expected to talk about more complicated topics, such as interests, plans and travelling. After learning the basic strokes, stroke orders and character composition rules, students will be able to recognise and write more complex characters. Chinese social customs, usual usage and common expressions will also be covered. On completion of this course, there will be opportunities to be assessed for the internationally - recognised Chinese proficiency test, HSK.

CN302 Chinese for Business

Prerequisites: CN201

Semester 1: F at L, LTK, E & CI **Semester 2:** F at L, LTK, E & CI

Designed for students nearing graduation, this course introduces a broader range of topics and text types related to business. It provides students with knowledge and skills in Business Chinese and enables them to use Chinese with more confidence to fulfil more challenging tasks, emphasising the acquisition of skills and self-awareness, and the development of personal values. Each part of the course allows students to explore in context cultural aspects of Chinese at an advanced level and understand the way to behave in commercial situations. On completion, there will be opportunities to be assessed for the internationally-recognised Business Chinese Test, BST.

ED100 Social Science Education for Teaching in Primary School

Prerequisites: Admission into Undergraduate Programme

Semester 1: B at C **Semester 2:** Not offered

This course serves as an introduction to the basic concepts of the social sciences and will help prepare students teach social studies at primary and early secondary levels. The course uses a problem-solving

approach in both content organisation and pedagogy, and the 'problems' identified for study will be derived from three major themes - Economy, Environment, and Society - underpinned by Culture. Knowledge and skills necessary for addressing selected problem situations will be sourced from the Social Sciences and Humanities, as well as Pacific Knowledge Systems, as appropriate. Students will be expected to develop skills in problem-solving and decision making.

ED103 Understanding Children & Childhood

Prerequisites: Admission into Undergraduate Programme

Semester 1: Not offered **Semester 2:** O at C

This is the foundation course in the BEDECEC programme. This course is designed to prepare students understand and appreciate the changing perspectives of children and childhood from medieval to the contemporary time in varying socio-cultural contexts. It also assists teachers to understand their responsibilities as Early Childhood Education and Care practitioners in regards to the impact of these changes on ECEC philosophies/theories and practices. The course also provides relevant knowledge and skills for students to effectively respond to young children's behaviour in any environment, whether they it be home or in early childhood education and care settings. This course has an embedded professional practice/observations within ECEC settings as well as in the mainstream early years' school as a major part of assessment.

ED115 Numeracy Education for Teaching in Primary School

Prerequisites: Admission into Undergraduate Programme

Semester 1: Not offered **Semester 2:** B at C

One of the aims of school mathematics is to develop students' number sense, which concerns a level of comfortableness and familiarity with numbers. Number sense and flexible thinking about numbers are critical for meaningful and efficient mathematical computations. This course aims to create consciousness of these traits in teachers. It will help them to develop activities and strategies that build upon and promote number sense, and the ability to work flexibly with numbers. Developing teaching strategies that capitalise on the number knowledge that students bring to the learning situation and providing further activities in classifying, patterning and subitising will be important tasks. The course lays an important foundation for working with and teaching mathematics.

ED116 Science Education for Teaching in Primary School

Prerequisites: Admission into Undergraduate Programme

Semester 1: Offered only as in country project

Semester 2: Offered only as in country project

The main focus of this course is on developing primary school teachers' science content knowledge so that they can include science in their pupils' work and also promote it through any curricular areas at the primary level. Specifically, this course aims at further developing teachers' understanding of the following

fundamental science concepts: 1. Particle theory of matter; 2. Changes: chemical and physical; 3. The cell, variation and classification; 4. Food, environment and human health; 5. Waves: light and sound; 6. Energy and forces; 7. Electricity and magnetism. Teachers who enrol in this course will learn about how to use inquiry strategies to understand these concepts.

ED150 Introduction to Teaching

Prerequisites: Admission into Undergraduate Programme

Semester 1: B at C **Semester 2:** Not offered

This is the first course in the Certificate in Teaching program. It will introduce beginning teachers to key ideas in teaching and learning. The ideas will include the reasons for becoming a teacher, the role of a teacher, the aims of the schools, good teachers and the importance of being a reflective teacher. Questions such as: What makes a good teacher will invite discussions, reflections and assessments. Attention will also be given to different perceptions and categories of learning. Linking the teacher and student as well as teaching will be important. Activities will point towards the development of objectives and lesson planning in preparation for microteaching sessions.

ED152 Human Development: A Lifespan Approach

Prerequisites: Admission into Undergraduate Programme

Semester 1: O at C **Semester 2:** Not offered

This is a common core course for all teacher education undergraduate programmes. The course introduces students to the scientific study of human development across lifespan. The content focus on biological processes and underlying cognitive and emotional development from conception to old age. Developmental issues for individuals with special needs and disabilities are also included in this course plus the Pacific perspectives/views of human growth and development.

ED152FR Le développement humain-Une approche sur toute une vie

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Prérequis: Etre admis en preimier cycle universitaire

Semester 1: O at E **Semester 2:** Not offered

Ce cours fait partie du tronc commun pour tous les programmes en sciences de l'éducation. Le cours représente une introduction à l'étude scientifique du développement humain au long de la vie. Le contenu est centré sur les processus sociaux, cognitifs et biologiques qui sont à la base du développement cognitif et émotionnel des individus, de la conception jusqu'à la vieillesse. Le cours prend aussi en considération les défis du développement des personnes handicapées ou à besoins spécifiques.

ED153 Education, Schooling & Society

Prerequisites: Admission into Undergraduate Programme

Semester 1: Not offered **Semester 2:** O at C

This is a common core course for all teacher education undergraduate programmes. The principal aim of this course is to establish a foundation by introducing students to a wider understanding of issues related to education, schooling and the society we live in. In the Pacific, education in the form of schooling has influenced the lives of people, thus the focus of the course is on issues that have a marked effect on society. As a common core course, ED153 Education and Society will be taken by all teacher trainees and is useful for those who intend to work in Pacific schools and educational contexts. The course provides the necessary background knowledge to understand the Pacific region and its peoples, their ways of learning, knowing and doing.

ED153FR Education et socié té

Prérequis: Etre admis en preimier cycle universitaire

Semester 1: Not offered **Semester 2:** O at E

Ce cours fait partie du tronc commun pour tous les programmes en sciences de l'éducation. L'objectif principal du cours est de fournir aux étudiants les notions de base pour une meilleure compréhension des problématiques qui relient l'éducation, l'école et la société actuelle. Dans le Pacifique, l'introduction de l'éducation scolaire a influencé la vie de tous les jours et le cours se concentre donc sur l'impact de l'éducation sur la société. Faisant partie du tronc commun, le cours est obligatoire pour tous les enseignants stagiaires et il est utile pour ceux qui ont l'intention de travailler dans les écoles du Pacifique et dans des milieux d'enseignement. Le cours couvre les connaissances nécessaires pour comprendre la région et ses habitants, leurs croyances et leurs coutumes et la façon dont ils apprennent en société.

ED154 Introduction to Assessment & Evaluation

Prerequisites: Admission into Undergraduate Programme

Semester 1: Not offered **Semester 2:** P at C

This is an introductory course in educational assessment. It introduces students to assessment, its purposes and roles. Students will have the opportunities to: (i) explore the purposes of assessing student performance, (2) develop and evaluate learning objectives, (3) plan for formative and summative assessment tasks, (4) develop various assessing tools and techniques, (5) interpret assessment data and (6) investigate Pacific ways of doing assessment.

ED158 Introduction to Non-Formal Education

Prerequisites: Admission into Undergraduate Programme

Semester 1: O at C **Semester 2:** Not offered

This course enables students to develop an ideological base for non-formal education practices. It also examines terms and concepts in relation to current programmes in non-formal education in the South Pacific and the decision-making process of government and non-government organisations.

ED170 English Language for Teachers

Prerequisites: Admission into Undergraduate Programme

Semester 1: O at C **Semester 2:** Not offered

This is an introductory course in language and literacy that helps teachers become more aware of language, what it is, and how it works in society. The course looks at social and cultural patterns of language and the changes in language over decades. It also introduces teacher trainees and untrained teachers to designing lessons on the teaching of language in the 21st century and how to innovate teaching strategies for reading, writing, listening and speaking so that they are aware of the important skills needed for teaching in these key areas of language learning.

ED180 Human Movement and Culture in the Pacific

Prerequisites: Admission into Undergraduate Programme

Semester 1: B at C **Semester 2:** Not offered

This course explores the unique sports, games, dances, and movement experiences used to celebrate the various cultures of the Pacific Island Countries. Students will compare the historical and cultural meanings in each of the various movement types and will be able to teach games and dances from the Pacific. In addition, they will be able to celebrate the richness of Pacific culture and history through physical activity, and incorporate these into quality physical education lessons. This course will also enable students to lead and sustain a range of Pacific Island movement experiences whilst maintaining the appropriate levels of cultural sensitivity and authenticity.

ED183 Swimming & Aquatic Safety

Prerequisites: Admission into Undergraduate Programme

Semester 1: B at C **Semester 2:** Not offered

This course teaches students the techniques of survival and competitive swimming strokes and basic aquatic rescue skills. The course requires students to demonstrate various water rescue skills necessary for supervising young people in open and closed water aquatic environments. The course also requires students to plan and deliver relevant and meaningful aquatic experiences using appropriate pedagogies. The course

features a strong practical component and students are expected to participate in practical activities in a pool (where possible) and open water activities including canoeing and snorkelling.

ED184 Outdoor Education and Leisure

Prerequisites: Admission into Undergraduate Programme

Semester 1: B at C **Semester 2:** Not offered

This course will explore experiential learning theory from practical and applied perspectives in outdoor recreation and leisure activities. Students will plan a series of outdoor adventure activities that nurture high quality learning experiences for school-aged students. Specifically, students will explore both the hard and soft skills affiliated with outdoor education and the multiple domains of learning impacted by these tasks. Students will be required to participate in a field trip and apply theoretical and practical experience to create a series of adventure activities and an outdoor education experience for school aged students.

ED191 Educational Decision-Making & Problem-Solving

Prerequisites: Admission into Undergraduate Programme

Semester 1: O at C **Semester 2:** Not offered

This introductory course on educational leadership examines decision-making and problem-solving at system-level and school-level in developing countries with a special focus on the small island developing states in the Pacific. The primary aim of this course is to develop knowledge and skills in sound decision-making and problem-solving. This course will help you to acquire suitable knowledge, skills and values to professionally lead and manage educational organisations in a variety of settings in the region and beyond to achieve better educational outcomes.

ED192 Educational Project Planning

Prerequisites: Admission into Undergraduate Programme

Semester 1: Not offered **Semester 2:** B at C

This is an introductory course in educational project planning which examines the formulation, appraisal, implementation, monitoring and evaluation of educational projects, programmes and plans. The course also provides for small-scale, school based and community based formal and non-formal education projects. These may be of relevance to you if you are a teacher, a community worker or even a concerned citizen. All educational projects must be seen as policy experiments that help continuous development.

ED204 Social Competence & Emotional Health in Young Children

Prerequisites: ED103

Semester 1: Not offered **Semester 2:** O at C

Social competence and emotional health are important aspects of young children's growth and development. This course allows students to have in depth knowledge and skills of social competence and emotional health so they can support young children achieve the recognisable milestones needed and also able to offer psychosocial support in times of emergencies. This course includes an analytic and reflective professional experience with young children as a major part of assessment.

ED205 Programme Planning & Curriculum Integration in Early Childhood Education & Care

Prerequisites: ED103

Semester 1: O at C **Semester 2:** Not offered

This course examines the importance of programme planning including the theory and practice of curriculum and curriculum integration in ECEC. Planning will focus on curriculum integration using the trans-disciplinary approach through inquiry-based learning. Students will learn the suitability of a theme and then choose a topic that will transcend across all areas of curriculum, anticipates the needs of children involved, plan for first-hand experience, support children's investigation and representations and document and evaluate the learning that is occurring. This course includes an analytic professional experience with young children in early childhood settings and early years mainstream school.

ED206 Creative Arts in Early Childhood Education & Care

Prerequisites: ED103

Semester 1: O at C **Semester 2:** Not offered

In this course students will examine the importance of creative arts in the learning development of young children particularly in relation to the cognitive, psychomotor and affective domains. Creative arts in the form of arts, crafts, drama, music and movement are explored in detail where knowledge, skills, interests, and talents of the children are tapped and further developed for future sustainability. This course includes an analytic embedded early childhood professional experience within early childhood centres and in the early Years 1, 2 and 3 in the mainstream schools as a major part of assessment.

ED209 Educating Individuals with Vision Impairments

Prerequisites: ED152

Semester 1: Not offered **Semester 2:** P at C

This course is a core course in the Bachelor of Education (Special and Inclusive Education). People with vision impairments are numerous in the Pacific and their conditions are quite often undetected until it is too late

to help them to achieve their potential or to save their sight. Children's vision problems are often undetected, which causes them to have difficulties accessing the curriculum, leading to school failure. Identification procedures and educational programming/strategies for working with these students are also addressed in ED209.

ED210 Educating Individuals with Behaviour Disorders

Prerequisites: ED152

Semester 1: P at C **Semester 2:** Not offered

This course will focus on students with emotional and behavioural disorders. Teaching strategies and technologies used for specific behavioural areas such as ADD and ADHD, shy, withdrawn, conduct disorders, autism, emotionally disturbed and some mental health conditions encountered in children in general in Pacific Island Countries will be discussed. Influences that affect students' behaviour such as parenting style, child abuse, and issues affecting family functioning will be examined also. Issues that affect Pacific people such as advocacy, lack of awareness, reporting procedures for child abuse, child counselling, facilities available which are currently in place to cater for this group, as well as professional ethics, confidentiality and networking will also be covered.

ED215 Mathematics Education Primary 1

Prerequisites: ED115

Semester 1: O at C **Semester 2:** Not offered

This course extends teachers' understanding of the nature of mathematics, helps them assess the way mathematics is typically taught, compares learning and doing mathematics, and inculcates the notion of thinking and working mathematically. The algebraic processes introduce the disposition to use mathematics to solve problems and tasks in a logical manner that is based on mathematical principles. The topics in the course are important for primary teachers as they enable reflection on current methods of teaching mathematics, and add sufficient depth to their mathematical knowledge as well as new teaching methods.

ED216 Science & Social Studies for Primary Teachers

Prerequisites: ED116 or equivalent

Semester 1: O at C **Semester 2:** Not offered

This course has two components: science and social studies. It is assumed that most students would have taught science and social studies in primary schools in the Pacific region. Each of the two course components comprise five study units with each unit focusing on how concepts that are fundamental to understanding both science and social studies could be effectively learnt and taught in the Pacific classroom. The Science component focuses on: the nature of science, science as inquiry, constructivism and learning science, the living environment, science and technology, and interdisciplinary teaching science. The Social Studies

component focuses on Society and learning, governance, change, conflict resolution, and cultural differences.

ED217 Literacy Processes

Prerequisites: ED170

Semester 1: Not offered **Semester 2:** O at C

This course builds on ED170 (Language for Techers) and it describes the various meanings of literacy in different cultural contexts. Students are expected to develop strategic activities to promote language literacy across the curriculum. It aims to develop and enhance teachers' abilities in designing and conducting effective procedures to promote literacy in their classrooms. This course covers literacy in L1 and L2 developments, reading, writing, listening and oral language processes, language across the curriculum, grammar and language structure, library, genres, cross cultural issues and monitoring literacy. Intervention programs in reading and writing for children with learning difficulties are also learnt in this course.

ED250 Curriculum & Pedagogy 1

Prerequisites: ED152, ED153 and All 100 level core courses from subject majors

Semester 1: B at C **Semester 2:** Not offered

The course is based on the principle of constructivism and covers four modules: The Effective Teacher, Teaching Contexts and Challenges, Strategies for Effective Teaching and Learning, and Teachers as Professionals. Using a mixed-mode teaching approach, this course aims to enhance the foundational pedagogical knowledge, technological skills, and good attributes that will guide teachers towards a successful and rewarding period of practice teaching. Students also learn a variety of generic teaching skills such as planning, instruction, assessment and classroom management.

ED250FR Elements de didactique 1

Prérequis: ED152 et ED153

Semester 1: O at E **Semester 2:** Not offered

Renforcer les connaissances pédagogiques de base, les compétences technologiques et les vertus qui mènent vers une carrière réussie et enrichissante dans l'enseignement. Les étudiants vont également développer leurs compétences pédagogiques générales comme la planification, l'instruction, l'évaluation et la gestion de classe.

ED252 Educational Psychology & the Teaching–Learning Process

Prerequisites: ED152

Semester 1: Not offered **Semester 2:** O at C

This course aims to provide a theoretical and practical framework within which learners may identify the different theories describing the underlying psychological processes of teaching and learning. In particular, the knowledge that student teachers attain in this course may equip them with an understanding of how the psychological processes of teaching and learning may apply to the classroom contexts in the South Pacific.

ED252FR Psychopédagogie et le processus d'enseignement- apprentissage

Prérequis: ED152

Semester 1: Not offered **Semester 2:** O at C

Ce cours permet aux étudiants de se familiariser avec l'étude du processus d'apprentissage chez les humains dans différents milieux éducatifs. Son objectif est d'équiper les étudiants avec les notions nécessaires pour comprendre les questions, les problèmes et les recherches sous-jacents aux différents aspects de la psychopédagogie. Le cours inclut une analyse des aspects psychopédagogiques dans l'éducation des enfants préscolaires et des personnes aux besoins spécifiques.

ED254 Evaluation in Schools

Prerequisites: ED154

Semester 1: Not offered **Semester 2:** O at C

This course provides opportunities for developing practice-based theories and models of teaching and evaluation. It adopts a unique approach for developing practical knowledge strategies in teacher practices with special reference to classroom teaching, organising and monitoring learning, and to reviewing institutional curricula. The course emphasises teachers as practitioner-researchers of their own everyday practices, including organising and monitoring learning. Attention is drawn towards the role of teaching as a reflective practice in action. This course includes the process and use of readily available data for decision making.

ED255 Introduction to Curriculum Development

Prerequisites: ED152 and ED153

Semester 1: Not offered **Semester 2:** O at C

This courses introduces students to curriculum theory and practice and provides the learning opportunity to develop an awareness and understanding of the processes of curriculum planning, development, implementation, assessment, evaluation and change. This course will help students to understand the concept and role of curriculum in education. It also provides foundational skills in curriculum mapping, identifying curriculum gaps, designing and evaluating the curriculum.

ED258 Adult Learning

Prerequisites: ED158

Semester 1: Not offered **Semester 2:** O at C

This course builds on the principles and conceptual understanding of non-formal education and focuses on the core learning principles that apply to adult learners. It aims to contribute to a deep understanding of the psychology of adult learning and explores techniques used in facilitation of adult education programmes.

ED262 Inclusive Education & Diverse Learning Needs

Prerequisites: ED152

Semester 1: Not offered **Semester 2:** O at C

The course focuses on Goal #4 (Quality Education) of the United Nations Sustainable Development Goals and will be underpinned by a right-based approach and the social model (informed by the medical model). The aim is to ensure that inclusive and equitable, quality education with opportunities for all is understood within the local Pacific Contexts. This includes examining the diverse developmental learning needs of learners along a continuum including children who experience learning difficulties, emotional and behavioral difficulties, sensory impairments, physical impairments and those who may be gifted and talented. Principles of inclusion are applied to educational practice in collaboration with families, professionals and community organisations.

ED286 Health, Wellness and Fitness

Prerequisites: At least one 100 level course

Semester 1: Not offered **Semester 2:** Not Offered

This course explores the health, wellness, and fitness related sciences and how these can be used to build health and physical literacy in young people. Students will assess principles of health and skill-related fitness in young people as well as assess health and physical literacy using established guidelines and protocols. Students also will apply principles of social, physical, psychological, and cognitive learning to improve the physical and health literacy of the young people they interact with. As part of their studies, students will examine trends in health data of Pacific Island populations and critique current public health interventions. This course will enable students to assess principles of health, wellness and skill-related fitness in young people, and critique Pacific Island public health interventions.

ED287 Sport Education and Coaching

PrerequisitesAdmission into undergraduate program:

Semester 1:B at C **Semester 2 Not offered**

In this course students explore the Sports Education Model that they are expected to learn and perform in a diversity of sporting roles. Students are expected to apply their understandings of seasons, affiliation, sporting festivity, record keeping, practice design, and culminating events to promote participation of young people in organised sports. Students will also investigate the principles of Olympism and Values-based Education through sport. This course will also investigate case-studies of when sport has been used for peace-building and sustainable development. This course has a practical component where students plan, teach and evaluate a sport education lesson.

ED289 Teaching Games for Understanding (previously Physical & Leisure Education 2)

Prerequisites: Admission into undergraduate program

Semester 1: Not offered **Semester 2:** B at C

This course investigates games-centred physical education pedagogies. Specifically, students of this course will explore the theoretical origins and applications of the Teaching Games for Understanding Model. Students undertaking this course will acquire a deep understanding of the Fundamental Rules of Games and application of the Games Classification System in both physical education and coaching contexts. Students are expected to be able to apply this knowledge in simulated teaching/coaching practises. Finally, students must be able to demonstrate how they will plan and teach games using improvised and/or limited equipment.

ED291 School Organisation & Management

Prerequisites: ED191

Semester 1: Not offered **Semester 2:** O at C

This course is designed to provide students with the knowledge and capabilities of school organisation and management. It covers themes of educational leadership that deals with the nature of school administration, organising the work of atff members, instructional leadership, management, aligning the school with the community, accountability and the responsiveness of educational leaders.

ED292 Educational Planning & Development

Prerequisites: ED191 or ED192

Semester 1: Not offered **Semester 2:** O at C

The course builds on planning concepts learnt and skills developed in ED191 and ED192. It deals with educational planning and development processes at different levels (school, local, district, national) in

educational context in Pacific Island countries. The course will provide students with the knowledge and skills on planning and development including; diagnosing, mapping, costing, feasibility testing, formulation, implementation and evaluation of plans and systems. An important feature of the course is to introduce educational change appropriate for developing contexts.

ED300 Practicum

Prerequisites: All 100-level and all 200-level courses in your programme plus ED350 (Students in BEDECEC, BEDPRIM and BEDSIE programmes are exempted from ED350) Note: BEDECEC students must complete all the 300-level ECEC specific courses before they can do ED300

Semester 1: O at C **Semester 2:** O at C

It is a course on school practicum for pre-service and in-service in BEDECEC, BEDSIE, BEDPRM, and BEDSEC. It is the capstone course for the undergraduate programmes. Students are expected to complete a 17-week school practicum in their respective programmes. The comprehensive practicum package provides the necessary teacher competencies, professional attributes, knowledge and skills that are needed in teachers in the 21st century. For preservice, the 17 weeks are spread over three blocks as per the new practicum structure. Year 1 (no practicum); Year 2 (three-week home-based practicum); Year 3 (three-week practicum); Year 4 (ED300: eleven-week practicum for preservice, and fourteen-week practicum for in-service).

ED300FR Stage de pratique accompagnee

Prérequis: (Les étudiants inscrits en licence en éducation de la petite enfance, en enseignement du premierdegré ou en enseignement spécialisé et inclusif sont dispensés du cours ED350FR)

Semester 1: O sur C **Semester 2:** O sur C

Ce cours est un stage pratique au sein de vraies écoles, à destination des enseignants en formation, tout comme des enseignants en service. C'est l'aboutissement de tous les programmes d'études de premier cycle en sciences de l'éducation. Les étudiants doivent effectuer un stage de 17 semaines en école. Le stage est conçu de façon à fournir les compétences, les attributs professionnels, les connaissances et les habiletés nécessaires pour être un bon enseignant. Notez que le stage aura une nouvelle structure à partir de 2018 : les 17 semaines seront réparties en trois blocs, 3 semaines en 2e année, 3 semaines en 3e année, et 11 semaines en 4e année

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ED302 Play Pedagogies in Early Childhood Education & Care

Prerequisites: All 200-level ECEC specific courses ED204, ED205 and ED206

Semester 1: Not offered **Semester 2:** O at C

Play is important in young children's growth and development. It provides an entry point for educators to critically define play and playful curriculum from the eyes of young children and from an educational play pedagogical perspective. Adults' role in scaffolding young children's play is vital in bridging young children's

learning from one level to the next. The course includes an analytic and a reflective embedded professional practice as a major part of assessment.

ED303 Health, Safety & Nutrition in Early Childhood

Prerequisites: Any 200 level ECEC course (ED204 or ED205 or ED206)

Semester 1: Not offered **Semester 2:** O at C

This course explores the various factors that influence the development of physically and psychologically healthy and safe lifestyles, which are critical to the education of today's infants, toddlers and young children, including those with special needs. The responsibility of the teachers, caregivers, parents and communities in developing healthy attitudes and lifestyles for the young through movement development, physical fitness, nutrition, hygiene and safety in the early childhood learning environment is emphasised. The course has a practical component assessment task in selected early childhood settings including the early years mainstream schools.

ED304 Families & Communities in Early Childhood Education and Care

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Prerequisites: All 200-level ECEC specific courses ED204, ED205 and ED206

Semester 1: O at C **Semester 2:** Not offered

This course introduces students to the importance of families and communities in the learning development of young children. Partnership and the interconnections amongst relevant systems also play a vital role in the further development of young children for example the wellbeing of children in terms of health, safety and nutrition. The course explores why and how the world has changed and how educational settings such as ECEC could be a source of retaining sustainable practices that could be embedded in the learning journey. The ideas of social justice play a crucial role in children's environment through better and inclusive policies that would enable things happen in more meaningful ways. Students are expected to engage in a mini analytical research with families and communities within their sociocultural context as a major part of assessment.

ED323 Educating Individuals with Physical/Multiple/Health Impairments

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Prerequisites: Any 200 level Education courses

Semester 1: Not offered **Semester 2:** P at C

This course is a core course in the Bachelor of Education (Special Education), and will enable students to include children with physical, multiple and health impairments across the curriculum. Students will develop positive attitudes, knowledge, skills and strategies to enable them to work with this group as well as with their caregivers and promote awareness and advocacy in the PIN communities. Use and care of basic equipment for this group will be an area of focus.

ED325 Mathematics Education Primary 2

Prerequisites: ED215 or equivalent

Semester 1: Not offered **Semester 2:** O at C

This course focuses on strengthening teachers' pedagogical content knowledge by analysing typical methods of teaching the major primary mathematics topics such as the systems of measurement, geometric figures and geometric motions, chance and data probability. Teachers will be encouraged to investigate students' understanding of different contexts on which to build learning. The course will investigate new assessment practices in primary mathematics, provide practice in developing good resources, practise integrated teaching and manage multi-classes. The activities will add depth to teachers' pedagogical content knowledge, enhance their understanding of students' common mistakes, and increase their confidence in teaching mathematics.

ED327 Literacy Processes 2

Prerequisites: ED217

Semester 1: Not offered **Semester 2:** O at C

This is the final language education course in the BED Primary program. It focuses on developing teachers' understanding and skills in literacy processes in particular in English as a second language (ESL) context of the Pacific. Teachers who do this course are expected to be knowledgeable about the educational and language policies in their countries and be able to envisage creative patterns of teaching and learning in the English language at the primary school level. It features literacy processes and the development of the major language skills in other subjects across the curriculum. The course also explore the processes of oral language development, reading, and writing and how these processes translate to teaching pedagogies. It examines inclusivity in literacy achievements, cultural, multiple and critical literacies in the development of teaching and learning of language skills in primary schools.

ED328 Social Science Education 2

Prerequisites: ED216

Semester 1: Not offered **Semester 2:** O at C

This course focuses specifically on critical issues such as the impact of the outside world on Pacific cultures, environmental and cultural sustainability of Pacific Islands, gender issues, overpopulation of urban centres, crime, social justice and human rights. Students will use the problem-based approach to investigate major social and environmental issues facing Pacific societies and the world. Students will develop research and analytical skills, at the same time valuing participatory and group approaches to learning and problem solving.

ED336 Science Education Primary 2

Prerequisites: ED216

Semester 1: Not offered **Semester 2:** O at C

This course promotes the idea of epistemological pluralism and the notion of science as human enterprise particularly in Pacific Island cultures. It investigates the challenges of teaching and learning science in the non-Western classroom and highlights misconceptions that arise in science and learning science. In turn, the course provides opportunities for teachers to consider our traditional ways of explaining natural phenomena and processes such as traditional medicine, medicine, navigation, and fishing.

ED350 Curriculum & Pedagogy 2

Prerequisites: ED250 and ED252 (not to be taken by ECEC, Primary and SIE students)

Semester 1: Not offered **Semester 2:** B at L and O at C

This course is a core course and the second of two teaching-methods courses in the teacher education programmes. The course builds on the themes and content covered in ED250. It explores the unique nature of a variety of teaching areas or disciplines and emphasises appropriate pedagogical-content knowledge that will enable students to teach their specialised subject areas effectively. During teaching workshops in the different subject areas, students will practice ways to infuse new ideas into teaching and effectively ground practice in sound educational theories.

ED350FR Eléments de didactique 2

Prérequis: ED250. Pas disponible en option.

Semester 1: Not offered **Semester 2:** O at E

Pas disponible en option. Ce cours s'inscrit également dans le tronc fondamental et il est le dernier des deux cours sur les pratiques de l'enseignement. Le cours renforce les thèmes et les contenus abordés dans ED250. Il examine le caractère unique de plusieurs disciplines et met l'accent sur des connaissances pédagogiques adaptées au contenu pour permettre aux étudiants d'enseigner leur discipline. A travers des ateliers d'enseignements dans les différentes disciplines, les étudiants s'exerceront à élaborer des idées nouvelles pour la classe et à ancrer leur pratique d'enseignement dans des théories pédagogiques solides

ED354 Assessing Student Learning

Prerequisites: ED252 OR ED154 OR ED254

Semester 1: O at C **Semester 2:** Not offered

This course focusses on assessments typically designed and used by the classroom teacher. It aims to help students understand the important role that assessment plays in classroom instruction and how teachers can teach better by putting assessments at the fore of learning. While emphasis is placed on assessing student achievement by writing quality assessments, including traditional-type classroom tests, this course provides

an opportunity for students to design suitable and demanding assessments for the specialised fields of education. The course will also provide students with the necessary working skills for evaluating and improving the quality of assessment tasks by carefully applying the relevant approaches to establish and strengthen the reliability and validity of classroom assessments. Students will also learn ways to interpret and report assessment data.

ED354FR Evaluation et mesure de la performance des eleves

Prérequis: ED252FR ou ED154FR ou ED254FR

Semester 1: O sur E **Semester 2:** Not offered

pas disponibleCe cours se concentre sur les évaluations conçues et mises en place par l'enseignant dans la classe. Le but du cours est de faire comprendre aux étudiants le rôle majeur de l'évaluation dans le processus d'enseignement-apprentissage et la façon dont ils peuvent mieux enseigner en mettant l'évaluation au coeur de l'apprentissage. Bien que l'accent soit mis sur la rédaction d'outils d'évaluation de qualité pour évaluer la réussite des élèves, y compris les traditionnels contrôles pour toute la classe, les étudiants auront l'occasion de concevoir des évaluations exigeantes et adaptées aux différents domaines éducatifs. Le cours fournira aux étudiants les compétences professionnelles nécessaires pour mesurer et améliorer la qualité des activités d'évaluation en utilisant des approches pertinentes afin de déterminer et de renforcer la fiabilité et la validité des outils d'évaluation dans la classe. Enfin, les étudiants apprendront comment analyser et présenter les données relatives à l'évaluation.

ED357 Literacy & Numeracy Across the Years and Across the Curriculum

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Prerequisite: Any 200 level Education course

Semester 1: Not offered **Semester 2:** O at C

This course looks at the importance of literacy and numeracy across the years, and how it will enable students have a clear understanding of the nature of literacy and numeracy. It features language and literacy as social constructs and addresses theories and its importance in student learning. It also emphasizes that numeracy encompasses not only mathematical concepts and skills (e.g. numerical, spatial, graphical, statistical and algebraic), but also mathematical thinking, general thinking skills, problem solving strategies and the context within which these concepts and skills are to be applied. In addition, it explores what it means to be literate, numerate, and how crucial literacy and numeracy to learning and teaching in any subject across the curriculum and across the years. The course also examines ways of implementing interactive approaches to develop student's competency in literacy and numeracy across the years/curriculum, including the challenges.

ED358 Community Education

Prerequisites: ED158 or ED258

Semester 1: Not offered **Semester 2:** O at C

This course is based on the philosophy of 'education for change'. It's purpose is the development of skills and knowledge required to facilitate community-based projects and programmes in pacific communities. An important focus of the course is the development of projects and activities in consultation with communities and particpants. The course aims to enhance learning and to empower people to contribute to society as they participate in the assessment of needs, and in the process of planning and implementation of community projects and programmes.

ED359 Educational Research

Prerequisites: Any 200 level Education course

Semester 1: O at C **Semester 2:** Not offered

This specialised course is designed for prospective students and senior undergraduate students with a strong interest in Educational Research. The course aims to introduce the beginning researcher to concepts and principles of educational research. Students will be introduced to both qualitative and quantitative approaches to research. The course also focuses on the ethical application of the research process to Education. The major themes of the course are basic research concepts, designs for qualitative and quantitative methodologies, data analysis techniques, and critiques of research. The course will be particularly useful for students who plan to continue with postgraduate studies in Education.

ED359FR Méthodologie de la recherche en éducation

Prérequis: deux cours de 2e année en sciences de l'éducation

Semester 1: O at E **Semester 2:** Not offered

Ce cours spécialisé a été conçu pour les futurs étudiants et les étudiants en dernière année de licence ayant un fort intérêt pour la recherche pédagogique. Le but de ce cours est de faire découvrir au chercheur débutant les concepts et les principes de la recherche en éducation. Les étudiants suivront à la fois l'approche de recherche qualitative et l'approche quantitative. Le cours prend également en considération la conduite éthique de la recherche pédagogique. Les thèmes majeurs du cours sont : les concepts de recherche de base ; les modèles des méthodologies qualitatives et quantitatives ; l'analyse de données et les techniques d'interprétation ; la revue de littérature. Le cours sera particulièrement utile pour les étudiants qui prévoient de continuer leurs études et de faire un master en sciences de l'éducation.

ED362 Inclusive Quality Education

Prerequisite: Any 200 level Education course

Semester 1: Not offered **Semester 2:** O at C

This course focuses on developing inclusive quality education with a specific focus on the Pacific Region. It is concerned with critically analysing Sustainable Development Goal # 4, understanding child development as it relates to diverse learning needs, communicating inclusively and developing a variety of strategies that would result in quality learning outcomes for students with diverse learning needs including the development of individual education plans where necessary. Upon completion of this course, teachers should be able to: communicate inclusively and recommend practical ways of working with children with diverse learning needs in a Pacific context.

ED363 Developing Inclusive School Communities

Prerequisites: Any 200 level Education course

Semester 1: O at C **Semester 2:** Not offered

This is a core course for BEd (Special and Inclusive Education). It focuses on developing inclusive school communities with a specific focus on the Pacific Region. It is concerned with inclusion in action and new developments in inclusion and inclusive education. The course aims to explore key concepts such as: developing teaching and learning environments for children with varying learning needs, planning for learning and teaching for all children and the development of individual education plans. Upon completion of this course, teachers should be able to: effectively develop strategies for working with children of varying educational needs.

ED386 Inclusive Movement Performance

Prerequisites: Admission in to undergraduate programme

Semester 1: Not offered **Semester 2:** Not offered B at C

An inclusive approach to human movement performance is the focus of this course. It allows students to exercise social justice principles in their teaching. The course requires students to be able to diagnose, intervene, and evaluate a range of movement competencies in young people for example, gymnastics and athletics. In addition, students also analyse the relevant literature associated with Adaptive Physical Education (APE) and apply inclusive concepts to Pacific Islands context. Students will also learn how to demonstrate effective pedagogical intervention and advocacy strategies for students with diverse learning needs.

ED387 Teaching Physical Education in the Pacific

Prerequisites: Admission in to undergraduate programme

Semester 1: Not offered **Semester 2:** Not offered

This course requires students to investigate the Physical Education Curriculum of any Pacific Island countries against the backdrop of the UNESCO Quality Physical Education Guidelines for Policymakers. Students select

a physical education curriculum from the Pacific and use it for planning, sequencing, and teaching physical education lesson. The course also assists students to apply the pedagogical content knowledge of the course including health and physical literacy, inclusive practices, and Pacific Islands' movement cultures in the applied components of this course.

ED391 Educational Leadership & Supervision

Prerequisites: ED291

Semester 1: O at C **Semester 2:** Not offered

This course examines the roles that education leaders are required to play as curriculum advisors, education officers and school leaders. It provides a better understanding of the educational administrator as a leader in the school and the school system as well as their communities. It also develops an awareness of the role of educational supervision in instructional improvement and school development. To achieve this, theories of supervision and approaches to supervisory processes are explored.

ED401 Learning & Teaching in Higher Education

Prerequisites: Admission to PGCTT programme

Semester 1: O at C **Semester 2:** O at C

In this course participants will review dominant learning theories, emerging models and trends in learning and knowledge building. They will be engaged in designing learning outcomes, teaching and learning activities and assessment with special emphasis to Pacific contexts and inclusive education for the courses they teach. Participants will form collaborative groups as a community of practice to engage in curriculum review using learning tools and technologies, and develop skills to enhance pedagogical practices for multi-modal deliveries along the e-learning continuum. During the course, participants will create personal reflection e-portfolios that will be continually assessed as feedback for improvement.

ED402 Curriculum Design, Development & Evaluation in Higher Education Contexts

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Prerequisites: ED401

Semester 1: O at C **Semester 2:** O at C

This course provides participants with an understanding of curriculum design, development and evaluation in HE. They will examine select theories and models of curriculum development, design and assessment, and learning theories. Core topics include curriculum mapping, diversity pedagogies, constructive alignment – from formulation of effective learning outcomes to selection of content, developing positive learning experiences, and approaches to evaluation. Participants will engage in comparative analysis of teaching for the traditional classroom and pedagogical considerations in the shift to design, development and evaluation of blended and online teaching contexts.

ED403 Innovations in Learning Technologies & Professional Practice

Prerequisites: ED401 and ED402

Semester 1: O at C **Semester 2:** O at C

This course provides a greater understanding of the pedagogical foundation required to facilitate a technology-mediated learning environment. Course participants will explore various learning technologies and how technological innovations are changing pedagogical practice in higher education. They will be supported to develop course material utilising Open Educational Resources and e-facilitation techniques for the Pacific learning contexts. They will gain experience in using a selection of online methodologies and approaches and review online good practices. Participants will continue to develop their activity-reflection e-portfolios for formative and summative assessment towards continuous professional development.

ED421 Advanced Studies in Early Childhood Education & Care

Prerequisites: Admission into the Postgraduate Programme

Semester 1: B at C **Semester 2:** Not offered

This course provides an opportunity for students to undertake advanced study to further enhance their professional knowledge and skills in related areas of early childhood education and care. Students learn about current research, policy, curriculum and assessment practice and engage critically in theoretical debates of working with young children in relation to the UN Conventions of the Rights of the Child (UNCRC) and the Sustainable Development Goals (SDG). The course also provides an opportunity for students to rethink and reflect critically on the development of a learning model that embrace both Western and Pacific ideas of Early Childhood Education and Care in this modern era.

ED451 Culture & Education

Prerequisites: Admission into the Postgraduate Programme

Semester 1: Not offered **Semester 2:** B at C

The course will involve explorations of the relationships between education (as institution and process), and cultural values and influences, with specific references to Pacific Island societies. Current works from the Pacific and around the world will be examined and students will be expected to make their own contributions to the available body of knowledge through their own research activities. A number of themes will be studied and would include: Pacific educational ideas and their relationships to education; school education and indigenous education; role of culture in teaching and learning; cultural universals as markers of change and reform; cultural gaps; teachers as agents of cultural transmission; cultural literacy and schooling; and education and cultural identity. Consideration of the Regional Strategy for Culture and Education (2010) and its implications for education in Pacific Islands schools and higher education institutions will also be considered.

ED454 Advanced Educational Measurement & Evaluation

Prerequisites: ED354 and ED359

Semester 1: Not offered **Semester 2:** B at C

This course aims to help students recognise the importance of establishing a sound culture of assessment that supports the long-term development of learners as well as the organisation and its stakeholders. Developing, implementing, and evaluating effective assessment strategies is one of the recurring themes of this course. The course also deals with fundamental measurement and evaluation ideas with respect to student learning as well as other issues in educational assessment.

ED455 Advanced Curriculum Studies

Prerequisites: ED350 or ED355 or ED359

Semester 1: B at C **Semester 2:** Not offered

The purpose of this course is to enable students to re-think curriculum development in Pacific Island Nations, identify and explain significant issues in the current curriculum debate globally as well as regionally. Students will be expected to reflect critically upon current curriculum development processes and structures, develop the competency to define their own curricular positions and make decisions about curriculum-related issues in their own countries. They should learn to theorise their own education and recognise theoretical underpinnings in selected curriculum reform projects in the Pacific region. An important feature of the course is the emphasis given to national as well as regional curriculum initiatives and the need to re-think the school curriculum in terms of curriculum concerns for a more culturally inclusive and gender sensitive curriculum.

ED456 Studies in Science Education

Prerequisites: Admission into the Postgraduate Programme

Semester 1: Not offered **Semester 2:** B at C

This course is designed to meet the needs of Pacific Island Science Educators. It provides opportunities for science teachers, science learners, advisors, curriculum developers and administrators in primary, secondary, technical and tertiary education institutions to explore contemporary issues and research in science education in some depth. The issues will centre around the science teacher, the science learner, the science classroom and the science curriculum. The course will have an international perspective, but it will also look at problems and issues that are of particular concern in the South Pacific. The course provides students with opportunities to develop skills in reviewing Science Education literature and evaluating research studies. Students enrolled in this course are encouraged to pursue particular research and explore possible thesis topics.

ED457 Advanced Study of Education in Small Island States

Prerequisites: Admission into the Postgraduate Programme

Semester 1: Not offered **Semester 2:** B at C

The course will provide opportunities for students to study the following four general themes: recent research on the nature of the relationships between education and development; the extent to which educational directions form and are influenced by the development process; the influence on education of major economic, social and political issues in the region; and, selected issues and current problems related to education. The whole course is set against the context of small island states of the Pacific region.

ED461 Education for Sustainable Development

Prerequisites: Admission into the Postgraduate Programme

Semester 1: B at C **Semester 2:** Not offered

The course will focus on the UN Decade of Education for Sustainable Development (DESD) and its relationship to new sustainable development goals (SDGs), MDGs, UNDL, and EFA. Students will examine the values and ideals underlying these global instruments, as well as their goals and target dates, together with the reasons why these initiatives were set up, their similarities and differences. Special focus is given to DESD and students will conduct research on how Pacific communities conceptualise the main ideas, issues and solutions associated with ESD and critically analyse the implications of their findings for the successful implementation of the Pacific ESD Framework (2006) in students' home countries. The work of monitoring and evaluation of ESD related activities will also be examined. Other topics will include: research in and for ESD; the role of USP in ESD promotion and advocacy; climate change education and ESD; and the work of UNESCO's Global Monitoring and Evaluation Group (MEEG).

ED466 Studies in Mathematics Education

Prerequisites: Admission into the Postgraduate Programme

Semester 1: Not offered **Semester 2:** B at C

This course provides an opportunity to investigate questions and concerns about mathematics as a school subject and mathematics education. It will consider the theories, practices and developmental trends in mathematics learning and the mathematics curricula, including the interconnection between curriculum development and various mathematics education issues. Questions about curriculum relevance and issues of equity and social justice - to do with ethnicity, culture, gender, language and technology - as they arise in mathematics education will be critically examined. Ethnomathematical research and the examination of mathematical knowledge and practices in Pacific societies, both traditional and modern, and how they affect classroom learning will be vigorously pursued.

ED468 Gender & Education

Prerequisites: Admission into the Postgraduate Programme

Semester 1: B at C **Semester 2:** Not offered

This course provides a forum for the critical examination and understanding of the different structures, activities and perspectives related to gender and education. It will look at the nature of contemporary gender relations and the construction of gender and gendered identities by educational theories, policies and provisions from various perspectives. How 'gendering' has changed over time, how it varies between cultures and social classes in different societies including those of the region, and the implications of these changes in the function and provision of education should create enriching discourse. Education will cover both formal and informal. The topics are relevant to both men and women, and society as a whole.

ED491 Advanced Studies in Educational Leadership

Prerequisites: Admission into the Postgraduate Programme

Semester 1: B at C **Semester 2:** Not offered

The course aims to examine various leadership theories and models, and organisational cultures to give deeper insights into how these impact all dimensions of the schools especially the core business which is learning and teaching. Also, the course explores leadership within educational communities, the change process and the concept of partnership among various stakeholders such as educational administrators, teachers, parents and students, and community members as a means of creating more effective and efficient educational communities of inquiry. The exploration of various concepts theories and models of leadership will enable students to develop their own professional ideas about quality educational leadership to meet the contemporary changes in the educational landscape.

ED492 Advanced Studies in Educational Planning & Development

Prerequisites: Admission into the Postgraduate Programme

Semester 1: Not offered **Semester 2:** B at C

The course aims to examine various planning theories and models that would give deeper insights into how these could positively impact educational development and in turn improve the core business which is the quality of learning and teaching. Also, the course explores the planning process and the importance of the concept of partnership among various stakeholders such as educational administrators, teachers, parents and students, and community members as a means of creating more effective and efficient educational plans. This demonstrates that it is preferred that planning is a team effort. The course will demonstrate that in educational planning the process is as important as the product that is, the plan.

ED493 Advanced Studies in Educational Policy

Prerequisites: Admission into the Postgraduate Programme

Semester 1: B at C **Semester 2:** Not offered

This course introduces policy studies in education as a discipline of enquiry and area of practice to educators including educational leaders, planners, policy makers and practitioners. The educational enterprise is dynamically complex and is increasingly becoming a matter of public interest and debate. Therefore, an appreciation and understanding of the educational policy process is useful to the planners themselves, as well as educators generally. The course deals with relevant theoretical perspectives, research bases and practical experiences in various aspects of educational policy process.

ED600F Education SRP (Full-Time)

ED600P Education SRP (Part-Time)

ED700F Education Master's Thesis (Full-Time)

ED700P Education Master's Thesis (Part-Time)

ED750F Education DRP (Full-Time)

ED750P Education DRP (Part-Time)

ED800F Education PhD Thesis (Full-Time)

ED800P Education PhD Thesis (Part-Time)

EDP01 Pacific Principles in Educational Leadership

Prerequisites: Admission to Professional Certificate in Education Policy & Planning

Semester 1: Not offered **Semester 2:** Not offered

Course Does Not Follow Semester Structure

(F and B at SI, E, NI, CI, TU, K, TON, RMI, NA, and SAM)

This course presents the latest research on educational leadership in the Pacific, with focus on school leadership for improvement. Students will explore Pacific conceptualisations of leadership in an educational context, focusing on the values, philosophies that guide leadership practices in Pacific schooling, including the Pacific Principles' Framework. Students address the local needs and challenges within their context and how they can best support school principals. Students will be encouraged to appreciate the diverse cultural and social relationships that are held by school principals in unique island communities.

EDP02 Educational Policy Studies in the Pacific

Prerequisites: Admission to Professional Certificate in Education Policy and Planning

Semester 1: Not offered **Semester 2:** Not offered

Course Does Not Follow Semester Structure (F and B at E & SI)

This course introduces students to Policy formulation drawing on international theories and current practices from Ministries of Education in the Pacific. The course will explore dialectical approaches to understanding educational policy framework used by the national Ministries of Education. The course will include approaches to drafting a school policy, strategies for monitoring a school policy and implementing such a policy in the school context. The course will draw on examples from school policies around the region. Also, the course will highlight emerging policy frameworks evident around the region that are based on indigenous Pacific epistemologies.

EDP03 Educational Planning in the Pacific

Prerequisites: Admission to Professional Certificate in Education Policy and Planning

Semester 1: Not offered **Semester 2:** Not offered

Course Does Not Follow Semester Structure (F and B at E & SI)

The course introduces students to the dimensions of educational planning at ministerial and education system wide level, drawing on examples of national education plans across the region. Through a case study approach, students will be encouraged to examine current processes for planning used by national ministries of education, including the use of EMIS and available data for formulating education plans.

EDP04 Financing Education in the Pacific

Prerequisites: Admission to Professional Certificate in Education Policy and Planning

Semester 1: Not offered **Semester 2:** Not offered

Course Does Not Follow Semester Structure (F and B at E & SI)

This course provides students with knowledge necessary for successful planning and management of educational finances within a school system and an education system. Students will be presented with learning opportunities for refining their skills in managing finances, developing their competency in budgeting and allocating resources, and enriching their conceptual understanding of fiscal stewardship and responsibility. A particular emphasis is placed on managing and utilizing statistical school data in supporting financial planning.

EDP05 Planning Professional Development

Prerequisites: Admission to Graduate Certificate in School Leadership

Semester 1: F at RMI **Semester 2:** Not offered

This course encourages school leaders to take responsibility for the development and managing of teachers' professional learning. It also provides opportunities for them to improve their practice in the application of: professional standards, evaluate training needs, planning for professional development and planning professional development activities.

EDP06 School Leadership

Prerequisites: Admission to Graduate Certificate in School Leadership

Semester 1: Not offered **Semester 2:** Not offered

This course encourages school leaders to acquire skills and knowledge of school leadership; ethical leadership; visionary leadership; and school leaders as agents of change. It also provides opportunities for them to improve their practice. With an improved understanding of school leadership, they are encouraged to apply lessons learnt in their pratice to improving schools.

EDP07 School Management

Prerequisites: Admission to Graduate Certificate in School Leadership

Semester 1: Not offered **Semester 2:** F at RMI

This course encourages school leaders to explore the following topics: School Management, Resource Management, Operational Management and Disaster and Risk Management. It also provides opportunities for them to apply the knowledge gained in managing their schools.

EDP08 Enhancing Learning & Teaching Environment

Prerequisites: Admission to Graduate Certificate in School Leadership

Semester 1: F at RMI **Semester 2:** Not offered

This course encourages school leaders to explore the following topics: Beginning teacher; Learners and learning; Conducive learning environment; and Curriculum Instruction. It also provides opportunities for them to apply learning from the course to their school context to improve learning environment.

EDP09 Community Partnership

Prerequisites: Admission to Graduate Certificate in School Leadership

Semester 1: Not offered **Semester 2:** Not offered

This course explores the following topics: Understanding School Community Dynamics, Inclusive collaboration, Community Involvement and Learning community. It also provides opportunities for school leaders to apply the knowledge from the course to building stronger community partnerships.

FJ101 (LL166) Fijian for Beginners

Prerequisites: Not to be taken by students with prior knowledge of Fijian.

Semester 1: F at L **Semester 2:** Not offered

This course is an introduction to Fijian language and culture. It provides the student with basic working information on the language (speaking, understanding, reading, writing) in order to interact and communicate with other speakers while gaining an understanding of the cultural perspectives and practices of the Fijian-speaking culture.

FJ111 (LL161) Fijian Language Studies 1 - Vakadidike Vosa Vakaviti 1

Prerequisites: Admission into Undergraduate programme AND a working knowledge of Fijian

Semester 1: F at L and O at C **Semester 2:** Not offered

This course introduces students to the study of the Fijian language, its major divisions and varieties and the pivotal concepts of its grammar, as well as its relationship to other Austronesian languages. The successful student will, by the end of the course, be familiar with the broad area of Fijian language studies and be equipped with basic linguistic terminology and analytic skills.

FJ121 (LL162) Fijian Orature/Literature 1 - Umavosa Maroroi Vakaviti 1

Prerequisites: Admission into Undergraduate programme AND a working knowledge of Fijian

Semester 1: Not offered **Semester 2:** F at L and O at C

This course proceeds from the study of the Fijian language to an introduction to the verbal arts of Fijian society. It also includes a critical history of printed literature which has been adapted/translated from oral sources or translated from or into other literatures, and which have shaped Fijian imagination.

FJ211 (LL261) **Fijian Language Studies 2**

Prerequisites: FJ111

Semester 1: F at L and O at C **Semester 2:** Not offered

This course builds on the work of FJ111. The successful student will, by the end of the course, have mastered the main currents of grammatical discourse and analysis and gained a thorough appreciation of the Fijian language, studied both in its own contexts and in the wider context of Austronesian languages.

FJ212 (LL215) **The Teaching of Fijian**

Prerequisites: FJ111

Semester 1: B at L and O at C **Semester 2:** Not offered

This course focuses on the teaching of Fijian and its educational use across the content curriculum. It covers the theoretical principles and practical techniques needed by teachers of Fijian, helping them create effective and dynamic lessons and resources that will transform the way the language is taught in schools across Fiji. The course provides teachers with confidence in their own knowledge of Fijian language and culture, and the ability to pass on this knowledge to others in engaging and innovative ways.

FJ221 (LL262) **Fijian Orature/Literature 2**

Prerequisites: FJ121

Semester 1: Not offered **Semester 2:** F at L and O at C

This course develops the concerns of FJ121 and further explores various critical issues regarding the provenance and interpretation of inscribed oral texts. It includes a detailed appreciation of different types of narrative and of poetry within the different vanua repertoires as well as in library and archival collections. The course is intended to create a broader appreciation of the extent of Fijian orature/literature, a mastery of recording methods and analytical skills within the contexts of literature and culture studies.

FJ311 (LL361) **Fijian Language Studies 3 (Vakadidike Vosa Vakaviti 3)**

Prerequisites: FJ211

Semester 1: F at L and O at C **Semester 2:** Not offered

This course builds on the work of LL261. The successful student will, by the end of the course, have mastered the main currents of grammatical discourse and analysis, and gained a thorough appreciation of the Fijian language, studied both in its own contexts and in the wider context of Austronesian languages.

FJ321 (LL362) Orality, Literacy & Culture

Prerequisites: FJ221

Semester 1: Not offered **Semester 2:** F at L and O at C

This course builds on FJ221, studies in Fijian orature and literature in Fijian, in its various formations and contexts. FJ321 invites students to specialise in selected verbal icons and institutions of Fijian culture, and challenges them to delve more deeply into the cultural symbols and metaphors that underpin ritual, ceremonial and cultural behaviour. The course will also examine issues in Fijian literacy.

FJ411 Tuvavosa. Information Structure

Prerequisites: Admission into the Postgraduate Programme; Proficiency in the Fijian Language

Semester 1: B at L and O at C **Semester 2:** Not Offered

In this course students will analyse the structure of phrases, clauses, sentences and linkages in a Fijian dialect they are fluent in. Beyond the language data analysis, students will also examine what the purposes are of the different structures in the different oral genres. In other words, students will find out the function of the information structure of the verbless sentences and noun phrases.

FJ412 iBalebale ni Yaca. Names and Naming

Prerequisites: Admission into the Postgraduate Programme; Proficiency in the Fijian Language

Semester 1: B at L and O at C **Semester 2:** Not Offered

FJ412 is designed to find meaning and history in names of people and places, and any changes that may have taken place in the culture of naming. Students will learn of an important source of story, journeys, events and relationships through names. The opportunity to study names relevant to a person and information in names will be presented. The researched background and history to names and naming traditions will further the sense and understanding of self, place and relationships.

FJ413 Na Veisau ni Vosa. Language and Change

Prerequisites: Admission into the Postgraduate Programme; Proficiency in the Fijian Language

Semester 1: Not Offered **Semester 2:** B at L and O at C

This course explores phonological changes in Fijian and also in historically related languages. Using Natural Phonology, the process and causes for historical and synchronic sound change will be investigated to explain differences between the Fijian sound system, dialectal varieties and in informal oral talk. An understanding of sound change is essential in appreciating language differences, teaching language, writing and decision making regarding language.

FJ421 Mata kei na Sevu. Relationships and Governance

Prerequisites: Admission into the Postgraduate Programme; Proficiency in the Fijian Language

Semester 1: B at L and O at C **Semester 2:** Not Offered

Every iTaukei Fijian belongs to an indigenous entity of place and chiefdom in Fiji. This belonging is the epitome of being an itaukei. Essentially, in that itaukei space of belonging, is a role, its responsibilities, its relationships, its connectedness with the environment and also to the ancestral world. Alongside these are the assigned knowledge, skills and forms of expression relevant to such position in the itaukei space, so too are there the sanctions and taboos of the itaukei Fijian world. As itaukei Fijians embody these knowledge, one is well equipped to relate with others, value people and the environment and practise traditional governance.

FJ422 Sau kei na Mana. Of chiefs, chiefdoms and sacred spaces

Prerequisites: Admission into the Postgraduate Programme; Proficiency in the Fijian Language

Semester 1: Not offered **Semester 2:** B at L and O at C

Chiefly leadership is a vital component of itaukei Fijian vanua or chiefdom. This course will examine paramountcy in being a title holder as well as the challenges of chiefly leadership in Fiji today. As an inherited position in a culture based on tradition, there is little that one can learn about chiefs in the education system as the title is bestowed by the people of the chiefdom. It is therefore dependent on the chiefs' leadership style and the support of the people for a chiefdom to attain mana in the sau of a vanua. Until then sautu or wellbeing remains merely in itukuni or folktales.

FR101 Introduction to the French Language

Prerequisites: Not to be taken by students with prior knowledge of French

Semester 1: F at L O at C **Semester 2:** F at L O at C

This course provides a basic introduction to French language and culture. It enables students to listen, speak, read and write French in a range of simple situations, to a level equivalent to A1 on the Common European Framework of Reference for Languages. Students will learn elementary pronunciation and spelling, vocabulary, grammar structures and rules. They will be able to understand and use expressions and simple sentences to greet and meet someone, to introduce themselves and to ask about others. Students will learn about the metropolitan French cultural staples (social relations, places and history) but also about the wider francophone world, with a focus on French speaking countries of the Pacific.

FR201 Intermediate French Studies

Prerequisites: FR101

Semester 1: F at L **Semester 2:** Not offered

By the end of this course, the student will be expected to understand normal spoken and printed colloquial French, as presented in broadcast/recorded and published materials on a wide variety of subjects drawn

from the francophone media. They will be able to express intention, justify choices, talk about feelings and emotions, etc. Simple literary texts will also be studied. Speaking and writing skills will be continuously exercised.

FR301 Advanced French

Prerequisites: FR201

Semester 1: F at L **Semester 2:** Not offered

This course is an advanced language course that will provide knowledge and skills in French to understand the main points of clear standard speech on familiar subjects in work, school and leisure. It will enable students to manage in most situations that occur when travelling in a region where the language is spoken, to produce a cohesive text on familiar or professional subjects, to narrate an event, an experience, a dream or a goal, and to outline reasons or explanations. At the end of the course, there will be opportunities to sit for an internationally-recognised Diploma in French (DELF).

FR302 French for Business

Prerequisites: FR201

Semester 1: Not offered **Semester 2:** F at L

This course is a language course designed for students nearing graduation, which will provide them with knowledge and skills in Business French. The course will focus on the capacity to communicate and negotiate in a corporate environment. Students will learn about French culture in business. On completion, students will have knowledge in French and advanced understanding of the way to behave in a commercial situation, and there will be opportunities to sit for an internationally- recognised Diploma in French (DELF).

HN101 Conversational Hindi

Prerequisites: Not to be taken by students with prior knowledge of Fiji Hindi

Semester 1: Not offered **Semester 2:** F at L

This course provides an introduction to conversational Hindi. It enables students to interact and communicate with the Hindi speaking community, both in Fiji and beyond. With the emergence of India as a thriving economic powerhouse, an ability to converse in Hindi opens up new opportunities for employment and travel. Meanwhile, Hindi is one of the major vernacular languages of Fiji, so this course presents the chance to communicate more widely, make new friends or watch Bollywood movies without the subtitles!

HN102 Unlocking Standard Hindi

Prerequisites: Admission into UG programme AND oral proficiency in Hindi

Semester 1: Not offered **Semester 2:** Not offered

This course is for students who speak Hindi with confidence in their daily lives, but who are 'locked out' of written texts by the Devanagari script. Using some simple techniques, online tools and lots of practice, you will become fluent readers and writers of Hindi, thereby unlocking a whole world of new texts. Whether you are interested in learning to read and write Hindi for employment purposes, to learn more about your history and culture, or to write your own blog, HN102 can help you. The course will also improve your speaking and listening skills in Standard Hindi.

HN111 Introduction to Hindi Language Studies

Prerequisites: Admission into UG programme AND a working knowledge of Hindi and the Devanagari script

Semester 1: B at L and O at C **Semester 2:** Not offered

The course builds on students' existing knowledge and skills in Hindi, and develops their awareness of the phonological, orthographic, lexical and morphosyntactic elements of the language. Students will develop an understanding of the historical and social context in which Hindi is spoken, and the extent to which the language has changed over time.

HN121 Introduction to Hindi Literature

Prerequisites: Admission into UG programme AND a working knowledge of Hindi and the Devanagari script

Semester 1: Not offered **Semester 2:** B at L and O at C

This course will introduce students to the major genres of Hindi literature and how these genres developed overtime from the golden classics (Adikaal) to the neo-modern Hindi writings (Adhunik Kaal). Students will learn about the evolution of various literary devices such as ras, chhand and alankaar, and literary theories such as chayawaad, pragativaad etc. Works of selected eminent writers will be analysed, preparing students to become efficient readers and critical thinkers while enjoying the aesthetics of Hindi literature. The course will expose students to essential audio-video content relevant for studying Hindi literature in the 21st century and show the emerging trends in literature from India and other parts of the world, especially the South Pacific.

HN211 Varieties of Hindi

Prerequisites: HN111 or HN121

Semester 1: B at C **Semester 2:** Not offered

There are two components to this course: a more advanced study of the Hindi language, and the use of Hindi according to the mode of communication and the relationship between the user and the audience. The latter

will deal with the characteristics of Hindi used for different purposes, such as formal and informal communication, instructions, administration, sports commentary, journalistic reportage, advertising, political speeches, religious functions. The course will also examine the relationship between standard Hindi and Fiji Hindi.

HN212 The Teaching of Hindi

Prerequisites: HN111 or HN121

Semester 1: B at C **Semester 2:** Not offered

This course focuses on the teaching of Hindi and its educational use across the content curriculum. It covers the theoretical principles and practical techniques needed by teachers, helping them create effective and dynamic lessons and resources that will transform the way the language is taught in schools across Fiji. The course provides teachers with confidence in their own knowledge of Hindi, and the ability to pass on this knowledge to others in engaging and innovative ways.

HN221 Hindi Prose Fiction

Prerequisites: HN111 or HN121

Semester 1: Not offered **Semester 2:** F at L and P at C

The course examines Hindi prose fiction as a distinctive body of writing. It traces its origin and milieu and engages in the study of the language, cultural concerns and aesthetic values of representative texts. Students will evaluate the literary and cultural traditions, pervasive tendencies, narrative form and critical systems of Hindi prose fiction.

HN321 Culture, Literature & Language

Prerequisites: One of HN211, HN212, HN221

Semester 1: B at C **Semester 2:** Not offered

This course is intended to offer an in-depth study of Indian culture and is not designed exclusively for students of literature and language. The course will involve explorations of the relationships between language, literature and cultural values and influences, with specific reference to Fiji Island societies. Comparisons will be made between cultural value inherent in the language(s) used and the influences from other cultures both within and outside Fiji.

HN331 Cultural Studies

Prerequisites: One of HN211, HN212, HN221

Semester 1: Not offered **Semester 2:** B at C

The course will introduce the field of cultural studies in Hindi, including Fiji-Hindi texts, define its overlapping subject matter, and encourage students to work on one or two major areas of study such as history of cultural

studies, gender and sexuality, race and ethnicity, popular culture, identity politics, global culture, post-colonialism, pedagogy, discourse and textuality, and research on language, culture and aesthetics.

JN101 Introduction to Journalism

Prerequisites: Admission into Undergraduate Programme

Semester 1: O at C **Semester 2:** Not offered

This course is offered as an elective to all students. The course is a conceptual and a practical introduction to journalism which surveys the media in the South Pacific. It will focus on the practical skills of news writing for print and online media. It will be conducted through a combination of lectures and extensive practical workshops and assignments for the training newspaper Wansolwara and its website. Emphasis will be placed on writing news in plain and clear English.

JN103 Media Law & Ethics

Prerequisites: JN101

Semester 1: Not offered **Semester 2:** O at C

This course is offered as an elective to all students. The course examines the rights, responsibilities and moral obligations of journalists. Students will be familiarised with the laws of defamation, contempt of Parliament and the courts, conventions of court reporting, privacy, breach of confidentiality, and human rights. The course will also examine media ethical concepts, including the role of ethical codes, and fairness and balance in the media. The course will be delivered through formal lectures, group discussion and weekly reading.

JN201 Print & Online Journalism

Prerequisites: JN103

Semester 1: O at C **Semester 2:** Not offered

This course will teach skills in page making and layout, photo editing and captioning, and Internet publishing. Classes will include lectures, workshops, and current affairs news forums. Lecture topics will include texts and images, the history and development of press photography, cropping the photograph, image processing, computing, and online journalism. Students will also be assigned subediting work on the training newspaper Wansolwara.

JN202 Radio Broadcasting

Prerequisites: JN103

Semester 1: O at C **Semester 2:** Not offered

This course will teach skills in radio broadcast equipment use, interviewing, writing scripts, writing news bulletins, programming and presentations. Classes will include lectures, workshops, and current affairs news

forums. Lecture topics will include the impact of radio on society, broadcasting in the South Pacific and internationally, propaganda versus news, new technologies, press freedom, and ethics. Students will also be assigned reporting and production work on Radio Pasifik.

JN203 Television Journalism

Prerequisites: JN103

Semester 1: Not offered **Semester 2:** B at L

The course distinguishes the process involved in writing for television as distinct from other media. It puts stress on teaching visual language skills. Workshops will include video scripting, camera techniques, sound and lighting, location issues, editing with Final Cut Pro, and producing TV news, news features, and documentaries. The focus of the course is journalistic as well as technical. Lecture topics will include the history and development of television/cinema in the Pacific and internationally.

JN301 International Journalism

Prerequisites: JN201, JN202 and JN203

Semester 1: F at L **Semester 2:** Not offered

The main theme throughout this course is international journalism with a special emphasis on the role of the media in the Pacific and the Pacific Rim. Students will learn the various theories of how media function in various countries. Topics will include press freedom, development journalism, international journalism ethics, war reporting, public diplomacy, comparative journalism, and news media ownership and control internationally and in the South Pacific.

JN302 Journalism Research

Prerequisites: JN201, JN202 and JN203

Semester 1: Not offered **Semester 2:** O at C

Students are introduced to scientific methods of researching stories using statistics, archival sources and written materials. The main aim is to learn how to obtain information through the use of databases and the Internet. Students will also be introduced to more specialised areas of journalism such as government, health and the arts. They will learn to interpret data, obtain statistically valid poll data and report on it. Assignments will be published in the Wansolwara.

JN303 Journalism Production

Prerequisites: JN201, JN202 and JN203

Semester 1: Not offered Semester 2: F at L

In this course students will learn to demonstrate their ability to take responsibility as journalists and to professionally put into practice their journalism skills developed during the double major.

JN700F Pacific Media Studies Master's Thesis (Full-Time)

JN700P Pacific Media Studies Master's Thesis (Part-Time)

LN111 Introduction to Language Studies

Prerequisites: Admission into Undergraduate Programme

Semester 1: Not offered **Semester 2:** B at L and O at C

This course introduces the key foundations of Linguistics - the scientific study of language and languages. We all use language every day, and yet many people know far less about language and languages than they think they do. This course helps students appreciate the almost infinite variety in language, and shows them how the languages they speak fit into their society and culture. It also explores how languages are acquired, learnt and taught. LN111 will appeal to anyone with an interest in language and communication.

LN118 (The Languages of the Pacific

Prerequisites: Admission into Undergraduate Programme

Semester 1: B at L and O at C **Semester 2:** Not offered

This course delves into the immense multilingual complexity of the USP region. We begin with an introduction to the structure of different languages, learning how Pacific linguists work with language data. We then cover a geographical and historical overview of the languages of Melanesia, Polynesia and Micronesia, examining how so many languages have come to exist in the region, and considering what Linguistics can tell us about migration patterns and early settlers of the different islands. Finally, we look at the language situation across the Pacific today, looking briefly at topics such as language endangerment and official language status.

LN211 The Structure of English

Prerequisites: LN111 or LN118

Semester 1: B at L and O at C **Semester 2:** Not offered

This course focuses on the description and analysis of the structure of English. It looks at the way sounds and words are formed (phonology and morphology), and then examines the way words are joined together as

phrases, then clauses, and then sentences (syntax). It aims to reveal the patterns that underlie English, in ways that will be useful for anyone studying, using or teaching the language. LN211 will be of interest to those who use English on a daily basis, but want to know more about how it actually works!

LN212 The Teaching of Pacific Languages

Prerequisites: LN111 or LN118

Semester 1: Not offered **Semester 2:** Not offered

This course focuses on the teaching of Pacific languages and their educational use across the content curriculum. It covers the theoretical principles and practical techniques needed by teachers, helping them create effective and dynamic lessons and resources that will transform the way languages are taught across the region. The course provides teachers with confidence in their own knowledge of one or more languages, and the ability to pass on this knowledge to others in engaging and innovative ways.

LN213 Second Language Learning & Teaching

Prerequisites: LN111 or LN118

Semester 1: Not offered **Semester 2: B at L O at C**

This course provides trainee language teachers with the skills required to teach second languages effectively. It examines the principles of second language acquisition, before showing how these principles inform practical approaches to the teaching of reading, writing, listening and speaking. An integrated approach to skills teaching and assessment will be advocated, with a balance between meaning and form, and between fluency and accuracy. Topics and activities will draw on authentic examples, scenarios and materials from classrooms across the Pacific. The focal language will be English, but the principles and approaches can be applied to the teaching of any second language.

LN216 Language Use in the 21st Century Pacific

Prerequisites: LN111 or LN118

Semester 1: Not offered **Semester 2:** B at L and O at C

This course examines the way language is used in the Pacific region in the current, globalised era. In the first half of the course, we introduce different frameworks through which to understand multilingualism, and we use these to examine a range of linguistic data from speech, writing, music, street signs, graffiti, text messages and social media. In the second half, we consider how best to communicate messages of contemporary importance to a target audience, learning how to design multilingual posters, webpages, video clips and other resources. This course will appeal to students enrolled on a variety of programmes.

LN311 English in the Pacific

Prerequisites: LN111 or LN118

Semester 1: B at L and O at C **Semester 2:** Not offered

This course examines English specifically as it is used in the Pacific. It begins by tracing the spread of English - as a colonial language, a language of globalisation, and an international lingua franca. It considers different varieties of English, and discusses what is meant by 'Pacific English'. It examines the role that English plays throughout our region, and considers the deep-rooted beliefs and attitudes that are held regarding this language. LN311 gives students from a variety of programmes a valuable opportunity to reflect critically on a language that is afforded such a high role and status in the region.

LN315Corpus Linguistics and Language Technology

Prerequisites: LN111 or LN118__

Semester 1: Not offered **Semester 2: Not offered**

Computer-aided research of language material is increasingly popular in contemporary research. This course is an introduction to corpus linguistics, where a 'corpus' refers to a collection of electronic texts that represent a sample of a particular variety of use of language(s). You will explore various software applications for collecting, displaying and analysing linguistic information from corpora, examining practical examples that include large corpora such as the Australian National Corpus, smaller corpora of Pacific languages (Paradisec archive), web-based corpora, and specific app-based corpora such as Twitter. There will be a final project, which requires students to conduct research on text data and language.

LN316 Applied Linguistics

Prerequisites: LN111 or LN118

Semester 1: Not offered **Semester 2:** Not offered

This course introduces students to the field of Applied Linguistics, which is an interdisciplinary area of research into a range of language-related issues. Issues covered may include translation, interpreting, discourse analysis, multilingualism, language revitalisation and maintenance, and language learning and teaching. These are real life applications of language in operation all around us in the Pacific, and the course will consider both theoretical and practical aspects of these endeavours. LN316 is a course that will be of interest to students who are interested in the way language interacts with real-world issues and problems in their own countries.

LN317 **Qualitative Analysis of Texts**

Prerequisites: LN111 or LN118

Semester 1: Not offered **Semester 2:** B at L and O at C

This course uses different frameworks, tools and techniques to analyse written, spoken and multimodal texts. We use qualitative analysis to identify the 'stories-we-live-by' and the ways these are constructed through different linguistic devices. This type of analysis illustrates the impact of language on the world around us, and demonstrates the power of the words we choose to use whenever we communicate.

LN318 Selected Topics in Linguistics

Prerequisites: LN111 or LN118

Semester 1: Not offered **Semester 2:** Not offered

This is a project-based course that enables students to apply the skills and knowledge gained throughout their programme. Different topics may be the focus of the course in different semesters.

LN319 Language Documentation

Prerequisites: LN111 or LN118

Semester 1:Not offered **Semester 2: B at L and O at C**

This is a project-based course that covers methodologies and technologies used in language documentation. Students learn how to collect, record, organise, store and analyse primary linguistic data, and they discover the social dimensions of work with speakers of lesser-studied languages. The course features hands-on training in the form of an individual documentation project, where students gain useful skills (audio and video recording, transcribing, organising and archiving collected materials) that can be transferable in their professional lives.

LN411 Advanced Language Analysis

Prerequisites: Admission into the Postgraduate Programme

Semester 1: Not offered **Semester 2:** B at L and O at C

This course provides advanced training in the analysis of language, focusing on the phonological, morpho-syntactic and semantic elements of English and Pacific languages. English teachers will learn to apply these analytic techniques to practical classroom approaches that will transform the teaching of English pronunciation, grammar and vocabulary in the context of the Pacific region. Students intending to pursue a research degree in Descriptive Linguistics will learn to apply these analytic techniques to a detailed description of one or more Pacific languages.

LN413 Sociolinguistics

Prerequisites: Admission into the Postgraduate Programme

Semester 1: B at L and O at C **Semester 2:** Not offered

This course is an introduction to sociolinguistics, that part of linguistics that studies the connection between language and society. Speakers of the same language do not all speak exactly the same way, and an individual speaker does not speak the same way all the time. Through a variety of readings, discussions, and assignments, we will explore language variation across regions, ethnicity, social class, gender, age, and more. Students will learn how sociolinguistic research is conducted and will become familiar with the major findings of sociolinguistic research studies.

LN416 Language Acquisition & Multilingualism

Prerequisites: Admission into the Postgraduate Programme

Semester 1: Not offered **Semester 2:** B at L and O at C

This course provides in-depth coverage of the way first and subsequent languages are acquired and learned, with specific reference to the Pacific context. The course addresses the acquisition of one or more languages in a non-school environment, as well as formal, classroom-based teaching and learning. Topics covered include the roles of input, motivation and explicit instruction within language learning, theoretical perspectives on bilingualism and multilingualism, models of bilingual and multilingual education, and different approaches to the teaching of vernaculars and languages of wider communication.

LN418 Integrating the Four Skills in English

Prerequisites: Admission into the Postgraduate Programme

Semester 1: B at L and O at C **Semester 2:** Not offered

This course covers both theoretical and practical approaches to the teaching and assessment of English as it is used in academic contexts. It takes an integrated approach to what have traditionally been labelled the 'four skills' of reading, writing, listening and speaking, and helps teachers teach beyond the test to foster active users of English. It moves teachers away from a surface-level understanding of 'skills' and enables them to prepare curricula and assessments that will foster meaningful and relevant use of the language.

LN419 Technologies, Texts & Techniques for English Language Teaching

Prerequisites: Admission into the Postgraduate Programme

Semester 1: B at L and O at C **Semester 2:** Not offered

This course is a very practical course that focuses on teaching strategies for the classroom. It provides hands-on experience working with innovative technologies to develop teachers' skills in the use of new tools when preparing and developing the curriculum. It provides strategies for getting the most out of prescribed texts and text books, creating new texts based on learner needs, and transforming resource-poor teaching

environments. It provides practical techniques for a range of elements that may include error correction, the promotion of fluency, and the integration of language and academic content from across the curriculum.

LN600F	**Linguistics SRP (Full-Time)**
LN600P	**Linguistics SRP (Part-Time)**
LN700F	**Linguistics Master's Thesis (Full-Time)**
LN700P	**Linguistics Master's Thesis (Part-Time)**
LN750F	**Linguistics DRP (Full-Time)**
LN750P	**Linguistics DRP (Part-Time)**
LN800F (LL	**Linguistics PhD Thesis (Full-Time)**
LN800P	**Linguistics PhD Thesis (Part-Time)**
LT102 (LL102)	**Contemporary Literary Criticism: Key Terms & Texts 1**

Prerequisites: Admission into Undergraduate Programme

Semester 1: F at L and O at C **Semester 2:** Not offered

This course introduces students to the key terms and concepts of contemporary literary criticism. Some may be familiar (such as Character), while others may be new (such as Ideology), but all will be considered in new and exciting ways. Students will be shown how to employ these key terms and concepts as analytical tools for unlocking a variety of texts. They will be invited to adopt different perspectives and viewpoints on the same text. By the end of the course, they will have developed a sound critical approach through the art of sustained thinking, reading and interpretation.

LT104 (LL104) **Islands 1: Real & Imaginary**

Prerequisites: Admission into Undergraduate Programme

Semester 1: Not offered **Semester 2:** F at L and O at C

This introductory course takes as its focus texts and concepts relating to islands. Students will analyse a broad spectrum of material ranging from short stories, novels, diaries, memories, and histories to songs, images, plays, and films. The course is organised in two parts. The first is a survey of different types of islands, real as well as imagined, while the second accounts for the various character types that have become part of the familiar, often stereotyped, dramatis personae of island literature.

LT108 (LL108) **Introduction to Children's Literature**

Prerequisites: Admission into Undergraduate Programme

Semester 1: Not offered **Semester 2:** O at C

Students enrolled in this course will read and critically assess a selection of texts intended for non-adult readers. They will engage with a broad spectrum of narrative types and genres, including picture books, poetry, novels and graphic texts. This course demonstrates how children's texts invite readers to take up positions that are never wholly innocent of ideology, ethics, contexts and cultural assumptions.

LT202 (LL202) **Contemporary Literary Criticism: Key Terms & Texts 2**

Prerequisites: LT102 or LT104

Semester 1: Not offered **Semester 2:** F at L and O at C

Building on LT102, this course introduces students to more sophisticated key terms and concepts. Students will be shown how to employ these key terms as analytical tools for unlocking a variety of texts. They will be invited to adopt different perspectives and viewpoints on the same text. By the end of the course, they will have developed a more advanced critical approach through the art of sustained thinking, reading and interpretation.

LT204 (LL204) **Islands 2: Myths & Metaphors**

Prerequisites: LT102 or LT104

Semester 1: F at L and O at C **Semester 2:** Not offered

Building on LT104, this course explores the founding myths and governing metaphors of island literature. It examines the special role of islands in various imaginative, philosophical and historical accounts: islands as spaces inspiring narratives of fantastic voyages and encounters with fabulous creatures; islands as locations for projecting idyllic worlds and communities; islands as testing-grounds for utopian and dystopian projects. Students will explore the role of the castaway myth in conceptions of the sovereign European subject, and its complex presence in colonial and postcolonial texts.

LT231 (LL231) **Film History & Theory**

Prerequisites: At least one 100 Level course

Semester 1: F at L **Semester 2:** Not offered

This is a course in film history and theory. It introduces students to seminal moments in cinema history, to important theoretical approaches in film studies as well as to key figures and movies in world cinema. By the end of the course, students will have a better understanding of film history, theory and film aesthetics as well as an appreciation of cinema from different parts of the world.

LT305 (LL305) **Others 1: Figures of Difference**

Prerequisites: LT202 or LT204

Semester 1: F at L and O at C **Semester 2:** Not offered

This course analyses representations of difference through the figure of the other, focusing on gender, race, nationality, life and humanity. It investigates the ways in which different narrative forms present and engage with notions of otherness, from women to slaves, from vampires to ghosts. Through close readings of novels, short stories, plays, poems and films the course will present thorough literary and theoretical pictures of the way in which we engage with the fear, attraction and mystique that surround otherness.

LT306 (LL306) **Others 2: Performances of Difference**

Prerequisites: LT202 or LT204

Semester 1: Not offered **Semester 2:** Not Offered

Building on LT305, this course continues to analyse engagements with difference through the figure of the other, this time focusing on more challenging notions of space, social structures, politics, dystopias and ontological identity. The theoretical and literary texts engage with new differences caused or exacerbated by modern power struggles and advancement in technologies. This course reads the way in which society struggles to engage with otherness within itself, and the otherness that is thought to threaten from outside. In looking at different forms of the other it seeks to develop students' critical understanding of concepts of identity and humanity

LT307 (LL307) **Texts & Commodities**

Prerequisites: LT202 or LT204

Semester 1: Not offered **Semester 2:** F at L and O at C

Texts and commodities are closely interwoven entities. While cultural texts engage imaginatively with material worlds founded on the pursuit of commodities (such as sugar, slaves, spices, ivory, tea, oil and opium), they also circulate as commodities within a global marketplace. This course explores the relationship between texts and commodities in fiction and poetry from diverse commodity frontiers. Introducing students to new approaches in postcolonial, environmental and materialist criticism, it considers how different literary forms engage with the complex world history of various commodities.

LT331 (LL331) **Creative Texts**

Prerequisites: At least one 200 level course

Semester 1: F at L **Semester 2:** Not offered

The aim of this course is to give students guided experience in the writing of short stories, poems, plays, screenplays, memoir, travel writing and other imaginative genres. It is intended as a practical exercise in

creative skills and is not restricted to students of literature. Students from any department or school within the university may register.

LT401 (LL401) Studies in Pacific Literature in English

Prerequisites: Admission into the Postgraduate Programme

Semester 1: Not offered **Semester 2:** F at L

This course will trace the development of Pacific literature in English, from the post-war ventures in travel writing and drama, to the great prose works of the 1970s, to the experimental poetics and electronic literature of the twenty-first century. Literature from the Oceania region will be studied from a range of critical perspectives, and in its various historical contexts. The course will identify and analyse key themes in Pacific literature, including tradition and modernisation, diaspora and displacement, colonialism and independence, globalisation and climate change.

LT402 (LL402) Studies of Women Authors

Prerequisites: Admission into the Postgraduate Programme

Semester 1: Not Offered **Semester 2:** Not offered

This course introduces texts by women authors, to be analysed in the critical context of contemporary feminist theory. From the canonical to the marginalised, these texts cover a range of genres, periods and cultural backgrounds. By the end of the course, you will have developed a general understanding of the history of women's writing in English. You will also be able to identify the relevance of this literature in the Pacific today, analysing changes and continuities between the issues explored by earlier European women writers, and their later colonial and postcolonial counterparts.

LT403 (LL403) Creative Texts

Prerequisites: Admission into the Postgraduate Programme

Semester 1: Not offered **Semester 2:** Not offered

This course is concerned with the production of creative texts in several genres, including short fiction, drama, travel essay and poetry. Students will learn how to seek inspiration, select a theme, style and point of view, introduce crisis and complexity, structure the imagination, compose dialogue, harmonise character with voice, tone, rhythm and mood, identify a suitable form or narrative and generate variations through the control of pace and urgency.

LT406 (LL406) Studies in Literary Theory

Prerequisites: Admission into the Postgraduate Programme

Semester 1: Not offered **Semester 2:** Not Offered

This course explores major areas in the broad range of literary theory. The shape of the course will change periodically. It may include a historical survey or it may focus on a particular approach such as cultural studies, feminism, structuralism or deconstruction or it may trace a given problem through the work of several theorists and periods. The course is intended to assist the prospective postgraduate researcher in locating a theoretical construct within which to work.

LT407 (LL407) Study of a Selected Author

Prerequisites: Admission into the Postgraduate Programme

Semester 1: F at L **Semester 2:** Not offered

This course concentrates on the study of a selected author from a particular literary period. The course moves from biography to major works and uses a broad based critical approach.

LT410 (LL410) Study of a Selected Genre

Prerequisites: Admission into the Postgraduate Programme

Semester 1: Not offered **Semester 2:** Not offered

This course involves a detailed examination of a selected literary genre or sub-genre: postcolonial novel, narrative, satire, film script, tragedy, radio drama, sonnet, romance, epic, etc. Material may be drawn from a single tradition or from several cultural sources and may involve cross-cultural comparative study.

LT600F (LL600F) Literature SRP (Full-Time)

LT600P (LL600P) Literature SRP (Part-Time)

LT700F (LL700F) Literature Master's Thesis (Full-Time)

LT700P (LL700P) Literature Master's Thesis (Part-Time)

LT750F (LL750F) Literature DRP (Full-Time)

LT750P (LL750P) Literature DRP (Part-Time)

LT800F (LL800F) Literature PhD Thesis (Full-Time)

LT800P (LL800P) Literature PhD Thesis (Part-Time)

NU111 Vagahau Niue 1

Prerequisites: Admission into Undergraduate programme AND proficiency in Vagahau Niue

Semester 1:Not offered **Semester 2:** Not offered

This course builds on students' existing knowledge and skills in Vagahau Niue, and develops their awareness of the phonological, orthographic, lexical and morphosyntactic elements of the language. Students will develop an understanding of the historical and social context in which Vagahau Niue is spoken, and the extent to which the language has changed over time. Through the use of archival and online research, students will survey the tools and resources that currently exist in the language, and will learn to create contemporary materials using print-based and digital technologies.

NU131 Taoga Niue

Prerequisites: Admission into Undergraduate programme AND proficiency in Vagahau Niue

Semester 1: Not offered **Semester 2: Not offered**

This course builds on students' existing knowledge and skills of Taoga Niue, covering customs and traditions, cultural etiquette and protocols, environment, history, arts and crafts, Vagahau Niue, heritage assets (Museum, Archives, Genealogy & Library), and the cultural bridge with Niue diaspora abroad. Through the use of archival and online research, students will survey the tools and resources that currently exist, and will observe and practise these cultural etiquette and protocols in real life situations.

NU211 Vagahau Niue 2

Prerequisites: NU111

Semester 1: F at NI **Semester 2:** Not offered

This course seeks to build on the knowledge and skills gained in NU111, and has applications of immediate relevance to a range of work-related contexts. It seeks to enrich students' Vagahau Niue vocabulary and grammar, enabling them to interpret and produce texts of greater complexity and richness, and helping them to understand the relevance of purpose, audience and focus. It tackles elements of language knowledge that enable students to move from concrete to abstract concepts, from restricted to elaborate language, and from surface-level to deep critical engagement with texts.

NU212 The Teaching of Vagahau Niue

Prerequisites: NU111

Semester 1: Not offered **Semester 2: F at NI**

This course focuses on the teaching of Vagahau Niue and the educational use of this language across the content curriculum. It covers the theoretical principles and practical techniques needed by teachers, helping them create effective and dynamic lessons and resources that will transform the way this language is taught.

The course provides teachers with confidence in their own knowledge of the language, and the ability to pass on this knowledge to others in engaging and innovative ways.

NU311 Vagahau Niue Translation & Interpreting

Prerequisites: NU111

Semester 1: Not offered **Semester 2:** Not offered

This course focuses on the practice of translation and interpreting between Vagahau Niue and English. It develops the knowledge and skills required to create, translate and interpret texts, focusing on strategies used when developing new terminology, dealing with cross-linguistic and cross-cultural differences, and preparing carefully-edited texts for publication.

NU331 Niue in its Contemporary Context

Prerequisites: NU111 or NU131

Semester 1:Not offered **Semester 2:** Not offered

This course builds on students' existing knowledge of relevant Niue contemporary issues affecting the people and environment. It develops their awareness of the impact of issues such as depopulation, renewable energy, climate change, land matters, biodiversity, water and marine resources, health and well-being, and technological change. It considers these issues in conjunction with the promotion, strengthening and integration of taoga Niue cultural values, heritage, identity and language. Through the use of archival and online research, students will survey the resources that currently exist and will learn to create contemporary materials using print-based and digital technologies.

PA101 Pacific Ways of Seeing, Knowing & Doing

Prerequisites: Admission into undergraduate programme

Semester 1: Not offered **Semester 2:** Not offered

Pacific epistemologies offer distinct ways of experiencing and understanding the world. In this course, students are introduced to Pacific ways of knowing and being. Students will through dialogic encounters be encouraged to bring their own cultural approaches to knowledge into the class, to prompt reflection and consideration of how an epistemology can inform an approach to cultural and arts practice, understanding of aesthetics and heritage management in the Pacific. This offers an entry point from which students can navigate their way through their programme of study and approach knowledge from a reflective standpoint.

PA102 Pacific Arts Practice 1 (Performing & Visual Arts Strands)

Prerequisites: Admission into undergraduate programme

Semester 1: Not offered **Semester 2:** Not offered

This course introduces vocabularies of the arts (strands: 1. dance and music; and 2. visual arts) in the contemporary Pacific, establishing a basis of technical knowledge for progression in the Performing Arts and Visual art streams. Through studio practices, students will advance their understanding of Pacific terminologies and their performing competence in learning, creating and performing music, dance; and visual arts. The course draws on Pacific traditions and global techniques to diversify understandings of artistic technique. It is expected that students entering this course will have some practical experience/training and interest in music or dance or visual arts and be willing to extend their existing knowledge through an engagement with the technical training.

PA103 Introduction to Pacific Heritage

Prerequisites: None

Semester 1: Not offered **Semester 2:** Not offered

This course provides an interdisciplinary introduction to cultural and natural heritage in the Pacific.
Students will explore perspectives of indigenous/local groups with Western conceptions of 'cultural', 'natural', 'tangible and 'intangible' heritage in the context of identity, personhood, knowledge systems, and sustainable development. Coverage includes an investigation into contested understandings of heritage, heritage as a human right, museums and heritage sites, memory and history, tangible and intangible heritage, conservation and preservation, traditional institutions, impacts of colonialism and globalization, and contemporary issues in the management and safeguarding of Pacific heritage.

PA201 Pacific Heritage & Arts in Education

Prerequisites: PA101

Semester 1: Not offered **Semester 2:** Not offered

Pacific epistemologies can be effectively applied within the teaching of cultural heritage and creative arts at school and in non-formal education contexts. Within this course, students apply knowledge and skills gained in first year courses to examine how pedagogic processes within the arts in formal and non-formal education can engage Pacific ways of knowing and being. This includes a consideration of multicultural, inclusive teaching practices and the instrumental use of the arts and heritage to support the development of learners in primary, secondary and special education contexts, as well as non-formal learning environments

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PA202 Pacific Arts Practice 2

Prerequisites: PA102

Semester 1: Not offered **Semester 2:** Not offered

This is the second course in the practical arts strand of the B.A Major. It adds on to the foundations established in PA101 and PA102. This course provides the essential bridge between art theory and studio practice for visual and performing arts students as well as those who are pursing the Arts as a teaching subject major in the Bachelor of Education (Secondary) programme.

PA203 Pacific Heritage Management

Prerequisites: PA103

Semester 1: Not offered **Semester 2:** Not offered

This course examines a range of heritage management approaches in Pacific including sacred places and spaces and the protection of, access to and management of heritage sites. It unpacks some of the tensions between western and indigenous conceptions of heritage, cultural rights, indigenous rights, collective ownership, intellectual property rights and cultural appropriation. An important component will be the examination of the applied dimension of Pacific heritage, including cultural identity and wellbeing, social capital and economic benefits through local community participation and heritage site assessments. Students will also gain an insight into responsive approaches based on shifting global and regional political, social, economic and environmental priorities.

PA301 Pacific Heritage & Arts in Community Development

Prerequisites: PA201

Semester 1: Not offered **Semester 2:** Not offered

This course focuses on the role of Pacific arts and heritage activities in community development. Within this course, students extend their artistic and heritage practices and growing understanding of Pacific knowledge to community outreach programmes with a focus on sustainable development. The potential role of heritage and arts initiatives will be examined across both urban and rural Pacific landscapes. The issue of inclusion will be of particular emphasis and students will be encouraged to consider the inclusion of special interest groups such as children, youth, women, the elderly and people with special needs.

PA302 Arts Production & Creative Practice Research

Prerequisites: PA202

Semester 1: Not offered **Semester 2:** Not offered

This course provides an introduction to the role of creative practice, indigenous and other research methods in advancing our understandings of cultural/indigenous knowledge in the Pacific. Students will engage with industry professionals to gain a sense of how they may further advance into an artistic career in the creative industries and broader cultural sector. Opportunities will be provided to examine compositional and choreographic strategies, rehearsal/studio approaches, interdisciplinary collaborative processes and artistic project organisation. Students will consolidate their skills in dance and music; or visual arts through the production and dissemination of live and digitally recorded; or exhibited work. This will extend their experience in publically presenting their own creative practices in the contemporary Pacific.

PA303 Contemporary Museology

Prerequisites: PA203

Semester 1: Not offered **Semester 2:** Not offered

The course introduces the role of museums as guardians of culture and contested sites of identity. Students will examine social roles and responsibilities of museums and its extension into digital domains. The course seeks to provoke students into questioning what a museum is, what it does, and what a museum space can be. It does so by discussing the museum as source of information, educational institution, and venue for social advocacy. Hands-on practical training opportunities will include aspects of contemporary museum practice and students will curate, review and digitize an exhibition as part of a major project.

PA304 Heritage & Arts Internship

Prerequisites: PA301

Semester 1: Not offered **Semester 2:** Not offered

As a requirement of the work practice component of the BA major in Pacific Studies, Heritage and Arts, students will work in an approved professional or community work environment. This course aims to equip students with the practical skills and competencies required of professional Heritage and Arts practitioners. Students must complete a minimum of 200 hours in an approved organisation supported by a field educator.

PA402 Pacific Thought, Philosophy & Ethics

Prerequisites: Admission into the Postgraduate Programme

Semester 1: O at C **Semester 2:** Not offered

What is the applicability of Pacific knowledge systems and worldviews in the contemporary globalising world? This course illustrates that an understanding and recognition of the importance of Pacific thought, philosophy and ethics is crucial for the development of sustainable projects and policies over time. We will cover examples from the Pacific visual and performing arts, oral tradition, theology, literature, policy making, education and community development projects.

PA409 Representations of the Pacific

Prerequisites: Admission into the Postgraduate Programme

Semester 1: Not offered **Semester 2:** O at C

This course aims to make sense of contrasting statements and images of the Pacific region, putting them into perspective in a contemporary light. What is their impact in Pacific societies, and to what extent do they determine contemporary actions within and with respect to the region?

PA418 Pacific Epistemology: Knowing & Being in Oceania

Prerequisites: Admission into the Postgraduate Programme

Semester 1: O at C **Semester 2:** Not offered

Fundamental in examining the unique ways of knowing in Oceania are questions such as: Do Pacific people have knowledge? What is knowledge in Pacific cultures? Where does this knowledge come from? Who is capable of 'knowing' in Oceania? Do men and women 'know' in the same way in Pacific cultures? Course readings will be drawn from the existing literature on Pacific ways of knowing, doing and being.

PA419 Contemporary Issues in the Pacific

Prerequisites: Admission into the Postgraduate Programme

Semester 1: Not offered **Semester 2:** O at C

This course aims to enhance understanding of the challenges and prospects facing the contemporary Pacific. It will explore issues of mobility and cultural identity; changing patterns of health and disease; and environmental changes that impact human welfare and sustainable livelihoods using an interdisciplinary approach that prioritises indigenous experiences, voices and perspectives.

PA423 Contemporary Pacific Arts

Prerequisites: Admission into the Postgraduate Programme

Semester 1: Not offered **Semester 2:** O at C

What is 'art' in the Pacific and how can we examine it as expressions of Pacific ways of thinking and being? This course critically examines the concept 'art' and provides a social analysis of Pacific art over time as expression of Pacific cosmology, religion, migration, politics etc. Throughout the course students are introduced to the diversity and complexity of creative forms of expression in the Pacific as well as the contemporary arts that are made, stored and exhibited at the Oceania Centre for Arts, Culture and Pacific Studies.

PA600F Pacific Studies SRP (Full-Time)

PA600P Pacific Studies SRP (Part-Time)

PA700F Pacific Studies Master's Thesis (Full-Time)

PA700P Pacific Studies Master's Thesis (Part-Time)

PA750F Pacific Studies DRP (Full-Time)

PA750P Pacific Studies DRP (Part-Time)

PA800F Pacific Studies PhD Thesis (Full-Time)

PA800P Pacific Studies PhD Thesis (Part-Time)

PAP01 Introduction to Heritage Conservation & Management

Prerequisites: Admission into the Professional Certificate in Heritage Management Programme

Semester 1: Not offered **Semester 2:** Offered only as in country project

This course will introduce participants to the diverse forms of heritage management in the Pacific and the multiple functionality that both cultural and natural heritage plays in defining, reinforcing and contributing to sustainable development in the Pacific Islands. The significance and scope of heritage resources in the contemporary Pacific and the wider global context will be discussed. They will review a number of strategies in responsive heritage leadership and management necessary for effective stakeholder engagement and good practice in the area of cultural heritage management.

PAP02 Heritage Stewardship & Sustainable Development in the Pacific

Prerequisites: Admission into the Professional Certificate in Heritage Management Programme

Semester 1: Not offered **Semester 2:** Offered only as in country project

This is an elective course in the Professional Certificate in Heritage Management Programme. In this course, participants will be introduced to a range of heritage management approaches in the conservation, access to and management of cultural and natural heritage. Participants will gain an insight into responsive approaches based on shifts in global and regional philosophical changes as well as Pacific political, social, economic, cultural and environmental needs. They will also gain hands-on learning opportunities to review the UN Heritage nomination process and submission requirements.

PAP03 Planning & Practice for the Cultural Curator

Prerequisites: PAP01 & PAP02

Semester 1: Not offered **Semester 2:** Offered only as in country project

This is an elective course in the Professional Certificate in Heritage Management Programme.In this course, participants will learn about the concept and practice of stewardship from the dual perspectives of indigenous communities and national heritage safeguarding institutions. They will develop an understanding of and implications for good practice in cultural heritage management and conservation in the Pacific islands and beyond.

PAP04 The Political Economy of Heritage Management

Prerequisites: PAP01 & PAP02

Semester 1: Offered only as in country project **Semester 2:** Not offered

This is an elective course in the Professional Certificate in Heritage Management Programme. In this course, participants will learn about the economic dimension of heritage practice. They will be introduced to the concepts of cultural economy, cultural and creative industries, and cultural statistics; and, will develop an understanding of the interrelated nature of these to heritage conservation, safeguarding initiatives, sustainable heritage tourism and economic development.

PAP05 Sustainability Issues in Heritage Management & Tourism

Prerequisites: PAP01 & PAP02

Semester 1: Offered only as in country project **Semester 2:** Not offered

This is an elective course in the Professional Certificate in Heritage Management Programme. In this course, participants will learn about the inherent relationship between heritage management, tourism and sustainable development in the Pacific. They will interrogate the importance of marketing and branding of heritage tourism in and for the Pacific islands and will learn how to develop action plans for collaborative work with tourism departments/authorities to ensure issues of authenticity and informed community consent are adhered to as well as general ethical heritage practice concerns and challenges.

PAP06 Heritage Project Management

Prerequisites: PAP01 & PAP02, plus any three of PAP03, PAP04, PAP05 or PAP06

Semester 1: Offered only as in country project **Semester 2:** Not offered

This is the final compulsory course in the Professional Certificate in Heritage Management. It is an onsite internship component that requires participants to work closely with a senior heritage officer in conceptualising, developing, implementing, assessing and reporting on an action research project.

PAP07 Heritage Practicum: Field Research

Prerequisites: PAP01 & PAP02, plus any three of PAP03, PAP04, PAP05 or PAP06

Semester 1: Offered only as in country project **Semester 2:** Not offered

This is the final compulsory course in the Professional Certificate in Heritage Management. It is an onsite internship component that requires participants to work closely with a senior heritage officer in conceptualising, developing, implementing, assessing and reporting on an action research project.

RT101 Rotuman Language & Culture 1

Prerequisites: Admission into Undergraduate Programme

Semester 1: F at L **Semester 2:** Not offered

This course provides an introduction to Rotuman language and culture. Students are taught basic grammar, vocabulary, sounds and standard orthography to help them speak, read, write and understand basic Rotuman. Language topics are tied to weekly socio-cultural themes: traditional counting, time, food, games, and song and dance among others. This course targets those with passive or no knowledge of the language. By the end of the course, students are expected to be able to communicate confidently in Rotuman and demonstrate awareness on several aspects of Rotuman culture.

RT201 Rotuman Language & Culture 2

Prerequisites: RT101

Semester 1: Not offered **Semester 2:** F at L

This course builds on RT101. Attention will be paid to further developing students' knowledge of phonology, grammar and vocabulary. Language topics are tied to socio-cultural weekly themes that may include topics such as: myths and legends, superstition, the 'new' religion, illnesses and medicines, seasons and weather, and other relevant topics that will enrich students with not only knowledge of the culture, but also with the vocabulary to hold Rotuman conversations on more culturally complex ideas and topics.

RT311 Rotuman Ceremonies & Language

Prerequisites: RT201 or a working knowledge of Rotuman

Semester 1: Not offered **Semester 2:** Not offered

This course delves into cultural rituals and practices associated with Rotuman ceremonies. It is divided into five main themes: birth, death, injuries and healing, chiefs, and marriage. It will also deal with the koua (earth-oven cooking style) and Rotuman chants - their significance and presentations/forms in respective rituals. The language part of the course will expand on the verb phrase from previous courses and the semantics of different types of verbs. By the end of the course, students should be able to demonstrate advanced knowledge of Rotuman rituals and practices, as well as the language.

RT321 Rotuman Literature & Writing

Prerequisites: RT201 or a working knowledge of Rotuman

Semester 1: Not offered **Semester 2:** Not offered

This course refines students' vocabulary, grammar and writing skills. Attention will be given to the writing of poems and essays, which will constitute a major assessment portfolio. The course will also focus on seminal texts and tales in Rotuman literature and songs and dances, as well as Rotuman proverbs and idioms. Also taught, in an attempt to expand students' vocabulary, are antonyms, synonyms, homonyms, and variation. Each week revolves around a theme, ranging from gossip, hygiene, taboo to emotions, among others. By the end of the course, students should gain a deep appreciation of Rotuman literature.

TE113 Food Choice & Dietary Challenges

Prerequisites: Admission into Undergraduate Programme

Semester 1: Not offered **Semester 2:** O at C

This course will provide an introductory approach to food, nutrition, health issues and challenges in the Pacific. The focus is on understanding the relationship of food to the physical and emotional needs of the individual as well as the economic and sociological framework of food production and consumption. The role of food in health and wellbeing, determining nutritional status and understanding the behavioural change on food choice will be examined. Strategies for nutritional improvements through the various cultural influences & social and economic impacts in the Pacific will be identified.

TE151 Introduction to Design & Computer Aided Design (CAD)

Prerequisites: Admission into Undergraduate Programme

Semester 1: B at C **Semester 2:** Not offered

This is an introductory course covering basic techniques, processes and practice in design. Concepts and topics offer comparative studies in the fine arts, graphic arts and industrial design, with particular applications to the Fashion, Foods, and Technology industries. This course adopts an interdisciplinary team-based approach, which promotes consideration of issues in the identified disciplines, providing for a broad-based learning experience. It encourages students to explore design as a systematic process of problem formulation, conceptual design, detailed design, prototyping, to the final design implementation.

TE155 Introduction to Technology Materials

Prerequisites: Admission into Undergraduate Programme

Semester 1: Not offered **Semester 2:** B at C

This is an introductory course on technology materials education. This course is designed to cover all necessary aspects concerning technology materials Apparel and Textiles, Food, Wood and Metal. The course aims to develop further the knowledge and skills necessary in working with technology materials.

TE156 Industrial Laboratory Practice 1

Prerequisites: Admission into Undergraduate Programme

Semester 1: B at C **Semester 2:** Not offered

This is an introductory course covering the basic techniques, processes and practice in: (i) Apparel and Textiles, (ii) Food and Nutrition and (iii) Wood and Metals Technology. The contexts that influence the emphasis for each concept/topic to be explored are in the three (i, ii, iii) subject areas above and the following five categories: (a) Trade/craft skills, (b) Materials Technology, (c) Product Design, (d) Good Practice and for trainee teachers, (e) Teaching Methodology.

TE213 Nutrient Requirements & the Lifecycle

Prerequisites: TE113 and any 100 level Chemistry course

Semester 1: Not offered **Semester 2:** B at C

This course examines the principles of human nutrition, nutrition across the lifespan from both a biological and psychological perspective and impacts of over and under-nourishment related to macronutrients, micronutrients, glycemic responses, metabolic imbalance, antioxidants and the onset of nutrition related diseases as opposed to wellness. Sports nutrition related to hydration, energy requirements, muscle building and micronutrients will also be studied. Meal planning and calculations of dietary intakes compared to the recommended dietary allowances will be examined. Cultural food habits will also be discussed.

TE251 Product Development

Prerequisites: TE151

Semester 1: Not offered **Semester 2:** O at C

TE251 introduces students to 'new product development' (NPD) process, comprising two parallel but distinct focus areas. One involves idea generation, concept development, detail design and technical implementation (as explored in TE151); the other concerns business analysis and commercialisation. TE251 offers comparative studies in the Fashion, Foods and Technology industries through an interdisciplinary approach that helps consolidate learning through various broad-based experiences.

TE256 Industrial Laboratory Practice 2

Prerequisites: TE156

Semester 1: Not offered **Semester 2:** B at C

This course is designed to meet the demands and needs of OHS and safety regulations required in industrial workshops and labs, with emphasis on the correct usage, handling, storage, skills and application of portable power tools and equipment, material processes and practice. Technology Education covers, among other subjects (i) Apparel and Textiles,(ii) Food and Nutrition, and (iii) Wood and Metals Technology, which all require proficiency. Since these subjects are skill-based, the mastery of the skills through hands-on experience and practice is necessary.

TE313 Applied Nutrition in the South Pacific

Prerequisites: TE213

Semester 1: O at C **Semester 2:** Not offered

This course builds on prior studies in nutrition science and will examine public health nutrition methods, techniques and tools of assessing nutritional and health status of individuals, communities and population. It will also assess the relevance and impact of public health policies in relation to lifestyle changes, nutrition transition, dietary patterns due to urbanization and health equity of Pacific islanders inclusive of effective nutrition intervention, strategies and plans, monitoring and evaluation. A field practical in the form of a mini survey to determine a community's nutritional status will form the major part of the course.

TE351 Design & CADD Project

Prerequisites: TE251

Semester 1: B at C **Semester 2:** Not offered

This course builds on the knowledge and skills in TE151 and TE251, with emphasis on CADD skills and drafting techniques as applied to: (i) project drawings in architecture, civil, mechanical and electrical engineering, (ii) fashion and foods products. It also aims to develop the skills necessary to select, interpret and apply appropriate knowledge, concepts and techniques to bring project drawings and product presentations to successful completion.

TE356 Industrial Laboratory Project

Prerequisites: TE256

Semester 1: B at C **Semester 2:** Not offered

This course adds to knowledge and skills covered in TE156 and TE256, on basic techniques, processes and practice in a typical industrial Lab. Each concept/topic is influenced by the context explored-craft or trade, technology, product design and good practice. This is a design-and-build course where students get the opportunity to exhibit their proficiency in the application of particular knowledge and skills acquired in other

TE courses. This course aims to further develop the skills necessary to select, interpret and apply appropriate knowledge, concepts and techniques to complete a design-and-build project successfully.

TG111 Tongan and Niuafo'ou 1

Prerequisites: Admission to Undergraduate Programme AND proficiency in Tongan

Semester 1: F at TON **Semester 2:** Not offered

This course builds on students' existing knowledge and skills in the Tongan and Niuafo'ou languages, and develops their awareness of the phonological, orthographic, lexical and morpho-syntactic elements of the languages. Students will develop an understanding of the historical and social context in which Tongan and Niuafo'ou are spoken and written, the relationship between the two languages, and the extent to which they have changed over time. Students will survey the tools and resources that currently exist in the languages, and will learn to create contemporary materials using print-based and digital technologies.

TG211 Tongan & Niuafo'ou 2

Prerequisites: TG111

Semester 1: Not offered **Semester 2:** F at TON

This course builds on the knowledge and skills gained in TG111 in a contemporary context, and has applications of immediate relevance to a range of work-related contexts. It seeks to enrich students' Tongan and Niuafo'ou vocabulary and grammar, enabling them to interpret and produce texts of greater complexity and richness, and helping them to understand the relevance of purpose, audience and focus. It tackles elements of language knowledge that enable students to move from concrete to abstract concepts, from restricted to elaborate language, and from surface-level to deep critical engagement with texts.

TG212 The Teaching of Tongan & Niuafo'ou

Prerequisites: TG111 or LN111 or LN118 and proficiency in Tongan

Semester 1: Not offered **Semester 2:** Not offered

This course focuses on the teaching of Tongan and Niuafo'ou and the educational use of these languages across the content curriculum. It covers the theoretical principles and practical techniques needed by teachers, helping them create effective and dynamic lessons and resources that will transform the way these languages are taught in schools in Tonga. The course provides teachers with confidence in their own knowledge of the languages, and the ability to pass on this knowledge to others in engaging and innovative ways.

TG311 Tongan & Niuafo'ou Texts & Translation

Prerequisites: TG111 or LN111 (LL122) or LN118 (LL118) and proficiency in Tongan

Semester 1: Not offered **Semester 2:** Not offered

This course seeks to develop new writing in the Tongan and Niuafo'ou languages on contemporary local, national and global issues. It develops the knowledge and skills required to create new texts that include culturally-appropriate research methodologies, critical thinking skills, the principles of translation, the creation of new terminology, and the ability to sustain a narrative throughout a text. At the end of the course, students will submit a bilingual text in either Tongan or Niuafo'ou and English for publication.

TG321 Tongan & Niuafo'ou Literature

Prerequisites: TG111 or LT102 or LT104 or LT108 and proficiency in Tongan

Semester 1: Not offered **Semester 2:** Not offered

This course provides an in-depth exploration of Tongan and Niuafo'ou literature. It enables students to engage with the works of seminal Tongan writers including Queen Salote Tupou III, Epeli Hau'ofa, and Konai Helu Thaman. Students will critique traditional Tongan literary techniques, particularly the art of Heliaki and draw relations between the construction of Heliaki and Tongan history, politics and culture. Students will examine Tongan literature from the 20th century to contemporary literature and analyse shifting values and change in the art of Heliaki and Tongan literature. Students will study fiction that will include traditional and contemporary poetry and prose.

TG331 Tongan & Niuafo'ou Epistemology, Values, Ethics

Prerequisites: One 200 level course and proficiency in Tongan

Semester 1: Not offered **Semester 2:** Not offered

This course examines the core elements of Tongan and Niuafo'ou worldviews, concepts, and values and their expression in significant Tongan and Niuafo'ou language texts. It examines and contributes to debates on indigenous Tongan and Niuafo'ou research methodologies. It applies Tongan and Niuafo'ou research methods to a mini research project on an approved topic. The final assignment reports the results of this research in publishable form.

VA111 Bislama: The National Language of Vanuatu

Prerequisites: Admission to Undergraduate Programme and working knowledge of Bislama

Semester 1: Not offered **Semester 2:** Not offered

This course builds on students' existing knowledge and skills in Bislama, and develops their awareness of the phonological, orthographic, lexical and morphosyntactic elements of the language. Students will develop an

understanding of the historical and social context in which Bislama is spoken, and the extent to which the language has changed over time. Existing resources in Bislama will be evaluated.

VA112 The Languages of Vanuatu

Prerequisites: Admission to Undergraduate Programme and working knowledge of Bislama

Semester 1: Not offered **Semester 2:** Not Offered

This course provides a comprehensive study of Vanuatu's linguistic complexity, as a hotspot of language diversity. It covers the demographics, status and role of indigenous and introduced languages. The linguistic relationships of these languages are studied, and the structural features of their sound and grammar systems are explored. The course looks at the extent of language endangerment, and strategies for maintenance and development. The language impacts of recent developments in educational policy are considered. Course participants will evaluate and develop resources that support the use of a selected vernacular language.

VA211 Bislama in Contemporary Times

Prerequisites: VA111 or VA112 or LN118 or LN111 and working knowledge of Bislama

Semester 1: Not offered **Semester 2:** Not offered

This course builds on students' existing knowledge and skills in Bislama, and develops their awareness of the nature, role and functions of Bislama in modern Vanuatu society. It considers the proliferation of new and novel ways of using and writing the language, particularly in the light of pressure for a standardised form of the language to be more widely embraced. Through the use of archival and online research, students will survey the tools and resources that currently exist in the language, and will learn to create contemporary materials using print-based and digital technologies.

VA212 The Teaching of Vanuatu Languages

Prerequisites: VA111 or VA112 or LN118 or LN111 and working knowledge of Bislama

Semester 1: Not offered **Semester 2:** Not offered

This course focuses on the teaching of Vanuatu vernacular languages, including Bislama, and the educational use of these languages across the content curriculum. It covers the theoretical principles and practical techniques needed by teachers, helping them create effective and dynamic lessons and resources that will transform the way languages are taught in schools across Vanuatu. The course provides teachers with confidence in their own knowledge of one or more languages, and the ability to pass on this knowledge to others in engaging and innovative ways.

VA311 Texts and Translation in Vanuatu Languages

Prerequisites: VA111 or VA112 or LN118 or LN111 and working knowledge of Bislama

Semester 1: Not offered **Semester 2:** Not offered

This course assists in the development of new writing in Vanuatu languages on contemporary local, national and global issues. It develops the knowledge and skills required to create new texts that include culturally-appropriate research methodologies, critical thinking skills, the principles of translation, the creation of new terminology, and the ability to sustain a narrative throughout a text. At the end of the course, students will submit a bilingual text in either Bislama or a Vanuatu vernacular and English or French for publication.

VA312 Topics in Vanuatu Languages

Prerequisites: VA111 or VA112 or LN118 (LL118) or LN111 (LL122) and working knowledge of Bislama

Semester 1: Not offered **Semester 2:** Not offered

This course provides a comprehensive study of aspects of the structure of Vanuatu's languages (Bislama and vernacular languages). It will provide an opportunity for students to undertake more detailed analysis and documentation of a particular feature of one language known to them, as well as the preparation of a learning resource that will support the use of the language as it is taught to younger speakers in primary schools.

Pacific Centre for Environment & Sustainable Development (PaCE-SD)

Course Descriptions

PC412 Climate Finance & Adaptation Project Design

Prerequisites: Admission into Postgraduate Diploma in Climate Change

Semester 1: Not offered **Semester 2:** O at C

The climate finance course provides an overview of climate change finance, beginning with international finance flows and financiers, and continuing with challenges and opportunities for countries seeking to access financing for climate change activities, including adaptation, mitigation and climate/disaster resilience projects. The course supports students develop skills in designing related to the design of bankable climate change projects. Through course assignments, students will develop a draft climate change relevant project. The course is ideal for students interested in working on climate change projects, policy development, and enhancing financial flows to Pacific Island countries for climate change and resilience related activities.

PC414 Climate Change: Impacts, Vulnerability & Adaptation

Prerequisites: Admission into Postgraduate Diploma in Climate Change

Semester 1: O at C **Semester 2:** Not offered

This course examines the range of impacts and the degree of vulnerability posed by climate change to Pacific Island Countries, and critically reviews the adaptation strategies to address vulnerabilities, at both national and community levels. The course is intended for persons in the Pacific Islands involved in medium to long-term planning for natural resources, economic, and social development, and/or the natural environment, especially graduates working in government or NGOs who are not familiar with the climate related issues in the Pacific.

PC415 Climate Science

Prerequisites: Admission into the Postgraduate Diploma in Climate Change

Semester 1: Not offered **Semester 2:** O at C

This course provides important insights into the rapidly developing and fast moving realm of climate science among future climate leaders of the Pacific, to understand the scientific basis of the threats of climate change impacts and to develop appropriate measures to address and manage the challenges of these adverse impacts. This course navigates through new scientific evidences on our current scientific understanding of the earth's climate including those which point at important tipping points leading to perhaps irreversible changes in major systems and ecosystems. The course also provides adequate skills in climatology of the Pacific region and the tools/methodology applied in the analyses and is thus useful for those intending to work with national meteorological services or other government agencies.

PC420 Research Projects in Climate Change

Prerequisites: PC414 and / or PC415, for Admission into Postgraduate Diploma in Climate Change:PC425 and/ or PC427 for Postgraduate Diploma in Islands and Ocean Stewardship.

Semester 1: O at C **Semester 2:** O at C

This course is suitable for students who want to do a short research project in climate science, climate finance, tropical meteorology, physical oceanography, disaster risk management, food security, climate finance, environmental impact assessment, climate change impacts, vulnerability and adaptation and ecosystem-based adaptation at the postgraduate level. The course is tailored to the individual student's requirements and is designed as an opportunity to work on a particular research topic. Students are required to do an independent research project, which includes a major report and a seminar. Before registering for this course, students must first seek out a supervisor, obtain their agreement to provide supervision, and be assigned a research topic.

PC423 Food Security & Climate Change

Prerequisites: Admission into Postgraduate Diploma in Climate Change

Semester 1: O at C **Semester 2:** Not offered

The continuing exposure and experience of climate change both locally and globally has made food security a global concern especially to vulnerable small island states of the Pacific Island community. This course examines the food system and status of food security at pre, during and post extreme climatic change events and challenges and factors affecting food security. The various international Food Security frameworks and policies will be examined and compared to the Pacific Food Security framework in order to help design appropriate adaptation protocols that will contribute to a climate resilient and sustainable food secure communities. The focus of adaptations will be related to strengthening the four pillars of food security through application of agro-technology and agromet decision support systems, resilient crops and farming systems, post-harvest, food safety and food preservations. The major project of the course will involve Food Security assessments and appropriate adaptations for selected Pacific Island communities. The examples and best practices and case studies in this course are from many food security resilient programs that are implemented in the Pacific Island Region. These were implemented by partners such as national governments, Pacific Community (SPC), FAO and NGOs. This course will be delivered in collaboration with other relevant USP schools (SAFT, SBCS) and Food Security Partners (SPC, FAO, Food Security and Livelihood Cluster (Fiji Ministry of Agriculture). The course will be delivered online using Moodle platform and comprise of 100% course work.

PC425 Environmental Impact Assessment & Strategic Environmental Assessment

Prerequisites: Admission into Postgraduate Diploma in Climate Change and Postgraduate Diploma in Islands and Ocean Stewardship.

Semester 1: Not offered **Semester 2:** O at C

The course teaches students the principles and methodology of Environmental Impact Assessment (EIA) and Strategic Environmental Assessment (SEA) of development proposals. The course is cross-disciplinary building on environmental expertise acquired from undergraduate science, arts, business and law programmes to enhance research skills and an understanding of methodological issues. Students will acquire a comprehensive knowledge of the best practice assessment processes to critically evaluate development projects for environmental sustainability to support sustainable development throughout the Pacific region.

PC426 Ecosystem-Based Adaptation for Climate & Disaster Resilience

Prerequisites: Admission to Postgraduate Diploma in Climate Change and Postgraduate Diploma in Islands and Ocean Stewardship.

Semester 1: Not offered **Semester 2:** O at C

This course provides the skills to evaluate inter-linkages between climate change and ecological resilience, and is centred on ecosystem-based adaptation, with an emphasis on the protection, sustainable management and conservation of Pacific ecosystems. Students will gain knowledge that they will need in the real world, such as ecosystem-based Geographic Information System (GIS) and environmental governance, making them leaders in the area of ecosystem management in the face of climate change. The course modules include online presentations, regularly updated scientific literature, multimedia content and assessed written reports. The course will also provide comprehensive knowledge of Pacific terrestrial and marine ecosystems, highlighting the importance of conservation and sustainable management of biodiversity, and the importance of incorporating traditional and cultural approaches in adaptation measures to promote resilient ecosystems.

PC427 Social Impact Assessment (SIA)

Prerequisites: Admission into Postgraduate Diploma in Climate Change and Postgraduate Diploma in Islands and Ocean Stewardship.

Semester 1:0 at C **Semester 2:** Not offered

This course provides students with a fundamental understanding of social impact assessment as a tool for improving the effectiveness of development activities in Pacific island countries. It introduces social problems and issues that have frequently undermined development effectiveness throughout the world, while emphasizing issues of particular relevance in the Pacific: climate resilience and adaptation, customary lands and common property resources, cultural organization and leadership, and overcoming practical constraints common to small or remote locations. Through case studies and practical exercises, students will be expected

to attain knowledge of social impact assessment concepts and methods, and to demonstrate how they may be applied in a Pacific island context.

PC428 Tropical Meteorology

Prerequisites: MA111 or MA112, PH202 and Postgraduate Diploma in Climate Change

Semester 1: O at C **Semester 2:** Not offered

The course provides an in-depth study of tropical atmospheric dynamics and processes. The course will cover atmospheric general circulation, the structure and behaviour of weather systems, development, displacement and intensification of weather systems, key characteristics of the tropical atmosphere including convection, boundary layer processes, local and diurnal weather phenomena, mesoscale tropical systems, tropical storm structure and energetics, and tropical cyclone development. The course is designed to provide a quantitative in-depth understanding of key atmospheric processes and dynamics central to climate change in the region. It is an ideal course for students studying climate change science or interested in weather forecasting.

PC430 Advanced Physical Oceanography

Prerequisites: MA111, MS213 and Admission to Postgraduate Diploma in Climate Change

Semester 1: Not offered **Semester 2:** O at C

The course provides an in-depth study of the physical ocean including ocean dynamics and processes. The course will cover physical properties of seawater, ocean structure, waves and tides, observational and data analysis methods, ocean dynamics and air-sea interactions. The course is designed to provide a quantitative in-depth understanding of key oceanographic processes and dynamics. It is an ideal course for students interested in climate variability, tropical meteorology, oceanographic processes, ocean/atmosphere interaction and climate change. Once mastered, the skills acquired from this course will be sufficient to enable a person to do basic oceanographic research and write scientific reports.

PC431 Disaster Risk Reduction for Resilience

Prerequisites: Admission to Postgraduate Diploma in Climate Change and Postgraduate Diploma in Islands and Ocean Stewardship.

Semester 1: O at C **Semester 2:** Not offered

This course is designed to familiarise the learners with a theoretical and practical understanding of Disaster Risk Reduction (DRR) to support resilience building in the Pacific. It provides comprehensive knowledge on hazards, risk and vulnerability and practical uses of tools to assess risk. Actions to improve people's preparedness to disaster will be also be critically analysed. The links between natural hazards and climate change and between disaster risk reduction and climate change adaptation are analysed. Students will develop better communication skills for DRR with a better understanding of the importance of incorporating gender-sensitive and inclusive approaches in DRR.

PC432 Disaster Response & Recovery

Prerequisites: Admission to Postgraduate Diploma in Climate Change

Semester 1: Not offered **Semester 2:** O at C

This course is designed to familiarise the learners with a broad understanding of the actions to be taken to respond to, and recover from, disasters in a Pacific context. The different aspects of the Post-Disaster Needs Assessment (PDNA) and the Humanitarian Response will be critically analysed with illustrations from examples from the region. The course will also analyse the recovery phase with a focus on building back better in a changing climate and with the aim to build resilience of Pacific communities. Students will develop better communication skills for Disaster Management (DM) with a better understanding of the importance of incorporating gender-sensitive and inclusive approaches.

PC700F Climate Change Master's Thesis (Full-Time)

PC700P Climate Change Master's Thesis (Part-Time)

PC750F Climate Change DRP (Full-Time)

PC750P Climate Change DRP (Part-Time)

PC800F Climate Change PhD Thesis (Full-Time)

PC800P Climate Change PhD Thesis (Part-Time)

Ordinance on the Payment of Fees, Residential Charges & Other Debts

1.0 PAYMENT DEADLINES

1.1 A student shall pay:

(a) tuition fees per semester/trimester no later than the deadline date for that semester prescribed in the Undergraduate and Postgraduate Programme Requirements and Admission Regulations Clause 13.1(a)

(b) half of any annual fee associated with enrolment (including the General Services fee and Health Services fee where applicable) per semester/trimester no later than the deadline date for the payment of tuition fees for that semester/trimester;

(c) any accommodation charges no later than the day his/her occupation begins;

(d) any other charge to the University by the due date specified on the invoice or other notifying document, or in the absence of such a date, on the day on which the debt is incurred.

1.2 No student who is in debt to the University or who has in his/her possession any property of the University shall receive a degree, diploma, certificate or other qualification of the University, nor shall they receive examination results for the current semester in which holds have been applied to his/her student account.

1.3 No student who is in debt to the University or who has in his/her possession any property of the University shall be permitted to register in a subsequent semester/trimester.

2.0 FEE PAYMENT BY INSTALLMENT

2.1 All students studying at the Laucala Campus through any mode of study are ineligible for this scheme. This scheme of arrangement is only applicable to students studying in other campuses except for those campuses which currently adopt the upfront fee payment schemes.

2.2 A student who is unable to pay the tuition and/or associated enrolment fees by that semester's/trimester's fee deadline may apply to the Executive Director of Finance to pay by instalment. The student's application must include supporting evidence and such written undertaking as required by the Director. Where a student is under 21 years of age such undertaking shall be given by the student's parent, guardian or spouse.

2.3 A student granted permission to pay by instalment shall pay half the fees due for that semester/trimester by the prescribed fees deadline for that semester/trimester and the remainder in not more than two instalments, the final payment being made not later than four weeks prior to the beginning of the end-of-semester/trimester examinations.

2.4 A student who has failed to pay their fees in full by the deadline for the final instalment:

(a) shall have their registration cancelled;

(b) shall not be eligible to have their registration revalidated;

(c) shall not be assessed for the course(s) nor allowed to attend lectures, tutorials or laboratories nor to submit coursework for assessment, nor to sit the final examination(s) in that semester/trimester.

2022 Fees Schedule

2022 UNDERGRADUATE FACE-TO-FACE & BLENDED MODE FEES

	Fiji	Cook Is. Niue, Tokelau	Kiribati Nauru, Tuvalu	Marshall Is.	Samoa	Solomon Is.	Tonga	Vanuatu
	FJ$	NZ$	AUS$	US$	TALA	SI$	PA'ANGA	VATU
100-Level								
General	500	490	430	315	865	1,215	430	30,205
LM 112	510	490	430	315	865	1,215	430	30,205
LM 113	510	490	430	315	865	1,215	430	30,205
TS108	700	490	430	315	865	1,215	430	30,205
TS109	700	490	430	315	865	1,215	430	30,205
Accounting	700	675	580	460	1,215	1,700	585	42,010
Banking	655	630	550	425	1,150	1,605	555	39,675
Computing Science	715	695	595	470	1,250	1,755	600	43,240
Economics	690	660	575	450	1,195	1,650	575	41,245
Education	525	515	455	345	915	1,285	455	31,975
ED184	615	515	455	345	915	1,285	455	31,975
Engineering	590	575	510	365	1,035	1,445	500	35,680
Finance	655	630	550	415	1,150	1,605	555	39,675
Information Systems	715	695	595	455	1,250	1,755	600	43,240
Law	655	630	550	415	1,150	1,605	555	39,675
Management	665	650	565	425	1,165	1,630	570	40,475
Science	525	515	455	335	915	1,285	455	31,975
BI102	535	515	455	335	915	1,285	455	31,975
ES106	625	515	455	335	915	1,285	455	31,975
GE101	575	515	455	335	915	1,285	455	31,975
GE102	575	515	455	335	915	1,285	455	31,975
MS111	560	515	455	335	915	1,285	455	31,975
200 -Level - 8/8/8 degree structure								
General	505	495	435	315	875	1,220	430	30,205
LM 211	515	495	435	315	875	1,220	430	30,205
LM 213	515	495	435	315	875	1,220	430	30,205
LM 214	590	495	435	315	875	1,220	430	30,205
LM 215	525	495	435	315	875	1,220	430	30,205
SO201	595	495	435	315	875	1,220	430	30,205
TS207	705	495	435	315	875	1,220	430	30,205

TS208	705	495	435	315	875	1,220	430	30,205
TS209	705	495	435	315	875	1,220	430	30,205
TS210	705	495	435	315	875	1,220	430	30,205
TS213	705	495	435	315	875	1,220	430	30,205
Accounting	750	730	630	470	1,315	1,840	640	45,330
Banking	715	690	590	450	1,240	1,730	595	42,820
Computing Science	770	750	655	480	1,350	1,890	660	46,660
Economics	740	715	620	465	1,275	1,780	615	44,295
Education	530	520	460	335	930	1,295	455	31,975
Engineering	605	580	515	375	1,050	1,500	515	36,610
MM223	675	580	515	375	1,050	1,500	515	36,610
Finance	715	730	590	450	1,240	1,730	595	42,820
Geospatial Science	725	740	600	455	1,250	1,755	605	43,285
Information Systems	770	785	655	480	1,350	1,890	660	46,660
Law	715	730	590	450	1,240	1,730	595	42,820
Management	725	740	600	455	1,250	1,755	605	43,285
Science	530	540	460	335	930	1,295	455	31,975
BI201	540	540	460	335	930	1,295	455	31,975
BI202	540	540	460	335	930	1,295	455	31,975
BI207	630	540	460	335	930	1,295	455	31,975
ES203	730	540	460	335	930	1,295	455	31,975
EV201	630	540	460	335	930	1,295	455	31,975
GE201	595	540	460	335	930	1,295	455	31,975
GE202	595	540	460	335	930	1,295	455	31,975
GE203	595	540	460	335	930	1,295	455	31,975
GE205	595	540	460	335	930	1,295	455	31,975
GE207	595	540	460	335	930	1,295	455	31,975
MS202	540	540	460	335	930	1,295	455	31,975
MS204	550	540	460	335	930	1,295	455	31,975
MS205	545	540	460	335	930	1,295	455	31,975
MS206	550	540	460	335	930	1,295	455	31,975
MS211	595	540	460	335	930	1,295	455	31,975
MS213	595	540	460	335	930	1,295	455	31,975
PH202	615	540	460	335	930	1,295	455	31,975

300 -Level - 8/8/8 degree structure								
General	530	520	460	335	930	1,295	455	31,975
HY302	660	520	460	335	930	1,295	455	31,975
LM 311	650	520	460	335	930	1,295	455	31,975
LM 312	650	520	460	335	930	1,295	455	31,975
LM 313	650	520	460	335	930	1,295	455	31,975
LM 315	540	520	460	335	930	1,295	455	31,975
TS302	830	520	460	335	930	1,295	455	31,975
TS309	830	520	460	335	930	1,295	455	31,975
TS310	830	520	460	335	930	1,295	455	31,975
TS311	830	520	460	335	930	1,295	455	31,975
Science	530	535	475	345	955	1,335	470	32,935
BI302	680	535	475	345	955	1,335	470	32,935

BI304	580	535	475	345	955	1,335	470	32,935
BI305	680	535	475	345	955	1,335	470	32,935
BI307	580	535	475	345	955	1,335	470	32,935
BI309	555	535	475	345	955	1,335	470	32,935
CH311	630	535	475	345	955	1,335	470	32,935
ES301	730	535	475	345	955	1,335	470	32,935
ES302	730	535	475	345	955	1,335	470	32,935
ES303	730	535	475	345	955	1,335	470	32,935
EV301	630	535	475	345	955	1,335	470	32,935
EV303	630	535	475	345	955	1,335	470	32,935
GE301	630	535	475	345	955	1,335	470	32,935
GE302	630	535	475	345	955	1,335	470	32,935
GE304	630	535	475	345	955	1,335	470	32,935
GE306	630	535	475	345	955	1,335	470	32,935
MS301	630	535	475	345	955	1,335	470	32,935
MS302	630	535	475	345	955	1,335	470	32,935
MS303	630	535	475	345	955	1,335	470	32,935
MS304	550	535	475	345	955	1,335	470	32,935
MS305	680	535	475	345	955	1,335	470	32,935
MS306	630	535	475	345	955	1,335	470	32,935
MS307	570	535	475	345	955	1,335	470	32,935
MS309	680	535	475	345	955	1,335	470	32,935
MS310	550	535	475	345	955	1,335	470	32,935
MS312	630	535	475	345	955	1,335	470	32,935
MS313	565	535	475	345	955	1,335	470	32,935
MS314	550	535	475	345	955	1,335	470	32,935
MS324	595	535	475	345	955	1,335	470	32,935
PH301	590	535	475	345	955	1,335	470	32,935
PH302	555	535	475	345	955	1,335	470	32,935
Accounting	750	730	630	470	1,315	1,840	640	45,330
Banking	750	730	630	470	1,315	1,840	640	45,330
Computing Science	770	750	655	480	1,350	1,890	660	46,660
Economics	740	715	620	465	1,275	1,780	615	44,295
Engineering	605	580	515	375	1,050	1,500	515	36,610
EE301	665	580	515	375	1,050	1,500	515	36,610
EE321	625	580	515	375	1,050	1,500	515	36,610
MM301	665	580	515	375	1,050	1,500	515	36,610
MM321	625	580	515	375	1,050	1,500	515	36,610
MM322	655	580	515	375	1,050	1,500	515	36,610
Finance	750	730	630	470	1,315	1,840	640	45,330
Geospatial Science	725	700	600	455	1,250	1,755	605	43,285
GS302	775	700	600	455	1,250	1,755	605	43,285
GS311	775	700	600	455	1,250	1,755	605	43,285
Information Systems	770	750	655	480	1,350	1,890	660	46,660
Law	740	730	630	470	1,315	1,840	640	45,330
Management	725	700	600	455	1,250	1,755	605	43,285

Pre-Degree

EL001	375	365	315	240	680	960	325	24,880
Continuing Education	280	270	245	185	510	680	245	22,240
General Services								
Fee per annum	100	-	-	-	140	-	-	6,000
Late Payment Fees								
- First 4 Weeks	125	135	118	87	175	306	107	7,725
Late Payment Fees								
- Next 4 Weeks	150	163	142	104	210	367	128	9,270
Late Payment Fees								
- Thereafter	200	217	189	139	280	489	171	12,360

All figures are per course unless otherwise indicated:

Third Country tuition fees = three times Regional fee

Course materials are issued free to students paying print mode, EL001, Continuing Education, Preliminary and Foundation except for School-based Foundation courses.

2022 UNDERGRADUATE FLEXIBLE LEARNING MODE (PRINT & ONLINE)

	Fiji	Cook Is.	Kiribati	Marshall	Samoa	Solomon	Tonga	Vanuatu

	FJ$	Niue, Tokelau NZ$	Nauru, Tuvalu AUS$	Is. US$	TALA	Is. SI$	PA'ANGA	VATU
100-Level								
General	435	415	350	270	745	1,040	355	25,685
Accounting	590	565	510	365	1,035	1,445	500	35,690
Banking	560	535	485	345	985	1,365	475	33,700
Computing Science	605	580	525	375	1,060	1,495	515	36,740
Economics	580	560	500	360	1,020	1,415	495	35,040
Education	460	445	370	285	790	1,095	375	27,200
Engineering	510	480	430	320	875	1,240	430	30,355
Finance	560	535	485	345	985	1,365	475	33,700
Information Systems	605	580	525	375	1,060	1,495	515	36,740
Law	560	535	485	345	985	1,365	475	33,700
Management	570	565	490	350	1,005	1,390	490	34,410
Science	460	445	370	285	790	1,095	375	27,200
200 -Level - 8/8/8 degree structure								
General	435	415	355	275	745	1,045	350	25,700
Accounting	640	615	535	395	1,105	1,555	540	38,495
Banking	595	580	510	370	1,050	1,460	515	36,355
Computing Science	660	640	550	415	1,140	1,595	555	39,620
Economics	630	595	530	395	1,090	1,515	525	37,660
Education	460	445	375	290	790	1,100	370	27,215
Engineering	520	500	445	320	900	1,270	445	31,070
Finance	595	580	510	370	1,050	1,460	515	36,355
Geospatial Science	605	585	515	365	1,060	1,485	520	36,765
Information Systems	660	640	550	415	1,140	1,595	555	39,620
Law	595	580	510	370	1,050	1,460	515	36,355
Management	605	585	515	365	1,060	1,485	520	36,765
Science	460	445	375	290	790	1,100	370	27,215
300 -Level - 8/8/8 degree structure								
General	460	445	375	290	790	1,100	370	27,215
Accounting	640	615	535	395	1,105	1,555	540	38,495
Banking	640	615	535	395	1,105	1,555	540	38,495
Computing Science	660	640	550	415	1,140	1,595	555	39,620
Economics	630	595	530	395	1,090	1,515	525	37,660
Engineering	520	500	445	320	900	1,270	445	31,070
Finance	640	615	535	395	1,105	1,555	540	38,495
Geospatial Science	605	585	515	365	1,060	1,485	520	36,765
Information Systems	660	640	550	415	1,140	1,595	555	39,620
Law	640	615	535	395	1,105	1,555	540	38,495
Management	605	585	515	365	1,060	1,485	520	36,765

Science	460	445	375	290	790	1,100	370	27,215
Pre-Degree								
EL001	375	365	315	240	680	960	325	24,880
Continuing Education	280	270	245	185	510	680	245	22,240
Others								
EDP*- Education Certificate	805	800	685	515	1,450	2,055	705	53,305
Professional Certificate - Heritage Management	750	555	505	365	1,025	2,925	855	43,825
Certificate of Justice	560	535	465	345	970	1,355	475	33,460
General Services Fee								
per annum	100	72	63	46	95	163	57	4,029
Late Payment Fees								
- First 4 Weeks	125	135	118	87	175	306	107	7,725
Late Payment Fees								
- Next 4 Weeks	150	163	142	104	210	367	128	9,270
Late Payment Fees								
- Thereafter	200	217	189	139	280	489	171	12,360

All figures are per course unless otherwise indicated:

Third Country tuition fees = three times Regional fee

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POSTGRADUATE FEES 2022

POSTGRADUATE COURSES -	**Laucala**	**Alafua**	**Emalus**
ON CAMPUS (per course)	**FJ$**	**Tala**	**Vatu**

Regional Fee				
400 - level course	p/c	1,355	2,525	84,820
BI442		1,370	2,525	84,820
GE407		1,455	2,525	84,820
GE409		1,455	2,525	84,820
HY402		1,485	2,525	84,820
LM 401		1,475	2,525	84,820
LM 402		1,475	2,525	84,820
PH414		1,375	2,525	84,820
PH416		1,425	2,525	84,820
S0408		1,485	2,525	84,820
TS402		1,755	2,525	84,820
TS403		1,755	2,525	84,820
TS405		1,755	2,525	84,820
MBA Programme	p/c	1,800	2,970	103,225
Third Country Fee				
400 - level course	p/c	4,035	7,360	254,425
BI442		4,050	7,360	254,425
GE407		4,135	7,360	254,425
GE409		4,135	7,360	254,425
HY402		4,165	7,360	254,425
LM 401		4,155	7,360	254,425
LM 402		4,155	7,360	254,425
PH414		4,055	7,360	254,425
PH416		4,105	7,360	254,425
S0408		4,165	7,360	254,425
TS402		4,435	7,360	254,425
TS403		4,435	7,360	254,425
TS405		4,435	7,360	254,425
MBA Programme	p/c	1,800	2,970	103,225
International Fee				
400 - level course	p/a	16,200	29,495	1,020,400
MBA Programme	p/a	34,720	63,220	2,186,700
THESIS - FACE-TO-FACE		**Laucala**	**Alafua**	**Emalus**
(For Degree of Masters and PhD)		**FJ$**	**Tala**	**Vatu**
Regional Fee				
Full-time	p/a	4,680	8,575	296,405
Part-time	p/a	2,340	4,300	148,200
Third Country Fee				
Full-time	p/a	14,040	25,680	889,220
Part-time	p/a	7,025	12,850	444,615
International Fee				
Full-time	p/a	10,070	18,395	635,840
Part-time	p/a	5,035	9,195	317,920
RESEARCH - on campus (per annum)		**Laucala**	**Alafua**	

(Pro-rated for student time at USP)		FJ$	Tala	
Regional Fee	p/a	6,790	11,160	
Third Country Fee	p/a	6,790	11,160	
International Fee	p/a	8,785	14,425	
PROFESSIONAL DIPLOMA PROGRAMMES		**Regional**	**Third country**	**Intl.**
PDLP (per programme)	p/p	9,085	18,165	24,490
PDLD (per programme)	p/p	3,050	6,105	8,235

KEY: per course (p/c), per annum (p/a), per programme (p/p), per academic year (p/a.y)

NON-TUITION FEES AND CHARGES 2022

OTHER FEES and CHARGES		Laucala FJ$	Alafua Tala	Emalus Vatu
GENERAL SERVICES FEE				
Students are required to pay this fee each semester. Students on short courses pay a pro-rata fee				
All students (on campus and FL) p/a		100	140	-
Other FL students ****	p/a	67	95	4,029
Emalus on-campus students	p/a	-	-	6,000
HEALTH SERVICES FEE				
Laucala Campus				
All students - per Semester		80		
Regional Student's Spouse - per Semester		80		
Regional Student's children - per child per Semester		40		
Alafua & Emalus Campus				
Per Student	p/a.y	-	175	17,305
BOOK ALLOWANCE (Recommended)				
Law Programme	p/a.y	1,620	-	123,290
MBA Programme	p/c	165	255	-
Other	p/a.y	1,030	1,430	-
RESIDENTIAL (per Academic year)				
Single Quarters Small		2,021	-	291,900
Single Quarters Medium		2,504	-	-
Single Quarters Large		2,976	-	-
10th Hall		5,250	-	-
New Hostel - 11th Hall		5,500	-	-
Married Quarters - Catalina	p/a.y	5,500	-	-
Married Quarters - 9th Hall	p/a.y	5,250	-	-
Married Quarters - 6th & 8th Hall	p/a.y	4,265	-	-
Married Quarters - 2nd/ 4th & 5th	p/a.y	3,855	-	-
Married Quarters - Others		-	-	432,600
Alafua Campus				
Single Rooms	p/a.y	-	4,200	-
Shared Rooms	p/a.y	-	2,800	-
Married Units	p/a.y	-	6,000	-
Single Rooms	p/d	-	15	-
Shared Rooms	p/d	-	10	-
Married Units	p/m	-	600	-

Student Daily Rates for casual/temporary stay				
Single Room	p/d	17	20	-
10th Hall Apartment Style - per person/night p/d		22	-	-
11th Hall Apartment Style - per person/night p/d		25	-	-
Shared Room - per person		-	10	-
Married Quarters				
Catalina		25	-	-
9th Hall		22	-	-
8th Hall		21	-	-
2nd/4th/5th/Halls		20	-	-
Visitor Group Bookings				
USP organized/sponsored				
Single Room - per person/night		35	-	-
Twin Room - per person/night		25	-	-
10th Hall Apartment Style - per person/night		45	-	-
Married Quarters - per night		55	-	-
Other groups				
Single Room - per person/night		40	-	-
Twin Room - per person/night		30	-	-
10th Hall Apartment Style - per person/night		60	-	-
Married Quarters - per night		65	-	-
Guest Rooms - single				3,000
Guest Rooms - with bathroom				4,500
Charge for late withdrawal + 25% overhead charge (Laucala only)		65	90	4,640
Change of room fee		20	-	2,060
Change of MQ fee		30	-	5,150
Room Retention fee			-	160
Bedroom Lock combination change		65		
Lost or damaged items	(Based on cost of replacement/repair)			
Hire of mattress to outside groups - per mattress/night		12	-	-
Hire of mattress with linen set		17.5	-	-
Laundromat tokens - **one token per wash**		5	-	
Hire of lovo pit fee - non-resident groups-**per use**		20	-	-
Hire of Belama Common Room & Maneaba Structure by non-resident groups-**per hour**		10	-	-
Room Key borrowing fines for lockouts				
-Overdue after first hour		2	-	-
-Overdue per day		3	-	-
-Borrowing from 5th time onwards		4	-	-

OTHER FEES & CHARGES continued	Laucala FJ$	Alafua Tala	Emalus Vatu
ENROLMENT PENALTIES			
Failure to pre-enrol	-	-	3,710
Late Admission Application Fee			
	65	90	3,710
Late Registration Fee	60	90	3,710
Late Payment Fees			
First 4 weeks from fee payment deadline	125	175	7,725
Late Payment Fees Next 4 weeks	150	210	9,270
Late Payment Fees Thereafter	200	280	12,360
****including Laucala, Lautoka, Labasa & Maritime			
LIBRARY			
Non-Suva DFL Students	20	-	-
LIBRARY EXTERNAL BORROWERS			
Institutions that have MOA/MOU with USP			
Student - (up to a max of 5 items)	21	-	620
Staff - (up to a max of 5 items)	70	80	3,190
No formal relationship with USP			
Individual borrowers (no more than one item)	65	80	3,200
Individual borrowers (for two to a max of five item)	245	300	-
Individual borrowers (Pacific Collection only 1-10 days)	30	-	-
Others			
Corporation	-	-	14,200
Project Partners	55	-	-
Alumni - (up tp a max of 1 item) 5 year membership	50	65	-
Alumni - (up tp a max of 5 items) 5 year membership	200	250	-
LIBRARY PENALTIES			
Overdue items			
Students - First day/item	1	1	50
Students - Per day/item thereafter	0.5	1	50
Staff - First day/item	3	1	50
Staff - Per day/item thereafter	1	1	50
For Reserve items- per hour	1	-	200
No further borrowing permitted until overdue items returned and penalties paid			
Lost items			
Administration charges			
plus cost obtained from publisher	30	40	4,000
Cost of book (obtained from publisher) is charged in addition			
If cost is not available, cost is deemed to be:			
Social Science and Humanities	135	200	8,240

Science	165	250	10,300

OTHER FEES & CHARGES continued	**Laucala FJ$**	**Alafua Tala**	**Emalus Vatu**
Noise penalties			
First Offence	40	50	2,060
Second Offence	70	100	4,120
Inter-library loans			
Students - Per request (up to a maximum of 5 requests)	7	10	1,240
Students - Any request thereafter (at full cost if higher)	40	50	-
Students - (PG per request up to a maximum 5 requests)	40	-	-
Students - (UG per request up to a maximum 5 requests)	7	-	-
External borrowers (full cost if higher)	40	Full Cost	Full Cost
Academic staff (full cost if higher)	40	Full Cost	Full Cost
Printing per page (black & white)	0.15	-	10
Printing per page (color)	0.75	-	50
Photocopying per page	0.15	-	10
REPLACEMENTS			
Replacement: Staff ID Card	15	20	1,430
Replacement: Student ID Card	15	20	1,430
Replacement: Meal Book	-	10	620
Replacement: Receipts	15	20	620
STUDENT ADMINISTRATIVE SERVICES			
Official Academic Transcript (stamped)	5	8	310
Official Academic Transcript			
- second & subsequent copies	15	25	820
Search Fee (Course Prescription)	65	90	3,700
Issue Fee			
(Course Offer Letter) Subsequent copies	5	8	620
Issue Fee (Other - Confirmation Letter etc.)	5	5	620
Issue Fee (Immigration Letter)	5	5	620
Issue Fee (English Letter)	5	5	620
Issue Fee (Result Slip)	5	5	620
Issue Fee (Letter of Certification)	75	-	-
Verification Fee	65	90	3,700
Reconsider course grades	50	75	3,250
Special exam per course	55	75	3,190
Appeal for credit transfer	55	75	3,190
Hire of academic gowns	60	80	3,510
Change of Exam Venue Fee	55	75	3,190
Application for waiver of fee	55	75	3,190
Withdrawal Fee after week			
2 of lectures	100	140	6,180

COMPLETION PENALTIES			
Late Completion Application fee	100	140	6,180
OTHERS			
Locker Hire (p/a)	60	70	2,000
Dishonoured Cheque	35	50	2,160

University Calendar not sold

INTERNATIONAL STUDENT TUITION FEES 2022

		Laucala	Alafua	Emalus	Other campuses
		FJ$	Tala	Vatu	
PRE DEGREE AND UNDERGRADUATE					
Foundation	p/a	$ 16,650			
Bachelor	p/a	$ 18,000			
Study Abroad	p/a	$ 18,000			
Internsive English Language (IEP)	p/term	$ 3,600			
Unclassified Studies/Foundation	p/course	$ 1,665			
Unclassified Studies/Undergraduate	p/course	$ 2,250			
POSTGRADUATE					
Unclassified Studies/Postgraduate					
Graduate Certificate	p/a	$ 16,200	$ 29,495	$ 1,020,400	
Graduate Diploma	p/a	$ 16,200	$ 29,495	$ 1,020,400	
Postgraduate Certificate	p/a	$ 16,200	$ 29,495	$ 1,020,400	
Postgraduate Diploma	p/a	$ 16,200	Not Offered	Not Offered	
Professional Diploma					
PDLP	p/p	$ 24,490			
PDLD	p/p	$ 8,235			
MBA					
Full-time	p/a	$ 34,720	$ 63,220	$ 2,186,700	Fiji Equivalent
Part-time	p/sem	$ 17,360	$ 31,610	$ 1,093,355	
Masters					
Full-time	p/a	$ 10,070	$ 18,395	$ 635,840	Fiji Equivalent
Part-time	p/sem	$ 2,515	$ 9,195	$ 317,920	Fiji Equivalent
PhD					
Full-time	p/a	$ 10,070	$ 18,395	$ 635,840	Fiji Equivalent
Part-time	p/sem	$ 2,515	$ 9,195	$ 317,920	Fiji Equivalent

Notes:

Any student who holds a citizenship other than that of a USP member country will pay the International Student tuition fee.

Students not enrolled in a full programme will be charged a fee on a per course basis.

Any course that has a fieldtrip component, fieldtrip fee will be added to tuition fees for that course.

2022 FEES PACIFIC TECHNICAL AND FURTHER EDUCATION

PRE-DEGREE FACE-TO-FACE/BLENDED MODE

	Fiji	Cook Is. Niue, Tokelau	Kiribati Nauru, Tuvalu	Marshall Is.	Samoa	Solomon Is.	Tonga	Vanuatu
	FJ$	NZ$	AUS$	US$	TALA	SI$	PA'ANGA	VATU
Pre-Degree								
Foundation & Preliminary Non Science Courses *	545	530	470	350	970	1,345	470	34,575
Foundation & Preliminary Science Courses **	565	550	490	365	1,005	1,410	485	36,010
Science Lab. Fee	20	20	20	15	35	55	15	1,300
School-Based Foundation								
Administration Fee(per student)	65	70	65	40	110	145	60	4,770
Course Fee (per course)	70	75	70	40	120	175	65	5,470
Course Materials - (School based Foundation ONLY)								

** **Non Science Courses** – all other courses apart from Biology, Chemistry & Physics.*
*** **Science Courses** – Biology, Chemistry & Physics courses*

All figures are per course unless otherwise indicated:

Third Country tuition fees = three times Regional fee

International undergraduate tuition fee = four times Regional fee

2022 FEES PACIFIC TECHNICAL AND FURTHER EDUCATION

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PRE-DEGREE FLEXIBLE MODE

	Fiji	Cook Is. Niue, Tokelau	Kiribati Nauru, Tuvalu	Marshall Is.	Samoa	Solomon Is.	Tonga	Vanuatu
	FJ$	NZ$	AUS$	US$	TALA	SI$	PA'ANGA	VATU
Pre-Degree								
Foundation & Preliminary Non Science Courses *	330	310	295	210	575	810	285	26,190
Foundation & Preliminary Science Courses **	350	330	315	225	615	865	300	28,010
School-Based Foundation								
Administration Fee (per student)	65	70	65	40	110	145	60	4,770
Course Fee (per course)	70	70	70	40	120	175	65	5,470
Course Materials (School based Foundation ONLY)	60	65	60	40	105	140	55	4,545

** **Non Science Courses** – all other courses apart from Biology, Chemistry & Physics.*

*** **Science Courses** – Biology, Chemistry & Physics courses*

All figures are per course unless otherwise indicated:

Third Country tuition fees = three times Regional fee

International undergraduate tuition fee = four times Regional fee

Course materials are issued free to students paying print mode, EL001, Continuing Education, Preliminary and Foundation except for School-based Foundation courses.

2022 FEES PACIFIC TECHNICAL AND FURTHER EDUCATION

PROGRAMMES	COURSES	FJ$	NZ$	AUS$	US$	TALA	SI$	PA'ANGA	VATU
Professional Diploma in Business Management	CEB61, CEB62, CEB63, CEB64, CEB65, CEB66, CEB67, CEB68	675	645	555	415	1,170	1,625	560	40,155
Diploma of Accounting (Level 5)	CEA41, CEA42,CEA43, CEA44, CEA45, CEO44	455	430	365	285	775	1,080	370	26,770
	CEA51, CEA52, CEA53, CEA54, CEA55, CEA56, CEA57	560	535	465	345	970	1,355	475	33,460
Certificate IV in Accounting	CEA41, CEA42,CEA43, CEA44, CEA45, CEO44	455	430	365	285	775	1,080	370	26,770
Certificate IV In Project Management Practice	CEP41, CEP42, CEP43, CEP44	560	535	465	345	970	1,355	475	33,460
Certificate IV in Business Administration	CEB41, CEB42, CEB43, CEB44, CEB45, CEB46	455	430	365	285	775	1,080	370	26,770
Diploma of Business Administration (level 5)	CEB41, CEB42, CEB43, CEB44, CEB45, CEB46	455	430	365	285	775	1,080	370	26,770
	CEB51, CEB52, CEB53, CEB54, CEB55, CEB56, CEB57	560	535	465	345	970	1,355	475	33,460
Certificate IV in Human Resources	CEH41, CEH42, CEH43, CEH44, CEH45, CEH46	455	430	365	285	775	1,080	370	26,770
Certificate IV in Training and Assessment	CET41, CET42, CET43, CET44	560	535	465	345	970	1,355	475	33,460
Certificate III in Community Development	CECD31, CECD32, CECD33	335	320	280	210	575	810	285	20,080
	LLP13 & LLP14	330	310	270	205	560	780	270	19,410
Certificate IV in Library / Information Studies	CEL41, CEL42, CEL43, CEL44, CEL45	310	295	250	195	535	745	255	18,400

Diploma of Library and Information Services (Level 5)	CEL51, CEL52, CEL53, CEL54, CEL55, CEL56, CEL57, CEL58	550	525	455	340	950	1,330	465	32,805
Certificate III in Early Childhood Education and Care	CEE31, CEE32, CEE33,CEE34, CEE35	335	320	280	210	575	810	285	20,080
Certificate IV in Early Childhood Education & Care	CEE41, CEE42, CEE43, CEE44, CEE45, CEE46	455	430	365	285	775	1,080	370	26,770
Diploma of Early Childhood Education & Care (Level 5)	CEE41, CEE42, CEE43, CEE44, CEE45, CEE46	455	430	365	285	775	1,080	370	26,770
	CEE51, CEE52, CEE53, CEE54, CEE55, CEE56	550	525	455	340	950	1,330	465	32,805
Certificate IV in Information Technology (Support)	CEI41, CEI42, CEI43, CEI44, CEI45, CEI46	455	430	365	285	775	1,080	370	26,770
Diploma of Information Technology (Level 5)	CEI41, CEI42, CEI43, CEI44, CEI45, CEI46	455	430	365	285	775	1,080	370	26,770
	CEI51, CEI52, CEI53, CEI54, CEI55, CEI56, CEI57	560	535	465	345	970	1,355	475	33,460
Certificate IV Hospitality Operations (Food & Beverage, Events and Front Office)	CETH41, CETH45	635	610	520	395	1,090	1,505	530	37,445
	CETH42, CETH43, CETH44	455	435	375	285	780	1,080	380	26,830
	CETH46	495	475	405	305	850	1,170	410	29,190
	CETH48	455	435	375	280	785	1,100	375	27,115
Certificate III in Commercial Cookery	CECC31, CECC32	780	745	645	480	1,345	1,885	660	46,525
	CECC33	550	525	455	340	950	1,330	465	32,805
	CECC34, CECC35	335	320	275	205	580	810	285	19,980
Certificate IV in Commercial Cookery	CECC31, CECC32	780	745	645	480	1,345	1,885	660	46,525
	CECC33	550	525	455	340	950	1,330	465	32,805

	CECC34, CECC35	335	320	275	205	580	810	285	19,980
	CECC41, CECC42	1,060	1,000	875	655	1,820	2,545	885	62,910
	CECC43, CECC44	550	520	455	340	950	1,325	460	32,740
Diploma of Culinary Arts and Management (Level 5)	CECC31, CECC32	780	745	645	480	1,345	1,885	660	46,525
	CECC33	550	525	455	340	950	1,330	465	32,805
	CECC34, CECC35	335	320	275	205	580	810	285	19,980
	CECC41, CECC42	1,060	1,000	875	655	1,820	2,545	885	62,910
	CECC43, CECC44	550	520	455	340	950	1,325	460	32,740
	CECC51, CECC52	1,090	1,035	890	675	1,875	2,625	920	64,875
	CETH 53, CETH 54	560	530	455	350	965	1,345	470	33,335
Diploma of Hospitality Management – Events, Food & Beverage and Front Office (level 5)	CETH41, CETH45	635	610	520	395	1,090	1,505	530	37,445
	CETH42, CETH43, CETH44	455	435	375	285	780	1,080	380	26,830
	CETH46	495	475	405	305	850	1,170	410	29,190
	CETH48	455	435	375	280	785	1,100	375	27,115
	CETH 51, CETH 52	1,060	1,005	865	655	1,820	2,550	895	63,085
	CETH 53, CETH 54	560	530	455	350	965	1,345	470	33,335
Diploma of Project Management (Level 5)	CEP41, CEP42, CEP43, CEP44	560	535	465	345	970	1,355	475	33,460
	CEP51, CEP52,CEP53,CEP54,CEP55,CEP56	675	645	555	415	1,170	1,625	560	40,155
Diploma of Human Resources Management (Level 5)	CEH41, CEH42, CEH43, CEH44, CEH45, CEH46	455	430	365	285	775	1,080	370	26,770
	CEH51, CEH52, CEH53, CEH54, CEH55, CEH56, CEH57	560	535	465	345	970	1,355	475	33,460

Certificate IV in Fisheries Enforcement and Compliance	CEFC41, CEFC42, CEFC43, CEFC44	560	535	465	345	970	1,355	475	33,460
Certificate IV in Counselling	CECL41, CECL42, CECL43, CECL44	560	535	465	345	970	1,355	475	33,460
Diploma of Counselling (Level 5)	CECL41, CECL42, CECL43, CECL44	560	535	465	345	970	1,355	475	33,460
	CECL51, CECL52, CECL53, CECL54	675	645	555	415	1,170	1,625	560	40,155
Certificate III in Patisserie (Baking & Pastry)	CECP31	550	525	455	340	950	1,330	465	32,805
	CECP32	780	745	645	480	1,345	1,885	660	46,525
	CECP33	335	320	275	205	580	810	285	19,980
	CECC31	780	745	645	480	1,345	1,885	660	46,525
	CECC34	335	320	275	205	580	810	285	19,980
Certificate IV in Patisserie (Baking & Pastry)	CECP31	550	525	455	340	950	1,330	465	32,805
	CECP32	780	745	645	480	1,345	1,885	660	46,525
	CECP33	335	320	275	205	580	810	285	19,980
	CECC31	780	745	645	480	1,345	1,885	660	46,525
	CECC34	335	320	275	205	580	810	285	19,980
	CECP41, CECP42	1,060	1,010	875	660	1,825	2,555	885	63,230
	CECC43,CECC44	550	520	455	340	950	1,325	460	32,740
Certificate III in Small Business Development and Management	CESB31, CESB32, CESB33, CESB34	330	315	270	205	565	795	280	19,680
Certificate III in Resilience (Climate Change Adaptation & Disaster Risk Reduction)	CER31, CER32, CER33, CER34	335	320	280	210	575	810	285	20,080
Certificate IV in Resilience (Climate Change Adaptation & Disaster Risk Reduction)	CER41, CER42, CER43, CER44	455	430	365	285	775	1,080	370	26,770

Certificate IV in Cyber Security	CCS41, CCS42, CCS43, CCS44	560	535	465	345	970	1,355	475	33,460
Certificate IV in Coastal Fisheries & Aquaculture Compliance	CEFC43, CEFA41, CEFA42, CEFA43	560	535	465	345	970	1,355	475	33,460
Professional Diploma in Public Sector Management	CEPSM61, CEPSM62, CEPSM63, CEPSM64, CEB64, CEB66	675	645	555	415	1,170	1,625	560	40,155
Certificate IV in Procurement and Supply	CEPS41, CEPS42, CEPS43, CEPS44	560	535	465	345	970	1,355	475	33,460
Professional Diploma in Procurement and Supply	CEPS41, CEPS42, CEPS43, CEPS44	560	535	465	345	970	1,355	475	33,460
	CEPS51, CEPS52, CEPS53, CEPS54	675	645	555	415	1,170	1,625	560	40,155

All figures are per course unless otherwise indicated:
Third Country tuition fees = three times Regional fee
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