2016 Course Enrolment Guide

Faculty of Education and Arts

Graduate Certificate in Higher Education

National

Commencing 2016
(Continuing students will be advised of transition arrangements)

Information last updated on 24 March 2016

Please note that Course Enrolment Guides are revised regularly and students are advised to check the website for the latest updates. Additional information from your School, Faculty and the University will be sent to your ACU student e-mail address and students must check this regularly. Please note that all e-mail communication with University staff must be sent from your ACU student e-mail account.

HOW TO USE THIS GUIDE

The Course Enrolment Guide is designed to assist students in the selection of units and to ensure that students are aware of the requirements for the completion of their degree. Specific information relating to unit content and assessments will be provided by your School.

Enrolling in units for 2016

1. Refer to Section 1.‘Course Map’ for the structure of your course. Please note that this may vary depending on the campus where you are studying and/or the year in which you commenced your studies. Make a note of the core units you need to enrol in for 2016.

2. Refer to Section 2.‘Unit Information’ for details about elective units offered at your campus this year. Pay particular attention to prerequisite and co-requisite requirements.

3. Make sure that you are familiar with the rules and structure of your course. Refer to Section 3.‘Course Information’ for links to the Handbook, which contains information on the major, minor and specialisation options available in your course.
4. Refer to the Re-Enrolment\textsuperscript{1} section of the ACU website for step-by-step instructions on how to enrol in units via Student Connect.

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\textsuperscript{1} https://students.acu.edu.au/247957
1. COURSE MAP

Graduate Certificate in Higher Education – National

To qualify for the Graduate Certificate, a student must complete 40 cp from the Schedule of Unit Offerings, consisting of:
- 20 cp from Core Units; and
- 20 cp from Electives.

<table>
<thead>
<tr>
<th>SEMESTER</th>
<th>YEAR 1</th>
</tr>
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<tbody>
<tr>
<td>1 (February)</td>
<td>UNHE500 Learning and Teaching in Higher Education</td>
</tr>
</tbody>
</table>
| 2 (July)   | UNHE501 Curriculum Design, Assessment and Evaluation in Higher Education  
            | (Pre: UNHE500) |

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<thead>
<tr>
<th>SEMESTER</th>
<th>YEAR 2</th>
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</table>
| 1 (February) | UNHE505 Technology Enhanced Learning in Higher Education  
              | (Pre: UNHE500 and UNHE501) |
| 2 (July)   | UNHE503 Scholarship in Higher Education  
            | (Pre: UNHE500, UNHE501 and UNHE505) |

2. UNIT INFORMATION

Please note that unit availability is subject to change

2016 Unit Offerings

For descriptions of units, please refer to the ACU Handbook. Please select the appropriate year and then click on ‘Unit Descriptions’.

2 http://students.acu.edu.au/387052
3. COURSE INFORMATION

Course Structure

The University Handbook provides detailed information about each ACU course, including minimum duration, requirements for completion, exit points, any available majors/minors/specialisations and descriptions of units. Please follow the links below to view the rules for your course:

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Course Rules</th>
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Course Specific Advice

Course Coordinators and/or Course Advisors are available to assist with enrolment and re-enrolment. You can telephone, email or contact them in person to make an appointment.

**Course Coordinator:**
Dr Duncan Nulty  
**Email:** duncan.nulty@acu.edu.au

**Course Administrator:**
Postgraduate Studies  
**Email:** feapg@acu.edu.au

General Advice

All queries not specifically related to your course program such as admissions, enrolment, fees, scholarships, exams, timetabling and graduations should be directed to AskACU³.

The Administration & Enrolment⁴ webpage also has useful information to help you in managing your studies.

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³ https://students.acu.edu.au/42835  
⁴ https://students.acu.edu.au/332297