

School of Social Work and Social Policy (Albury Wodonga)

Re-enrolment into the Bachelor of Human Services (3-year program) - for 2009

Please refer to the University Handbook for the degree structure. The units listed below may be a helpful guide, noting that they are given as a Full Time load. Part Time sequence is indicated by the small lighter coloured numbers, ¹ or ², to the left of the unit codes. The structure in the Handbook lists the units you are required to complete at each level. The degree structure also lists the credit points attached to each unit. Note that the University Handbook and the campus wide *draft* timetable also provide information about possible elective choices.

Bachelor of Human Services - 2009 (correct as at 02 October 08)

<u>Unit Code</u>	<u>Unit Title</u>	<u>Credit</u>	
Level 1 – Semester 1			
¹ SWP1ITP	SW IITP: Introduction to Social Work	15	Not available in 2009
¹ SOC1ISA	Introduction to Sociology 1A	15	
² PSY1PYA	Psychology A	15	
²	Elective	15	
Level 1 – Semester 2			
¹ SWP1SPP	SW SPP: Social Policy & Practice A	15	Not available in 2009
¹ SOC1ISB	Introduction to Sociology 1B	15	
² PSY1PYB	Psychology B	15	
²	Elective	15	
Level 2 – Semester 1			
¹ SWP2DLC	SW 2 DLC: Dev. Across Life Course in Soc. Contexts	20	
² SWP2PPH	SW 2 PPH: Professional Practice: History & Values	30	
^{1 or 2}	Elective	20	
Level 2 – Semester 2			
¹ SWP2RES	SW 2 RES: Research for Social Work Practice A	10	
² SWP2REC	SW 2 REC: SW and Reflective Communication	20	
² SWP2OCP	SW 2 OCP: Organisational Contexts of SW Practice	20	
Level 3 – Semester 1			
¹	Elective	20	
^{1 or 2}	Elective	20	
² SWP3LER	SW 3 LER: SW Prac. – Law Ethics & Human Rights	15	
Level 3 – Semester 2			
¹ SWP3RES	SW 3 RES: Research for Social Work Practice B	15	
¹	Elective	20	
² HLT3IPA	Interdisciplinary Professional Practice	15	
² SWP3FOP	SW 3 FOP: Fields of Social Work Practice A	15	

Please note that the re-enrolment process is only provisional. Once your final results for 2008 are available, the School can then confirm your enrolment with no further input from you, unless you have failed to meet pre-requisite requirements.

The units that are pre-printed into your enrolment are the compulsory units you must enrol in if you are a full time student. Please note that ***elective units required by the course structure are not pre-printed and must be selected and entered by you.*** Part time students will most likely need to delete some of the pre-printed units from their enrolment. In some exceptional circumstances part time students may also have a blend of units across two levels of the course

Electives should be chosen from those offered on the Albury Wodonga Campus. Please ensure that you meet pre-requisites for the units that you choose. You should also understand that your choices are subject to the relevant School's or Department's approval.

If you have difficulty with your enrolment, please contact the School of Social Work and Social Policy Administrative Office (preferably by email). Contact details are as follows: socialwork.aw@latrobe.edu.au or Tel. (02) 6024 9802.

How to select your Electives Guide - for 2009

1. Electives are units that you are able to choose to do, as part of your academic program. They are not 'core' units, but are a requirement of your complete academic program.
2. You can select electives by looking at the list of units available on this campus. Most of our students, however, select their electives from the *Faculty of Humanities and Social Sciences*. The following web addresses will be of assistance to you when making your decisions:

- Campus Timetables <http://www.latrobe.edu.au/timetable>

(Hint: At this site you should note the units listed. These are the units that you can select your electives from. Check the times these are offered and see which units fit within the program timetable obtained from the previous web site.)

Note that the Unit Code indicates the level the unit is taught at. Level 1 students need to select electives with a '1' in the middle of the unit code, Level 2 with a '2' in the middle, etc. Note that you will need to check what teaching period the electives are offered in. A 'Teaching Weeks pattern calendar' is available at the Campus Timetables web site above.

You should also consider selecting units that follow on in the second semester as well as areas that you may wish to select as electives in levels 2 and 3.

3. To obtain descriptive information on units you go to the unit data base at:
[http://iasprd.latrobe.edu.au:5161/udb1subprd_public/publicview\\$.startup](http://iasprd.latrobe.edu.au:5161/udb1subprd_public/publicview$.startup)

You can search for information on each unit that you are interested in by entering the unit code (eg: *ARHIAGR*), campus (*Wodonga*) and the year of proposed study (*2009*). Once you have accessed the information of a particular unit you need to note:

- unit content
- any pre or co- requisites
- number and duration of lecture and seminar / tutorial hours required per unit
- assessment modes
- teaching period the unit is offered

4. You then need to check the times required (note you may not be required to attend all seminar /tutorial slots on the timetable) and see if these fit your current DRAFT version of the School timetable for your program, which can be found at
http://www.latrobe.edu.au/socwork/aw/current_students.htm

5. Note that, should you find that the timetable changes (and your elective actually clashes with your Core Units, or you change your mind) you can vary your electives within the first three weeks of Semester via a **Variation of Enrolment** form. Students must be available to attend core units.

6. Finally, check that:

- You have selected electives that have the required year level indicator in the middle of the unit code
- You have or meet the elective pre or co-requisites
- The electives fit the DRAFT program timetable

7. Now, enter the electives you have selected to your enrolment.