



BUSINESS DEGREES

COURSE OPTIONS:

1. Bachelor of Business (BBus)

As a successful Bachelor of Business graduate you will know how the economy works, how to manage money and business, and how to be an effective leader. Areas of study include: Accounting, Human Resource Management and Marketing.

2. Bachelor of Business/Bachelor of Teaching (BBus/BTch)

This four-year degree combination prepares students to become secondary school teachers. With the right subject combination you can teach Legal Studies, Business Studies, Commerce and/or Accounting.

3. Bachelor of Arts/Bachelor of Business (BA/BBus)

The combination of Arts and Business majors opens up career and employment opportunities in areas such as communication and marketing, management and public relations, music and management, and humanities and human resource management.



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Course Name:

BACHELOR OF BUSINESS (BBus)

Degree Type: Undergraduate
Locations Offered: Lake Macquarie Campus
Study Mode: Full-time or part-time on campus
Course Duration: Three years full-time (or part-time equivalent)

ENTRY Requirements:

Direct Entry:

- ATAR of 63.00+ (or equivalent eg.OP of 17 or less).

Alternative Entry:

Students with a ATAR below 63.00 (or equivalent) may still be able to gain entry into this degree on a conditional basis. Previous work experience and educational qualifications will also be considered for each student upon application. For further information on alternative pathways into a course visit the Avondale website www.avondale.edu.au/future_students::Admission_Requirements/

GENERAL INFORMATION

As a student in the Bachelor of Business course you will learn how the economy functions, how to manage a business and budget and learn how to be an effective leader. You will have good judgement, and be creative and innovative in problem-solving and systems design. You will have a clear work ethic and understand the Christian view of doing business. You can expect to find entry-level employment in a wide variety of industries.

WHERE IT COULD TAKE YOU

> Accounting

Accounts Clerk
Auditor
A CPA (Certified Practising Accountant) or CA (Chartered Accountant)
Chief Financial Officer

> Marketing

Product Marketing Manager
Public Relations or Events Manager
Researcher in Marketing
Account Manager in an advertising agency
Advertising and Creative Concept Producer
Business and Marketing Executive

> Human Resource Management

Start your own business
Provide administrative skills to a range of organisations
Human Resources Officer
Project Manager
Human Resource Manager



COURSE STRUCTURE

The BBus degree consists of a minimum of 24 x 6 credit point units taken over six semesters (144 credit points). The BBus course is comprised of Christian Studies units, Business core units and either a single major and electives or two majors.

A four unit sequence may also permit the completion of a minor. The unit choices making up such a minor can be chosen from most unit areas but will need to be chosen after consulting the Faculty Dean .

COURSE STRUCTURE SUMMARY

SUMMARY OF MINIMUM REQUIREMENTS IN BBus

Component of course	Credit points
Christian Studies units	18
Business Core units	48
Major	48
Electives	30
TOTAL	144

CHRISTIAN STUDIES UNITS

In your course it is a requirement that Christian Studies units are completed. These units address the religious, ethical and social values emphases of Avondale's philosophy of education derived from its Christian/Seventh-day Adventist faith tradition. There are also alternative general Christian Studies classes available that are not specific to the Seventh-day Adventist faith tradition.

BUSINESS CORE UNITS

Business core units complement the major and minor concentrations, ensuring an appropriate breadth of business studies in each student's program. Business core units include:

ACCT16300	Introduction to Accounting
ICTM16400	Introduction to Information Management
ECON12200	Introduction to Economics
FNCE20000	Business Finance
LAWS14500	Business Law
MATH16300	Business Statistics
MNGT14500	Organisations in a Business Context
INFS21600	Management Information Systems

BUSINESS MAJOR

A BBus major is a prescribed sequence of at least eight units (48 credit points) in a specific business discipline.

Major areas of study include:

- Accounting
- Human Resource Management
- Marketing

Or you can combine any of these into two major programs.

ELECTIVES

Electives are undergraduate units which a student may freely choose from most faculties, subject to timetable and prerequisite constraints. They may be used to broaden a major by taking allied units.



BACHELOR OF BUSINESS - STANDARD STRUCTURE (ACCOUNTING MAJOR)

YEAR ONE

Semester 1

CSTD14300	CHRISTIAN STUDIES I
MNGT14500	ORGANISATIONS IN A BUSINESS CONTEXT
ACCT16300	INTRODUCTION TO ACCOUNTING
ICTM16400	INTRODUCTION TO INFORMATION MANAGEMENT

Semester 2

ECON12200	INTRODUCTION TO ECONOMICS
MATH16300	BUSINESS STATISTICS
FNCE20000	FINANCIAL ACCOUNTING AND REPORTING
LAWS14500	BUSINESS LAW

YEAR TWO

Semester 3

MNGT34300	CHRISTIAN STUDIES III
INFS21600	MANAGEMENT INFORMATION SYSTEMS
ACCT26400	MANAGEMENT ACCOUNTING FUNDAMENTALS
ACCT22600	BUSINESS SYSTEMS APPLICATIONS

Semester 4

LAWS26000	CORPORATE LAW ELECTIVE
ACCT26500	MANAGEMENT DECISIONS AND CONTROL
ACCT26000	CORPORATE ACCOUNTING

YEAR THREE

Semester 5

CSTD24300	CHRISTIAN STUDIES II
ACCT31500	CONTEMPORARY ACCOUNTING ISSUES
FNCE20000	BUSINESS FINANCE ELECTIVE

Semester 6

ACCT31700	ACCOUNTING THEORIES ELECTIVE <u>OR</u>
ACCT33400	AUDITING AND ASSURANCE SERVICES ELECTIVE <u>OR</u>
ACCT34200	AUSTRALIAN TAX LAW AND PRACTICE ELECTIVE

Completion of all accounting units can lead to fulfilling the CPA or ICAA requirements, professional accounting industry body recognition.



**BACHELOR OF BUSINESS - STANDARD STRUCTURE
(HUMAN RESOURCE MANAGEMENT MAJOR)**

YEAR ONE

Semester 1

CSTD14300	CHRISTIAN STUDIES I
MNGT14500	ORGANISATIONS IN A BUSINESS CONTEXT
ACCT16300	INTRODUCTION TO ACCOUNTING
ICTM16400	INTRODUCTION TO INFORMATION MANAGEMENT

Semester 2

ECON12200	INTRODUCTION TO ECONOMICS
MATH16300	BUSINESS STATISTICS
MNGT26100	ORGANISATIONAL BEHAVIOUR
LAWS14500	BUSINESS LAW

YEAR TWO

Semester 3

MNGT34300	CHRISTIAN STUDIES III
INFS21600	MANAGEMENT INFORMATION SYSTEMS
MNGT27000	HUMAN RESOURCE MANAGEMENT ELECTIVE

Semester 4

MNGT34500	NEW BUSINESS VENTURES AND THE ENTREPRENEUR
HRMT39600	INDEPENDENT TOPIC IN HRM
LAWS28000	WORKPLACE RELATIONS
HRMT26500	STRATEGIC PRINCIPLES FOR MANAGERS

YEAR THREE

Semester 5

CSTD24300	CHRISTIAN STUDIES II
HRMT35200	INTERNSHIP IN HRM
FNCE20000	BUSINESS FINANCE
HRMT35200	HRM RESEARCH PROJECT

Semester 6

HRMT38500	MANAGING DIVERSITY
HRMT36500	STRATEGIC RESPONSES FOR MANAGERS
HRMT39000	SEMINAR ELECTIVE

**BACHELOR OF BUSINESS - STANDARD STRUCTURE
(MARKETING MAJOR)**

YEAR ONE

Semester 1

CSTD14300	CHRISTIAN STUDIES I
MNGT14500	ORGANISATIONS IN A BUSINESS CONTEXT
ACCT16300	INTRODUCTION TO ACCOUNTING
ICTM16400	INTRODUCTION TO INFORMATION MANAGEMENT

Semester 2

ECON12200	INTRODUCTION TO ECONOMICS
MATH16300	BUSINESS STATISTICS
MKTG26000	CONSUMER BEHAVIOUR
LAWS14500	BUSINESS LAW

YEAR TWO

Semester 3

MNGT34300	CHRISTIAN STUDIES III
INFS21600	MANAGEMENT INFORMATION SYSTEMS
MKTG28300	SERVICES MARKETING ELECTIVE

Semester 4

	ELECTIVE
	ELECTIVE
MKTG28100	MARKETING COMMUNICATION
MKTG26500	STRATEGIC PRINCIPLES FOR MARKETERS

YEAR THREE

Semester 5

CSTD24300	CHRISTIAN STUDIES II
MKTG38200	BUSINESS TO BUSINESS MARKETING AND SALES
FNCE20000	BUSINESS FINANCE
MKTG36000	CURRENT ISSUES AND eMARKETING

Semester 6

MKTG38500	MANAGING MARKETING DIVERSITY
MKTG36500	STRATEGIC RESPONSES FOR MARKETERS ELECTIVE
	ELECTIVE



BACHELOR OF BUSINESS - STANDARD STRUCTURE (DOUBLE MAJOR)

YEAR ONE

Semester 1

CSTD14300	CHRISTIAN STUDIES I
MNGT14500	ORGANISATIONS IN A BUSINESS CONTEXT
ACCT16300	INTRODUCTION TO ACCOUNTING
ICTM16400	INTRODUCTION TO INFORMATION MANAGEMENT

Semester 2

ECON12200	INTRODUCTION TO ECONOMICS
	MAJOR 1
	MAJOR 2
LAWS14500	BUSINESS LAW

YEAR TWO

Semester 3

	MAJOR 1
INFS21600	MANAGEMENT INFORMATION SYSTEMS
	MAJOR 2
	MAJOR 1

Semester 4

	MAJOR 1
MATH16300	BUSINESS STATISTICS
	MAJOR 1
	MAJOR 1

YEAR THREE

Semester 5

CSTD34300	CHRISTIAN STUDIES III
	MAJOR 2
FNCE20000	BUSINESS FINANCE
	MAJOR 2

Semester 6

	MAJOR 2
	MAJOR 1
	MAJOR 1
	ELECTIVE 2

YEAR FOUR

Semester 7

CSTD24300	CHRISTIAN STUDIES II
	MAJOR 2
	ELECTIVE
	MAJOR 2



BUSINESS DOUBLE MAJOR

A BBus double major is a prescribed sequence of at least 16 units in two business disciplines and requires an additional semester of study.

Areas of study in a double major include:

- Accounting and Human Resource Management
- Accounting and Marketing
- Human Resource Management and Marketing

PROFESSIONAL RECOGNITION

Students selecting double majors or double degrees may require additional study beyond the minimum requirements for the degree in order to meet CPA or ICAA requirements. Students should consult with the Faculty Dean to ensure the correct selection of units.

TEXTBOOK AND EQUIPMENT COSTS

Textbooks: AUD\$50 to \$350 per semester. Some textbooks are available in the library.

HOW TO APPLY

For an information pack and application form contact the Avondale Enquiry & Enrolment Centre.

Phone: **+61 2 4980 2377**

Free Phone: (within Australia) **1800 991 392**

Email: **enquiries@avondale.edu.au**

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Course Name:

BACHELOR OF BUSINESS/BACHELOR OF TEACHING (BBus/BTch)

Degree Type: Undergraduate
 Locations Offered: Lake Macquarie Campus
 Study Mode: Full-time or part-time on campus
 Course Duration: Four years full-time (or part-time equivalent)

ENTRY Requirements:

Direct Entry:

- ATAR of 63.00+ (or equivalent eg.OP of 17 or less).

Alternative Entry:

Students with a ATAR below 63.00 (or equivalent) may still be able to gain entry into this degree on a conditional basis. Previous work experience and educational qualifications will also be considered for each student upon application. For further information on alternative pathways into a course visit the Avondale website www.avondale.edu.au/future_students::Admission_Requirements/

GENERAL INFORMATION

As a student you will develop the necessary knowledge and skills to give you a solid preparation for a career in business, combined with a four-year teaching degree.

WHERE IT COULD TAKE YOU

This four-year degree combination prepares students to become secondary school teachers in Australia. With the right subject combination you could teach Legal Studies, Information Technology, Business Studies, and Commerce in New South Wales, and Accounting in other states.

Completion of all accounting units can lead to fulfilling the CPA or ICAA requirements, professional accounting industry body recognition.

COURSE STRUCTURE SUMMARY

The BBus/BTch is a four-year program of 32 Units (192 credit points) combining studies in business with professional studies in education. The BBus strand contributes 15 units (90 credit points) and the BTch strand contributes 17 units (102 credit points) to the combined degree.

In the BBus strand, students complete a Business Studies major (48 credit points) and minor (18 credit points) and a Business Core (24 credit points).

SUMMARY OF MINIMUM REQUIREMENTS IN BBus/BTch

Component of course	Credit points
Christian Studies units	18
BBus Major	48
BBus Minor	24
Education units	42
Curriculum Studies units	12
Professional Development and Experience	48
TOTAL	192

AREAS OF STUDY

The following major and minor teaching fields are available in the BBus/BTch degree.

Majors:

- Accounting
- Human Resource Management
- Marketing

Minors:

A minor concentration in the BBus/BTch degree may comprise units from a single discipline or units from two disciplines chosen from the following:

- Accounting
- Legal Studies
- Human Resource Management
- Marketing



BACHELOR OF BUSINESS/BACHELOR OF TEACHING - STANDARD STRUCTURE

YEAR ONE

Semester 1

ACCT16300	BBUS CORE – INTRODUCTION TO ACCOUNTING
MNGT14500	BBUS CORE – ORGANISATIONS IN A BUSINESS CONTEXT
EDUC15600	LITERACY IN EDUCATION
EDSP17000	PROFESSIONAL DEVELOPMENT AND EXPERIENCE IA

>> PROFESSIONAL EXPERIENCE (JULY, 2 WEEKS)

Semester 2

	BBUS MAJOR OR MINOR
ECON12200	BBUS CORE – INTRODUCTION TO ECONOMICS
EDUC14300	CHRISTIAN STUDIES FOR TEACHERS I
EDSP17100	PROFESSIONAL DEVELOPMENT AND EXPERIENCE IB

YEAR TWO

Semester 3

	BBUS MAJOR OR MINOR
	BBUS MAJOR OR MINOR
EDUC26000	THEORIES OF DEVELOPMENT AND LEARNING
EDSP27000	PROFESSIONAL DEVELOPMENT AND EXPERIENCE II

>> PROFESSIONAL EXPERIENCE (JULY, 3 WEEKS)

Semester 4

	BBUS MAJOR OR MINOR
LAWS14500	BBUS CORE - BUSINESS LAW
CSTD24300	CHRISTIAN STUDIES II
EDUC29500	MULTICULTURAL EDUCATION AND INDIGENOUS STUDIES

YEAR THREE

Semester 5

	BBUS MAJOR OR MINOR
	BBUS MAJOR OR MINOR
	CURRICULUM STUDIES MAJOR/MINOR 200
EDSP37000	PROFESSIONAL DEVELOPMENT AND EXPERIENCE III

>> PROFESSIONAL EXPERIENCE (JULY, 3 WEEKS)

Semester 6

	BBUS MAJOR OR MINOR
	BBUS MAJOR OR MINOR
	CURRICULUM STUDIES MAJOR/MINOR 200
EDUC21600	COMPUTERS, LEARNING AND PRACTITIONER-BASED RESEARCH

YEAR FOUR

>> PROFESSIONAL EXPERIENCE (FEBRUARY, 2 WEEKS)

Semester 7

	BBUS MAJOR OR MINOR
	BBUS MAJOR OR MINOR
	BBUS MAJOR OR MINOR
EDSP37500	PROFESSIONAL DEVELOPMENT AND EXPERIENCE IVA

>> PROFESSIONAL EXPERIENCE (JULY - AUGUST, 6 WEEKS)

Semester 8

EDUC34300	PHILOSOPHY OF CHRISTIAN EDUCATION
EDUC30000	INDIVIDUAL DIFFERENCES AND THE ATYPICAL CHILD
	EDUCATION ELECTIVE 300
EDSP37600	PROFESSIONAL DEVELOPMENT AND EXPERIENCE IVB



CHRISTIAN STUDIES UNITS

In your course it is a requirement that Christian Studies units are completed. These units address the religious, ethical and social values emphases of Avondale's philosophy of education, derived from its Christian/Seventh-day Adventist faith tradition. There are also alternative general Christian Studies units available that are not specific to the Seventh-day Adventist faith tradition.

MAJORS AND MINORS

The following major and minor teaching fields are available in the BBus/BTch degree.

Majors:

- Accounting
- Human Resource Management
- Marketing

Minors:

- Accounting
- Information Technology
- Legal Studies
- Human Resource Management
- Marketing

EDUCATION UNITS

EDUC15600	Literacy in Education
EDUC21600	Computers, Learning and Practitioner-based Research
EDUC26000	Theories of Development and Learning
EDUC29500	Multicultural Education and Indigenous Studies
EDUC30000	Individual Differences and the Atypical Child

> Business Core units include

ACCT16300	Introduction to Accounting
ECON12200	Introduction to Economics
LAWS14500	Business Law
MNGT14500	Organisations in a Business Context

Curriculum Studies Units

Students select two of the following Curriculum Studies units as determined by their major/minor combinations.

> For Accounting

EDCZ21800	Curriculum Studies - Commerce and Legal Studies
EDCZ27600	Curriculum Studies - Business Studies

> For Information Technology

EDCZ25100	Curriculum Studies - Computing
EDCZ27600	Curriculum Studies - Business Studies

> For Human Resource Management

EDCZ21800	Curriculum Studies - Commerce and Legal Studies
EDCZ27600	Curriculum Studies - Business Studies

> For Marketing

EDCZ21800	Curriculum Studies - Commerce and Legal Studies
EDCZ27600	Curriculum Studies - Business Studies

PROFESSIONAL EXPERIENCE

The Professional Development and Experience units address the teaching strategies, skills and practices involved in teaching in the secondary classroom, and provide opportunities for continuous school-based professional experience offering increased responsibilities within a variety of school settings.

EDSP17000	Professional Development and Experience IA
EDSP17100	Professional Development and Experience IB
EDSP27000	Professional Development and Experience II
EDSP37000	Professional Development and Experience III
EDSP37500	Professional Development and Experience IVA
EDSP37600	Professional Development and Experience IVB

HOW TO APPLY

For an information pack and application form, contact the Avondale Enquiry & Enrolment Centre.

Phone: **+61 2 4980 2377**
 Free Phone: (within Australia) **1800 991 392**
 Email: **enquiries@avondale.edu.au**

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Course Name:

BACHELOR OF ARTS/BACHELOR OF BUSINESS (BA/BBus)

Degree Type: Undergraduate – Double degree
 Locations Offered: Lake Macquarie Campus
 Study Mode: Full-time or part-time on campus
 Course Duration: Four years full-time (or part-time equivalent)

ENTRY Requirements:

Direct Entry:

- ATAR of 63.00+ (or equivalent eg. OP of 17 or less).

Alternative Entry:

Students with an ATAR below 63.00 (or equivalent) may still be able to gain entry into this degree on a conditional basis. Previous work experience and educational qualifications will also be considered for each student upon application. For further information on alternative pathways into a course visit the Avondale website www.avondale.edu.au/future_students::Admission_Requirements/

GENERAL INFORMATION

The Avondale Bachelor of Arts/Bachelor of Business double degree is structured to enable students to study two degrees in less time than if the degrees were studied separately. The course integrates professional and academic studies to provide graduates with a very wide scope of employment options.

The BA/BBus degree presents the study of the Arts and Business disciplines within a Christian world view and therefore assists students to understand society and their role in it from a Christian perspective. The course aims to develop students' abilities in problem recognition and problem-solving, research skills, analysis and synthesis, specific skills in the business disciplines, and the integration of Christian ethics with sound business principles.

WHERE IT COULD TAKE YOU

The BA/BBus degree provides a broad preparation for future employment which requires these skills. It can also lead to honours/postgraduate degrees.

PROFESSIONAL SOCIETY RECOGNITION

On the basis of the BA/BBus (Accounting) program students may apply for registration with CPA Australia or The Institute of Chartered Accountants in Australia (ICAA). Some additional study may be required to meet ICAA requirements.

Students should consult with the Dean of the Faculty of Business and Information Technology regarding the necessary prescribed BBus units selections.

COURSE STRUCTURE SUMMARY

The Bachelor of Arts/Bachelor of Business is a four-year program of studies requiring completion of a minimum of 32 units comprising Christian Studies and required units, a BA major and minor (total of 12 units), a BBus major in Accounting, Human Resource Management or Marketing and other BBus units (total of 16 units).

SUMMARY OF MINIMUM REQUIREMENTS IN BA/BBus

Component of course	BA strand of one major and one minor (Credit pts)	BA strand of one specialisation (Credit pts)
Christian Studies units	18	18
BA Specialisation	-	72
BA Major	48	-
BA Minor	24	-
BBus Major	48	48
BBus Core units	48	48
Elective	6	6
TOTALS	192	192



BACHELOR OF ARTS/BACHELOR OF BUSINESS - STANDARD STRUCTURE

YEAR ONE

Semester 1

	BA MAJOR OR SPECIALISATION 100
MNGT14500	ORGANISATIONS IN A BUSINESS CONTEXT
HUMA15600	COMMUNICATING IN THE ARTS OR
ICTM16400	INTRODUCTION TO INFORMATION MANAGEMENT
ACCT16300	INTRODUCTION TO ACCOUNTING A

Semester 2

	BA MAJOR OR BA SPECIALISATION 100
ECON12200	INTRODUCTION TO ECONOMICS
CSTD14300	CHRISTIAN STUDIES I
	BUSINESS MAJOR 100

YEAR TWO

Semester 3

	BA MAJOR OR BA SPECIALISATION 200
MNGT34300	CHRISTIAN STUDIES III – PROFESSIONAL ETHICS OR
HUMA34300	CHRISTIAN ETHICS III – ETHICS AND SOCIAL JUSTICE
	BUSINESS MAJOR 200
	BUSINESS MAJOR 200

Semester 4

	BA MAJOR OR BA SPECIALISATION 200
	BA MAJOR OR BA SPECIALISATION 200
MATH16300	BUSINESS STATISTICS
	BUSINESS MAJOR 200

YEAR THREE

Semester 5

	BA MAJOR OR BA SPECIALISATION 300
	BA MINOR OR BA SPECIALISATION
CSTD24300	CHRISTIAN STUDIES II
INFS21600	MANAGEMENT INFORMATION SYSTEMS

Semester 6

	BA MAJOR OR BA SPECIALISATION 300
	BA MINOR OR BA SPECIALISATION 200
LAWS14500	BUSINESS LAW
	BUSINESS MAJOR 200

YEAR FOUR

Semester 7

	BA MAJOR OR BA SPECIALISATION 300
	BA MINOR OR BA SPECIALISATION 300
	BUSINESS MAJOR 300
FNCE20000	BUSINESS FINANCE

Semester 8

	BA MINOR OR BA SPECIALISATION 300
	BUSINESS MAJOR 300
	BUSINESS MAJOR
	BUSINESS MAJOR 300 OR ELECTIVE



CHRISTIAN STUDIES UNITS

In your course it is a requirement that Christian Studies units are completed. These units address the religious, ethical and social values emphases of Avondale's philosophy of education derived from its Christian/Seventh-day Adventist faith tradition. There are also alternative general Christian Studies classes available that are not specific to the Seventh-day Adventist faith tradition.

BUSINESS CORE UNITS

- ACCT16300 Introduction to Accounting
- ICTM16400 Introduction to Information Management
- ECON12200 Introduction to Economics
- FNCE12200 Business Finance
- LAWS14500 Business Law
- MATH16300 Business Statistics
- MNGT14500 Organisations in a Business Context
- INFS21600 Management Information Systems

BA Double Majors available in:

- Religious Studies
- Visual Communication
- (Note: requires four and a half years)

BA Specialisations available in:

- Communication
- Music
- Religious Studies
- Visual Arts

BA Majors available in:

- Communication
- English
- Geography (not with International Poverty and Development Studies major)
- History
- International Poverty and Development Studies (not with Geography major)
- Mathematics
- Music
- Religious Studies
- Visual Arts

BA Minors available in:

- Biblical Languages
- Biological Sciences (with Geography major only)
- Communication
- English
- Geography
- Graphic Design
- History
- Information Technology
- International Poverty and Development Studies
- Human Resource Management
- Marketing
- Mathematics
- Music
- Religion
- Visual Arts

BBus Majors available in:

- Accounting
- Human Resource Management
- Marketing



TEXTBOOK AND EQUIPMENT COSTS

Textbooks: AUD\$50 to \$350 per semester. Some textbooks are available in the library.

HOW TO APPLY

For an information pack and application form, contact the Avondale Enquiry & Enrolment Centre.

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ARTS AND THEOLOGY – FACULTY DEAN

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BUSINESS - FACULTY DEAN

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ALTERNATIVE ENTRY

Decisions on alternative pathways to admission are made by the Academic Registrar in consultation with the relevant Faculty Dean and other appropriate personnel. Alternative admission may be obtained by one or more of the following methods:

- Previous post-secondary qualifications
- Special Tertiary Admissions Test (STAT)
- Special Consideration (disadvantaging factors impacting on Year 12 results)
- Certificate IV in either Business Administration, Business (Human Resources) or Business Marketing
- Diploma of either Business Administration, Business (Human Resources) or Business Marketing

Detailed information on alternative admission is available from Avondale's Enquiry & Enrolment Centre, the Admissions Office, the Avondale Handbook, or the website.

CREDIT TRANSFER

Avondale has a formal process for the assessment of transfer credit. Requests for credit on the basis of prior learning or experience must be sent to the Course Convenor, supported by official documentation from the institution or organisation where the prior learning/experience occurred. Documentation will normally be in the form of an original copy of an official academic transcript (in English) supported by unit outlines and any other relevant documentation. The Faculty or School Learning and Teaching Committee decides on credit to be granted on the basis of prior learning.

ENTRY REQUIREMENTS FOR INTERNATIONAL APPLICANTS

Applicants from a country where English is not the first language will need to demonstrate proficiency in English to enter a degree course. This may be done in one of the following ways:

1. Provide documentary evidence at the time the application is lodged that all secondary schooling was conducted in the English language AND evidence of a satisfactory pass in English in a British 0-level examination or local equivalent; or
2. Provide documentary evidence at the time the application is lodged of a satisfactory pass in the standardised IELTS test with a score of 6.5 or better, with no individual band score less than 6.0 for all courses in all Faculties except courses in the Faculty of Education which require a minimum IELTS score of 7.5 in each category; or
3. Provide documentary evidence at the time the application is lodged of a satisfactory pass in the standardised TOEFL test with a score of 580 (630 for Faculty of Education) with no score less than 5.0 (5.5 for Education) in the Test of Written English in all Faculties; or
4. International students require a minimum IELTS of 8.0 for speaking and listening prior to being employed as graduate teachers in New South Wales.
5. Successful completion of at least two years of tertiary study conducted in the English language in Australia or another country in which English is the official language within the last two years.

International applicants are also required to satisfy Australian Government visa requirements.



COURSE ASSURANCE

In the event that Avondale is unable to continue to offer courses of study and confer degrees, agreements have been developed with other higher education providers that offer comparable courses. If Avondale is unable to continue to offer the Bachelor of Business and its associated double degrees, students will be offered a transfer of their course of study to the following providers, and 'block credit' will be approved for the semesters that have been successfully completed at Avondale.

> Bachelor of Business

Christian Heritage College
Tabor College
Australian Catholic University

> Bachelor of Arts/Bachelor of Business

Christian Heritage College
Tabor College
Australian Institute of Music
Australian Catholic University

> Bachelor of Business/Bachelor of Teaching

Christian Heritage College

FEE ASSURANCE

If:

- (i) Avondale ceases to be able to provide a course of study and
- (ii) Avondale has not transferred to another provider with whom the student has enrolled

the Seventh-day Adventist Church (SPD) Limited has provided a guarantee that students enrolled in Bachelor of Business and its associated degrees would either receive a refund of the student contribution or tuition fee paid for any incomplete units of study, or the funds paid for such incomplete units of study would be transferred (with the student's agreement) to an alternate provider with whom the student has enrolled.

A full explanation of Course and Fee Assurance is located on the Avondale website.

DELIVERY APPROACHES

The following teaching/learning strategies are used:

- Lectures: providing the essential knowledge base
- Tutorials: discussion of aspects derived from the lecture presentations and outside reading
- Seminars: where students present their findings and conclusions orally on assigned topics
- Videos: viewed either as groups or individual situations
- Workshops/Laboratories: where students work on practical aspects (e.g. cases) applicable to the area of study
- Group projects: to experience teamwork, develop research activities and prepare case analysis and presentations.
- Electronic delivery on content and interactive media.

ASSESSMENT METHODS

A wide range of methods are used to assess student performance. These include the more traditional closed book examination but may also include quizzes, presentations, role plays, research projects, 'take home' examinations and completion of various written assignments. Typically in first year units the focus is on the evaluation of basic knowledge. Second year units go to a deeper level and the evaluation methods reflect that change, while third year units assess the ability of the student to analyse, synthesize and demonstrate a higher level of understanding of the major field of study.



FEES

See Avondale's current fee sheet for information on tuition, residence and meal costs, or refer to Avondale's website www.avondale.edu.au.

SCHOLARSHIPS

For a complete list of available scholarships refer to Avondale's website, www.avondale.edu.au.

FEE HELP

If you are an Australian citizen you are able to apply for assistance with payment of tuition fees through a Commonwealth loans program called FEE-HELP. In brief, the scheme enables both undergraduate and postgraduate students from Australia who are not offered, or are not eligible for, a Commonwealth supported place to defer payment of tuition fees until study is completed. Deductions are then made from your salary through the taxation system after you earn more than the specified minimum salary threshold. As a guide, the minimum salary threshold for the 2010-2011 financial year was \$44,912. At this point a percentage is deducted from your salary towards payment of your HELP debt.

More information about your entitlements and conditions is available at www.goingtouni.gov.au.

ACCREDITATION

The Bachelor of Business course and associated combined degrees are accredited by the NSW Department of Education and Training.

The CRICOS registration numbers for the Business Degrees are:

Bachelor of Business 057303C

Bachelor of Arts/Bachelor of Business 057296G

Bachelor of Business/Bachelor of Teaching 057304B

Bachelor of Business/Bachelor of Teaching (Honours) 057305A

HOW TO APPLY

For an information pack and application form contact the **Avondale Enquiry & Enrolment Centre** or apply online at www.avondale.edu.au.

Phone: **+61 2 4980 2377**

Free Phone: (within Australia) **1800 991 392**

Email: enquiries@avondale.edu.au

BUSINESS - FACULTY DEAN

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