

UNIT SELECTION GUIDE

Undergraduate Teacher Education Courses

Semester 1, 2017



Dear Student,

Congratulations and welcome to the School of Education, Humanities and Business at Christian Heritage College. The purpose of this guide is to assist you with your unit selection for Semester 1, 2017.

As a student who is undertaking undergraduate studies in teacher education, you will be enrolled in one of the following courses:

Undergraduate Teacher Education Courses	Course Code
Bachelor of Education (Primary)	ED21
Bachelor of Education (Secondary)	ED23
Bachelor of Arts/Bachelor of Education (Secondary)	CC23

You will need to select the units in which you wish to enrol in Semester 1, 2017. The number of units you select will depend upon the level of workload you wish to undertake. At CHC, each unit is given a weighting of 10 credit points (10cp), unless otherwise indicated. Each 10 credit point unit offered in the undergraduate teacher education courses has an EFTSL value of 0.125 (see the *EFTSL Values for Units of Study* information sheet on the CHC website for further details regarding EFTSL values), and has a semester workload of 150 hours. This includes aspects such as scheduled contact time, personal study, preparation of assessment tasks and examinations (as applicable). Unit outlines include a breakdown of these aspects as they apply to each unit.

A normal full time load for the undergraduate teacher education courses is 4 units, or 40 credit points, per semester. To be eligible for Centrelink payments in approved courses, students must enrol in at least 75% of a normal full time load: for the undergraduate teacher education courses, this is at least 3 units, or 30 credit points, per semester.

Part time students will choose how many units they enrol in depending on their other commitments.

If you think that you may be eligible for transfer of credit or exemption from any of the units in your course, you should contact your Course Coordinator as soon as possible, as you may not apply for transfer of credit for a unit in which you are currently enrolled.

Selecting your units

To select your units for Semester 1, 2017 you must complete the online *Unit Selection* form at the link provided in your offer materials.

To log in to the *Unit Selection* form, you will need to enter the username and password provided to you. The units that are available to you in your course in Semester 1, 2017 will be displayed. The mode(s) in which these units are being offered is also displayed.

The *School of Education, Humanities and Business Handbook – Education Courses* contains information regarding the requirements for the undergraduate teacher education courses.

Students who have received transfer of credit for any of the units indicated for the undergraduate teacher education courses should contact their Course Coordinator for advice regarding their unit selection.

The units that are being offered to students who are commencing an undergraduate teacher education course in Semester 1, 2017 are indicated below.

Students who are enrolling on a full time basis should select all units indicated for their courses, while students who are enrolling in less than a full time study load should select the appropriate number of units.

Bachelor of Education (Primary) (ED21)

The program of units to be undertaken by students who are commencing the Bachelor of Education (Primary) is:

Unit	Credit points
CR111 Introduction to Cross-Curricular Literacies	10
CR182 Introduction to History, Civics and Citizenship	10
CS115 Foundations of a Bible-based Christ-centred Worldview	10
ES113 Educational Psychology: Learning and Development (P-6)	10

Bachelor of Education (Secondary) (ED23) and Bachelor of Arts/Bachelor of Education (Secondary) (CC23)

The first year of study is the same for all students who are enrolled in the Bachelor of Education (Secondary) and the Bachelor of Arts/Bachelor of Education (Secondary).

Students in the Bachelor of Education (Secondary) and the Bachelor of Arts/Bachelor of Education (Secondary) choose two teaching areas. In Semester 1 of these courses, students undertake an introductory first unit in *one* of these areas.

For details regarding the structures of the Bachelor of Education (Secondary) and the Bachelor of Arts/Bachelor of Education (Secondary), consult the *School of Education, Humanities and Business Handbook – Education Courses*, or contact your Course Coordinator.

The program of units to be undertaken by students who are commencing the Bachelor of Education (Secondary) and the Bachelor of Arts/Bachelor of Education (Secondary) is:

Unit	Credit points
CR111 Introduction to Cross-Curricular Literacies	10
CS115 Foundations of a Bible-based Christ-centred Worldview	10
ES116 Educational Psychology: Learning and Development (7-12)	10
Teaching Area #1.1	10

The introductory units available in the various teaching areas for Semester 1, 2017 are (choose *one*):

Unit	Credit points
BZ100 Introduction to Business and Management	10
BZ102 Accounting Principles	10
DA101 Introductory Dance Technique	10
DM100 The Elements of Drama	10
EL190 Creative Writing	10
HP100 Introduction to Health and Physical Education	10
HT101 A Map of Time: An Introduction to History	10
JA101 Biblical Interpretation and Application ¹	10
JA102 Biblical Studies in the Old Testament ¹	10
JA103 Biblical Studies in the New Testament ¹	10
JB104 Spiritual Transformation ¹	10
MT110 Foundations of Mathematics	10

¹ Offered by the School of Ministries.

Changing your unit selection

If you wish to change your enrolment after submitting your online *Unit Selection* form, you must submit a completed *Application for Change to Unit Selection* form (available on the CHC website). Changes to your unit selection may have an effect upon transcript data and fees payable, depending upon the date on which any such changes are made, as outlined in the table below.

Change to Unit Selection	Date
Last day to add units	end of Week 2
Last day to drop units without financial penalty	Census date
Last day to drop units without academic penalty	end of Week 8

Census date

The census date for Semester 1, 2017 is **Wednesday, 22 March**.

The census date is the date in each semester on which all enrolment information is to be finalised. No changes can be made to enrolment information after this date, except those allowed by Commonwealth legislation.

The census dates that apply to each semester are declared by CHC in the *Student Handbook* and on the CHC website. The following outcomes apply to withdrawal from units:

Change to Unit Selection	Transcript Entry	Fees Payable
Up to and including census date	Nil	Nil
After census date to end of Week 8	W - Withdrawn	Full fees
Week 9 to end of semester	WF - Withdraw Fail	Full fees