

UNIT SELECTION GUIDE

Undergraduate Education Courses

Semester 1, 2019



Dear Student,

Congratulations and welcome to the School of Education and Business at Christian Heritage College. The purpose of this guide is to assist you with your unit selection for Semester 1, 2019.

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

Undergraduate 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 for this semester. 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 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 study load is 4 units, or 40 credit points, per semester. Part time students will choose how many units they enrol in depending on their other commitments.

To be eligible for Centrelink payments in approved courses, students must enrol in at least 75% of a normal full-time study load, or at least 3 units, or 30 credit points, per semester¹.

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, 2019 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 for this semester, and the mode(s) in which they are being delivered, will be displayed.

The *Education Courses Handbook* contains information regarding the requirements for the undergraduate education courses.

¹ Contact CHC Student Administration for information regarding the courses that are approved courses for Centrelink payments.

The units that are available to students who are commencing an undergraduate education course are indicated below.

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

Bachelor of Education (Primary) (ED21)

The units that are available to commencing students in the Bachelor of Education (Primary) are:

Unit	Credit points
CR111 Introduction to Cross-Curricular Literacies	10
CR184 Curriculum & Pedagogy: Humanities & Social Sciences (P-3)	10
CS116 Christian Foundations for Work and Vocation I	10
ES113 Educational Psychology: Learning & Development (P-6)	10

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

The first semester of study is the same for 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), please consult the *Education Courses Handbook*, or contact your Course Coordinator.

The units that are available to commencing students in the Bachelor of Education (Secondary) and the Bachelor of Arts/Bachelor of Education (Secondary) are:

Unit	Credit points
CR111 Introduction to Cross-Curricular Literacies	10
CS116 Christian Foundations for Work and Vocation I	10
ES116 Educational Psychology: Learning & Development (7-12)	10
Teaching Area #1.1	10

The introductory units available in the various teaching areas are (choose *one*):

Unit	Teaching Area (s)	Credit points
JA101 Biblical Interpretation and Application	Biblical Studies	10
JA102 Biblical Studies in the Old Testament	Biblical Studies	10
JA103 Biblical Studies in the New Testament	Biblical Studies	10
JB104 Spiritual Transformation	Biblical Studies	10
BZ100 Introduction to Business Management	Business	10
BZ102 Accounting Principles	Business; Accounting	10
DM100 The Elements of Drama	Drama	10
HP100 Introduction to Health and Physical Education	HPE	10
HT101 A Map of Time: An Introduction to History	History	10
LIT101 Great Books of the Western World I	English	10
MT110 Foundations of Mathematics	Mathematics	10
SC130 Chemical and Physical Sciences (7-10)	Science	10

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 dates that apply to each semester are declared by CHC in the *Student Handbook* and on the CHC website.

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 date for Semester 1, 2019 is **Wednesday, 20 March**.

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