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Welcome to Murdoch University!

Congratulations on your offer of a place at Murdoch University. The details included in this booklet will assist you with accepting your offer, seeking advice on your options of enrolment, choosing your units and completing all of your enrolment selection online. Tick [✓] the steps below as you complete them, to ensure you complete all parts of your enrolment successfully. You will have 2 weeks from the date of your offer letter in which to accept your offer by following Step 1 below.

If you do not have ready access to computer facilities either at home, work, your local library etc. the University has many computers available on-campus for students. For further details contact the IT Helpdesk on 9360 2000 or refer http://www.murdoch.edu.au/studentit/labs.html.

External students who are unable to access computer facilities due to extenuating circumstances are able to apply to receive their University correspondence via hardcopy. A copy of the Application letter is included in your External Enrolment Pack. For further information please contact the External Studies Office on 9360 2710.

**STEP 1 Accept your offer and activate your Murdoch account**

Go to the Murdoch Home page (http://www.murdoch.edu.au/) and follow the link to the [New Students website](http://www.murdoch.edu.au/). You will need your Offer Letter (Domestic students) or Confirmation of Enrolment- eCOE (International students) handy as this contains your Student Number. From here you can;

- Choose to Accept or Reject your offer (domestic students only);
- Set your Murdoch Password (all students)
- Set and confirm your email address (all students)
- Select your course as offered. (domestic students only)

Now that you have accepted your place as a Murdoch student you are ready to select your units and complete your enrolment! Continue from Step 2 below....

**Important Point Email Account**

The University’s preferred form of correspondence to all students is via email.

The University automatically provides you with an email address, of the format yourstudentnumber@student.murdoch.edu.au. You can access your Murdoch email account with webmail (available on any browser) at: [https://wwwstudent.murdoch.edu.au/mail](https://wwwstudent.murdoch.edu.au/mail) using your Murdoch User name (Student Number) and Murdoch Password (same as MyInfo).

It is essential that the University has your updated email preference so that you receive important communications from your lecturers and University Administrators.

External students that are unable to access computer facilities due to extenuating circumstances are able to apply to receive their University correspondence via hardcopy. A copy of this application letter is included in your Enrolment Pack. For further information please contact the External Studies office on 9360 2710.
STEP 2 Research your Course, Unit Sets (major) and Units

Review your course description (Appendix A).

Review the Course Checklist and Unit Prerequisites (Appendix B) for Grad Dip Education requirements.

Review the Sample Enrolments for your course (Appendix C), or online at: Arts= http://www.arts.murdoch.edu.au/students/ ;


Review your Timetable.

Once you have decided which units you will take in 2007 and before you enrol you are encouraged to check that the units you have chosen are not timetabled to run at the same time. Generally you should find that the lectures for the units you are required to take will not clash, however some elective units may not fit into your timetable. The quickest method of checking is to refer to the online teaching timetable’s nominated units website http://www.murdoch.edu.au/admin/timetables/teaching/enquiry.html

Here you can type in your 3 or 4 units for the semester and your lecture and tutorial timetable will be automatically generated. You will be able to print this out for your own records!

You may also need to consider whether you can attend campus for all units (internal option) or whether it would be better if you could take one or two units in the External option. The learning objectives of any unit are identical irrespective of whether you are studying the unit internally or externally. The External option is not available in all units, however you may have a choice within your course. Please note: Under visa requirements International students are not permitted to take external units.

Record your Personal Study Plan (Appendix E)

STEP 3 Unit Enrolment Online

The University’s student self enrolment and management system is known as MyInfo (http://myinfo.murdoch.edu.au/). Within Myinfo you can manage your enrolment in your course including unit selection, unit set enrolment and tutorial signup, as well as update your personal details (home and postal addresses, email address).

Log into MyInfo

Log into Myinfo at http://myinfo.murdoch.edu.au/ by using your Murdoch User Name (Student Number) and Murdoch Password (as per Step 1).
Check Personal Details
Click on the Personal Details menu item and then Change Address(es). You should check that this information is up to date and make any changes as necessary.

Enrol in Units for 2007
Click on the Change Enrolment Details menu item and then Self Enrolment Steps. Read all of the information on this page and then scroll down to the Self Enrolment Steps heading.
Starting with the Disclaimer work your way through the steps. Each step has an explanation to the process so please read each one carefully.

□ Disclaimer – Statement concerning your use of MyInfo and adherence to the University’s legislation.

□ Services – Your opportunity to join the Student Guild as a financial member and access their many services and facilities. You can also validate your Transperth SmartRider for a tertiary concession if you are studying fulltime.

□ Course Completion Date – Keeping the university informed when you are likely to graduate.

Unit Sets – Students in G1023 Graduate Diploma in Education - Primary need to be enrolled in the unit set GD-ED-PRIM and this unit set must be checked as the primary unit set.
Students in G1024 Graduate Diploma in Education - Secondary need to be enrolled in the unit set GD-ED-SEC and this unit set must be checked as the primary unit set.

□ Units – This is where you add your new units. Use the Search function to find the unit you want. You can also just type in the first 3 alpha characters to list all of the units with that prefix. It is essential that you Save Changes when you have selected the unit(s) that you want added.

□ Commonwealth Assistance Form (Domestic Students only) – This is a Commonwealth Government requirement. To complete this you will need your TAX FILE NUMBER (TFN). If you do not have TFN handy you can come back to this step later however this step must be completed by the Census date (31st August) to avoid having your course cancelled as per Commonwealth Government regulations.

Once you have returned to the Self Enrolment Steps main page all items that you have successfully completed will be flagged with either a ‘Green Tick’, which means that you do not have to come back to these, or a ‘Circular Arrow’ which means that you have successfully completed this item but can come back and make changes at a later date as well.

If you need any help with navigating through MyInfo or have a technical issue, check out the Help section first. This can be found on the left hand menu if you are already logged into MyInfo or if you are not logged into MyInfo there is the “Need Help?” section on the right hand side of MyInfo Access page (http://www.murdoch.edu.au/students/myinfo/).

STEP 4 Current Enrolment Details
When you have enrolled in all units that you intend to take in 2007 you are encouraged to view your current enrolment from the Current Enrolment Details menu item in MyInfo. Select Course and Unit Details and then click on Units. You will need to check that all the units that you intend to take are included, and show as ENROLLED!
Print out a copy of your Current Enrolment Details

**Important Point**  \hspace{6.5cm} **Enrolment Deadlines**

| You will be expected to enrol in all your units for both Semester 2, 2007 as soon as possible. The last date to add an internally offered unit to your enrolment is the end of Week 1 of Semester; and the last date to add an externally offered unit, or to change from an internal offering to an external offering, is earlier to allow time for mail out of materials. You would need to enrol in an external offering no later than the end of Orientation week however please check Dates and Deadlines online for exact dates - http://www.oss.murdoch.edu.au/enrolment/deadlines.html. |

**STEP 5**  \hspace{6.5cm} **Attend your Course Advice session(s)**

If you are unsure about your choice of units or have specific course related questions that you need answered, you should attend the Course Advice Session(s) offered by your School. These are held during Orientation week. At these sessions the Program Chair(s) will be available to advise students on the requirements of the degree and answer any unit selection and enrolment queries that may arise. The Orientation and Course advice session timetable will be available at http://www.oss.murdoch.edu.au/orientation/.

If you have read through this booklet AND attended a Course Advice Session but still have a query or concern with your enrolment, your Divisional Student Administrative staff will be able to assist you. You are encouraged to “have a go” by yourself and then either telephone or email your Divisional student administrative staff member (Appendix I) with the specific concern, and they will look after you! However, please be aware that this assistance may be limited during the busy course advice session times, during Orientation Week and also Week 1 of semester.

Do the best you can, and then seek advice either at your Course Advice Session, from the resources available on the Divisional Student Administration websites:— Arts= http://www.arts.murdoch.edu.au/students/; or by contacting your Divisional Student Administrative staff member (Appendix I).

**STEP 6**  \hspace{6.5cm} **Student ID/Library Card and Parking Permit**

Get your Murdoch Student ID/Library Card. These are available from the IT Service Desk in the Library (this can be done at any time, or during Orientation Week) or, if you are an external student living more than 30 aerial kms from the South Street campus, contact Janice Pell (J.Pell@murdoch.edu.au or telephone 08 9360 2154) to request a Student ID/Library card application form or see URL: http://wwwlib.murdoch.edu.au/for/external/forms/idlibrarycard.doc.

Purchase your Parking Permit. If you wish to drive to Uni and park your car on campus you will require a Murdoch parking permit or a valid ACROD sticker (for Easy Access bays only). Murdoch campus students will need to purchase a parking permit at either the Student Service Centre, Level 2 Chancellery Building, or by avoiding any queues and applying online at http://www.oss.murdoch.edu.au/parking/. The online facility will be open from mid July 2007.
Parking at the Murdoch campus in the Green zones will be free between 18th June and 3rd August. After this date you will need a permit. (Students at the Rockingham and Peel campuses will be required to apply for a 2007 permit, however there will be no charge for 2007. You can apply via the Rockingham and Peel administration offices.)

**STEP 7 Lectures, Tutorials, Labs and Workshop Enrolment - Activities**

From 2007 Murdoch, Rockingham and Peel students will be able to enrol in Lectures, Tutorials, Labs and Workshops (activities) online via MyInfo (http://myinfo.murdoch.edu.au/).

Enrol in your activities

Click on the Change Enrolment Details menu item and then Activity Enrolment. Read all of the information on this page and then scroll down to see your Unit enrolments and the available activities.

You will need to have completed your Unit Enrolment (See Step 3 above) before you can enrol in any associated lecture, tutorial, lab or workshop. If your unit attempt status is INVALID, you will not be able to select activities for that unit. Lecture activity enrolment is not mandatory, however it is highly recommended in order to easily see and therefore avoid clashes on your timetable.

This system works on a first-in-first-served basis so you are advised to enrol in your activities as soon as possible.

**STEP 8 Attend Orientation – (Week of 30th July)**

The Orientation program has been designed to meet your specific needs as a new student to Murdoch, to introduce you to key Murdoch University staff and the campus and facilities you will require. Please refer to the website for full orientation details. (http://www.oss.murdoch.edu.au/orientation/)

All students are strongly encouraged to attend Orientation. We've planned a number of activities that will give you lots of opportunity to experience the helpful and friendly atmosphere at Murdoch. During Orientation Week you will be able to:

- Go on Campus and Library tours.
- Attend information sessions about Student Support services. A wide range of services are available through our Teaching and Learning Centre and Equity, Health and Counselling. Make sure that you are aware of these BEFORE you ever need them.
- Purchase a parking permit.
- Have an introduction to the Student Guild and their services
- Be able to join one of the many Murdoch Clubs & Societies

**Important Point Start of Lectures**

Semester 2, 2007 begins Monday 6th August and all students enrolled in INTERNAL units are expected to attend classes during this week. Within Activity Enrolment (Step 7 above) you will be able to see which week your individual activities start, as some Tutorials may start in week 1 or 2.

If you enrolled in a unit in the external option before the end of Orientation Week, your unit materials will be mailed to your home address before the end of Week 1.
## Dictionary of ‘Uni-Speak’

Outlined below is a general summary of Murdoch enrolment information to help you with some of the more common terms that you will come across as you plan your studies. A full list of Murdoch terminology and relevant regulation requirements can be found in the Murdoch Glossary (http://handbook.murdoch.edu.au/geninfo/vocabulary.html).

| Booklists | Booklists are available online at https://www.murdoch.edu.au/ofm/services/bookshop/booklist.edo and books can either be ordered online or direct from the Bookshop located on Bush Court at the Murdoch Campus and on the ground floor of the Arts and Commerce building at the Rockingham campus. |
| Core Units | You will need to ensure that you take the Core units at Part I and Part II for the major(s) that you have decided to complete. Core units are essential units in your major(s). |
| Course description, Course checklist and Course structure | At the end of this booklet (appendices) you will find specific information to help you plan your enrolment, find which units you need to take and which pre-requisites are required. For full details refer to the 2007 Murdoch Handbook (http://handbook.murdoch.edu.au/), your Divisional Student Administrative office or the New Student website (http://www.murdoch.edu.au/students/new/). Hard copies of the Handbook are also available in your local library, in the Murdoch University library or can be purchased from the Bookshop. |
| Course or Degree | Murdoch uses course and degree to identify the qualification that you will be studying towards, for example the Graduate Diploma in Education (Primary or Secondary) is your course of study. |
| Credit – Advanced Standing – Accreditation. | If you have studied at a University or TAFE before coming to Murdoch University you may be eligible for credit. Credit will mean that the amount of time and units that you need to study at Murdoch could be reduced. The University has two Accreditation Officers, one for domestic students and one for International students. The Accreditation Officers will need to see your past results to assess how much credit you can have. http://www.choose.murdoch.edu.au/advst.html |
| Exemptions | If the study that you completed before coming to Murdoch University was the same or similar to Murdoch’s requirements for your course/degree, you may be granted both credit (points) and exemption for some units. This will mean that you do not have to take those units again. The Accreditation Officer will assess your previous study record for Exemptions and advise you in writing as to the outcome. |
| Full time study/Part time study | Full time study at Murdoch is considered to be at least 12 points per semester. International students are required to be enrolled in a full time load every semester as per visa requirements. Part time study refers to the points load of less than 12 points each semester, and does not mean that you can take units “After Hours”. The minimum study that you must take to retain your place at Murdoch University, is a single unit in the academic year. |
| Intermission | If you require a break in studies of one year or more due to serious illness or other exceptional personal circumstances which might prohibit you from continuing your enrolment you can apply for an INTERMISSION of study (http://www.arts.murdoch.edu.au/students/forms.html). This may include but is not limited to, personal/family reasons, employment, sporting, cultural, legal or military duties. (Bach Deg Reg 38B). International Students MUST obtain permission from Murdoch International before applying for intermission of enrolment, as the Department of Immigration does not allow international students to intermit their studies except in exceptional circumstances. Intermission of Enrolment may result in cancellation of the student visa. International students should consult Murdoch International or the DIAC help line (131881) for information and advice. |
| **Internal and External** | Murdoch offers most units as Internal (D) where students are expected to attend lectures and tutorials on campus. Some units are offered as External (X), where students would be mailed out the unit materials and would be expected to study at home, and submit all assignments through email or mail. The main challenge of external study will be your ability to commit yourself to a regular timetable of study over the semester. This will require a fair degree of self discipline and in some cases an understanding and supportive network of family and friends. For further information about studying in the external mode see [http://external.murdoch.edu.au/offcampus.html](http://external.murdoch.edu.au/offcampus.html). The closing date for enrolment in external units is earlier than the deadline for enrolment in internal units, to allow time for the materials to reach you before the end of Week 1 of Semester. International students are only permitted to take internal offerings of units, as per visa requirements. |
| **Lecture, Workshops, Tutorials** | The teaching method for most internal units is by Lecture where all students attend, as well as smaller tutorial groups of approximately 15 or workshop groups of approximately 30. Some units may have a single Lecture per week however many units have 2 or 3 lectures per week. A guide as to how many hours you will be required to attend on campus can be found in the Handbook entry for each unit. The online Teaching Timetable shows the Lecture, Laboratory and Workshop times. You will be required to signup for your tutorials as part of your online enrolment. Many tutorials commence in Week 2, and this information is provided at the first lecture. |
| **Part II units** | Part II is the name that Murdoch gives to the units that students generally take when they are in their second or third year of study. Most the Part II units are worth 4 points of credit each. These units have 200, 300 or 400 unit codes (eg EDU428). |
| **Points** | There are 30 points required as the minimum to complete the Grad Dip Ed (Prim) and Grad Dip Ed (Sec) degrees. See Appendix A and B for full details of Education course requirements. |
| **Primary Unit Set** | You have accepted your offer into a course of study, and this course will include the particular first major that you wish to complete. To enable you to enrol in individual units in that course and major you will need to have at least one major recorded as your Primary Unit Set on MyInfo, and the major must relate to the course that you have been offered. MyInfo will not permit you to enrol in units if you select a Primary Unit set that does not match with your course. |
| **Preclusion** | A student may be granted exemptions on the basis of equivalent studies taken before coming to Murdoch, which are not eligible for credit or, in the case of language units, on the basis of language or other relevant proficiency. Such exemptions without credit are called PRECLUSIONS. Where a Preclusion has been awarded the student would not need to complete the precluded unit, however they WILL be required to replace the number of points of preclusion with other general elective Murdoch points. |
| **Prerequisite Unit(s)** | This is a requirement which a student must have met in order to be allowed to enrol in a unit. Some units assume a level of understanding before you start the unit. For example, in the Finance major it is expected that you will have an understanding of BUS165 Principles of
<table>
<thead>
<tr>
<th><strong>Commercial Law</strong> before taking the higher level unit BUS206 Finance Law in Part II (2\textsuperscript{nd} year). Therefore BUS165 is the PREREQUISITE unit to BUS206.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Program Chair</strong></td>
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<tr>
<td><strong>Specified Electives</strong></td>
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<tr>
<td><strong>Teaching Periods</strong></td>
</tr>
<tr>
<td><strong>Teaching Timetable</strong></td>
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<tr>
<td><strong>Unit Co-ordinator and Tutor</strong></td>
</tr>
<tr>
<td><strong>Units</strong></td>
</tr>
<tr>
<td><strong>Unit Set</strong></td>
</tr>
</tbody>
</table>
FAQs – Frequently Asked Questions

1. General Electives - What are they and where can I find them?
   A General Elective is a unit that is not a required unit (Core Unit or Specified Elective) for your Major or Course. It can be selected from outside your primary area of study and may form part of a second Major or Minor. See ‘Uni-speak’ in this booklet for a longer explanation of General Electives along with Majors and Minors. There is no single ‘list’ of General Electives. You can select General Electives by taking the units that make up a second Major or Minor or by looking at the online Handbook list of units http://handbook.murdoch.edu.au/units/.

2. Units - Which units do I need to do and how do I know that I have enrolled in the right units?
   The Checklist of Units and Prerequisites (Appendix B) and Sample Enrolments (Appendix C) in this booklet show you your required units and units you should enrol into. Enrolment Information for New Students booklets for other Majors are available from the New Student website http://www.murdoch.edu.au/students/new/.

3. Invalid Units - Why is my unit enrolment INVALID?
   Click on the ‘Why is this Invalid?’ button in MyInfo. To find this button, go to ‘Change Enrolment Details’, ‘Self Enrolment Steps’, and then ‘Units’. Beside the invalid unit, you will find this grey button. When you click, a pop-up window will display the reason that the unit is invalid. If you still require help, print off or copy down this information before contacting your Student Administrative Officer (http://www.murdoch.edu.au/dirs/adminassist.html).

4. Activities (Tutorials/Workshops/Labs) & Unit Coordinators - How do I sign up for my Activities and what do I do if they are full?
   Activity sign can be found in MyInfo by going to ‘Change Enrolment Details’, ‘Activity Sign Up’ and then click on the ‘Add or Change Activities’ button. Choose your Activities from the selection available. If your chosen Activity is full there are three options available: review your whole timetable to check if you can make changes to any other units, consider doing a unit externally (if available), or contact the Unit Coordinator, if your circumstances are extenuating. Unit Coordinator contact details can be found via the Unit Welcome Page http://www.murdoch.edu.au/index/units.

5. Unit Sets - What are Unit Sets?
   This is the name given to Majors and Minors by MyInfo, and often referred to as a Course. You must have at least one primary unit set on MyInfo which matches to your course (eg. Bachelor of Arts in History, with primary unit set of History). See also “Unit sets” in the “Uni-speak” in this booklet.

6. How do I change my course?
   To change your course entirely will require a course transfer which can only be applied for near the end of each semester. The relevant General Application to Transfer form can be found online at http://www.oss.murdoch.edu.au/forms/.

7. Part time study or Intermission – How do I study part time? How do I take a semester off?
   You only need to enrol in the number of units you wish to complete each semester. Less than 9 credit points in a semester will mean that the University considers you part time. Students can change between full time and part time study semester by semester, as their circumstances change. See ‘Part time/Full time’ in Uni-speak in this booklet. If you would like to take a semester or more off from studying, you should apply for an ‘Intermission of Enrolment’. The appropriate form can be found online at http://www.dse.murdoch.edu.au/admin/student/.
## Appendix A – Full Course Description

<table>
<thead>
<tr>
<th>Title</th>
<th><strong>Graduate Diploma in Education (Primary/Secondary)</strong></th>
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</thead>
<tbody>
<tr>
<td><strong>Division</strong></td>
<td>Arts</td>
</tr>
<tr>
<td><strong>School/Responsible Organisational Unit</strong></td>
<td>School of Education</td>
</tr>
<tr>
<td><strong>Qualifications</strong></td>
<td>Graduate Diploma in Education (Primary) (GradDipEd) Graduate Diploma in Education (Secondary) (GradDipEd)</td>
</tr>
<tr>
<td><strong>Credit Points for Course</strong></td>
<td>30</td>
</tr>
<tr>
<td><strong>Course Codes</strong></td>
<td>G1023 G1024</td>
</tr>
<tr>
<td><strong>Availability</strong></td>
<td>Murdoch campus (internal) Murdoch campus (external) (all but one unit)</td>
</tr>
<tr>
<td><strong>Duration</strong></td>
<td>1 year full-time or part-time equivalent</td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td>The Graduate Diploma in Education (GradDipEd) is a one-year full-time initial teaching qualification for graduates who hold a Bachelor's degree in some non-Education field relevant to teaching. It offers graduates a professional preparation for teaching in primary schools, in secondary schools, or for a wide range of other careers with an education focus. For Primary Teacher Education students, a wide range of undergraduate degrees is appropriate although, in some Australian states and territories, employers expect certain subjects to be included in the undergraduate degrees of primary teachers who qualify through the Graduate Diploma route. Students may wish to seek advice on this from the Prospective Diploma Centre or the Program Chair. For Secondary Teacher Education students, the undergraduate degree must be relevant to one of the following learning areas in secondary schools: English, Drama, Media, Society and Environment, Science, Mathematics, Languages Other Than English (LOTE), or English as a Second Language (ESL). Students who already have a non-Education Bachelor degree may apply to the Prospective Student Centre for entry to the Bachelor of Education Graduate and, depending on previous background, will be able to complete the BEd in two years full-time or part-time equivalent.</td>
</tr>
<tr>
<td><strong>Admission Requirements: Onshore Offerings</strong></td>
<td>Students enrolling in the Graduate Diploma must already have an appropriate degree. For primary teacher education students a wide range of undergraduate degrees is appropriate. For Secondary teacher education students the degree must be relevant to one of the teaching areas listed above.</td>
</tr>
<tr>
<td><strong>Special Requirements</strong></td>
<td>The Department of Education and Training and cooperating non-government schools have the right to determine ‘fit and proper persons’ to enter and practice in schools. Therefore, a current Department of Education and Training Criminal Record check is required. Students should refer to the Study at Murdoch section of this Handbook for details on this important matter.</td>
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</tbody>
</table>
Students should note that both internal and external GradDipEd students take EDU1011 Introduction to Teaching in the Summer option, which is an intensive 3-point version held on campus in the four-week period immediately prior to the commencement of Semester 1.

For students in the GradDipEd (Primary), on-campus attendance is required for a one-week intensive workshop for EDU217 Primary Curriculum IIB.

<table>
<thead>
<tr>
<th>Employment Prospects</th>
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<tbody>
<tr>
<td>Murdoch graduates are employed in government and non-government schools and other education related occupations throughout the world. Students should note, however, that some Australian states require a minimum of two years of professional pre-service education.</td>
</tr>
</tbody>
</table>

<table>
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<tr>
<th>Exemptions from School Experience and Other Units</th>
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</thead>
<tbody>
<tr>
<td>Students who have been employed as a teacher and have had at least one year of full-time equivalent recent, relevant and satisfactory teaching experience in an Australian school context may seek exemption from the School Experience component of EDU1011 Introduction to Teaching. The course requirements are then 27 points.</td>
</tr>
</tbody>
</table>

Students who have had at least two years of full-time recent, relevant and satisfactory teaching experience in an Australian school context may seek partial exemption from School Experience. Whilst Murdoch recognises that some students may have prior and/or current teaching experience, it requires that a student's classroom competence be assessed before exemptions from School Experience can be given.

Some students may have completed one or more of the required units listed below in their previous studies. Such students may also seek exemption from the unit.

Students cannot receive exemption from Professional Internship units but those who are exempt from School Experience and are also currently employed in relevant teaching positions may seek permission to complete Professional Internship units in their school. Students should contact the Academic Advisor in the School Experience Office.

All applications for exemption must be directed to the Accreditation Officer in the Prospective Students' and Admission Centre.

If seeking uncredentialled credit, students must submit a case in writing, with supporting documentary evidence to explain how the outcomes of units have already been achieved through prior experience.

<table>
<thead>
<tr>
<th>Study Options</th>
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<tbody>
<tr>
<td>Students taking the Graduate Diploma in Education (Primary or Secondary), and who have not been exempt from EDU1011 Introduction to Teaching, are advised that the student contribution liability for these courses is commensurate with the load for these courses: viz 1.25 that of a normal 24-point load.</td>
</tr>
</tbody>
</table>

<table>
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<tr>
<th>External Study</th>
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<tbody>
<tr>
<td>Not all required units in this course are offered completely externally. Some are offered as short-term sessions on campus or in Perth metropolitan schools.</td>
</tr>
</tbody>
</table>

a) GradDipEd students take EDU1011 Introduction to Teaching in the
Summer option, which is an intensive 3-point version held on campus in the
four-week period immediately prior to the commencement of Semester 1
(beginning 22 January in 2007). This unit is a prerequisite for the curriculum
and school experience units beginning in Semester 1.

b) External students must undertake the first School Experience unit in a
Perth metropolitan school under the guidance of a Murdoch University
Supervisor. Subject to satisfactory completion of this unit, students may
negotiate with the School Experience Office to complete their subsequent
school experience elsewhere.

c) For external students in the Primary Graduate Diploma, on-campus
attendance is also
Appendix B – Checklist of Units and Prerequisites

GRADUATE DIPLOMA IN EDUCATION PRIMARY (PRIMARY)

School of Education
Graduate Diploma in Education (Primary) (GradDipEd)

Course Structure — 30 points

Core Units — 30 points

Students must complete the unit EDU1011 Introduction to Teaching — 3 pts in an intensive on-campus session held in the four-week period (beginning 22 January 2007) immediately prior to the commencement of Semester 1. It must be completed successfully before commencing the Primary Curriculum or School Experience units, which begin in Semester 1.

Part-time and Ext students should enrol concurrently in EDU2821 Primary Curriculum I (English) — 3 pts, EDU2851 Primary Curriculum III (Mathematics) — 3 pts and EDU2151 School Experience: Primary GradDipEd — 2 pts. Variations to this general rule are sometimes necessary. Students planning to complete these requirements over more than one year should consult the Academic Coordinator of School Experience about scheduling these units.

Students should complete the unit EDU291 Professional Internship Prelim: Primary GradDipEd — 2 pts and EDU292 Professional Internship: Primary GradDipEd — 4 pts in the last semester of their final year.

EDU1011 Introduction to Teaching — 3 pts - Murd: U2-Int
EDU2311 Schools in Context — 3 pts - Murd: S1-Int, S1-Ext, S2-Ext
EDU245 Learning and Assessment Processes — 3 pts - Murd: Y-Int, Y-Ext
EDU2821 Primary Curriculum I (English) — 3 pts - Murd: AW2-Int, AW2-Ext
EDU2851 Primary Curriculum III (Mathematics) — 3 pts - Murd: AW2-Int, AW2-Ext
EDU2861 Primary Curriculum IV (Society and Environment, Science) — 3 pts - Murd: S1-Int, S1-Ext
EDU217 Primary Curriculum IIB — 2 pts - Murd: W13-Int, W13-Ext
EDU2151 School Experience: Primary GradDipEd — 2 pts - Murd: AU11-Ext
EDU291 Professional Internship Prelim: Primary GradDipEd — 2 pts - Murd: W12-Ext
EDU292 Professional Internship: Primary GradDipEd — 4 pts - Murd: W11-Ext
EDU3801 Special Needs — 2 pts - Murd: Y-Int, Y-Ext; Rock: Y-Ext

Note that EDU2762 Second/Foreign Languages and the Curriculum — 3 pts [Murd: S1-Int, S1-Ext] may replace EDU2311 Schools in Context — 3 pts for students who have adequate knowledge of a language other than English (LOTE) or who are interested in working with students for whom English is a second language.

Prerequisites

EDU101 Introduction to Teaching
Enrolment in an initial teacher education course. Students not enrolled in an initial teacher education course need to seek permission from the Unit Coordinator.

EDU1011 Introduction to Teaching
Enrolment in the GradDipEd (Primary/Secondary) the BEd(Graduate) Primary, the BEd(Graduate) Secondary or written permission from the Unit Coordinator.

EDU282 Primary Curriculum I (English)
Enrolment in a Teacher Education Course and have successfully completed E101/EDU101/E1011/EDU1011 Introduction to Teaching. Students in the 4-Year Bachelor of Education (Primary) must also have successfully completed E103/EDU103 Principles of Language and Literacy.

EDU285 Primary Curriculum III (Mathematics)
Enrolment in Primary Teacher Education and E101/EDU101/E1011/EDU1011 Introduction to Teaching or permission of the Unit Coordinator.

EDU244 Processes of Assessment
Enrolment in a Teacher Education Course and successful completion of E101/EDU101/E1011/EDU1011 Introduction to Teaching and successful completion of EDU241 Processes of Learning.

EDU241 Processes of Learning
Successful completion of EDU101/E101/EDU1011/E1011 or permission of the unit coordinator.
EDU291 Professional Internship Prelim: Primary GradDipEd
Enrolment in a Graduate Diploma of Education (Primary) course and successful completion of EDU2861/EDU2861 Primary Curriculum IV (Society and Environment, Science). Co-enrolment in EDU292 Professional Internship: Primary GradDipEd. Students must submit a current Department of Education CrimTrac Police Clearance Statement to the School Experience Office prior to commencement of this unit. Clearances are valid for 3 years from the issue date.

EDU292 Professional Internship: Primary GradDipEd
Enrolment in the final semester of a Graduate Diploma of Education (Primary) course. Students must have completed all the required curriculum and school experience units and EDU291 Professional Internship Preliminary. Students must have a current Department of Education CrimTrac Police Clearance on file in the School Experience Office prior to commencement of this unit. Clearances are valid for 3 years from the issue date.

EDU366 Professional Issues in Teaching
Enrolment in an initial teacher education course. Co-requisites: EDU3367 Assistant Teacher Programme: Primary BEd or EDU319 Assistant Teacher Programme: Primary BEd/ECE or EDU320 Assistant Teacher Programme: Primary BEd/SpecEd or EDU398 Assistant Teacher Programme: Secondary BEd or EDU268 Assistant Teacher Programme: Secondary GradDipEd. Students may only enrol in the S1-external option if they are concurrently enrolled in the Semester 1 option of the Primary or Secondary Assistant Teacher Programme.

EDU3661 Professional Issues in Teaching
Enrolment in an initial teacher education course. Co-requisites: EDU3367 Assistant Teacher Programme: Primary BEd or EDU3319 Assistant Teacher Programme: Primary BEd/ECE or EDU3320 Assistant Teacher Programme: Primary BEd/SpecEd or EDU398 Assistant Teacher Programme: Secondary BEd or EDU268 Assistant Teacher Programme: Secondary GradDipEd. Students may only enrol in the S1-external option if they are concurrently enrolled in the Semester 1 option of the Primary or Secondary Assistant Teacher Programme.

EDU2151 School Experience: Primary GradDipEd
Enrolment in a Graduate Diploma of Education (Primary) course and successful completion of EDU101/EDU101/EDU1011/EDU1011 Introduction to Teaching. Co-requisite: Students should be enrolled in or have successfully completed EDU2761/EDU4761: LOTE: Adequate language skills; TESL: high level of English language competence. Students must submit a current Department of Education CrimTrac Police Clearance Statement to the School Experience Office prior to commencement of this unit. Clearances are valid for 3 years from the issue date.

EDU2154 School Experience: Primary GradDipEd
Co-requisite: Students should be enrolled in or have successfully completed EDU2861/EDU2861 Primary Curriculum IV (Society and Environment, Science).

EDU276 Second/Foreign Languages and the Curriculum
Enrolment in a Teacher Education course and E101/EDU101/EDU1011/EDU1011 Introduction to Teaching. Eligibility must be confirmed with the Unit Coordinator.

EDU2761 Second/Foreign Languages and the Curriculum
Enrolment in a Teacher Education course and E101/EDU101/EDU1011/EDU1011 Introduction to Teaching. Eligibility must be confirmed with the Unit Coordinator.

EDU2762 Second/Foreign Languages and the Curriculum
Enrolment in a Teacher Education course and E101/EDU101/EDU1011/EDU1011 Introduction to Teaching. Eligibility must be confirmed with the Unit Coordinator.

EDU476 Second/Foreign Languages and the Curriculum
Enrolment in GradDipEd (LOTE or TESL) or GradDip in Tertiary and Adult. Eligibility must be confirmed with the Unit Coordinator.

EDU4761 Second/Foreign Languages and the Curriculum
Enrolment in the GradDipEd (LOTE or TESL) or GradDip in Tertiary and Adult. Eligibility must be confirmed with the Unit Coordinator.

EDU380 Special Needs
Enrolment in the Bachelor of Education, Graduate Certificate in Special Needs Education, Graduate Diploma in Education Studies, E245/EDU245 Learning and Assessment Processes or E241/EDU241 Processes of Learning or equivalent. Students without the prerequisite should consult the Unit Coordinator.

EDU3801 Special Needs
Enrolment in the Bachelor of Education (Primary and Special Needs) or Special Needs Education minor, E245/EDU245 Learning and Assessment Processes or E241/EDU241 Processes of Learning or equivalent. Students without the prerequisite should consult the Unit Coordinator.
GRADUATE DIPLOMA IN EDUCATION (SECONDARY)

SCHOOL OF EDUCATION

Graduate Diploma in Education (Primary) (GradDipEd)

Course Structure — 30 points

Core Units — 26 points

Students must complete the unit EDU1011 Introduction to Teaching — 3 pts in an intensive on-campus session held in the four-week period (beginning 22 January in 2007) immediately prior to the commencement of Semester 1. It must be completed successfully before commencing the Secondary Curriculum or School Experience units, which begin in Semester 1.

Students should have completed their Curriculum Major, Curriculum Minor and EDU2162 School Experience: Secondary GradDipEd — 2 pts prior to enrolling in EDU293 Professional Internship Prelim: Secondary GradDipEd — 2 pts.

Students should complete the unit EDU293 Professional Internship Prelim: Secondary GradDipEd — 2 pts and EDU297 Professional Internship: Secondary GradDipEd — 4 pts in their last semester of enrolment.

EDU1011 Introduction to Teaching — 3 pts - Murd: U2-Int
EDU231 Schools in Context — 4 pts - Murd: S1-Int, S1-Ext, S2-Ext; Rock: S1-Int
EDU245 Learning and Assessment Processes — 3 pts - Murd: Y-Int, Y-Ext
EDU2162 School Experience: Secondary GradDipEd — 2 pts- Murd: AU11
EDU293 Professional Internship Prelim: Secondary GradDipEd — 2 pts - Murd: W12-Ext
EDU297 Professional Internship: Secondary GradDipEd — 4 pts - Murd: W11-Ext
EDU3801 Special Needs — 2 pts - Murd: Y-Int, Y-Ext; Rock: Y-Int
(Students may use some of their elective points to take this unit in the 4-point version, EDU380 Special Needs — 4 pts [Murd: Y-Int, Y-Ext; Rock: Y-Int].)

Curriculum Major

Select as a Major one of the following units:

EDU272 English and the Curriculum (Secondary) — 4 pts - Murd: AW2-Int, AW2-Ext
EDU273 Society and Environment (Secondary) — 4 pts - Murd: AW2-Int, AW2-Ext
EDU274 Science and the Curriculum (Secondary) — 4 pts - Murd: AW2-Int, AW2-Ext
EDU275 Mathematics and the Curriculum (Secondary) — 4 pts - Murd: AW2-Int, AW2-Ext
EDU276 Second/Foreign Languages and the Curriculum — 4 pts - Murd: AW2-Int, AW2-Ext
EDU254 Media and the Curriculum — 4 pts - Murd: AW2-Int, AW2-Ext
EDU204 Drama and the Curriculum (Secondary) — 4 pts - Murd: AW2-Int, AW2-Ext, U14-Ext

Curriculum Minor

Students must select as a Minor one of the following units which is different from their Major area and for which they have the prerequisites:

EDU2721 English and the Curriculum (Secondary) — 2 pts - Murd: S1-Int, S1-Ext
EDU2731 Society and Environment (Secondary) — 2 pts - Murd: S1-Int, S1-Ext
EDU2741 Science and the Curriculum (Secondary) — 2 pts - Murd: S1-Int, S1-Ext
EDU2751 Mathematics and the Curriculum (Secondary) — 2 pts - Murd: S1-Int, S1-Ext
EDU2761 Second/Foreign Languages and the Curriculum — 2 pts - Murd: S1-Int, S1-Ext
EDU2541 Media and the Curriculum — 2 pts - Murd: S1-Int, S1-Ext
EDU2041 Drama and the Curriculum (Secondary) — 2 pts - Murd: S1-Int, S1-Ext

Students may use some of their elective points to replace their Minor with a second Major, provided they have the required background. Please seek advice from the Program Chair (Secondary).

Students who do not have enough content background to select one of the above Minors may substitute one of:

EDU205 ICT in the Classroom — 4 pts - Murd: S2-Int, S2-Ext
EDU260 Learning through the Arts — 4 pts - Murd: S1-Int, S1-Ext; Rock: S1-Int
EDU450 Environmental Education for Sustainability — 4 pts - Murd: S1-Int, S1-Ext, S2-Int, S2-Ext

Specified Electives — 4 points

Electives may be drawn from 200/300/400-level education units, or Independent Study Contracts. The following units are available at Murd:

Select from the following:

EDU425 Australian Indigenous Education — 4 pts
Murd: U14-Ext
EDU321 Children, Families and Schools — 4 pts
Murd: S1-Int, S1-Ext; Rock: S1-Int
MCC321 Children and the Media — 4 pts
Murd: S2-Int, S2-Ext
EGL213 Children’s Theatre — 4 pts - Murd: S1-Int
EDU251/EDU451 Creating Effective Learning Environments — 4 pts - Murd: S2-Int, S2-Ext
(students currently enrolled, or intending to enrol, in the minor in Special Needs Education should enrol in EDU451)
EDU447 Collaborative Learning and Teaching — 4 pts  
Murd: S1-Ext

EDU449 Critical, Creative and Reflective Thinking — 4 pts - Murd: S2-Ext

EDU428 Critical Literacy and Visual Media Studies — 4 pts - Murd: S2-Ext

EDU453 Critical Theory and Practice — 4 pts  
Murd: S2-Ext

EDU446 Cultural Diversity in Learning and Working — 4 pts - Murd: S1-Ext

EDU488 Curriculum Development for Practitioners — 4 pts - Murd: S1-Int, S1-Ext, Y-Ext

EDU427 Development and Education — 4 pts  
Murd: S1-Int, S1-Ext

EDU465 Education Policy — 4 pts - Murd: S2-Ext

EDU458 Education Policy and Teachers’ Work — 4 pts  
Murd: S2-Ext

EDU450 Environmental Education for Sustainability — 4 pts - Murd: S1-Int, S1-Ext, S2-Int, S2-Ext

EDU407 Ethics and Values in Education — 4 pts  
Murd: S1-Ext

EDU424 Gender and Education — 4 pts  
Murd: S2-Ext

EDU205 ICT in the Classroom — 4 pts  
Murd: S2-Int, S2-Ext

EDU323 Integrated Early Childhood Curriculum — 4 pts  
Murd: S2-Int, S2-Ext; Rock: S2-Int

EDU417 Learning and Teaching with ICT — 4 pts  
Murd: S2-Ext

EDU469 Mathematics Education — 4 pts - Murd: S1-Ext

EDU471 Mentoring — 4 pts  
Murd: U14-Ext

EDU475 Opportunities with e-learning — 4 pts  
Murd: S2-Ext

EDU448 Personal and Social Development and Education — 4 pts - Murd: S1-Ext

EDU322 Principles and Practices in Early Childhood Education — 4 pts - Murd: S1-Int, S1-Ext; Rock: S1-Int

EDU470 Professional and Action Learning Project — 4 pts - Murd: S1-Ext, S2-Ext

EDU464 Reading through Multiliteracies — 4 pts  
Murd: S2-Ext

EDU434 Research Methods 1A — 4 pts - Murd: S1-Ext

EDU461 School and Community Capacity Building — 4 pts - Rock: S1-Ext

EDU499 Science Education Issues — 4 pts  
Murd: S2-Ext

EDU398 Science Communication — 4 pts  
Murd: S1-Int, S1-Ext

EDU276/EDU2761 Second/Foreign Languages and the Curriculum — 4 pts or 2 pts  
EDU276: Murd: AW2-Int, AW2-Ext

EDU2761: Murd: S1-Int, S1-Ext

SOC222 Social Research Methods — 4 pts  
Murd: S1-Int, S1-Ext

Rock: S1-Int

THE246/THE2461 Teaching Religion in Schools — 4 pts or 2 pts - NA 2007

Students who have completed 4 semesters (48 points) of the course may also enrol in specified 400-level units in Education for which they have the prerequisites.

Prerequisites

EDU321 Children, Families and Schools
Enrolment in a Teacher Education course. Students should be enrolled in or have successfully completed a School Experience unit. This prerequisite is waived for students enrolled in the Graduate Diploma in Education Studies specialisations of Early Childhood Education and Special Needs Education.

EDU447 Collaborative Learning and Teaching
One unit in educational psychology (e.g. E241/EDU241 Processes of Learning, E245/EDU245 Learning and Assessment Processes, E246/EDU240 Facilitating Lifelong Learning or similar) or permission of the Unit Coordinator.

EDU251 Creating Effective Learning Environments
Enrolment in the Graduate Certificate in Early Childhood Education, or permission of the Unit Coordinator.

EDU451 Creating Effective Learning Environments
As for EDU251 or enrolment in the Graduate Certificate in Special Needs Education.

EDU428 Critical Literacy and Visual Media Studies
E282/EDU282 Primary Curriculum I (English) or E272/EDU272 English and the Curriculum or teaching experience in the area. For the 600-level version of the unit, enrolment in a Masters, Postgraduate Certificate or Postgraduate Diploma course or permission of the Unit Coordinator.

EDU412 Critical Perspectives in Early Childhood Education
Enrolment in the Graduate Certificate in Early Childhood Education, or permission of the Unit Coordinator.
EDU449 Critical, Creative and Reflective Thinking  
For the 600-level version of this unit, enrolment in the MEd, Postgraduate Certificate, Postgraduate Diploma or Doctor of Education course or permission of the Unit Coordinator.

EDU488 Curriculum Development for Practitioners  
For the 600-level version, enrolment in a postgraduate course, (e.g. Masters, Postgraduate Diploma, Postgraduate Certificate or Doctor of Education). Students enrolled in other programs should contact the unit coordinator.

EDU490 Developments in the Society and Environment Curriculum  
At least one Society and Environment curriculum unit at the initial teacher education level or above, or teaching experience in the area, or permission of the Unit Coordinator; for the 600-level version of the unit, enrolment in a Masters, Postgraduate Certificate, Postgraduate Diploma or Doctor of Education course or permission of the Unit Coordinator. For the 400-level version of this unit, pre-service teachers and other undergraduate students will require permission of the Unit Coordinator.

EDU204 Drama and the Curriculum (Secondary)  
Enrolment in a teacher education major/course, E101/EDU101/E1011/EDU1011 Introduction to teaching (or equivalent). Where this unit is taken as part of the Graduate Certificate in Drama Teaching, students must have a recognised undergraduate degree and/or teaching experience. Students who are not qualified teachers but have had at least two years of full-time recent, relevant and satisfactory teaching experience may seek admission to this Certificate. In these cases enrolment in a teacher education major/course may be waived.

EDU2041 Drama and the Curriculum (Secondary)  
Enrolment in a teacher education major/course, E101/EDU101/E1011/EDU1011 Introduction to teaching (or equivalent).

EDU458 Education Policy and Teachers' Work  
For the 600-level version of the unit, enrolment in a Masters, Postgraduate Certificate, Postgraduate Diploma or Doctor of Education course or permission of the Unit Coordinator.

EDU455 Educational Planning and Management  
For the 600-level version of the unit, enrolment in a Masters, Postgraduate Certificate, Postgraduate Diploma or Doctor of Education; for the 400-level version, pre-service teachers and other undergraduate students will require permission of the Unit Coordinator.

EDU272 English and the Curriculum (Secondary)  
Enrolment in an initial teacher education course and E101/EDU101/E1011/EDU1011 Introduction to Teaching.

EDU2721 English and the Curriculum (Secondary)  
Enrolment in an initial teacher education course and E101/EDU101/E1011/EDU1011 Introduction to Teaching.

EDU205 ICT in the Classroom  
Completion of at least one Part II curriculum unit, or equivalent.

EDU409 Inclusive Education: Contemporary Perspectives and Practices  
EDU380 Special Needs, or equivalent. Students without the prerequisite should consult the Unit Coordinator. The 400-level version of this unit is available only to students enrolled in the Graduate Certificate in Special Needs Education, or permission of the Unit Coordinator.

NUR304 Indigenous Culture and Health Care  
NUR301 Family and Community Health Care or enrolment in the Bachelor of Nursing Conversion.

EDU323 Integrated Early Childhood Curriculum A.  
E323/EDU322/EDU3321 Principles and Practices in Early Childhood Education or E323/EDU322 Early Childhood Curriculum A.

EDU101 Introduction to Teaching  
Enrolment in an initial teacher education course. Students not enrolled in an initial teacher education course need to seek permission from the Unit Coordinator. Students must have a Department of Education Police Clearance on file in the School Experience Office prior to commencement of this unit. Clearances are required from students who have had police clearance forms for 3 years from the issue date. The appropriate form is available from the School Experience Office or the Department of Education web page. Federal and state police clearances obtained through police stations are not acceptable.

EDU1011 Introduction to Teaching  
Enrolment in the GradDipEd (Primary/Secondary); the BEd(Graduate) Primary, the BEd(Graduate) Secondary or written permission from the Unit Coordinator. Students must have a Department of Education Police Clearance as per EDU101.

EDU404 Issues in Language Education A  
For the 400-level version of this unit, enrolment in a Graduate Certificate or Graduate Diploma or permission of the Unit Coordinator.

EDU406 Issues in Language Education B  
For the lower-level version of this unit, enrolment in a Certificate or Graduate Diploma or permission of the Unit Coordinator.

MED350 Issues in Screen and Sound: World Cinema  
H180A/S180 Introduction to Australian Indigenous Studies (or H180 Introduction to Aboriginal Studies) AND/OR MED116 Introduction to Screen and Sound Studies (or H116/MED116 Introduction to Screen Studies).

EDU245 Learning and Assessment Processes  
Enrolment in the Graduate Diploma in Education (Primary) or Graduate Diploma in Education (Secondary), and successful completion of EDU101/E1011/EDU1011 Introduction to Teaching.

EDU417 Learning and Teaching with ICT  
At least one unit concerned with ICT and Education at the initial teacher education level or above, or permission of the Unit Coordinator.

EDU275 Mathematics and the Curriculum (Secondary)  
Enrolment in a Teacher Education course and E101/EDU101/E1011/EDU1011 Introduction to Teaching.

EDU2751 Mathematics and the Curriculum (Secondary)  
Enrolment in a Teacher Education course and E101/EDU101/E1011/EDU1011 Introduction to Teaching.

EDU496 Mathematics Curriculum  
At least one mathematics curriculum unit at the initial teacher education level or above, or teaching experience in the area, or permission of the Unit Coordinator; for the 600-level version of the unit, enrolment in a Masters, Postgraduate Certificate, Postgraduate Diploma or Doctor of Education or permission of the Unit Coordinator.

EDU469 Mathematics Education  
EDU469: EDU285/EDU2851 Primary Curriculum III (Mathematics) or EDU275/EDU2751 Mathematics and the Curriculum (Secondary), or teaching experience in the area, or permission of the unit coordinator. EDU469: Teaching experience in mathematics, or permission of the unit coordinator.

EDU494 Mathematics Learning and Teaching  
At least one mathematics curriculum unit at the initial teacher education level or above, or teaching experience in the area, or permission of the Unit Coordinator; for the 600-level version of the unit, enrolment in a Masters, Postgraduate Certificate, Postgraduate Diploma or Doctor of Education or permission of the Unit Coordinator.

EDU254 Media and the Curriculum  
Enrolment in a Teacher Education course and E101/EDU101/E1011/EDU1011 Introduction to Teaching.

EDU2541 Media and the Curriculum  
Enrolment in a Teacher Education course and E101/EDU101/E1011/EDU1011 Introduction to Teaching.

EDU456 Organisational Leadership  
For the 600-level version of the unit, enrolment in a Masters, Postgraduate Certificate, Postgraduate Diploma or Doctor of Education or permission of the Unit Coordinator. For the 400-level version of this unit, pre-service teachers and other undergraduate students will require permission of the Unit Coordinator.

EDU448 Personal and Social Development and Education  
One unit in educational psychology (e.g. E241/EDU241 Processes of Learning, E245/EDU245 Learning and Assessment Processes, E246/EDU246 Facilitating Lifelong Learning or similar) or permission of the Unit Coordinator.

EDU244 Processes of Assessment  
Enrolment in a Teacher Education course and successful completion of E101/EDU101/E1011/EDU1011 Introduction to Teaching and successful completion of EDU241 Processes of Learning.

EDU241 Processes of Learning  
Successful completion of EDU101/E1011/EDU1011 Introduction to Teaching or permission of the unit coordinator.

EDU293 Professional Internship Prelim: Secondary GradDipEd  
Enrolment in a Graduate Diploma of Education (Secondary) course. Students should have successfully completed a curriculum major and be enrolled in EDU297 Professional Internship GradDipEd. Students must submit a copy of a current Department of Education CrimTrac Police Clearance Statement to the School Experience Office prior to commencement of this unit. Clearances are valid for 3 years from the issue date.

EDU297 Professional Internship: Secondary GradDipEd  
Enrolment in the final semester of a Graduate Diploma of Education (Secondary) course. Students must have successfully completed, all the required curriculum and School Experience units and EDU293 Professional Internship: Preliminary. Students must have a current Department of Education CrimTrac Police Clearance Statement on file in the School Experience Office prior to commencement of this unit. Clearances are valid for 3 years from the issue date.

EDU366 Professional Issues in Teaching  
Enrolment in an initial teacher education course. Co-requisites: EDU367 Assistant Teacher Programme: Primary BEd or EDU319 Assistant Teacher Programme: Primary BEd/SpecEd or EDU320 Assistant Teacher Programme: Primary BEd/SpecEd or EDU368 Assistant Teacher Programme: Secondary BEd or EDU326 Assistant Teacher Programme: Secondary SpecEd. Students may only enrol in the S1-external option if they are concurrently enrolled in the Semester 1 option of the Primary or Secondary Assistant Teacher Programme.
EDU2661 Professional Issues in Teaching
Enrolment in an initial teacher education course. Co-requisites: EDU367 Assistant Teacher Programme: Primary BEEd or EDU319 Assistant Teacher Programme: Primary BEEd/SpecEd or EDU320 Assistant Teacher Programme: Primary BEEd/SpecEd or EDU366 Assistant Teacher Programme: Secondary BEEd or EDU268 Assistant Teacher Programme: Secondary GradDipEd.
Students may only enrol in the S1-external option if they are concurrently enrolled in the Semester 1 option of the Primary or Secondary Assistant Teacher Programme.

EDU437 Program Evaluation
Enrolment in a Masters, Postgraduate Certificate or Postgraduate Diploma, or permission of the Unit Coordinator.

EDU202 Psychology and the Curriculum
Admission to the Postgraduate Certificate in Psychology Teaching.

EDU464 Reading through Multiliteracies
Enrolment in undergraduate and graduate courses in Education

EDU461 School and Community Capacity Building
Enrolment in a School of Education degree or permission of the course coordinator.

EDU2161 School Experience: Secondary GradDipEd
Enrolment in a Graduate Diploma of Education (Secondary) course and have successfully completed E101/EDU101/E1011/EDU1011 Introduction to Teaching. Co-requisites: Students should be enrolled in or have successfully completed a curriculum major.
Students must submit a copy of a current Department of Education CrimTrac Police Clearance Statement to the School Experience Office prior to commencement of this unit. Clearances are acceptable for 3 years from the issue date.

EDU2162 School Experience: Secondary GradDipEd
Enrolment in Graduate Diploma of Education (Secondary) course and have successfully completed EDU101/EDU1011 Introduction to Teaching.
Co-requisite: Students should be enrolled in or have successfully completed a curriculum minor or second curriculum major.
Students must submit a copy of a current Department of Education CrimTrac Police Clearance Statement to the School Experience Office prior to commencement of this unit. Clearances are valid for 3 years from the issue date.

EDU274 Science and the Curriculum (Secondary)
Enrolment in a Teacher Education course and E101/EDU1011/EDU1011 Introduction to Teaching.

EDU2741 Science and the Curriculum (Secondary)
Enrolment in a Teacher Education course and E101/EDU1011/EDU1011 Introduction to Teaching.

EDU398 Science Communication
For the 600-level version of the unit, enrolment in a Masters, Postgraduate Certificate or Postgraduate Diploma course or permission of the Unit Coordinator.

EDU499 Science Education Issues
At least one Science curriculum unit at the initial teacher education level or the equivalent, or permission of the Unit Coordinator; for the 600-level version of the unit, enrolment in a Masters, Postgraduate Certificate, Postgraduate Diploma or Doctor of Education or permission of the Unit Coordinator.

EDU276 Second/Foreign Languages and the Curriculum
Enrolment in a Teacher Education course and E101/EDU1011/EDU1011 Introduction to Teaching. Eligibility must be confirmed with the Unit Coordinator.
EDU276/EDU476: LOTE: Adequate language skills; TESL: high level of English language competence.

EDU2761 Second/Foreign Languages and the Curriculum
Enrolment in a Teacher Education course and E101/EDU1011/EDU1011 Introduction to Teaching. Eligibility must be confirmed with the Unit Coordinator.
EDU2761/EDU476: LOTE: Adequate language skills; TESL: high level of English language competence.

EDU2762 Second/Foreign Languages and the Curriculum
Enrolment in a Teacher Education course and E101/EDU1011/EDU1011 Introduction to Teaching. Eligibility must be confirmed with the Unit Coordinator.
EDU2762/EDU476: LOTE: Adequate language skills; TESL: high level of English language competence.

SOC222 Social Research Methods
Enrolment in Part II studies; no knowledge of statistics is required.

EDU273 Society and Environment (Secondary)
Enrolment in a Teacher Education course and successful completion of EDU101/EDU1011 Introduction to Teaching.

EDU2731 Society and Environment (Secondary)
Enrolment in a Teacher Education course and successful completion of EDU101/EDU1011 Introduction to Teaching.

EDU380 Special Needs
Enrolment in the Bachelor of Education, Graduate Certificate in Special Needs Education, Graduate Diploma in Education Studies, E245/EDU245 Learning and Assessment Processes or E241/EDU241 Processes of Learning or equivalent. Students without the prerequisite should consult the Unit Coordinator.

EDU3801 Special Needs
Enrolment in the Graduate Diploma in Education (Primary and Secondary), E245/EDU245 Learning and Assessment Processes or E241/EDU241 Processes of Learning or equivalent. Students without the prerequisite should consult the Unit Coordinator.

EDU3802 Special Needs
Enrolment in the Bachelor of Education (Primary) and Special Needs Education minor, E245/EDU245 Learning and Assessment Processes or E241/EDU241 Processes of Learning or equivalent. Students without the prerequisite should consult the Unit Coordinator.

EDU211 Special Topics in Education: Aboriginal Studies across the Curriculum
EDU220 Aboriginal and Multicultural Education OR permission of Unit Coordinator.

EDU457 Tertiary Education Policies and Practices
For the 600-level version of the unit, enrolment in a Masters, Postgraduate Certificate, Postgraduate Diploma or Doctor of Education course or permission of the Unit Coordinator.
Appendix C – Sample Enrolment

Graduate Diploma in Education (Primary) – 2007

Mid Year Sample Enrolment – Murdoch Campus – 33 points

<table>
<thead>
<tr>
<th>Year 1</th>
<th>Semester 1</th>
<th>Semester 2</th>
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<td>EDU2311 Schools in Context</td>
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<td>EDU2151 School Experience: Primary GradDipEd <em>(AU11)</em></td>
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<td>EDU2851 Primary Curriculum III (Mathematics) <em>(AW2)</em></td>
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<td>EDU2821 Primary Curriculum I (English) <em>(AW2)</em></td>
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<td>EDU245 Learning and Assessment Processes</td>
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<tr>
<td>Year 2</td>
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**TOTAL POINTS 33pts**

Please note that not all units start and end at the same time as semester 1 and 2 start and end. Please refer to the teaching code below.

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<tr>
<th>Teaching Periods</th>
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<th>Start Date</th>
<th>End Date</th>
<th>Census Date</th>
</tr>
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<tbody>
<tr>
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<td>16/02/07</td>
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<td>27/07/07</td>
<td>31/03/07</td>
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<td>W11</td>
<td>06/08/07</td>
<td>26/10/07</td>
<td>31/08/07</td>
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<tr>
<td></td>
<td>W12</td>
<td>23/07/07</td>
<td>03/08/07</td>
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<td>W13</td>
<td>02/07/07</td>
<td>24/08/07</td>
<td>15/07/07</td>
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Graduate Diploma in Education (Secondary) – 2007
Mid Year Sample Enrolment – Murdoch Campus – 33 points

<table>
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<th>Semester 2</th>
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<td><strong>Year 2</strong></td>
</tr>
<tr>
<td>EDU101 Introduction to Teaching</td>
<td>EDU101 Introduction to Teaching</td>
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<td>Part II unit (Specified Elective)*</td>
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<td>4pts</td>
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<tr>
<td><strong>10pts</strong></td>
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</tr>
<tr>
<td><strong>EDU245 Learning and Assessment Processes Year Long Y</strong></td>
<td>EDU293 Professional Internship Prelim: Secondary Grad DipEd</td>
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<td>3pts</td>
<td><strong>W12</strong></td>
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Choose one **Secondary Curriculum Minor** from list from list (full details below):
- (EDU272, EDU273, EDU274, EDU275, EDU276, EDU254, EDU204) - AW2

**EDU2162 School Experience: Secondary Grad Dip Ed AU11**

**EDU231 Schools in Context**

2pts

**EDU297 Professional Internship: Secondary Grad Dip Ed W11**

2pts

**EDU3801 Special Needs**

9.5pts

**TOTAL POINTS** 33 pts

Please note that not all units start and end at the same time as semester 1 and 2 start and end. Please refer to the teaching code below.

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<tr>
<td>W11</td>
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Specified Electives: Choose one:

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<tr>
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<td><strong>EDU447 Collaborative Learning and Teaching</strong></td>
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<td>4pts</td>
<td>4pts</td>
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<tr>
<td><strong>EDU471 Mentoring (Summer)</strong></td>
<td><strong>EDU449 Critical, Creative and Reflective Thinking</strong></td>
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<tr>
<td>4pts</td>
<td>4pts</td>
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<tr>
<td><strong>EDU321 Children, Families and Schools</strong></td>
<td><strong>EDU428 Critical Literacy and Visual Media Studies</strong></td>
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<tr>
<td>4pts</td>
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<td><strong>EGL213 Children’s Theatre</strong></td>
<td><strong>EDU453 Critical Theory and Practice</strong></td>
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<td><strong>EDU446 Cultural Diversity in Learning and Working</strong></td>
<td><strong>EDU465 Educational Policy</strong></td>
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<td><strong>EDU488 Curriculum Development for Practitioners</strong></td>
<td><strong>EDU458 Education Policy and Teachers’ Work</strong></td>
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<td><strong>EDU427 Development and Conflict: Educational and Social Issues</strong></td>
<td><strong>EDU424 Gender and Education</strong></td>
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<td><strong>EDU407 Ethics and Values in Education</strong></td>
<td><strong>EDU414 ICT in the Classroom</strong></td>
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<td><strong>EDU448 Personal and Social Development and Education</strong></td>
<td><strong>EDU451 Creating Effective Learning Environments</strong></td>
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<td>4pts</td>
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<tr>
<td><strong>EDU322 Principles and Practices in Early Childhood Education</strong></td>
<td><strong>EDU452 Educational Policy</strong></td>
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<td>4pts</td>
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<tr>
<td><strong>EDU432 Professional and Action Learning Project</strong></td>
<td><strong>EDU458 Education Policy and Teachers’ Work</strong></td>
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<td>4pts</td>
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<td><strong>EDU434 Research Methods 1A</strong></td>
<td><strong>EDU424 Gender and Education</strong></td>
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<td><strong>EDU461 School and Community Capacity Building</strong></td>
<td><strong>EDU423 Integrated Early Childhood Curriculum</strong></td>
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<td><strong>EDU398 Science Communication</strong></td>
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Secondary Curriculum Major: Choose one:

- **EDU272 English and the Curriculum (Secondary)**
- **EDU273 Mathematics and the Curriculum (Secondary)**
- **EDU274 Science and the Curriculum (Secondary)**
- **EDU275 Society and Environment (Secondary)**
- **EDU276 Second/Foreign Languages and the Curriculum (AW2)**
- **EDU2761 Second/Foreign Languages and the Curriculum**
- **EDU254 Media and the Curriculum**
- **EDU204 Drama and the Curriculum (Secondary)**

Secondary Curriculum Minor: Choose one:

- **EDU271 English and the Curriculum (Secondary)**
- **EDU273 Mathematics and the Curriculum (Secondary)**
- **EDU274 Science and the Curriculum (Secondary)**
- **EDU275 Society and Environment (Secondary)**
- **EDU276 Second/Foreign Languages and the Curriculum**
- **EDU254 Media and the Curriculum**
- **EDU204 Drama and the Curriculum (Secondary)**
Appendix D – Personal Study Plan

Course: (eg Grad Dip Ed) ____________________________________
Major 1: _________________________________________________
Major 2: _________________________________________________

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Appendix E – Personal Timetable Planner

The Murdoch Teaching Timetable website provides a facility for students to key in their unit codes (Nominated Units Inquiry) where a personal Timetable for Lectures, Workshops and Tutorials will be displayed.

http://www.murdoch.edu.au/admin/timetables/teaching/

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## Appendix F – Dates & Deadlines

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<td>S2</td>
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<td>Y (S1 then S2)</td>
<td>H (S2 then S1)</td>
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### ENROLLMENT


### WITHDRAWAL


### FEES


## Appendix G – Academic Contact Details

<table>
<thead>
<tr>
<th>Title</th>
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<th>Role</th>
<th>Phone</th>
<th>Location</th>
<th>Campus</th>
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<tbody>
<tr>
<td>LOTE/ TESL</td>
<td>Dr Lindy Norris</td>
<td>Program Chair</td>
<td>+618 9360 2849</td>
<td>E&amp;H/3.021A</td>
<td>Murdoch</td>
</tr>
<tr>
<td>Primary Teacher Education</td>
<td>Ms Anne Price</td>
<td>Program Chair</td>
<td>+618 9360 6632</td>
<td>E&amp;H/4.008</td>
<td>Murdoch</td>
</tr>
<tr>
<td>Primary Teacher Education</td>
<td>Professor Barry Down</td>
<td>Program Chair</td>
<td>+618 9360 6928</td>
<td>E&amp;H/4.004</td>
<td>Rockingham</td>
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<td>(Rockingham)</td>
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</tr>
<tr>
<td>Secondary Teacher Education</td>
<td>Ms Geraldine Ditchburn</td>
<td>Program Chair</td>
<td>+618 9360 2378</td>
<td>E&amp;H/4.020</td>
<td>Murdoch</td>
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<tr>
<td>School Experience Coordinator</td>
<td>Ms Anne Board</td>
<td>School Experience</td>
<td>+618 9360 2149</td>
<td>E&amp;H /4.021A</td>
<td>Murdoch</td>
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<tr>
<td>Program Chair</td>
<td>Mr Cal Durrant</td>
<td>Program Chair</td>
<td>+618 9360 6264</td>
<td>E&amp;H/4.020A</td>
<td>Murdoch</td>
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</table>
# Appendix H – Handy Contacts and Websites

<table>
<thead>
<tr>
<th>Need help with:-</th>
<th>Contact</th>
<th>Email</th>
<th>Phone (+618)</th>
<th>Location Murdoch Campus</th>
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</thead>
<tbody>
<tr>
<td>Not Sure Who can help?</td>
<td>Murdoch Reception Switchboard</td>
<td><a href="http://www.murdoch.edu.au/goto/AskTheOracle">http://www.murdoch.edu.au/goto/AskTheOracle</a></td>
<td>9360 6000</td>
<td></td>
</tr>
<tr>
<td>Enrolment queries</td>
<td>Annette Connolly (Divisional Student Administration Officer)</td>
<td><a href="mailto:A.Connolly@murdoch.edu.au">A.Connolly@murdoch.edu.au</a></td>
<td>9360 6268</td>
<td>EH 2.002</td>
</tr>
<tr>
<td>General Student queries</td>
<td>Student Service Centre</td>
<td><a href="http://www.murdoch.edu.au/goto/AskTheOracle">http://www.murdoch.edu.au/goto/AskTheOracle</a></td>
<td>9360 6127</td>
<td>Chancellery 2.020</td>
</tr>
<tr>
<td>IT/MyInfo (Computer problems)</td>
<td>IT Service Desk</td>
<td><a href="mailto:itservicedesk@murdoch.edu.au">itservicedesk@murdoch.edu.au</a></td>
<td>9360 2000</td>
<td>Library (north) Level 3</td>
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<tr>
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<td><a href="mailto:itservicedesk@murdoch.edu.au">itservicedesk@murdoch.edu.au</a></td>
<td>9360 2000</td>
<td>Library (north) Level 3</td>
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<td>Parking Permits</td>
<td>Student Service Centre</td>
<td><a href="mailto:parking@murdoch.edu.au">parking@murdoch.edu.au</a></td>
<td>9360 6127</td>
<td>Chancellery 2.020</td>
</tr>
<tr>
<td>HECS-Help and Fees</td>
<td>Student Service Centre</td>
<td><a href="mailto:fees@murdoch.edu.au">fees@murdoch.edu.au</a></td>
<td>9360 6127</td>
<td>Chancellery 2.020</td>
</tr>
<tr>
<td>Books/Unit materials</td>
<td>Bookshop</td>
<td><a href="mailto:bookshop@murdoch.edu.au">bookshop@murdoch.edu.au</a></td>
<td>9360 2540 Fax: 9310 7365</td>
<td>Refectory Building 2.051</td>
</tr>
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<td>International Students – arrivals, visas</td>
<td>Murdoch International</td>
<td><a href="mailto:internat@murdoch.edu.au">internat@murdoch.edu.au</a></td>
<td>9360 6770</td>
<td>Senate Building 1.001</td>
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<td>Murdoch Reception Switchboard or “Ask the Oracle” (online)</td>
<td><a href="http://www.murdoch.edu.au/goto/AskTheOracle">http://www.murdoch.edu.au/goto/AskTheOracle</a></td>
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# Appendix I - Enrolment queries

Enrolment advice will be provided at the Course Advice Sessions being offered in the Orientation Week. If you have attended one of these Course Advice Sessions and still have queries regarding your enrolment, please contact Annette Connolly (Education and Humanities building, Room 2.002G a.connolly@murdoch.edu.au). Annette looks after students enrolled in courses offered by the School of Education.

The New Student website (http://www.murdoch.edu.au/students/new/) will also assist you with links to enrolment procedures, sample enrolments, including unit selection for common double majors, Fees, Orientation and Services and Facilities.
### Handy Websites

<table>
<thead>
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</tr>
<tr>
<td>Advanced Standing - Credit</td>
<td><a href="http://www.choose.murdoch.edu.au/advst.html">http://www.choose.murdoch.edu.au/advst.html</a></td>
</tr>
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<td>Bookshop (for details on textbooks)</td>
<td><a href="http://bookshop.murdoch.edu.au/index.html">http://bookshop.murdoch.edu.au/index.html</a></td>
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<tr>
<td>Dates and Deadlines</td>
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<td>Division of Arts - general</td>
<td><a href="http://www.arts.murdoch.edu.au/">http://www.arts.murdoch.edu.au/</a></td>
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<td>Division of Arts – student administration</td>
<td><a href="http://www.arts.murdoch.edu.au/students/">http://www.arts.murdoch.edu.au/students/</a></td>
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<td><a href="http://www.murdoch.edu.au">http://www.murdoch.edu.au</a></td>
</tr>
<tr>
<td>MyInfo (online enrolment)</td>
<td><a href="http://myinfo.murdoch.edu.au">http://myinfo.murdoch.edu.au</a></td>
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<tr>
<td>Parking and Transport</td>
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<tr>
<td>Teaching timetable</td>
<td><a href="http://www.murdoch.edu.au/admin/timetables/teaching/">http://www.murdoch.edu.au/admin/timetables/teaching/</a></td>
</tr>
<tr>
<td>Unit coordinator details (from Unit Welcome page)</td>
<td><a href="http://www.murdoch.edu.au/index/units">http://www.murdoch.edu.au/index/units</a></td>
</tr>
</tbody>
</table>