

A Basic Guide to Course Progress

To complete your course you are required to pass particular units in a certain sequence. The details vary and it is important to understand the requirements of your course before you enrol. Details about your course requirements are in the online Course & Unit Handbook and your Faculty website.

Understanding unit codes

The six-character Unit Code indicates the area of study and the progress year or level of study.

The 3 letters in the code relate to the study area, for example units starting with BMA are Management units, units starting with FFP are Painting units. You will become familiar with the unit code letters in your course, but there's no need to try and learn them.

The first number in the next 3 digits indicates the progress year or level

First year or level 1 examples BMA101, FFP110

Second year or level 2 examples BMA201, FFP201

Third year or level 3 examples BMA351, FFP304

First year

Your first year enrolment in an undergraduate course will consist of level 1 units (there may be some exceptions, see Credit). In your course first year units might be:

- All core (compulsory)
- A mix of core and elective
- All elective

To find out about first year units for your course go to the Course & Unit Handbook and find the link for your course / select Structure and Schedules / select Year 1. Faculties and Schools websites may also have information pages for first year students.

Progress and pre-requisites

A pre-requisite is a unit that must be passed before you can enrol in a follow-on unit. For example you cannot progress to BMA201 until you pass BMA101.

Pre-requisite information can be found under **REQUISITE INFO** for each unit in the Course & Unit Handbook.

Full-time and Part-time study

Weighting – each unit has a weight which is its proportion of 100% load per year. Most units have a load weight of 12.5%, so eight units usually make up 100% load.

UTAS normally considers a full-time load to be 100% in one academic year.

Part-time study is an enrolment of less than 75% in one academic year.

NB Centrelink has a different definition of full-time and your load may affect your eligibility for income support. Please check with Centrelink.

The academic year

Each academic year is made up of two 13 week semesters and three short semesters. The two 13 week semesters are:

- Semester 1: Feb – June
- Semester 2: Jul - Oct

The three short semesters are:

- Summer (semester 3) at the beginning of the year
- Winter (semester 4) in between the main semesters
- Spring (semester 5) at the end of the year

The dates for these vary and can be found on Course & Unit Handbook

An example of first year full-time enrolment:

<u>SEMESTER 1</u>	<u>SEMESTER 2</u>
<ul style="list-style-type: none">• HMC101 Chinese A (12.5%)• HTA101 History 1A (12.5%)• HSG101 People, Power and Policy (12.5%)• HGA101 Sociology A (12.5%)	<ul style="list-style-type: none">• HMC102 Chinese B (12.5%)• HTA102 History 1B (12.5%)• HSG102 Politics and Nations (12.5%)• HGA102 Sociology B (12.5%)

Major

A major is an area of specialisation which continues for the duration of a degree. To complete a major you need to pass a certain combination of units and it is important to get advice from your Faculty about your enrolment.

Credit or Prior Learning

If you have done some post secondary study previously, eg at TAFE, you may be able to count it towards the completion of your current course. For some courses, experience gained through work may also be considered. This is called Credit or Prior Learning. If credit is approved it affects the progress of your course and it is important to get advice from your Faculty about your enrolment. Application forms are available on the web at:

http://www.studentcentre.utas.edu.au/enrolments/forms_files/