2018 Enrolment Advice

There will be <u>NO</u> Program Enrolment Advice Session organised. Please see below for enrolment information.

PROGRAM CODE	DMIN	**YEAR LEVEL**	**Year 1 (SP5 Entry)**
PROGRAM NAME	International Masters of Business Administration		
ACADEMIC PLAN	Human Resource Management – Full Program	**CAMPUS**	City West
CAMPUS CENTRAL (Please contact Campus Central if you need help with enrolling)	Campus Central City West Level 2, Jeffrey Smart Building campuscentral.citywest@unisa.edu.au 1300 301 703	**QUERIES** (Please contact the Hub if you have any queries about your study plan)	Business School Hub businesshub@unisa.edu.au (08) 8302 7141

DEFINITIONS:

Subject Area and Catalogue Number	A 4-letter subject area code plus a 4-digit catalogue number make up the course code, e.g. **ACCT 1008**. You can search for courses by using this code.
Class Number	A class number is a unique number used to identify individual classes held during a specified study period. You can use class numbers to enrol, starting with the class number of the enrolment class.
Enrolment Class	An Enrolment Class is the first class you enrol in for a particular course. This can be a lecture (LEC), tutorial (TUT), workshop (WSH), practical (PRA) or external (EXT). There may be multiple enrolment classes to choose between. All other classes will be related to the enrolment class and will display once you select your enrolment class.
Related Classes	Related classes are other components (i.e. a tutorial or practical) that make up the course. In some cases you may be automatically enrolled into a particular related class that is associated with the enrolment class you selected.
Auto Enrol Class	In some courses, once you select the Enrolment Class, you are automatically enrolled (Auto-Enrol) in a second (related) class (e.g. by choosing a tutorial you are automatically enrolled into the lecture). You may still be required to select another related class to complete your enrolment.
External Class	The external class number will be listed in the Classes column below. This number is the only enrolment class number you need to enter in 'Manage my Enrolment' when enrolling.

Second Semester (Study Period 5)				
Subject Area	Catalogue Number	Course Name	Classes	Notes
MARK	5025	Marketing Management	*Internal -* Class No. 40142 Please refer to the Class Timetable for class numbers/details.	Prerequisites: Nil
ACCT	5011	Accounting for Management M	*Internal* **Enrol into 1 Seminar** • Class No. 50673 • Class No. 52172 • Class No. 52564 • Class No. 52565 • Class No. 53982 *External -* Class No. 50081 Please refer to the Class Timetable for class numbers/details.	Prerequisites: Nil
BUSS	5398	Managing Employee Performance and Rewards	*External -* Class No. 50176 Please refer to the Class Timetable for class numbers/details.	Prerequisites: Nil
BUSS	5300	Global Business Environment	*Internal -* Class No. 51935 *External -* Class No. 50172 Please refer to the Class Timetable for class numbers/details.	Prerequisites: Nil

First Semester (Study Period 2)				
Subject Area	**Catalogue Number**	**Course Name**	**Class numbers**	**Notes**
BUSS	5351	Recruitment and Selection	*Internal -* Class No. 10067 *External -* Class No. 10056 Please refer to the Class Timetable for class numbers/details.	Prerequisites: Nil
BUSS	5144	People, Leadership and Performance	*Internal* **Enrol into 1 Seminar** • Class No. 20689 • Class No. 22003 *External -* Class No. 20177 Please refer to the Class Timetable for class numbers/details.	Prerequisites: Nil
BUSS	5065	Managing Change	*Internal -* Class No. 20441 *External -* Class No. 20175 Please refer to the Class Timetable for class numbers/details.	Prerequisites: Nil

| BUSS | 5302 | Managing the Global Workforce | **Internal -** Class No. 20924

External - Class No. 20176

Please refer to the Class Timetable for class numbers/details. | Prerequisites: Nil |

NOTES:

1. The table above shows the full list of courses to be taken by a student undertaking a full-time load.
2. Students enrol in all courses for all study periods at the beginning of the year.
3. Please ensure you check the course timetable to confirm the location and possible external mode offering for each course.

PROGRAM NOTES:

Please visit the online program structure for up to date timetabling information: DMIN (HRM) Program Structure

1. Students may choose electives that are outlined in the electives list, on the above mentioned website. If you wish to undertake another course as an elective, then prior approval is required from the Program Director.
2. Students may also wish to vary their study plan outside of the prescribed program structure. This can be achieved by asking for a course substitution from your Program Director.
3. Kindly note timetables and course availability may change without warning. Please ensure you always check the timetable link for all up to date information. If you are enrolled in a course and the School needs to close it, you will then be contacted accordingly.

EXTERNAL STUDENTS

Students studying off-campus. Administrative services for external students are located at Campus Central.

External mode includes online, distance education, industry placement or directed research. Virtual classrooms are deemed to be an external mode of delivery. External model does not include a face to face component, however some courses offered in external mode may still have a group component as part of their assessment.

It is strongly recommended that you visit the Study Online webpage to gain valuable information regarding your studies.
http://w3.unisa.edu.au/study-skills/externalstudents.html

PART TIME STUDENTS

You can study part-time which means undertaking less than the load specified for full time status.

Full-time load - The standard annual full-time load of 1.0 EFTSL (Equivalent Full-Time Student Load) is 36 units, or 8 courses. A student undertaking at least 75% of a full-time load for the academic year will be full-time for that year.