



# 2025 Enrolment Advice

**Program Enrolment Advice Session: Nil**

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|---|--|--|--|
| <b>PROGRAM CODE</b>   | ICHS   | <b>YEAR LEVEL</b>  | <b>1</b>   |
| <b>PROGRAM NAME</b>   | <a href="#">Graduate Certificate in Health Services Management</a>   |  |  |
| <b>ACADEMIC PLAN</b>  | N/A  | <b>CAMPUS</b>  | CEA  |
| <b>CAMPUS CENTRAL</b><br>(Please contact Campus Central if you need help with enrolling or have any queries about the information on this form) | Campus Central City East<br>Level 3, Playford Building<br><br><a href="mailto:ask@campuscentral.unisa.edu.au">ask@campuscentral.unisa.edu.au</a><br>1300 301 703 | <b>ACADEMIC UNIT</b><br>(Please contact the Academic Unit if you have any other queries) | UniSA Clinical & Health Sciences<br><br><a href="mailto:CHS-TeachingLearning@unisa.edu.au">CHS-TeachingLearning@unisa.edu.au</a> |

## 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. **BIOL 1033**. 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

There is only one enrolment class number you need to enter in 'Manage my Enrolment' when enrolling.

## SP 2 (February) commencement 2025

**Full-time load (mandatory for international students) –SP2 commencement in 2025**

*\*International students must enrol in the internal class option to meet visa requirements*

*\* Domestic students wishing to undertake a part-time study load can select 2 courses per study period to enrol into. Please email the Program Director to discuss your study options for a part-time study plan.*

| First Semester (Study Period 2 2025) - February |                  |  |  |       |
|---|------------------|--|--|-------|
| Subject Area                                    | Catalogue Number | Course Name                                      | Classes  | Notes |
| HLTH  | 5196             | <a href="#">Responsible Leadership in Health</a> | <b>Internal</b><br>Class 22859<br>Please refer to <a href="#">class timetable</a> for all class numbers<br><b>OR</b><br><b>External</b><br>Class 20163 |       |

|      |      |   |  |  |
|------|------|---|--|--|
| HLTH | 5201 | <a href="#">Health and Aged Care Systems and Operations</a> | <p><b>Internal</b><br/>Class 23024<br/>Please refer to <a href="#">class timetable</a> for all class numbers</p> <p><b>OR</b></p> <p><b>External</b><br/>Class 23169</p> |  |
|------|------|---|--|--|

**Second Semester (Study Period 5 2025) - July**

| Subject Area | Catalogue Number | Course Name  | Class numbers   | Notes |
|--------------|------------------|--|---|-------|
| HLTH         | 5193             | <a href="#">Financial and Economic Management for Health and Aged Care</a> | <p><b>Internal</b><br/>Class 53151 or 53190<br/>Please refer to <a href="#">class timetable</a> for all class numbers</p> <p><b>OR</b></p> <p><b>External</b><br/>Class 52924</p> |       |

**ELECTIVE** *(Please nominate ONE of the courses as your elective)*

|      |      |  |  |  |
|------|------|--|--|--|
| BUSS | 5114 | <a href="#">People, Leadership and Performance</a> | <p><b>Internal</b><br/>Class 21671, 21672, 21673, 21674 or 21675<br/>Please refer to <a href="#">class timetable</a> for all class numbers</p> <p><b>OR</b></p> <p><b>External</b><br/>Class 24080</p> |  |
|------|------|--|--|--|

|      |      |                                    |  |  |
|------|------|------------------------------------|--|--|
| INFT | 4018 | <a href="#">Health Informatics</a> | <p><b>Internal</b><br/>Class 53423<br/>Please refer to <a href="#">class timetable</a> for all class numbers</p> <p><b>OR</b></p> <p><b>External</b><br/>Class 53865</p> |  |
|------|------|------------------------------------|--|--|

## RULES

1. New Health Services Management students must attend a compulsory Postgraduate Orientation workshop at the commencement of study period 2, which will be held on **Wednesday 26th of February – further details to be advised via your student email.**
2. The Graduate Certificate in Health Services Management is designed as a nested program, with credit transfers and articulation pathways to the Graduate Diploma in Health Services Management and the Master of Health Services Management.

## NOTES:

1. The table above shows the full list of courses to be taken by a student undertaking a full-time load solely in this year of the program.
2. Students enrol in all courses for both study periods (Study Periods 2 & 5) 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.
4. **If you have a Study Plan, please bring it to your enrolment session to assist with enrolment.**

## PROGRAM NOTES:

### 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 an external mode of delivery. External mode does not normally include a face to face component, however some courses offered in external mode may require a small component of on-campus activity.

It is strongly recommended that you visit the Academic Learning Support webpage to gain valuable information regarding your studies.  
<https://i.unisa.edu.au/students/student-support-services/study-support/>

## **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 is 36 units or 1.0 EFTSL (Equivalent Full-Time Student Load). A student undertaking at least 75% of a full-time load for the academic year will be full-time for that year. A student who is undertaking at least 75% of a full-time load, for either the first half or second half of the year, will be full-time for that half year).

If you require further enrolment advice, please refer to the **Academic Unit contact details** listed on the first page or contact [Campus Central](#).