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THE NEW SOUTH WALES UNIVERSITY OF TECHNOLOGY

FACULTY OF COMMERCE
KENSINGTON

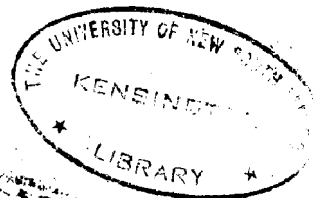


PROSPECTUS

FOR

1957

The New South Wales University of Technology



FACULTY OF COMMERCE

PROSPECTUS, 1957

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Note

Those contemplating enrolment in the Faculty of Commerce should also consult the N.S.W. University of Technology CALENDAR.

The New South Wales University of Technology.

FACULTY OF COMMERCE.

Head
School of
Accountancy

Prof.E.B.Smyth,F.A.S.A.,
A.C.I.S.,A.S.T.C.

Head
School of
Economics

Prof.D.C.Rowan,B.A.

Head
School of
Hospital Administration

Prof.S.B.Hatfield,M.B.,
B.S.,M.P.S.(Hospital
Admin.),M.A.C.H.A.,
M.C.R.A.

Lecturers.

C. R. Airey, B.A., B.Ec., B.Sc., Dip.Ed,Syd., A.A.S.A.
R. L. Bowra, LL.B. Syd., A.A.S.A.
W. L. Burke, B.A., B.Ec. Syd., F.A.S.A., A.C.I.S.
J. Kmenta, B.Ec. Syd.
H. M. Kohlsen, B.Ec. Syd.
L. N. Lee, B.A., B.Com.Q'ld., A.A.U.Q., A.A.S.A., A.C.I.S.
L. A. McPherson, A.A.S.A., A.C.I.S.
N. Runcie, B.Ec., Syd.

FOREWORD

The aim of the Faculty of Commerce is to provide, within the ambit of the course of study leading to the award of the Degree of Bachelor of Commerce, a training which will make its graduates well fitted to attain and hold responsible positions in the fields of commerce, finance, industry and the public service.

To this end undergraduates working for the Degree of Bachelor of Commerce are not only provided with a general education. The special characteristic of the N.S.W. University of Technology is its concern with the application of advanced knowledge to the problems of industry and commerce. In conformity with this guiding principle of the University, all undergraduates in the Faculty are offered the opportunity of obtaining a measure of specialised practical training in one of the following fields:

Accountancy;
Economics;
Statistics;
Applied Psychology.

Moreover, these opportunities are available whether the undergraduate follows a curriculum leading to an Ordinary or Honours Degree and whether he studies on a part-time or full-time basis.

In Australia, as elsewhere, the demand for trained and qualified executive personnel far exceeds the supply. Indeed, it was precisely because of their confident belief that this demand exists and must be met, that the Council of the N.S.W. University of Technology have established the Faculty of Commerce and thus inaugurated the first Degree of Bachelor of Commerce within New South Wales. The successful candidate for the Degree of Bachelor of Commerce will be well placed to meet this demand.

In the following pages those who are contemplating enrolling for the study of commercial subjects will find all the relevant information concerning the curricula offered by the Faculty of Commerce of the N.S.W. University of Technology, together with instructions as to how they may obtain any additional guidance which they need. I commend it to their attention.

J.P. Baxter
Vice-Chancellor.

ENROLMENTS.

Enrolments taken -- Monday 11th February to Friday 15th February, inclusive.

Duration of terms:

1st Term:	Begins 18th February	:	Ends 11th May
2nd Term:	Begins 27th May	:	Ends 17th August
3rd Term:	Begins 2nd September	:	Ends 22nd November

ENROLMENT PROCEDURE.

First Degree or Diploma Courses.

- (1) First Enrolments - All students enrolling at the University for the first time, whether in first year or with advanced standing, must enrol through the Guidance Office located at 45 Broadway. Students should make application for enrolment as soon as the results of their qualifying examination. (Leaving Certificate, Qualifying and Matriculation, or Matriculation examination) are known.

Applicants for enrolment with advanced standing are advised to lodge an application as soon as possible and prior to 31st December in the year preceding that in which enrolment is proposed.

- (2) Later Year Enrolments - All students enrolling other than for the first time should enrol at the Schools of Accountancy or Economics, both of which are located at Anzac Parade, Kensington. In the case of full-time degree courses, students should enrol during Enrolment Week at the commencement of the academic year.

In the case of part-time and diploma courses enrolment forms should be obtained from the School during the third term of the preceding year. As soon as the final examination results are known, the enrolment form should be completed and forwarded to the Registrar, in any case no later than 1st February. Students should not wait for the results of the deferred examination before doing this. Students should then report to the Head of the School on any afternoon or evening of Enrolment Week to collect the enrolment form and finalize their enrolments.

- (3) Conversion Courses - Enrolment in these courses must commence with an application to the Registrar for admission, and the applicant will be notified of the subsequent procedure.

FEES.

The fees payable by students of the Faculty of Commerce are as follows:

	<u>Fee per Annum.</u>	<u>Fee per Term.</u>
Degree and Conversion Courses (over 6 hours per week)	£36	£12
Degree and Conversion Courses (6 hours per week or less)	£18	£6

All students enrolling for the first time will be required to pay a matriculation fee of £3. A graduation fee of £3 is also payable before admission to a degree.

Late Fees.

(a) Any student, including a new student, who enrolls after the third week of any term, irrespective of whether he/she is responsible for the payment of his/her fees, shall be charged a late fee of £1 per term;

(b) The late fee will be increased to £2 in the case of enrolments affected after 31st March (1st term), 30th June (2nd term), and 30th September (3rd term).

General.

It is pointed out that fees are now payable on a term basis. Students who find difficulty in paying the annual fee are advised --

- (a) to pay the terminal fee by the appointed date;
- (b) that any application for extension of time in which to pay fees due (a maximum of one month may be permitted) must be submitted in writing to the Registrar before the date on which late fees are payable.

University of Technology Students' Union.

Annual subscription, £1. 4. 0. (compulsory for all registered students).

N.S.W. University of Technology Sports Association.

Annual subscription, 10s. (compulsory for all registered students).

ENQUIRIES.

Enquiries regarding an applicant's eligibility for admission as an undergraduate reading for the Degree of Bachelor of Commerce should be made at either:

- (i) The Schools of Accountancy or Economics,
N.S.W. University of Technology,
Kensington. Tel. No. FF0351.
- or (ii) The Guidance Officer,
45-47 Broadway,
Sydney. Tel. No. MO422 Ext. 284.

More detailed enquiries concerning such matters as exemptions, reading lists, etc., should be made at the appropriate School.

COURSES.

Bachelor of Commerce (Ordinary Degree).

The course for this Degree is normally to be completed in three years of full or five years of part-time study. Students who display special aptitude or who have ample time at their disposal may, subject to the approval of the Faculty, complete the Degree in four years of part-time study. At the conclusion of the first year of study each student must elect his or her field of specialisation.

Bachelor of Commerce (Honours Degree).

The course for this Degree is normally to be completed in four years of full or six years of part-time study. Students who display special aptitude or who have ample time at their disposal may apply for the permission of the Faculty to complete the Degree in five years of part-time study. At the conclusion of the first year each student must elect his or her chosen field of specialisation.

Conversion Course.

Existing holders of the Diploma in Accountancy (S.T.C.) may convert their Diplomas into an Ordinary Degree of B. Com.

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(Accountancy) by following a course of two years part-time study (see Table V, page 14).

Diploma Course in Accountancy.

The Faculty is responsible for the instruction and examination of candidates for the Diploma in Accountancy awarded by the Sydney Technical College. This is a five year part-time course and enquiries regarding it should be made at the Guidance Office, 45 Broadway, in the first instance.

Specialisations Available.

At present, students must choose one of the following fields of special study:

Accountancy	(see pp. 9-13)
Economics	(see pp.15,18-21)
Statistics	(see pp.16,18-21)
Applied Psychology	(see pp.17,18-21)

According to the special field chosen, successful candidates will be awarded one of the following Degrees:

B. Com. (Accountancy)	B. Com. (Statistics)
B. Com. (Economics)	B. Com. (Applied Psychology)

REQUIREMENTS FOR ADMISSION.

The requirements for admission to undergraduate courses leading to a Degree are set out in full in pp.77-81 of the 1956 Calendar of the N.S.W. University of Technology to which reference should be made for further guidance.

In general, however, applicants may satisfy entrance requirements by passing the N.S.W. Leaving Certificate (or equivalent examination) in at least five subjects of which one must be English and one other must be Mathematics I, or Mathematics II, or General Mathematics, three other subjects being chosen from the following groups, at least one of the three being from Group A:

<u>Group A.</u>	Languages)	
	Economics)	(see Calendar for details)
	History)	
	Science)	

Group B. Mathematics (see Calendar)
 Music
 Descriptive Geometry and Drawing.

(It should be noted that a number of subjects for the Leaving Certificate are not approved for admission to the N.S.W. University of Technology.)

Candidates who successfully meet these conditions shall be classed as 'registered students' after enrolment.

Applicants may be accepted as 'registered students' of the N.S.W. University of Technology if they hold a diploma from the N.S.W. Department of Technical Education or any other Technical College recognised by the University. The status of such 'registered students' shall be determined by the Professorial Board, which shall also determine whether the applicant's qualifications are sufficient for entry into the Faculty concerned.

A person who has satisfied the examination requirements for entrance to the Diploma courses of the Department of Technical Education, New South Wales may also be admitted as a 'registered student'. This provision shall not apply to examinations held later than March, 1957. Full details of the relevant examination requirements are set out on pages 6 - 8 of the Handbook (1956 Session) of the Department of Technical Education.

SCHOLARSHIPS AND AWARDS.

(For further details refer to Calendar pages 82-94)

Students reading for first Degree or Diploma courses in the Faculty of Commerce are eligible to apply for Commonwealth Scholarships. They are also eligible for consideration for one of the exhibitions or bursaries awarded by the University or Bursary Endowment Board. Those interested should study carefully the information given in the University Calendar.

THE DEGREE OF B. COM. (ACCOUNTANCY).

Both the Ordinary and Honours curricula leading to the award of this Degree give a comprehensive and thorough training in Accountancy built upon a foundation of general disciplines such as Philosophy, History, English and Psychology and subjects such as Economics and Statistics which are essential to a thorough study in

the field of Commerce. The study of these General Subjects enables students to see Accountancy in proper perspective.

In the specialist field of Accountancy, the treatment of Accounting and the associated subject of Law is particularly comprehensive. Both the Ordinary and Honours curricula provide the student with an Accountancy training more than sufficient to satisfy the existing requirements of professional bodies.

However, in view of the wide range of the accountant's responsibilities to-day, these courses are designed to do more than provide a vocational training. Students are trained to think clearly and critically about Accounting concepts and aims. To this end all students are encouraged to undertake original work as a basis for the thesis compulsorily prescribed in the final year, while Honours students must attend a Seminar devoted to the discussion of advanced problems in Accounting and a critical review of Accounting aims and methods.

Within the field of Accountancy, in accordance with the special concern of this University with the application of advanced knowledge to industrial and commercial activities, considerable emphasis is placed upon the problems and methods of Management Accounting. Thus Honours students, in addition to the studies in Cost Accounting which form part of the Ordinary degree, follow an intensive course in Advanced Cost Accounting during their final year of study. Moreover, the courses in Accounting Control and Statistical Methods II have been carefully planned to complement each other and in doing so to give all students a proper understanding of the way in which Statistical and Accounting techniques can be used together as control devices. By these means all students are provided with an insight into the role of Accounting as a tool of management.

The Tables which follow set out in detail the form and structure of both the Ordinary and Honours Degree curricula.

TABLE I.B. Com. (Accountancy) Ordinary Degree.

<u>3 years course</u>		<u>Full-Time Scheme.</u>			
<u>Years.</u>	<u>Name of Subject.</u>	<u>Hours per week per term.</u>			<u>Hours per Session.</u>
		<u>1</u>	<u>2</u>	<u>3</u>	
I	Descriptive Economics	2	2	2	68
	Economics I	2	2	2	68
	Accounting I	4	4	4	136
	Statistical Method I	2	2	2	68
	Logic	1	1	1	34
	English <u>or</u> History	2	2	2	68
	Psychology I (Commerce)	2	2	2	68
	<u>Total:</u>	15	15	15	510
II	Economics II	2	2	2	68
	Economics III	2	2	2	68
	Accounting II	4	4	4	136
	Taxation	2	2	2	68
	Business Finance	2	2	2	68
	Law I	1	1	1	34
	Accounting Control	1	1	1	34
	Statistical Method II	1	1	1	34
	<u>Total:</u>	15	15	15	510
III*	Accounting III	4	4	4	136
	Accounting IV	3	3	3	102
	Auditing	2	2	2	68
	Law II	1	1	1	34
	Law III	2	2	2	68
	Scientific Method	1	1	1	34
	Option(1)	2	2	2	68
	<u>Total:</u>	15	15	15	510
<u>Total: 1530</u>					

*Short (5,000 words) thesis to be planned and written in this year.

(1) One from the following list:

Economics IV; Psychology II (Commerce); Science I; Production; Marketing; Humanities; Government; Geography.

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TABLE II
B. Com. (Accountancy) Ordinary Degree.

<u>5 year course</u>		<u>Part-Time Scheme.</u>			
<u>Years.</u>	<u>Name of Subject.</u>	<u>Hours per week per term.</u>			<u>Hours per Session.</u>
		<u>1</u>	<u>2</u>	<u>3</u>	
I	Descriptive Economics	2	2	2	68
	Accounting I	4	4	4	136
	Logic	1	1	1	34
	English <u>or</u> History	2	2	2	68
	<u>Total:</u>	9	9	9	306
II	Economics I	2	2	2	68
	Accounting II	4	4	4	136
	Statistical Method I	2	2	2	68
	Law I	1	1	1	34
	<u>Total:</u>	9	9	9	306
III	Economics II	2	2	2	68
	Accounting III	4	4	4	136
	Law II	1	1	1	34
	Law III	2	2	2	68
	<u>Total:</u>	9	9	9	306
IV*	Economics III	2	2	2	68
	Accounting IV	3	3	3	102
	Taxation	2	2	2	68
	Psychology I (Commerce)	2	2	2	68
	<u>Total:</u>	9	9	9	306
V	Auditing	2	2	2	68
	Accounting Control	1	1	1	34
	Statistical Method II	1	1	1	34
	Business Finance	2	2	2	68
	Scientific Method	1	1	1	34
	Option(1)	2	2	2	68
	<u>Total:</u>	9	9	9	306
					<u>Total:</u> <u>1530</u>

* Short (5,000 words) thesis to be planned and written in this year for presentation in the final year.

(1) One from the following list:

Economics IV; Psychology II (Commerce); Science I;
 Production; Marketing; Humanities; Government; Geography.

TABLE III.B. Com. (Accountancy) Honours Degree.

<u>4 year course</u>		<u>Full Time Scheme.</u>			
<u>Year.</u>	<u>Name of Subject</u>	<u>Hours per week per term.</u>			<u>Hours per Session.</u>
		<u>1</u>	<u>2</u>	<u>3</u>	
I	Descriptive Economics	2	2	2	68
	Economics I	2	2	2	68
	Accounting I	4	4	4	136
	Statistical Method I	2	2	2	68
	Psychology I (Commerce)	2	2	2	68
	Logic	1	1	1	34
	English <u>or</u> History	2	2	2	68
	<u>Total:</u>	15	15	15	510
II	Economics II	2	2	2	68
	Accounting II	4	4	4	136
	Taxation	2	2	2	68
	Accounting Control	1	1	1	34
	Law I	1	1	1	34
	Option(1)	2	2	2	68
	<u>Total:</u>	12	12	12	408
III*	Economics III	2	2	2	68
	Accounting III	4	4	4	136
	Accounting IV	3	3	3	102
	Auditing	2	2	2	68
	Law II and III	3	3	3	102
	<u>Total:</u>	14	14	14	476
IV	Advanced Cost Accounting	3	3	3	102
	Business Finance	2	2	2	68
	Production <u>or</u> Marketing	2	2	2	68
	Statistical Method II	1	1	1	34
	Seminar in Accounting	1	1	1	34
	Economics IV	2	2	2	68
	Scientific Method	1	1	1	34
	<u>Total:</u>	12	12	12	408
					<u>Total: 1802</u>

* Short (5,000 words) thesis to be planned and written in this year for presentation in the final year.

- (1) One from the following list:
 Psychology II (Commerce); Science I; Humanities; Production;
 Marketing; Government; Geography.

TABLE IV.

B. Com. (Accountancy) Honours Degree.

6 year course		Part-Time Scheme.			
Year.	Name of Subject.	Hours per week per term.			Hours per Session.
		1	2	3	
I	Descriptive Economics	2	2	2	68
	Accounting I	4	4	4	136
	Logic	1	1	1	34
	English <u>or</u> History	2	2	2	68
	<u>Total:</u>	9	9	9	306
II	Economics I	2	2	2	68
	Accounting II	4	4	4	136
	Statistical Method I	2	2	2	68
	Law I	1	1	1	34
	<u>Total:</u>	9	9	9	306
III	Economics II	2	2	2	68
	Accounting III	4	4	4	136
	Law II	1	1	1	34
	Law III	2	2	2	68
	<u>Total:</u>	9	9	9	306
IV	Economics III	2	2	2	68
	Accounting IV	3	3	3	102
	Auditing	2	2	2	68
	Taxation	2	2	2	68
	<u>Total:</u>	9	9	9	306
*V	Economics IV	2	2	2	68
	Psychology I (Commerce)	2	2	2	68
	Statistical Method II	1	1	1	34
	Accounting Control	1	1	1	34
	Production <u>or</u> Marketing	2	2	2	68
	<u>Total:</u>	8	8	8	272
VI	Advanced Cost Accounting	3	3	3	102
	Business Finance	2	2	2	68
	Seminar in Accounting	1	1	1	34
	Scientific Method	1	1	1	34
	Option (1)	2	2	2	68
	<u>Total:</u>	9	9	9	306
<u>Total:</u>					1802

*Short (5,000 words) thesis to be planned and written in this year for presentation in the final year.

(1) Options one from the following list:

Psychology II (Commerce); Science I; Humanities; Production; Marketing; Government; Geography.

TABLE V.Conversion B. Com. (Accountancy) Course⁽¹⁾.2 years part-time study.

<u>Year.</u>	<u>Name of Subject.</u>	<u>Hours per week per term.</u>			<u>Total.</u>
		<u>1</u>	<u>2</u>	<u>3</u>	
I	Economics II	2	2	2	68
	Economics III	2	2	2	68
	Logic	1	1	1	34
	English <u>or</u> History	2	2	2	68
	Statistical Method I	2	2	2	68
<u>Total:</u>		9	9	9	306
*II	Business Finance	2	2	2	68
	Accounting Control	1	1	1	34
	Accounting Seminar	1	1	1	34
	Scientific Method	1	1	1	34
	*Option	2	2	2	68
<u>Total:</u>		7	7	7	238

*Option: one of the following:

Economics IV
 Psychology I (Commerce)
 Production
 Marketing
 Science I
 Humanities
 Government.

(1) Students are exempt from the remaining courses in the B. Com. (Accountancy) Pass Degree.

* Short (5,000 words) thesis to be planned and written in this year.

THE DEGREE OF B. COM. (ECONOMICS).

The demand for persons trained in the methods of economic analysis is considerable. Moreover, it continues to grow. This is not merely because the study of economics gives an understanding of the workings of modern society and develops the habit of rigorous analysis, though both these consequences are of considerable general educational value. It is largely because, in recent years, not only the public service but also commercial, financial, and industrial concerns have found it much to their benefit to employ economists in a professional capacity and to encourage their promising young executives to acquire a training in the methods of economic analysis. Both the Ordinary and Honours curricula of the B. Com. (Economics) are designed to meet these needs by making it possible for a training in economics to be combined with the study of such liberal disciplines as Philosophy, History, English, and Psychology, and such essential commercial subjects as Accounting, Statistics, and Commercial Law.

The study of Economics itself is based upon a firm foundation of economic theory which is built up partly in those courses which are taken by all students reading for the B. Com., and partly in the additional specialist courses. In the selection of these specialist courses as much latitude as possible will be given to the individual student. The student's choice, however, must be made from a list of courses offered by the School of Economics. Moreover, it must be approved by the Head of the School.

The application of advanced knowledge in the fields of industry and commerce is a special concern of the N.S.W. University of Technology. In accordance with this, particular emphasis in the teaching of Economics is placed upon the application of the principles of economic analysis to problems of policy - both public and private. Students are encouraged to undertake original investigations as a basis for their compulsory thesis. Moreover, they are required to attend and participate in a Seminar in Contemporary Economic Problems. In this way the student acquires an understanding of the methods and limitations of applied economics and receives training in employing the tools of analysis developed by the economic theory.

The details of the Ordinary and Honours curricula in the B. Com. (Economics) are fully set out in the tables on pages 18-21. These tables are common to the courses leading to the B. Com. (Statistics) and the B. Com. (Applied Psychology).

THE DEGREE OF B. COM. (STATISTICS).

The work of the economic statistician is complementary to that of the theoretical and applied economist. It is also of direct use to the public service and to financial, commercial, and industrial enterprises. In consequence the demand for properly trained economic statisticians is increasing more rapidly than the supply. The purpose of the course leading to the award of B. Com. (Statistics) is to train graduates capable of meeting this growing demand.

The broad outline of the course is similar to that of the courses leading to the award of the B. Com. (Economics). The student follows a curriculum which includes the general subjects of Philosophy, English, History, and Psychology and the more specifically commercial subjects of Economics and Accountancy. He is also required to complete the two courses in Statistical Method which form part of all the B. Com. curricula. On this foundation he is then able to develop a more comprehensive degree of specialisation in Statistics.

The foundation of the further study of Statistics is an intensive training in the logical bases of more advanced statistical analysis. This is built upon the prior study of Mathematics. In developing this Statistical training considerable emphasis is placed upon the actual application of advanced techniques to economic, industrial and commercial problems. All students are required to submit a short thesis upon a subject either involving statistical enquiry or dealing with the methods of statistical analysis. Similarly all students are required to attend a Seminar in Statistical Problems. By these means students are given a thorough training not only in the theory of advanced statistical methods but in their application to the types of problem encountered in the public service, industry and commerce.

Students reading for the Degree of B. Com. (Statistics) like those reading for the B. Com. (Economics) are required to choose their special subjects from a list offered by the Head of the School of Economics. Though as much latitude as possible will be given to students in making their choice, the subjects chosen must be approved by the Head of the School.

The details of the Ordinary and Honours curricula for the B. Com. (Statistics) are fully set out in the tables on pages 18-21.

THE DEGREE OF B. COM. (APPLIED PSYCHOLOGY).

There are two main trends in modern business - the development of long-range, systematic economic planning and the growing recognition of the importance of human and industrial relations. It is appreciated by administrators and managers in commerce, industry and the public service that the economic and social objectives of an enterprise cannot be realised independently of one another, and that the people who form the organisation are among its more important capital resources. The demand for persons with a broad training in both economics and applied psychology is considerable, and is increasing year by year.

The B. Com. (Applied Psychology) degree course at both the Ordinary and Honours level is designed to provide specialist training in economics, together with a theoretical training in individual and group psychology and the skills and techniques used in applying psychology to personnel problems in industry, commerce and the public service. The first two courses in psychology are aimed at giving the student a firm foundation of psychological theory, an appreciation of the application of scientific method to the social sciences and some skill in psychological assessment and measurement techniques.

In later stages of the course a detailed study will be made of personality development and group behaviour, particularly as they are related to personnel problems arising in the work situation. Industrial relations, personnel management and the human relations problems of management and industrial conflict will be included in the more advanced stages of the course. Students will be encouraged to undertake field work, and each student will be expected to present a thesis describing an investigation carried out in a commercial or industrial setting.

The details of the Ordinary and Honours curricula of the B. Com. (Applied Psychology) are set out in the tables on pages 18-21 inclusive. These tables are common to the courses leading to the B. Com. (Economics) and B. Com. (Statistics).

TABLE VI.

B. Com. (Economics or Statistics or Applied Psychology) Ordinary Degree.

Year.	3 year course Name of Subject.	Full-Time Scheme. Hours per week per term.			Total.
		1	2	3	
I	Economics I	2	2	2	68
	Descriptive Economics	2	2	2	68
	Psychology I (Commerce)	2	2	2	68
	Accounting I	4	4	4	136
	Logic	1	1	1	34
	English or History	2	2	2	68
	Total:	13	13	13	442
II	*Economics II and III	4	4	4	136
	Special Subjects 1 and 2 ⁽²⁾	4	4	4	136
	Statistical Method I	2	2	2	68
	Option ⁽¹⁾	2	2	2	68
	Total:	12	12	12	408
III	Economics IV plus)	3	3	3	102
	Seminar in contemporary)				
	Economic Problems)				
	Special Subjects 3 and 4	4	4	4	136
	Scientific Method	1	1	1	34
	Statistical Method II	1	1	1	34
	Accounting Control	1	1	1	34
	Seminar in Specialisation	1	1	1	34
	Total:	11	11	11	374
				Total:	1224

(1) Options-one of the following:

Business Finance
Production
Marketing
Law

Psychology II (Commerce)
Science I
Humanities
Psychology II (Education)

* Short (5,000 words) thesis in special subject to be prepared in this year.

(2) Intending teachers may be permitted to take Geography I and II (if available).

TABLE VII.B. Com. (Economics or Statistics or Applied Psychology) Ordinary Degree.

<u>5 year course</u>		<u>Part-Time Scheme.</u>			<u>Total.</u>
<u>Year.</u>	<u>Name of Subject.</u>	<u>Hours per week per term.</u>			
		<u>1</u>	<u>2</u>	<u>3</u>	
I	Descriptive Economics	2	2	2	68
	Accounting I	4	4	4	136
	Logic	1	1	1	34
	English <u>or</u> History	2	2	2	68
	<u>Total:</u>	9	9	9	306
II	Economics I	2	2	2	68
	Statistical Method I	2	2	2	68
	Psychology I (Commerce)	2	2	2	68
	Scientific Method	1	1	1	34
	<u>Total:</u>	7	7	7	238
III	Economics II	2	2	2	68
	Statistical Method II	1	1	1	34
	Accounting Control	1	1	1	34
	Option(1)	2	2	2	68
	Special Subject 1. (2)	2	2	2	68
	<u>Total:</u>	8	8	8	272
IV	*Economics III	2	2	2	68
	Special Subject 2. (2)	2	2	2	68
	Special Subject 3.	2	2	2	68
	<u>Total:</u>	6	6	6	204
V	Economics IV	2	2	2	68
	Special Subject 4.	2	2	2	68
	Seminar in Specialisation	1	1	1	34
	Seminar in Contemporary Economic Problems.	1	1	1	34
	<u>Total:</u>	6	6	6	204
<u>Total: 1224</u>					

(1) Options - one of the following:

Business Finance; Production; Marketing; Law; Government;
 Psychology II (Commerce); Science I; Humanities;
 Psychology II (Education).

(2) Intending teachers may be permitted to take Geography I and II (if available).

*Short (5,000 words) thesis in special subject to be prepared in this year.

TABLE VIII.

B. Com. (Honours) in Economics or Statistics or Applied Psychology.

<u>4 year course</u>		<u>Full-Time Scheme.</u>			<u>Total.</u>
<u>Year.</u>	<u>Name of Subject.</u>	<u>Hours per week per term.</u>			
		<u>1</u>	<u>2</u>	<u>3</u>	
I	Descriptive Economics	2	2	2	68
	Economics I	2	2	2	68
	Accounting I	4	4	4	136
	Psychology I (Commerce)	2	2	2	68
	Logic	1	1	1	34
	English <u>or</u> History	2	2	2	68
	<u>Total :</u>	13	13	13	442
II	Economics II	2	2	2	68
	Statistical Method I	2	2	2	68
	Law I	1	1	1	34
	Business Finance ⁽⁴⁾	2	2	2	68
	Special Subject 1 ⁽³⁾	2	2	2	68
	Option I ⁽²⁾	2	2	2	68
	<u>Total :</u>	11	11	11	374
III	(1) Economics III	2	2	2	68
	Statistical Method II	1	1	1	34
	Accounting Control	1	1	1	34
	Special Subject 2 ⁽³⁾	2	2	2	68
	Special Subject 3	2	2	2	68
	Law II	1	1	1	34
	Option II ⁽²⁾	2	2	2	68
	<u>Total :</u>	11	11	11	374
IV	Economics IV	2	2	2	68
	Production <u>or</u> Marketing ⁽⁴⁾	2	2	2	68
	Special Subject 4	2	2	2	68
	Special Subject 5	3	3	3	102
	Seminar in Special Subjects	1	1	1	34
	Seminar in Economic Problems	1	1	1	34
	Scientific Method.	1	1	1	34
	<u>Total :</u>	12	12	12	408
<u>Total : 1598</u>					

(1) Thesis (5,000 words) to be prepared in this year.

(2) Options - one of the following:

Business Finance; Production; Marketing; Psychology II (Commerce); Government; Science; Humanities; Psychology II (Education); Law.

(3) Intending teachers may be permitted to take Geography I and II (if available).

(4) Options.

TABLE IX.B. Com. (Honours) in Economics or Statistics or Applied Psychology.

6 year course		Part Time Scheme			
Year.	Name of Subject.	Hours per week per term.			Total
		1	2	3	
I	Descriptive Economics	2	2	2	68
	Accounting I	4	4	4	136
	Logic	1	1	1	34
	English <u>or</u> History	2	2	2	68
	<u>Total:</u>	9	9	9	3
II	Economics I	2	2	2	68
	Statistical Method I	2	2	2	68
	Psychology I (Commerce)	2	2	2	68
	Law I	1	1	1	34
	<u>Total:</u>	7	7	7	2
III	Economics II	2	2	2	68
	Accounting Control	1	1	1	34
	Law II	1	1	1	34
	Statistical Method II	1	1	1	34
	Option 1 (2)	2	2	2	68
	<u>Total:</u>	7	7	7	2
IV	Economics III	2	2	2	68
	Special Subject I	2	2	2	68
	Production <u>or</u> Marketing (2)	2	2	2	68
	Option II (2)	2	2	2	68
	<u>Total:</u>	8	8	8	2
V	(1) Economics IV	2	2	2	68
	Business Finance (2)	2	2	2	68
	Special Subjects 2 (3) & 3	4	4	4	136
	<u>Total:</u>	8	8	8	2
VI	Special Subject 4	2	2	2	68
	Special Subject 5	3	3	3	102
	Seminar in Specialisation	1	1	1	34
	Seminar in Economic Problems	1	1	1	34
	Scientific Method	1	1	1	34
	<u>Total:</u>	8	8	8	2
<u>Total</u> 15					

(1) Thesis (5,000 words) to be prepared and written in this year.

(2) Options as at Table VIII.

(3) Intending teachers may be permitted to take Geography I and II (if available).

ATTENDANCE AT LECTURES, TUTORIALS, ETC.

Candidates for the Degree of Bachelor of Commerce must attend lectures in each subject of their course. They must also attend the tutorials which are given in each of the principal subjects. Where a student absents himself or herself from lectures or tutorials he should make application to the Head of the School for leave of absence.

From time to time students are required to submit essays and exercises. Moreover, each student must, during his course of study, submit a short (5,000 word) thesis upon a subject chosen by him and approved by the Head of the School in which he is specialising. This thesis, together with the standard maintained in other written work, will be taken into account in assessing the student's results. Failure to submit written work as required from time to time may result in exclusion from the Annual Examinations; so too may failure to attend prescribed lectures and tutorials.

Students who for illness or other reasons are unable to attend lectures or tutorials or complete written assignments should inform the Head of the School concerned.

COMPULSORY ATTENDANCE AT CLASSES.

In the Degree courses set out on the following pages no part-time student is required to attend the University on more than three evenings a week during term. The hours of compulsory attendance at lectures and tutorials do not, therefore, exceed nine per week.

For full-time students the maximum hours of compulsory attendance at lectures and tutorials do not exceed fifteen per week.

All lectures will be given at Kensington. Evening lectures will be delivered between 6 p.m. and 9 p.m.

LIBRARY.

Library facilities are available for commerce students in the main building of the University at Kensington.

The Library provides a reference and lending service. It is open during both the day and the evening. It possesses a very comprehensive collection of journals of which students are urged to take full advantage.

SYLLABI OF INDIVIDUAL COURSES.INTRODUCTION

The following notes are designed to give a broad indication of the contents of the courses included in the proposed curricula, under the undermentioned headings:-

- | | |
|------------------------|----------------|
| (a) Accountancy | (d) Law |
| (b) Economics | (e) Commerce |
| (c) Statistical Method | (f) Psychology |
| | (g) Humanities |

(a) ACCOUNTANCY

Accounting I. 2 hours lecture - 2 hours tutorial weekly.

This course, which will be common to all commerce courses, aims to define the purpose and functions of accounting; to show the applications of accounting principles and how accounting data may be used by management. The course is in three sections, (a) basic theory; (b) application of principles; (c) comprehension of accounting data and reports.

Accounting II. 2 hours lecture - 2 hours tutorial weekly.

This is a course in financial accounting and deals especially with accounting records on an historical basis as distinct from industrial and cost accounting. It covers accounting method as applied to the accounts of sole traders and partnerships, joint ventures, branches, pastoral and rural enterprises, unsystematised (single entry) recording, deceased estates, fire losses and loss of profits insurance, and accounting for commodity stocks.

Accounting III. 2 hours lecture - 2 hours tutorial weekly.

This course covers all aspects of Accounting for companies, including company formation, reconstructions, mergers and liquidations; debentures; receiverships; published accounts and reports of companies; mining, insurance and banking companies; holding companies and group accounts; provisions, reserves, reserve funds and secret reserves; the double account system; accounts of trustees and bankrupt estates; hire purchase and instalment purchase accounting; valuation of shares and goodwill; depreciation accounting; the impact of price level changes on conventional accounting methods.

Accounting IV. 2 hours lecture - 1 hour tutorial weekly.

This is a general course in Management Accounting and includes:-

Analysis and Interpretation of Financial and Operating Statements.

Ratio analysis - Balance Sheet Ratios - Revenue Statement Ratios - Balance Sheet and Revenue Statement Ratios - Trends and structural relationships - Reports for Management.

Introduction to Cost Accounting.

The evolution of managerial and industrial accounting - comparison of financial and cost records - the elements of cost - manufacturing statements - percentage analysis - unit costs - accounting for materials, labour, and expense - integration of financial and cost records.

Cost Systems.

Job costing - builders and contractors costs - process costs - by-products and joint products - standard costs.

Cost Analysis.

The relation between costs and prices - effect of volume on cost - capacity factors - break-even analysis - profit control charts - differential costs.

Budgets and Budgeting.

The principles of budgeting - types of budget - preparation of budgets - budgetary installation and budgetary control.
Accounting aspects of the Commonwealth and State Budgets.

Accounting Systems.

Planning the accounting system - classification in accounting - the chart of accounts - the accounting manual - mechanised accounting - accounting machines - punched card systems, electronic data processing.

Advanced Cost Accounting. $1\frac{1}{2}$ hours lecture - $1\frac{1}{2}$ hours tutorial weekly.
(Prerequisite - Accounting IV)

This course is designed to give an intensive coverage of the principles and applications of cost accounting and budgeting particularly as applying to industrial organisations. It includes advanced standard costing, preparation of cost statements and reports, classification and analysis of expenditure, direct or marginal costing, differential costing, profit control and break-even analysis, uniform costing, incentive systems; estimation of cost. Developments in Cost Accounting.

Accounting Control. 1 hour lecture weekly.

This course will be integrated with Statistical Method II, and will include the preparation and administration of budgets, the design and maintenance of efficient accounting systems for managerial control; the control of costs or expenses through the use of accounts and standards; stock control, materials and stores control, decisions whether to make or buy; costing control, fixed asset control and control of capital investment; internal control, profit planning and control.

Auditing. 1 lecture of 2 hours weekly.

This course will be integrated with accounting where practicable and will cover the principles of auditing, ethics of the profession, auditing standards and procedures, audit programmes, investigations, reports, applications of auditing principles in verification of financial statements, internal auditing and control, and trends and developments in the profession.

Taxation Law and Practice. 1 lecture of 2 hours weekly.

A detailed study of the Commonwealth Income Tax and Social Service Contribution Act and the Commonwealth Income Tax and Social Service Contribution Assessment Act, general principles of Sales Tax legislation, and Pay-roll Tax.

(b) ECONOMICS

Descriptive Economics. 2 hours per week.

The organisation and operation of the Australian economy.
The course will begin by studying the factor endowment of Australia

in terms of human resources (labour), mineral and agricultural resources (land) and the results of past economic activity (capital). It will then proceed, via the Australian national income, to consider particular sectors of the economy and the operation of public and private economic institutions. Major attention will be paid to Australia's dependence on international trade.

Economics I. 2 hours per week (including tutorials).

A broad survey of the subject matter of Economics. Contents include the economic problem and resource allocation; the national income and the national income accounts; a sketch of elementary employment theory; money and banking; and an outline of business cycle problems and problems of growth.

Economics II. 2 hours per week (including tutorials).

The theories of demand and production. Prices in different market situations. Government policy and its impact on the behaviour of the firm. The social control of industry.

Economics III. 2 hours per week (including tutorials)

The savings and investment analysis. Money, interest rates, and prices. The Business Cycle in its domestic and international aspects. Problems of growth. Problems of full employment. The role of fiscal policy, monetary policy, money wage changes, and exchange manipulation.

Economics IV. 2 hours per week (including tutorials)

Part I: One hour per week: International Economics.

The theory of international value. The Balance of Payments and the mechanism of adjustment. The determination of the composition and volume of world trade. International monetary problems and international commercial policies.

Part II: One hour per week: The Economics of Labour.

The problem of wage determination. Methods of solution adopted in Australia. The functions and powers of Australian industrial authorities. The Arbitration Court. Comparison with practice in U.K. and U.S.A. Methods of payment and incentives. Labour legislation and workers' compensation. The attitude of the labour movement.

(c) STATISTICAL METHOD

Statistical Method I. 2 hours per week (including tutorials).

Statistics as a scientific method of economic study. Methods of collecting data and its presentation. Graphs, averages; dispersion and skewness; frequency distributions. Correlation analysis and regression. Curve fitting. Elementary theory of probability and sampling. Significance tests. Analysis of time series. Index numbers. Australian statistical sources.

Statistical Method II. 2 hours per week.

Methods of market and marketing research. Quality and quantity control. Application of statistical methods to commercial and industrial problems.

(d) LAW

Law I. 1 hour lecture weekly.

Law in Society - Sources of the law, the elements of jurisprudence, principles of constitutional law - general principles of the law of contract, sale of goods, and principal and agent; hire purchase, bailments, common carriers, and personal property.

Law II. 1 hour lecture weekly.

The law relating to guarantees and securities, negotiable instruments, partnerships, deceased estates, trustees, insurance, landlord and tenant, and Commercial arbitration.

Law III. 2 lectures of one hour each weekly.

This course will involve a detailed study of the Companies Act (N.S.W.) 1936 with special reference to incorporation, management and administration, share capital, borrowing, and winding-up. It will also include a study of the Bankruptcy Act 1924-1928 with particular reference to the Federal Bankruptcy Courts, proceedings in connection with sequestration, administration of property, trustees, discharge of bankrupt.

Business Finance. 1 lecture of 2 hours weekly.

This course will be concerned in part with short and long term finance from external sources and financing by retention of earnings. Attention will also be given to problems of obtaining funds for the launching of new enterprises with special reference to the provision of adequate working capital, market consideration - share, debenture and note issue rights, reserve and dividend policies - influence of prevailing business conditions - gearing etc.

Production. 1 lecture of 2 hours weekly.

This course is designed to familiarise non-technical students with production processes and organisation, works lay-out, production planning and control, incentive schemes and time and motion study. It will be integrated as far as possible with Cost Accounting.

Marketing. 1 lecture of 2 hours weekly.

This course is designed to acquaint students with the problems associated with the distribution of the product. It will cover the analysis of these problems; the importance of the consumer in making marketing decisions, market research, channels of distribution, merchandising, sales promotion and price policies, etc.

(f) PSYCHOLOGY

Psychology I. 2 hours per week.

This course is a general introduction to Psychology, with special emphasis on individual differences, perception and motivation. It includes biological and social determinants of behaviour, personality development, motivation, ability, perception, thinking, learning, memory, vocational adjustment, marital adjustment and adjustment to age.

Practical work will illustrate the theory.

Psychology II. 2 hours per week.

This course involves a study of the individual worker and the organisations in which he works. It is concerned with the study of job success and failure, job satisfaction and dissatisfaction, industrial motivation, employer-employee relations, acquisition of job skill, conditions affecting job efficiency and the like.

These will be the subject of both theory and practical work.

(g) HUMANITIES

It is a distinguishing characteristic of the New South Wales University of Technology that all students are required to study certain general subjects such as English, History and Psychology. These courses are designed to broaden the experience and interests of students and thus assist them to take their place in contemporary affairs for which they are otherwise qualified.

The Humanities courses will comprise Logic and Scientific Method, English and History. Students may elect to take an additional Humanities subject.

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Main
Building

