

FACULTY OF COMMERCE

1966 HANDBOOK



THE UNIVERSITY OF NEW SOUTH WALES

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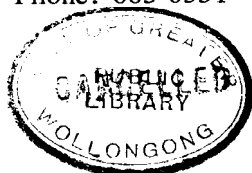
FACULTY OF COMMERCE
1966 HANDBOOK



THE UNIVERSITY OF NEW SOUTH WALES

P.O. Box 1, Kensington, N.S.W.

Phone: 663-0351



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* Conditions for this award were amended in 1965.

A MESSAGE FROM THE DEAN

Since its foundation over a decade ago, the Faculty of Commerce has seen many changes in its organization and in its course structures. Student numbers have continued to grow at both the undergraduate and postgraduate levels, posing pressing staff and accommodation problems. This latter was greatly alleviated when the Faculty took up occupancy of the new Commerce building on the upper campus late last year. Located adjacent to the new Library, the Faculty of Arts, the "Central" Lecture Theatre Complex, and the Chancellery, we are now in the very centre of things with attendant improved facilities. Be that as it may, the onus rests on the student to use these facilities to advantage, otherwise the gains envisaged will become negligible. In particular, I refer to the proximity of the new Library and the greater amenities it now offers. The importance of reading in preparation for lectures cannot be over-emphasised just as it is essential to cultivate the habit of consulting prescribed reference books. Another matter of importance, I would stress, is the need for regular attendance at tutorials and active participation therein.

The trend of increasing numbers seeking admission to the honours degree courses continues and at the end of 1965 a record number of honours candidates qualified for graduation. It is worthy of note also that the proportion of full-time students is increasing significantly from year to year.

In view of the foregoing, this Faculty seems assured of a most interesting and eventful future.

E. B. Smyth,
DEAN.

CALENDAR OF DATES FOR 1966

Term 1: March 7 to May 21

Term 2: June 6 to August 13

Term 3: September 5 to November 5

January—

Monday 24	Last day for acceptance of applications to enrol by new students and students repeating first year.
Monday 24 to Saturday, February 5 ..	Deferred examinations—all courses.
Monday 31	Australia Day—Public Holiday.

February—

Monday 21	Enrolment week commences for new first year students.
Monday 28	Enrolment week commences for all students re-enrolling.

March—

Monday 7	First term commences.
Friday 18	Last day for acceptance of enrolments—new students (late fee applies).
Thursday 31	Last day for acceptance of enrolments—students re-enrolling (late fee applies).

April—

Friday 8 to Monday 11	Easter Holidays.
Monday 25	Anzac Day—Public Holiday.
Friday 29	Graduation Ceremony—Faculty of Commerce.

May—

Saturday 21	First term ends.
Monday 23 to Saturday, June 4	Vacation (2 weeks).

June—

Monday 6	Second term commences.
Monday 13	Queen's Birthday—Public Holiday.

July—

Tuesday 5	Foundation Day.
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August—

Friday 12	Last day for acceptance of applications for examinations — 30-week courses.
Saturday 13	Second term ends.
Monday 15 to Saturday, September 3	Vacation (3 weeks).

September—

Monday 5	Third term commences.
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October—

Monday 3	Six-Hour Day—Public Holiday.
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November—

Saturday 5	Third term ends.
Saturday 12 to Saturday, December 3	Annual examinations.

1967

January—

Monday 23 to Saturday, February 4	Deferred examinations.
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February—

Monday 20	Enrolment week commences for new first year students.
Monday 27	Enrolment week commences for students re-enrolling.

March—

Monday 6	First term commences.
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FACULTY OF COMMERCE STAFF

Dean and Chairman

Professor E. B. Smyth

Clerk

Miss E. Hing, BEc Syd.

SCHOOL OF ACCOUNTANCY

Professor of Accountancy and Head of School

E. B. Smyth, ASTC, FASA, FCAA, ACIS

Visiting Professor of Accountancy

W. E. Stone, PhD Penn., CPA

Associate Professor of Accountancy

W. J. McK. Stewart, BA, BCom Melb., AASA, FCAA

Executive Assistant to Head of School

G. Howitt, BEc Syd., ASTC, AASA, ACAA, ACIS

Senior Lecturers

C. R. Airey, BA BEc BSc DipEd Syd., FASA

R. L. Bowra, LLB Syd., ACA

W. L. Burke, BA BEc Syd., ACIS, FASA

R. G. Dryen, FASA, FCAA

A. A. Forster, FCA, FCIS

A. W. Lacey, LLB Syd., PhD Lond., MBSC

L. N. Lee, BA BCom Qld., AAUQ, AASA, ACIS

L. A. McPherson, AASA, ACIS

Lecturers

G. N. Bowles, BEc Syd., AASA, ACAA.

J. Dixon, BEc Adel., AASA, ACAA

G. Howitt, BEc Syd., ASTC, AASA, ACAA, ACIS

V. M. Levy, BEc Syd., AASA, ACIS

R. H. Lindstrom, BE Syd., BCom N.S.W. (Acting)

S. J. Willmott, BCom BEc Qld., MA(BusAdmin) Georgia, AASA, AAUQ

Associate Lecturer

K. E. Osborne, BCom N.S.W., AASA, ACAA

Part-time Lecturer

A. R. Castan, BA LLB Melb., LLM Harv.

Senior Tutor

Joan V. Davis, BCom Melb., AASA

Tutor

R. L. Neufeld, BCom Well., ARANZ

Research Assistant

Mrs. Nina Kingston, DipCom Syd., AASA

SCHOOL OF ECONOMICS

*Professor of Economics and Head of School*J. W. Nevile, BA *W. Aust.*, MA PhD *Calif.**Research Professor of Economics*M. C. Kemp, BCom MA *Melb.*, PhD *Johns H.**Visiting Professor of Economics*M. McManus, BCom PhD *Birm.**Senior Lecturers*J. Child, BCom MA *N.Z.*, DPhil *Oxon.*Z. M. Kubinski, MA *Leeds*D. M. Lamberton, BEc *Syd.*, DPhil *Oxon.* (on leave 1966)R. A. Layton, MEc *Syd.*G. D. McColl, MSc(Econ) *Lond.*, AASAK. D. Rivett, MA PhD *Melb.*Sheila I. Rowley, MA *W. Aust.*, MSc PhD *N. Carolina*N. Runcie, BEc *Syd.*, PhD *Lond.*D. J. Stalley, MEc *Adel.*, AUA (on leave 1966)*Lecturers*G. J. Abbott, BEc DipEd *Syd.*, BEd *Melb.*, MA *Manit.*G. W. Ford, BA DipEd *Syd.*, MA(Econ) *U.C.L.A.*I. Gordijew, BEc *Syd.**Associate Lecturer*L. L. F. Wegge, LicEconWet GradActWet *Louvain*, PhD *M.I.T.**Part-time Lecturer*D. Thomson, BA LLB *W. Aust.**Post-Doctoral Fellow*Ken-ichi Inada, BSc *Tokyo**Senior Tutors*D. J. Collins, BCom *Birm.*A. J. Fitzgibbon, BCom *N.S.W.**Tutors*D. R. Arrowsmith, BA *Melb.*F. W. Gould, BA *Lond.*J. R. Niland, BCom *N.S.W.*E. R. Sowe, BEc *Syd.**Teaching Fellow*T. J. Phillips, BCom *N.S.W.**Research Assistant*Nancy Smith, BA *N.E.*

SCHOOL OF APPLIED PSYCHOLOGY*

*Professor of Applied Psychology and Head of School*J. F. Clark, MA, BSc, DipEd *Syd.*, PhD *Lond.*

* See footnote to next page.

SCHOOL OF WOOL TECHNOLOGY*

Professor of Wool Technology and Head of School

P. R. McMahon, MAgrSc N.Z., PhD Leeds, ARIC ARACI

Senior Lecturer

K. J. Whiteley, BSc N.S.W., PhD Leeds, MAIAS

Lecturer

C. L. Goldstone, BAgSc N.Z., RCA (N.Z.), MAIAS

Senior Instructor

J. R. Paynter

SCHOOL OF BUSINESS ADMINISTRATION

Professor of Business Administration and Head of School

N. R. Wills, BEc MSc Syd., FRGS (Lond.)

Lecturers

D. G. Graham, BE N.S.W.

A. K. Weinstein, BScEcon Penn., MBA Col.

Senior Tutor

D. Chapman, MCom Cape T.

Part-time Lecturers

B. Scott, BEc Syd., DBA Harv.

J. Walton, BEc Syd., MBA Stan.

J. Wolfensohn, BA LLB Syd., MBA Harv.

SCHOOL OF HOSPITAL ADMINISTRATION

Professor of Hospital Administration and Head of School

J. R. Griffith, MA BLitt Oxon., FHA

Senior Lecturer

R. C. Gillam, BA Syd., LittB, DipEdAdmin N.E.

Lecturers

C. Grant, MA Oxon.

A. J. Pekin, BCom Melb., MA(HospAdmin) Iowa, AHA

W. J. Penfold, BA Melb., LLB N.Z.

DEPARTMENT OF MARKETING

Professor of Marketing and Head of Department

J. B. Schneider, PhB MA Chic., PhD Calif.

* The names of other members of the staff of these Schools are listed in the *University Calendar*.

ACCOUNTANCY ADVISORY PANEL

- G. Bottrill, FCAA, *Director Finance, Philips Industries.*
- S. R. Brown, LLB Syd., FCA, *Chartered Accountant.*
- C. J. Chandler, FASA, ACIS
- A. B. Cleland, BEc Syd., FCA, *Chartered Accountant.*
- F. A. Dorrian, BA Syd., *Chief Finance Officer, Commonwealth Sub-Treasury.*
- E. E. Fortescue, FCA, *Chartered Accountant.*
- J. M. Greenwood, LLB Syd., FCA, ACIS, *Chartered Accountant.*
- R. J. Hibbard, LLB Syd., AASA, ACIS, *Head of the School of Commerce and State Supervisor of Commercial Courses, Sydney Technical College.*
- C. R. Hicking, FASA, FCAA, FCIS
- H. R. Irving, FCA, ACIS, *Chartered Accountant.*
- J. W. Neville, BA W. Aust., MA PhD Calif., *Professor of Economics and Head of the School of Economics, The University of New South Wales.*
- O. H. Paton, FCA, FCAA, *Chartered Accountant.*
- D. R. Rickard, AASA, ACAA, ACIS, *Secretary, John Lysaght (Australia) Limited.*
- M. H. Rout, BA BCom Melb., ASTC, AASA, *Chief Accountant, The Electricity Commission of New South Wales.*
- T. R. Russell, BEc DipCom Syd., FASA, FCAA, FCIS, AFAIM, AMInstT, *Secretary, Email Ltd.*
- H. L. Sainsbury, AASA, FCAA, ACIS, *Director-Secretary, British Motor Corporation (Aust.) Pty. Limited.*
- E. B. Smyth, ASTC, FASA, FCAA, ACIS, *Professor of Accountancy, Head of the School of Accountancy, and Dean of the Faculty of Commerce, The University of New South Wales.*
- N. F. Stevens, BEc Syd., FCA, *Chartered Accountant.*
- W. J. McK. Stewart, BA BCom Melb., AASA, FCAA, *Associate Professor of Accountancy, The University of New South Wales.*
- N. R. Wills, BEc MSc Syd., FRGS(Lond.), *Professor of Business Administration and Head of the School of Business Administration, The University of New South Wales.*
- R. G. W. Wood, FCA, *Chartered Accountant.*
- R. K. Yorston, CBE, BCom Melb., FCA, *Chartered Accountant.*

ECONOMICS ADVISORY PANEL

- H. F. Bell, BA MCom Melb., PhD Lond., *Economist, Australian Mutual Provident Society.*
- F. W. Bowen, *General Secretary, Furnishing Trades Society.*
- A. D. Brett, *Market Research Director, Unilever (Aust.) Pty. Ltd.*
- J. M. Burnett, CBE, *Chairman and Managing Director, E.M.I. (Australia) Limited.*
- I. T. deMellow, BCom N.S.W., *Comalco Products Pty. Ltd.*
- J. M. Dixon, BEc Syd., AASA, *Assistant General Manager, Colonial Sugar Refining Co. Limited.*
- J. R. Griffith, MA BLitt Oxon., FHA, *Professor of Hospital Administration and Head of the School of Hospital Administration, The University of New South Wales.*
- R. J. Hibbard, LLB Syd., AASA, ACIS, *Head of the School of Commerce and State Supervisor of Commercial Courses, Sydney Technical College.*
- R. F. Holder, BA DipCom Birm., *Economist, Bank of New South Wales.*
- F. B. Horner, BEc Syd., PhD Lond., *Deputy Commonwealth Statistician.*
- H. Knight, MCom Melb., *Manager, Investment Department, Reserve Bank of Australia.*
- W. G. Mathieson, BEc Syd., AASA, *Auditor-General of New South Wales.*
- J. W. Nevile, BA W. Aust., MA PhD Calif., *Professor of Economics and Head of the School of Economics, The University of New South Wales.*
- A. Smith, DFC, BEc Syd., *Methods and Training Officer, The Broken Hill Proprietary Co. Limited.*
- E. B. Smyth, ASTC, FASA, FCAA, ACIS, *Professor of Accountancy, Head of the School of Accountancy, and Dean of the Faculty of Commerce, The University of New South Wales.*
- N. R. Wills, BEc MSc Syd., FRGS (Lond.), *Professor of Business Administration and Head of the School of Business Administration, The University of New South Wales.*
- N. E. M. Winckle, BCom Melb., AASA, ACIS, *Inspector, The Commercial Banking Company of Sydney Limited.*

REQUIREMENTS FOR ADMISSION

Candidates may qualify for entry to undergraduate courses by complying with the matriculation requirements set out hereunder at the New South Wales Leaving Certificate Examination, or the University of Sydney Matriculation Examination. The Qualifying and Qualifying (deferred) examinations of the Department of Technical Education are not recognised for matriculation purposes.

The New South Wales Leaving Certificate Examination is usually held in November and entries must be lodged with the Department of Education during August.

The Matriculation Examination is held in February, and applications must be lodged at the University of Sydney during the first ten days of January except by candidates who have taken the Leaving Certificate Examination in the previous November. The closing date for such candidates will be announced when the Leaving Certificate results are published.

MATRICULATION REQUIREMENTS* — (To operate from January 1, 1961)

1. (i) A candidate for any first degree of the University must satisfy the conditions for admission set out hereunder before entering upon the prescribed course for a degree. Compliance with these conditions does not in itself entitle a student to enter upon a course.

(ii) A candidate who has satisfactorily met the conditions for admission and has been accepted by the University shall be classed as a "matriculated student" of the University after enrolment.

(iii) A person who has satisfactorily met the conditions for admission may, on the payment of the prescribed matriculation fee, be provided with a statement to that effect.

2. (i) For the purpose of matriculation approved subjects† are grouped as follows:

A. English.

* With the introduction of the Higher School Certificate Examination in November 1967, the matriculation requirements will be amended. Details of the amended requirements for admission in 1968 and subsequent years may be secured on application to the Registrar.

† It should be noted that certain subjects taken for the Leaving Certificate are not approved subjects for admission to the University of New South Wales.

- B. Latin, Greek, French, German, Italian, Hebrew, Chinese, Japanese, Russian, Dutch, Geography, Ancient History, Modern History, Economics.
- C. Mathematics I, Mathematics II, Mathematics III.
- D. Agriculture, Applied Mathematics, General Mathematics, Biology, Botany, Chemistry, Physics, Geology, Physics and Chemistry, Physiology, Zoology.
- E. Accountancy, Art, Descriptive Geometry and Drawing, Music, Theory and Practice of Music.

(ii) In order to satisfy the conditions for admission to undergraduate courses leading to a degree candidates must pass the New South Wales Leaving Certificate Examination conducted by the Department of Education or the University of Sydney Matriculation Examination in at least five approved subjects at the one examination; provided that:

- I. either (a) the five subjects include English and at least one subject from each of Groups B and C, but do not include more than one subject from Group E, except that candidates may qualify for admission to the Faculty of Arts only, by passing in one subject from Group D in lieu of the subject from Group C;

- or (b) the five subjects include English, and at least one subject from either Group B or Group C, but do not include more than one subject from Group E, and provided further that the five passes include either one first class Honours and two A's or two Honours of which one is first class;

and further provided that

- II. (a) neither Physics nor Chemistry is offered with the combined subject Physics and Chemistry;
- (b) neither Botany nor Zoology is offered with Biology;
- (c) neither Botany nor Zoology nor Biology is offered with Physiology;
- (d) neither Mathematics I nor Mathematics II nor Mathematics III is offered with General Mathematics;
- (e) neither Mathematics I nor Mathematics II is offered with Mathematics III;
- (f) Mathematics I or Mathematics II may be counted as an approved subject only if the candidate presented

himself for examination in both Mathematics I and Mathematics II;

- (g) Theory and Practice of Music is accepted only in cases where the pass was obtained at an examination in 1946 or subsequent years;
- (h) Ancient History is accepted only in cases where the pass was obtained at an examination held in 1945 or subsequent years; and further, both Modern History and Ancient History may be offered as qualifying subjects at the examinations held at the end of 1951 and subsequent years;
- (i) Agriculture is accepted only in cases where the pass was obtained at an examination held in 1945 or subsequent years;
- (j) Economics is accepted only in cases where the pass was obtained at an examination held in 1947 or subsequent years;
- (k) Descriptive Geometry and Drawing is accepted only in cases where the pass was obtained at an examination held in 1954 or subsequent years.

(iii) Candidates who have satisfactorily met the matriculation requirements of the University of Sydney, but who have not obtained the requisite pass in Mathematics where prescribed for entrance to the University of New South Wales, will be permitted to complete their qualifications to enter the University of New South Wales by passing only in a Mathematics subject from Group C at a subsequent Leaving Certificate or University of Sydney Matriculation Examination.

3. Notwithstanding the provisions of section 2 above, candidates may be accepted as "matriculated students" of the University under the following conditions subject to the approval of the Professorial Board:

- (i) Any person who holds a diploma from the New South Wales Department of Technical Education, or any other Technical College which may from time to time be recognised by the University, may be admitted to the University as a "matriculated student" with such status as the Board may determine, provided that, in the opinion of the Board, the applicant's qualifications are sufficient for matriculation to the Faculty nominated.

- (ii) The Board may admit as a "matriculated student" in any Faculty with such status as the Board may determine in the circumstances:
 - (a) A graduate of any approved University.
 - (b) An applicant who presents a certificate from a University showing that he has a satisfactory record and is qualified for entrance to that University, provided that, in the opinion of the Board there is an acceptable correspondence between the qualifying conditions relied upon by the applicant and conditions laid down for matriculation to the nominated Faculty of the University of New South Wales.
- (iii)
 - (a) Any person who has completed the first year of the course of the Royal Military College of Australia and submits a certificate from the Commandant to that effect may be admitted as a "matriculated student" of the University.
 - (b) Any person who has completed a full course of at least three years' prescribed study at the Royal Military College of Australia and produces a certificate from the Commandant to that effect may be admitted as a "matriculated student" of the University with such status as the Board may determine.
- (iv) Any person who has completed satisfactorily the passing out examination of the Royal Australian Naval College and submits a certificate from the Commanding Officer may be admitted as a "matriculated student" of the University.
- (v)
 - (a) Any person who has completed the first year of the course at the Royal Australian Air Force College and submits a certificate from the Commandant to that effect, may be admitted as a "matriculated student" of the University.
 - (b) Any person who has completed two years of the course at the Royal Australian Air Force College and submits a certificate from the Commandant to that effect, may be admitted as a "matriculated student" of the University with such status as the Board may determine.

- (vi) An applicant who presents a certificate from another University showing that he is qualified for entrance to that University and setting out the grounds of such qualification, provided that in the opinion of the Professorial Board, there is an acceptable correspondence between the qualifying conditions relied upon by the applicant and the conditions laid down for matriculation to the nominated Faculty of the University of New South Wales.

4. (i) The Professorial Board may in special cases including cases concerning persons of other than Australian education, declare any person qualified to enter a Faculty* as a "provisionally matriculated student", although he has not complied with the requirements set out above, and in so doing may prescribe the completion of certain requirements before confirming the person's standing as a "matriculated student". Students who satisfactorily complete these requirements will be permitted to count the courses so passed as qualifying for degree purposes.†

(ii) Persons over the age of twenty-five years may be admitted to provisional status provided that—

- (a) they have a meritorious pass at the Leaving Certificate Examination or an equivalent examination and have passed in at least five subjects at such examination, or
- (b) they have satisfactorily completed an approved course of systematic study extending over at least three years after passing the Intermediate Certificate Examination, or
- (c) they satisfy the Professorial Board that they have reached a standard of education sufficient to enable them profitably to pursue the first year of the proposed course.

* Candidates for entry to the Faculty of Commerce in the years 1965-67 who present General Mathematics in lieu of Mathematics I, Mathematics II, or Mathematics III, but otherwise meet the matriculation requirements, may be granted provisional matriculation status by the Professorial Board if their best five papers at the Leaving Certificate include at least three A passes or an equivalent standard.

† The Professorial Board has determined that normally confirmation of standing as a "matriculated student" will require successful completion of not less than half the normal programme in the first year of enrolment.

(iii) Any applicant for provisional status may be required to take such examination as the Professorial Board may prescribe before such status is granted.

5. The Professorial Board may at its discretion permit a person, who does not satisfy the requirements for admission, to attend lectures in a subject or subjects at the University, on payment of the prescribed fees provided that such person shall not necessarily have the privileges of "matriculated students" and shall not be eligible to proceed to a degree.

ENROLMENT PROCEDURE

(A) First Enrolments. Application for enrolment in 1966 must wherever possible be made in person to the Student Enrolment Bureau, Room 228, Second Floor, School of Electrical Engineering, Kensington, as soon as the results of the Leaving Certificate Examination are available, but in any event not later than *January 24*.

Country residents who wish to enrol with the University in 1966 should write to the Registrar, P.O. Box 1, Kensington, for a form on which to make their preliminary application. This form must be returned at the latest by *January 24*.

(B) First Year Repeats. First Year students who failed in all subjects at the 1965 Annual Examinations and who were not given any deferred examinations must attend the Student Enrolment Bureau between the date of publication of the Leaving Certificate results and January 24 if they wish to re-enrol. It will be assumed that students in this category who do not apply for re-enrolment by January 24 do not intend to re-enrol and a class place will not be reserved for them.

Having made preliminary application to the Enrolment Bureau, each applicant will be given an appointment for a time during the week beginning Monday, February 21, to complete enrolment.

All properly qualified candidates for enrolment can, it is hoped, be accepted. This conclusion has been reached after consideration of estimated enrolments and the accommodation and staff likely to be available, but if these estimates should prove to be incorrect, admission to the Faculty may become competitive. In that event appointments to complete enrolment will not give the students receiving them any right to preference. Students who have been given an appointment and for whom no class place is available will be advised by letter.

For those students who have been given an appointment and who do not subsequently receive a letter of cancellation, the enrolment procedure is:

- (1) *Applicants must report to the Enrolment Bureau, Room 228, Second Floor, School of Electrical Engineering,*

Kensington, at the appointment time.* Members of the academic staff will be available at this time to give further advice regarding the course should this be necessary.

- (2) *Applicants must then collect their enrolment form* and other enrolment material from the Enrolment Bureau counter, complete details, and present appropriate forms to the Cashier, together with the fees required. *Fees should be paid on the same day as the appointment* Applicants should calculate from the table of fees below the amount they will be required to pay and should bring sufficient money or a cheque with them to cover this amount. Scholarship students, sponsored students, and other students not responsible for the payment of their own fees, must present to the Cashier with their enrolment form a written authority (scholarship voucher, letter from sponsoring company, etc.) to charge fees appropriately.
- (3) *Applicants will then collect their timetable* by presenting their fees receipt (registration card) and school record card at the Enrolment Bureau. This timetable is an authority to attend classes and will not be issued until fees have been paid.

Final Dates for Enrolment. No enrolments will be accepted from new students after the end of the second week of term (18th March, 1966) except with the express approval of the Registrar and the Head of the School concerned; no later year enrolments will be accepted after 31st March without the express approval of the Registrar which will be given in exceptional circumstances only.

* Applicants who cannot keep their appointment should attend at the Enrolment Bureau on Thursday, March 3, between 10 a.m.-12 noon 2 p.m.-5 p.m., and 6 p.m.-8 p.m. If they fail to keep the original appointment or fail to pay their fees, a class place may not be available. Students enrolling on this Thursday will be liable to pay a late fee of \$5 (£2/10/-).

(C) Later Year Enrolments.

Enrolment Form: Each student must complete the appropriate enrolment form (UE3 for full-time students, or UE4 for part-time students) and Form C22/66 (all students). Forms are available at the Faculty Office.

All details required by Form C22/66 should be supplied, including the programme proposed for 1966. Since the enrolment has to be approved, the individual subjects should not be listed on the enrolment form but it should be completed in all other respects.

The proposed programme should be drafted after the results of the Annual Examinations (1965) are known. The programme must include compulsory subjects in which the student has previously failed. If a student has been granted a deferred examination in any subject, he should prepare his programme on the assumption that he will pass his deferred examination in that subject.

All students need to be conversant with General University Rules, Faculty Rules and Lecture Timetables as set down in this *Handbook* and the *University Calendar*. The attention of students is particularly drawn to changes made to Rules 7, 9, 11 and 17 (i). Students in the Economics course (and students intending to transfer to the Economics course) should pay particular attention to the new Rule 17 (i) which requires that at least one of the Economics options chosen from Group I (Rule 16) must be a subject which is not an introductory subject.

Students who are uncertain as to their standing in the course, or wish to clarify other matters concerned with the rules, should contact the Faculty Clerk. In particular, students expecting to complete the course during 1966 should make a point of checking their programme with the Faculty Clerk to avoid any possible omissions in meeting the necessary requirements.

It is especially important that the student indicate his course (i.e. Accountancy, Economics, Statistics, Industrial Relations, Applied Psychology or Wool Commerce). A student who has once nominated his course will not be permitted to change except with the written approval of the Dean on the recommendation of the Heads of Schools concerned.

The programme proposed by the student should be consistent with Faculty Rules. In general, students must adhere to the sequence of subjects set out in the tables (see Rule 6). It should be noted that a student will not normally be permitted to enrol for a programme including subjects scheduled over more than two

consecutive stages of the course except with the written approval of the Head of School concerned.

Under Rule 3, part-time students are precluded from enrolling in courses involving more than eight hours attendance per week (unless a normal course programme requires such attendance). Approval to vary this requirement must be obtained from the Head of the School concerned. Students are further reminded that pre-requisites must be met as provided for in the Rules (see especially Rule 4). Any application for approval to vary these requirements in special circumstances should be directed to the Head of the School concerned.

Applications for concessions in respect of the matters referred to above should be made on the APPLICATION FOR CONCESSIONS, obtainable from the Faculty of Commerce Office. Completed applications should be attached to Form C22/66 and the Enrolment Form when these are being lodged with the Faculty Clerk.

Students intending to submit a thesis in 1966 must include the thesis as a subject on their proposed programme (see revised Rule 9). Approval of the thesis topic must be separately obtained from the Head of the School concerned.

A student who enrolls in a subject in contravention of faculty rules or of this instruction, without the written approval of the Dean may have his enrolment in that subject terminated.

A student who has been notified by the Registrar that he has been given a restricted programme or that he has been excluded under the "Show Cause" regulations and who nevertheless contrives to enrol in a programme not expressly approved by the Head of the School, may have his course suspended.

The enrolment form and completed form C22/66 must be returned to the Faculty Clerk (Miss E. Hing), Faculty of Commerce Office, before January 24, 1966. Forms received after this date may only be collected during the late enrolment period.

When a proposed programme is approved, no enrolment interview will be necessary and the student may collect his stamped and initialled enrolment form from the Faculty Office on Wednesday, 2nd March, Thursday, 3rd March, Friday, 4th March, 1966, between the hours of 2 p.m.-5 p.m. or 6 p.m.-8 p.m. He may then complete enrolment by the payment of fees either during enrolment week or before the end of second week of term, Friday, March 18. Students who fail to attend at the

specified times during enrolment week will be required to attend at specified late enrolment periods, but students who complete their enrolment at such times will incur late fees.

If a student proposes a programme that is inconsistent with the Rules or is otherwise irregular, he may be called for interview.

Students who fail to lodge the enrolment form and form C22/66 before January 24, 1966, or who fail to keep an appointment for interview must enrol at a late enrolment session and pay the prescribed late fee.

NOTE: First year students who failed all subjects at the 1965 Annual Examinations and who were not granted any deferred examinations will NOT follow the above procedure.*

Miscellaneous Subject Enrolments.—Students may be permitted to enrol for miscellaneous subjects (i.e., as students not proceeding to a degree or diploma) provided the Head of the School offering the subject considers it will be of benefit to the students and there is accommodation available. Under no circumstances will subjects taken in this way count towards a degree or diploma.

Students who have completed the final examinations but have a thesis still outstanding are required to enrol for the period necessary to complete the thesis and to pay the requisite fees.

Course details must be completed during the prescribed Enrolment Week. For details of fee requirements, including late fee provisions, see under Fees.

(D) Enrolment Procedure for Geography I.

Students proceeding to the degree of Bachelor of Commerce at the University of New South Wales may take Geography I at the University of Sydney as a subject in their course. They are required to carry out the procedure set out below:

1. Enrol as Irregular Students at the University of Sydney Fees Office. The closing date for enrolment in Geography I at the University of Sydney is January 24, 1966.
2. Present at the University of Sydney Fees Office, at the time of enrolment, a letter from the Registrar of the University of New South Wales stating:
 - a. that the student is enrolled at the University of New South Wales, and

* See pages 30-31.

- b. if appropriate, that the student holds a Teachers' College Warrant No.....
3. Register with the appropriate Department in the University of Sydney.

UNIVERSITY UNION CARD

All students other than miscellaneous students are issued with a University Union membership card. This card must be carried during attendance at the University and shown on request.

The number appearing on the front of the card in the space at the top righthand corner is the student registration number used in the University's records. This number should be quoted in all correspondence.

The card must be presented when borrowing from the University libraries, when applying for travel concessions and when notifying a change of address. It must also be presented when paying fees on re-enrolment each year when it will be made valid for the year and returned. Failure to present the card could result in some inconvenience in completing re-enrolment.

A student who loses a Union card must notify the University Union as soon as possible.

New students will be issued with University Union cards by mail to their term address as soon as possible after fee payment. In the meantime, the fees receipt form should be carried during attendance at the University and shown on request. If the Union card is not received within three weeks of fee payment the University Union should be notified.

COMMERCE UNDERGRADUATE FEES**(a) Degree Courses**

Where course fees are assessed on the basis of term hours of attendance the hours for each subject for purposes of fee assessment shall be those prescribed in the Calendar, irrespective of any variation from the prescribed hours which may be necessary in conducting the subject. The granting of an exemption from portion of any of the requirements of a subject in which a student is enrolled does not carry with it any exemption from the payment of fees.

For the purpose of fee determination, assessment is on a term basis.

A full-time course fee will be charged for any term where more than 11 hours per week instruction, etc., is involved.

- (I) Full-time Course Fee—more than 11 hours attendance per week—\$80 (£40) per term.
- (II) Part-time Course Fee—over four hours and up to 11 hours attendance per week—\$48 (£24) per term.
- (III) Part-time Course Fee—four hours or less attendance per week—\$24 (£12) per term.

(b) Diploma in Hospital Administration

The fees for this course are assessed under this schedule according to the hours shown for the subject irrespective of whether the course is taken as an internal or external student. An external student in this course is exempt from the Student Activities Fees.

Other Fees

In addition to the course fees set out above all registered undergraduates will be required to pay—

Matriculation Fee—\$6 (£3)—payable at the beginning of first year.

Library Fee—annual fee—\$10 (£5).

Student Activities Fees

University Union†—\$12 (£6)—annual subscription.

Sports Association†—\$2 (£1)—annual subscription.

Students' Union†—\$4 (£2)—annual subscription.

* Fees quoted in this schedule are current at the time of publication and may be amended by the Council without notice.

† Life members of these bodies are exempt from the appropriate fee or fees.

Miscellaneous—\$6 (£3)—annual fee.

Total—\$24 (£12).

Graduation or Diploma Fee—\$6 (£3)—payable at the completion of the course.

Special Examination Fees

Deferred examination—\$4 (£2) for each subject.

Examinations conducted under special circumstances—\$6 (£3) for each subject.

Review of examination result—\$6 (£3) for each subject.

Late Fees

First Enrolments

Fees paid on the late enrolment session and before the commencement of term—\$5 (£2/10/-).

Fees paid during the 1st and 2nd weeks of term—\$10 (£5).

Fees paid after the commencement of the 3rd week of term with the express approval of the Registrar and Head of the School concerned—\$20 (£10).

Re-enrolments

First term

Failure to attend enrolment centre during enrolment week—\$5 (£2/10/-).

Fees paid after the commencement of the 3rd week of term to 31st March—\$10 (£5).

Fees paid after 31st March where accepted with the express approval of the Registrar—\$20 (£10).

Second and Third Terms

Fees paid in 3rd and 4th weeks of term—\$10 (£5).

Fees paid thereafter—\$20 (£10).

Late lodgement of Application for Admission to Examinations (late applications will be accepted for three weeks only after the prescribed dates)—\$4 (£2).

MASTER OF BUSINESS ADMINISTRATION AND HOSPITAL ADMINISTRATION FEES*

Master of Business Administration and Master of Hospital Administration

(i) Registration Fee—\$4 (£2).

(ii) Graduation Fee—\$6 (£3).

* Master of Commerce fees are set out in the conditions governing the award of this degree. See page 108.

- (iii) Course Fee — calculated on the basis of a term's attendance at the rate of \$5 (£2/10/-) per hour per week. Thus the fee for a programme requiring an attendance of 24 hours per week for the term is $24 \times \$5$ (£2/10/-) = \$120 (£60) per term.

For the Master of Hospital Administration a special course fee of \$40 (£20) per term applies in Term 3 of first year and Term 1 of second year when attendance at the University is limited.

- (iv) Thesis or Project Fee—\$30 (£15) (an additional fee of \$20 (£10)* is payable by students who have completed their final examinations for the degree but have not completed the thesis or project for which they have been previously enrolled).

Other Fees

As set out above on page 27.

Late Fees

As set out under *Re-enrolments* in the section on "Late Fees" on page 28.

WITHDRAWAL FROM COURSE

Students withdrawing from a course are required to notify the Registrar in writing. Fees for the course accrue until a written notification is received.

Where notice of withdrawal from a course is received by the Registrar before the first day of First Term a refund of all fees paid, other than the matriculation fee, will be made.

Where a student terminates for acceptable reasons a course of study before half a term has elapsed, one-half of the term's fee may be refunded. Where a student terminates a course of study after half a term has elapsed, no refund may be made in respect of that term's fees.

The Library fee is an annual fee and is not refundable where notice of withdrawal is given after the commencement of First Term. On notice of withdrawal a partial refund of the Student Activities Fees is made on the following basis:

University Union—\$2 (£1) in respect of each half-term.

University of New South Wales Students' Union—where

* Students paying this fee who are not in attendance at the University are not required to pay the Student Activities Fees.

notice is given prior to the end of the fifth week of first term—\$2 (£1), thereafter no refund.

University of New South Wales Sports Association—where notice is given prior to 30th April a full refund is made, thereafter no refund.

Miscellaneous—where notice is given prior to 30th April—\$2 (£1)—thereafter no refund.

PAYMENT OF FEES

Completion of Enrolment

All students are required to attend the appropriate enrolment centre during the prescribed enrolment period* for authorisation of course programme. Failure to do so will incur a late fee of \$5 (£2/10/-).

First year students (including students repeating first year) must complete enrolment (including fee payment) before they are issued with class timetables or permitted to attend classes. A first year student who has been offered a place in a course to which entry is restricted and fails to complete enrolment (including fee payment) at the appointed time may lose the place allocated.

Fees should be paid during the prescribed enrolment period, but will be accepted without incurring a late fee during the first two weeks of First Term. (For late fees, see p. 28). No student is regarded as having completed an enrolment until fees have been paid. *Fees will not be accepted (i.e., enrolment cannot be completed) from new students after the end of the second week of term (i.e., 18th March, 1966), and after 31st March, from students who are re-enrolling, except with the express approval of the Registrar, which will be given in exceptional circumstances only.*

Payment of Fees by Term

Students who are unable to pay their fees by the year may pay by the term, in which case they are required to pay first term course fees and other fees for the year, within the first two weeks of First Term. Students paying under this arrange-

* The enrolment periods for Sydney students are prescribed annually in the leaflets "Enrolment Procedure for New Students" and "Enrolment Procedure for Students Re-enrolling".

ment will receive accounts from the University for Second and Third Term fees. These fees must be paid within the first two weeks of each term.

Assisted Students

Scholarship holders or Sponsored Students who have not received an enrolment voucher or appropriate letter of authority from their sponsor at the time when they are enrolling, should complete their enrolment, paying their own fees. A refund of fees will be made when the enrolment voucher or letter of authority is subsequently lodged with the Cashier.

Extension of Time

Any student who is unable to pay fees by the due date may apply in writing to the Registrar for an extension of time. Such application must give year or stage, whether full-time or part-time, and the course in which the applicant wishes to enrol, state clearly and fully the reasons why payment cannot be made and the extension sought, and must be lodged before the date on which a late fee becomes payable. Normally the maximum extension of time for the payment of fees is until 31st March for fees due in First Term and for one month from the date on which a late fee becomes payable in Second and Third Terms.

Where an extension of time is granted to a first year student in First Term, such student is not permitted to attend classes until fees are paid, and if seeking to enrol in a restricted faculty, may risk losing the place allocated.

Failure to Pay Fees

Any student who is indebted to the University and who fails to make a satisfactory settlement of his indebtedness upon receipt of due notice ceases to be entitled to membership and privileges of the University. Such a student is not permitted to register for a further term, to attend classes or examinations, or to be granted any official credentials.

No student is eligible to attend the annual examinations in any subject where any portion of his course fees for the year is outstanding after the end of the fourth week of Third Term (30th September, 1966).

In very special cases the Registrar may grant exemption from the disqualification referred to in the two preceding paragraphs upon receipt of a written statement setting out all relevant circumstances.

GENERAL RULES AND INFORMATION

GENERAL CONDUCT

Acceptance as a member of the University implies an undertaking on the part of the student to observe the regulations, by-laws and other requirements of the University, in accordance with the declaration signed at the time of the enrolment.

In addition, students are expected to conduct themselves at all times in a seemly fashion. Smoking is not permitted during lectures, in examination rooms or in the University Library. Gambling is also forbidden.

Members of the academic staff of the University, senior administrative officers, and other persons authorized for the purpose, have authority, and it is their duty, to check and report on disorderly or improper conduct or any breach of regulations occurring in the University.

ATTENDANCE AT CLASSES

Students are expected to be regular and punctual in attendance at all classes in the course or subject in which they are enrolled. All applications for exemption from attendance at lectures or practical classes must be made in writing to the Registrar.

In the case of illness or of absence for some other unavoidable cause a student may be excused by the Registrar from non-attendance at classes for a period of not more than one month, or on the recommendation of the Dean of the appropriate Faculty for any longer period.

Applications to the Registrar for exemption from re-attendance at classes, either for lectures or practical work, may only be granted on the recommendation of the Head of the appropriate School. The granting of an exemption from attendance does not carry with it exemption from payment of fees.

Application forms for exemption from lectures are available at the Admissions Office and should be lodged there (with a medical certificate where applicable). If term examinations have been missed this fact should be noted in the application.

Where a student has failed a subject at the annual examinations in any year and re-enrols in the same course in the following year, he must include in his programme of studies for that year the subject in which he has failed. This requirement will

not be applicable if the subject is not offered the following year; is not a compulsory component of a particular course; or if there is some other cause, which is acceptable to the Professorial Board, for not immediately repeating the failed subject.

Where a student has attended less than eighty per cent of the possible classes, he may be refused permission to sit for the examination in that subject.

COURSE TRANSFERS

Students wishing to transfer from one course to another (including transfer from full-time to part-time study or vice versa) must make application to the Admissions Office as soon as possible and preferably before Enrolment Week. The Admissions Office will give each applicant an acknowledgement of his application to transfer.

Having made application to the Admissions Office students transferring are required to attend the School Enrolment Centre at the time set down for the year/stage of the new course in which they expect to enrol. They must present the letter granting approval of the transfer to the enrolling officer.

Students who have not received a letter granting approval to the transfer before the date on which they are required to enrol must present their acknowledgement to the enrolling officer who will decide whether to permit them to attend classes provisionally in the new course. Students who are permitted to attend classes provisionally should not pay fees until they have received their letter granting formal approval to transfer.

CHANGES IN COURSE PROGRAMMES AND WITHDRAWAL FROM SUBJECTS

Students seeking approval of a change in their course programme or seeking to withdraw from subjects must make application to the Head of the School responsible for the course on a form available from School offices. The Registrar will inform students of the decision. Approval of withdrawal from subjects is not automatic, each application being determined after considering the circumstances advanced as justifying withdrawal.

It should be noted that a student is regarded as having failed in a subject if he enrolled in it in any year and did not pass the annual examination—not sitting for the examination is regarded as not passing the examination.

(Unless there are special circumstances, withdrawal from a subject after Term I will not be approved; students withdrawing after this date will therefore be held to have failed to satisfy the examiners.)

RESUMPTION OF COURSES

Students wishing to resume their studies after an absence of twelve months or more are required to apply to the Admissions Office for permission to re-enrol. Students re-enrolling in this way will normally be required to satisfy conditions pertaining to the course at the time of re-enrolment. This condition applies also to students who have been re-admitted to a course after exclusion under the rules restricting students re-enrolling.

ANNUAL EXAMINATIONS

The annual examinations take place in November-December for students in 30-week courses, and in September for students in 24-week courses. Timetables showing time and place at which individual examinations will be held are posted on the central notice boards. Misreading of the timetable will not under any circumstances be accepted as an excuse for failure to attend an examination. Examination results are posted to the term addresses of students. No results will be given by telephone.

Examination results may be reviewed for a fee of \$6 (£3) a subject, which is refundable in the event of an error being discovered. Applications for review must be submitted on the appropriate form, together with the necessary fee by the date indicated on the notification of results.

In the assessment of a student's progress in University courses, consideration is given to work in laboratory and class exercises and to any term or other tests given throughout the year, as well as to the annual examination results.

A student who through serious illness or other cause outside

his control in unable to attend an examination is required to bring the circumstances (supported by a medical certificate or other evidence) to the notice of the Registrar not later than seven days after the date of the examination.

A student who believes that his performance at an examination has been affected by serious illness during the year or by other cause outside his control, and who desires these circumstances to be taken into consideration in determining his standing is required to bring the circumstances (supported by a medical certificate or other evidence) to the notice of the Registrar not later than seven days after the date of the examination.

All medical certificates should be as specific as possible concerning the severity and duration of the complaint and its effect on the student's ability to take the examinations.

A student who attempts an examination, yet claims that his performance is prejudiced by sickness on the day of the examination, must notify the Registrar or Examination Supervisor before, during, or immediately after the examination, and may be required to submit to medical examination.

A student suffering from a physical disability which puts him at a disadvantage in written examinations may apply to the Registrar for special provision when examinations are taken. The student may be required to support his request with medical evidence.

All students (including students enrolled for a thesis only) must lodge an application for admission to examinations by the prescribed date, which is:

Annual examinations for three-term courses—last Friday of Second Term (12th August, 1966).

The Accountant is authorised to receive application forms during the three weeks immediately following the prescribed closing dates if they are accompanied by a late fee or \$4 (£2). Applications forwarded more than three weeks after the closing date will not be accepted except in very exceptional circumstances and with the approval of the Registrar. Where an application is not accepted the student concerned is not eligible to sit for the examination.

Applications lodged prior to the due date will be acknowledged by postcard. Students who do not receive an acknowledgement within ten days of lodging the application should contact the Examinations Branch or the office of the college attended.

As a result of the application of machine methods to the processing of examination results, all students in Sydney, Wollongong and Broken Hill receive a pro-forma application for admission to examinations listing the subjects for which the student has formally enrolled. The return of this pro-forma duly completed constitutes the application for admission to examinations. Pro-forma applications will be posted to students in 24-week courses by the end of May and to students in 30-week courses by the end of June. Any student who does not receive a pro-forma application must contact the Examinations Branch prior to the date prescribed for the return of applications.

Examinations are conducted in accordance with the following rules and procedure:

- (a) Candidates are required to obey any instruction given by an examination supervisor for the proper conduct of the examination.
- (b) Candidates are required to be in their places in the examination room not less than ten minutes before the time for commencement.
- (c) No bag, writing paper, blotting paper, manuscript or book, other than a specified aid, is to be brought into the examination room.
- (d) No candidate shall be admitted to an examination after thirty minutes from the time of commencement of the examination.
- (e) No candidate shall be permitted to leave the examination room before the expiry of thirty minutes from the time the examination commences.
- (f) No candidate shall be re-admitted to the examination room after he has left it unless during the full period of his absence he has been under approved supervision.
- (g) A candidate shall not by any improper means obtain, or

endeavour to obtain, assistance in his work, give, or endeavour to give, assistance to any other candidate, or commit any breach of good order.

- (h) Smoking is not permitted during the course of examinations.
- (i) A candidate who commits any infringement of the rules governing examinations is liable to disqualification at the particular examination, to immediate expulsion from the examination room, and to such further penalty as may be determined in accordance with the By-laws.

DEFERRED EXAMINATIONS

Deferred examinations may be granted in the following cases:

- (i) When a student through illness or some other acceptable circumstance has been prevented from taking the annual examination or has been placed at a serious disadvantage during the annual examinations.
- (ii) To help resolve a doubt as to whether a student has reached the required standard in a subject.

Applications for deferred examinations in the first category must be lodged with the Registrar with appropriate evidence of the circumstances (e.g. medical certificate) not later than seven days after the examination concerned.

A student eligible to sit for a deferred examination must lodge with the Accountant an application accompanied by the fee of \$4 (£2) per subject, by the date indicated on the notification of results.

APPLICATION FOR ADMISSION TO DEGREE OR DIPLOMA

Applications for admission to a degree or diploma of the University must be made on the appropriate form by 31st January. Applications for the award of a diploma of Associateship of Sydney Technical College (A.S.T.C.) awarded by the N.S.W. Department of Technical Education must be made on

the appropriate form by 31st March. Applicants should ensure that they have completed all requirements for the degree or diploma, including industrial training where necessary.

RESTRICTION UPON STUDENTS RE-ENROLLING

The University Council has adopted the following rules governing re-enrolment with the object of requiring students with a record of failure to show cause why they should be allowed to re-enrol and retain valuable class places. These rules will be applied retrospectively from January, 1962.

- (i) As from 1st January, 1962, a student shall show cause why he should be allowed to repeat a subject in which he has failed more than once. (Failure in a deferred examination as well as in the annual examination counts, for the purpose of this regulation, as one failure). Where such subject is prescribed as a part of the student's course he shall be required to show cause why he should be allowed to continue the course. A student in the medical course shall show cause why he should be allowed to repeat the second year of the course if he has failed more than once to qualify for entry to the third year.
- (ii) Notwithstanding the provisions of clause (i), a student shall be required to show cause why he should be allowed to continue a course which he will not be able to complete in the time set down in the following schedule:

Number of years in course	Total time allowed from first enrolment to completion (years)
3	5
4	6
5	8
6	9
7	11
8	12

- *(iii) No full-time student shall, without showing cause, be permitted to continue a course unless all subjects of the

* Rule (iii) in so far as it relates to students in the Faculty of Arts will apply retrospectively as from the 1st January, 1967.

first year of his course are completed by the end of his second year of attendance. No student in the Faculty of Arts shall, without showing cause, be permitted to continue a course unless he completes four subjects, one of which must be from Group VII, by the end of his second year of attendance.

No part-time student shall, without showing cause, be permitted to continue a course unless all subjects of the first two stages of his course are completed by the end of his fourth year of attendance and all subjects of the third and fourth stages of his course by the end of his seventh year of attendance.

- (iv) A student who has a record of failure in a course at another University shall be required to show cause why he should be admitted to this University. A student admitted to a course at this University following a record of failure at another University shall be required to show cause, notwithstanding any other provisions in these rules, why he should be permitted to continue in that course if he is unsuccessful in the annual examinations in his first year of attendance at this University.
- (v) Any student excluded under any of the clauses (i)-(iii) may apply for re-admission after two academic years and such application shall be considered in the light of any evidence submitted by him.
- (vi) A student wishing "to show cause" under these provisions shall do so in writing to the Registrar. Any such application shall be considered by the Professorial Board, which shall determine whether the cause shown is adequate to justify his being permitted to continue his course or re-enrol as the case may be.
- (vii) The Vice-Chancellor may on the recommendation of the Professorial Board exclude from attendance in a course or courses any student who has been excluded from attendance in any other course under the rules governing re-enrolment and whose record at the University demonstrates, in the opinion of the Board and the Vice-Chancellor, the student's lack of fitness to pursue the course nominated.
- (viii) A student who has failed, under the provisions of Clause

- (vi) of these rules, to show cause acceptable to the Professorial Board why he should be permitted to continue in his course, and who has subsequently been permitted to re-enrol in that course or to transfer to another course, shall also be required to show cause, notwithstanding any other provisions in these rules, why he should be permitted to continue in that course if he is unsuccessful in the annual examinations immediately following the first year of resumption or transfer of enrolment as the case may be.
- (ix) A student may appeal to an Appeals Committee constituted by Council for this purpose, against his exclusion by the Professorial Board from any subject or course.

RE-ADMISSION AFTER EXCLUSION

Applications for re-admission must be made on the standard form and lodged with the Registrar not later than 30th June of the year prior to that for which re-admission is sought. An application should include evidence of appropriate study in the subjects (or equivalents) on account of which the applicant was excluded. In addition, evidence that the circumstances which were deemed to operate against satisfactory performance at the time of exclusion are no longer operative or are reduced in intensity, should be furnished. An applicant may be required to take the annual examinations in the relevant subjects as qualifying examinations in which case re-admission does not imply exemption from the subject.

It should be noted that a person under exclusion may not be enrolled in miscellaneous subjects unless he has received the approval of the Professorial Board.

Persons who intend applying for re-admission to the University at a future date may seek advice as to ways in which they may enhance their prospects of qualifying for re-admission. Enquiries should be made on a form obtainable from the Examinations Branch, and lodged with the Registrar.

OWNERSHIP OF STUDENTS' WORK

The University reserves the right to retain at its own discretion the original or one copy of any drawings, models, designs, plans

and specifications, essays, theses or other work executed by students as part of their courses, or submitted for any award or competition conducted by the University.

CHANGE OF ADDRESS

Students are requested to notify the Registrar in writing of any change in their address as soon as possible. Failure to do this could lead to important correspondence or course information not reaching the student. The University cannot accept responsibility if official communications fail to reach a student who has not notified the Registrar of a change of address.

NOTICES

Official University notices are displayed on the notice boards and students are expected to be acquainted with the contents of those announcements which concern them.

Faculty and School Notice Boards are the usual means of communicating to students details of tutorial group allocations, changes in lecture times and locations, administrative arrangements and information on other important matters. *It is, therefore, essential that students develop the habit of reading these notice boards at frequent intervals.*

PHOTOGRAPHS

Passport size photographs of students are required for Faculty record purposes. New students who failed to comply with this instruction during Enrolment Week are requested to post or deliver a photograph to the Faculty of Commerce Office immediately. Name and address should be given in block letters on the reverse side of the photograph.

LOST PROPERTY

All enquiries concerning lost property should be made to the Chief Steward on Extension 2502 or to the Lost Property Office at the Union.

PARKING WITHIN THE UNIVERSITY GROUNDS

Because of the limited amount of parking space available, only full-time final year undergraduates, Stage 5, and later part-time and post-graduate students may apply for parking permits. Applications should be made to the Property Section (Bursar's Division). It should be noted that increasing demand for parking space may require the imposition of further restrictions.

APPLICATION OF RULES

General

Any student who requires information on the application of these rules or any service which the University offers, may make enquiries from the Admissions Office, the Student Counselling Centre or the Registrar.

Appeals

Section 5(c) of Chapter III of the By-laws provides that "Any person affected by a decision of any member of the Professorial Board (other than the Vice-Chancellor) in respect of breach of discipline or misconduct may appeal to the Vice-Chancellor, and in the case of disciplinary action by the Vice-Chancellor, whether on appeal or otherwise, to the Council".

PREPARATION OF ESSAYS

In the course of their studies students will be required to prepare a number of essays which must reach a minimum standard of presentation. All essays should include a synopsis, a bibliography and adequate footnotes. It is essential that the bibliography should state *at least* the names of the author(s) as shown on the publication referred to; the title, edition, date, publisher and place of publication of each book; and the title of each article, along with the name and full date of issue of the journal or other publication in which it appeared. Footnotes should be sufficiently detailed to identify the source quoted and should include page references where appropriate. To assist students in these and other respects, Faculty prescribes the following text:—
Kate L. Turabian, *Students' Guide for Writing College Papers*. Phoenix Books, University of Chicago Press, 1963.

PREPARATION OF THESES

In writing theses as required by the rules (see Rule 9, page 63) students are expected to pay particular attention to matters of presentation. In this respect students are advised to consult:—Kate L. Turabian, *A Manual for Writers of Term Papers, Theses and Dissertations*. Phoenix Books, University of Chicago Press, 1955.

LIBRARY

The University Library is located on the upper campus and adjacent to the Chancellery and the Arts and Commerce buildings.

Students are expected to read widely and critically. Library facilities are available in the main Library which provides a reference and lending service. The Library possesses a very comprehensive collection of journals of which students are advised to take full advantage.

The hours of the Library are:

During Term: Monday to Friday—9 a.m. to 10 p.m.

Saturday—9 a.m. to 5 p.m.; Sunday—2 p.m. to 6 p.m.

During Vacation and Public Holidays: Refer Library Notice Board.

All students are urged, in their own interests, to familiarise themselves as soon as possible with the facilities afforded by the Library, the indexing system employed, and the rules under which publications may be borrowed. Students are advised that they are expected to devote a considerable part of the vacations to reading.

For other details, reference should be made to the brochure, *Guide to the Library*, issued on enrolment.

ACCOUNTANCY HONOURS AND POST-GRADUATE SCHOOL LIBRARY

Largely as a result of a series of annual grants of £250 made by the Public Accountants Registration Board of New South Wales, since 1961, an Honours and Post-Graduate Accountancy Library has been established within the School of Accountancy. The library contains books and periodicals on accounting, audit-

ing and allied subjects. Honours and Post-Graduate students wishing to use the library should apply at the office of the School of Accountancy.

PREVIOUS ANNUAL EXAMINATION PAPERS

Copies of annual examination papers set in previous years can be purchased from the Union Shop which is located in the University Union, Kensington.

ENQUIRIES

Enquiries regarding matriculation, enrolment, or fees, should be made to the Admissions Office which is located in the Main Administration Building. Enquiries regarding courses and choice of subjects should be to the Faculty Office in the Commerce Building.

HANDBOOKS

All students must obtain a copy of the *Faculty of Commerce Handbook* which costs 50c (5/-) and is available from the Faculty Office, the University Cashier, the Co-operative Bookshop and the University Union Shop.

In addition, new students should obtain a copy of *Handbook for New Students*, and later year students a copy of *General Rules and Information for Students*. These are available free of charge from the Faculty Office or the Admissions Office.

The *University Calendar* is also available, price \$1.20 (12/-) for the soft-bound edition, and \$2 (£1) for the hard-bound edition.

WOLLONGONG UNIVERSITY COLLEGE

Students may enrol for the Bachelor of Commerce degree, in both full-time and part-time courses, at Wollongong University College. First year subjects were first offered at the College in 1964 and some second year subjects in 1965. These subjects are identical with those being offered in Sydney so that students may transfer to Sydney to complete their degrees.

Further details may be obtained from the Senior Administrative Officer at Wollongong University College.

UNIVERSITY AND PROFESSIONAL SOCIETIES

The Commerce Society

The Commerce Society is the student body of the Faculty, and every Commerce student, regardless of his course, is automatically admitted as a member. The Executive and the General Committee, whose task it is to organise academic and social activities as well as representation on student affairs, are elected annually by members of the Society.

The Society awards an annual prize for the best student graduating each year, and also publishes a Student Year Book, *Enterprise*. In 1964 the Society was successful in gaining membership of A.I.S.E.C. (an international organisation for the exchange of Commerce students on international traineeships).

Freshers and other students who have any problems or suggestions are welcome to contact a member of the Executive:—

<i>President:</i>	Robert Roden
<i>Senior Vice-President:</i>	Brian Spencer
<i>Junior Vice-President:</i>	Ray Ball
<i>Honorary Secretary:</i>	Bill Reid
<i>Honorary Treasurer:</i>	Dan Buchler

The Economic Society of Australia and New Zealand

Students are eligible for membership of the Economic Society of Australia and New Zealand at a concessional rate through the New South Wales Branch. The Branch's financial year commences on 1st April and the student subscription rate is \$3.75 (£1/17/6) per annum compared with a full subscription rate of \$6 (£3) per annum. This concession applies to both full-time and part-time students. The application for membership form is available from the School of Economics office and requires the attestation of a University Lecturer or Tutor. Membership forms and information about the Society are also available from: The Hon. Asst. Secretary, The Economic Society of Aust. & N.Z. (N.S.W. Branch), c/- Mutual Life & Citizens' Assurance Co. Ltd., Martin Place, Sydney.

The Branch normally meets on the third Friday of each month at 8 p.m. at Stawell Hall, 145 Macquarie Street, Sydney. The regular monthly meetings are open to the public and the addresses and discussions cover a wide range of economic topics. There is a post-graduate study group and each year the Society organises a Winter School on a current problem or aspect of the economy.

Members receive the Society's Journal, *The Economic Record* which is published four times a year, monthly *Economic Monographs* on current topics, *Economic Papers*, and advice of recently published books. They may also subscribe at concessional rates to *The Economic Journal* and *The Australian Quarterly*.

The Commerce Society nominates one representative on the Branch Council.

New South Wales Branch of the Statistical Society of Australia

The Branch offers student membership to undergraduates who are following a recognised course of study which includes Statistics. The subscription for a student member is \$2 (£1) per annum.

The regular general meetings of the Branch are held usually on the second Thursday of each month from March to November, at the School of Public Health and Tropical Medicine, University of Sydney. The Branch conducts an Operations Research Section and, in conjunction with the Market Research Society, a Joint Study Group for Statistics in Market Research; both these groups are open to members of the Branch free of charge. Each year the Branch also conducts a symposium for the study and discussion of particular statistical techniques or of statistical methods in a specialised field; symposia are open to members at reduced rates.

Members of the Branch receive *The Australian Journal of Statistics*, which is published three times a year by the Statistical Society of Australia.

Applications and requests for further information should be sent to the Hon. Secretary, D. B. Knudsen, Bureau of Census and Statistics, Box 796, G.P.O. Sydney.

Market Research Society of Australia (N.S.W. Division)

Although the profession is comparatively young, the market researcher now frequently occupies a position of considerable influence close to top management. It is now recognised that good market research enables management to make more informed decisions that are, therefore, more accurate and ultimately more profitable. Demand for good market researchers exceeds supply and the gap is widening through the accelerating demand. Graduates in Commerce often find excellent opportunities to enter the market research profession.

The aim of the Society is to encourage the use of scientific

method in market research and marketing, and to facilitate the acquiring of further professional skills by its members. Established in Australia for ten years, the Society now has over 600 members in its three State divisions and is growing quite rapidly. It is a member of the International Marketing Federation. Its activities include regular courses, seminars and 'workshops' on market research and lectures by top Australian and overseas researchers. It publishes a monthly Newsletter, a bi-annual *Journal of Market Research*, and members also receive free the monthly journal *Business Review*. At the regular monthly meetings a variety of papers on market research and marketing are discussed.

Membership fees are: Full \$8 (£4); Associate \$6 (£3); Student \$3 (£1/10/-). Address: M.R.S. of Australia, N.S.W. Div., Box 334, P.O., North Sydney. Telephone (Sec. D. Purtell) 40-8261. Enquiries from prospective members or visitors are welcomed.

The Industrial Relations Society of New South Wales

This society is formed from representatives of the universities, management, trade unions, Government and the professions. Its objects are to foster discussion, research, education and publication in industrial relations. Its activities include regular lecture meetings, study or discussion groups and an annual week-end convention. In addition all members receive free, three times per year, a copy of the *Journal of the Industrial Relations Society of Australia*. Similar societies exist in other States.

Student membership fee, which includes subscription to the *Journal*, is \$2 (£1) per annum. Student membership is available to full-time students only.

Inquiries to: Mr. A. C. Mills, Honorary Secretary,
C/- Department of Labour and National Service,
Commonwealth Centre, Elizabeth Street,
Sydney.

SCHOLARSHIPS AND AWARDS

Full details of scholarships and awards are set out in the University Calendar.

Students enrolled in the Degree or Diploma courses in the Faculty of Commerce are eligible to apply for Commonwealth Scholarships. They are also eligible to apply 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 latest University Calendar.

Cadetships in the Schools of Accountancy and Economics

Four cadetships (two in Accountancy, two in Economics) are offered by the University for students wishing to enrol in a four-year full-time course leading to a first degree with Honours in Commerce. The allowance for each cadetship is \$1,100 (£550) per annum, the holder to be exempt from course fees. Compulsory miscellaneous fees, however, will be deducted from the allowance. On graduation a cadet may be required to take up an academic position with the University for up to three years, during which time he will have the opportunity to read for a higher degree and cadets are required to enter into a bond to this effect. A cadetship may not be held concurrently with a Commonwealth Scholarship.

C.S.R. Scholarship in Commerce

The Colonial Sugar Refining Co. Limited offers one scholarship each year to students enrolling in courses leading to the degree of Bachelor of Commerce specialising in Economics Accountancy, Statistics, Applied Psychology or Industrial Relations. The scholarship holder will study full-time at the University during his first and fourth years, while in his second and third years he will combine part-time attendance and part-time employment with the Company, being allowed some time off from work to attend day classes. The value of the scholarship is \$1,200 (£600) per annum when studying full-time and during the years of part-time employment with the Company the holder will be paid according to the Company's basic salary scale. This award may be held concurrently with a Commonwealth Scholarship.

*Manufacturers' Mutual Insurance Company Scholarship
in Commerce*

The Manufacturers' Mutual Insurance Company offers a Scholarship each year to the value of \$200 (£100) per annum. The Scholarship is available to students who desire to enter or are enrolled in one of the full-time courses in the Faculty of Commerce leading to the degree of Bachelor of Commerce and specialising in either Economics, Accountancy, Applied Psychology or Industrial Relations. The Scholarship will normally be tenable for three years, but may be extended for a fourth year to allow the holder to proceed to a degree with honours. The Scholarship may be held concurrently with another scholarship.

Scholarship in Wool Commerce

Felt and Textiles of Australia Ltd. has undertaken to provide a scholarship in 1966 for students proceeding to the degree of Bachelor of Commerce in Wool Commerce. It shall provide a living allowance of \$200 (£100) per annum and shall be tenable for four years. No candidate for this scholarship shall be rendered ineligible by reason of his holding any other scholarship.

Applications

Applications should be lodged on the appropriate form with the Registrar within seven days of the publication of the Leaving Certificate results.

PRIZES

The following prizes are available for award annually:

For Bachelor of Commerce Students

Australasian Institute of Cost Accountants Prize to the value of \$21 (£10/10/-) for the best student in 14.151 Cost Accounting.

Brown, Pringle, Wolff and Co. Prize to the value of \$21 (£10/10/-) for the best student in 14.104 Accounting IV.

Chamber of Manufactures Prize to the value of \$10 (£5) for the best student in 14.131 Auditing and Internal Control.

David Rowan Prize in Economics to the value of \$8.40 (£4/4/-) for the best undergraduate thesis submitted by a student taking the Economics, Statistics or Industrial Relations Course.

The Economic Society Prize to the value of \$6.30 (£3/3/-), plus a year's membership of the Society, valued at \$6 (£3), for the best final year student in Economics.

Edwin V. Nixon and Partners Prize to the value of \$21 (£10/10/-) for the best student in 14.321 Business Finance.

Esso Standard Oil (Aust.) Pty. Limited Prize to the value of \$20 (£10) for the best part-time student in 14.102 Accounting II.

Greenwood, Challoner and Co. Prize to the value of \$21 (£10/10/-) for the best student in 14.502 Commercial Law II.

Larke Hoskins Industries Limited Prize to the value of \$21 (£10/10/-) for the best full-time student in 14.102 Accounting II.

The Law Book Co. of Australasia Pty. Limited Prize to the value of \$21 (£10/10/-) for the best student in 14.101 Accounting I.

The Statistical Society Prize to the value of \$6.30 (£3/3/-) for the best final year student in Economic Statistics.

The Philips Electrical Prize to the value of \$20 (£10) for the best student in 14.311 Marketing.

The Taxation Institute of Australia Prize to the value of \$21 (£10/10/-) for the best student in 14.201 Taxation Law and Practice.

Unilever Australia Pty. Limited Prizes to the value of \$21 (£10/10/-) each for the best students in the following subjects, provided they have gained distinction standard: 15.101 Economics I, 15.102 Economics II, 15.103 Economics III, 15.401 Business Statistics, 15.104 Advanced Economic Analysis.

The University of New South Wales Commerce Society Prize to the value of \$21 (£10/10/-) for the best student graduating each year. Judging will take into account sporting and student activities as well as academic achievements. In addition, the winner's name will be recorded on an Honour Board in the Commerce Building.

E. S. Wolfenden and Co. Prize to the value of \$21 (£10/10/-) for the best student in 14.103 Accounting III.

For Master of Business Administration Students

F. W. Williams Prize to the value of \$42 (£21) for the most proficient student in Financial Management, proceeding to the Master of Business Administration Degree.

P. C. Boon Prize to the value of \$40 (£20) for the best student in the first year of the Master of Business Administration Course.

The John Storey Memorial Thesis Prize to the value of \$100 (£50) for the best thesis submitted by a student, towards his Master of Business Administration Degree.

The John Storey Memorial Prize to the value of \$60 (£30) for the best second year student.

COURSES FOR THE DEGREE OF BACHELOR OF COMMERCE

SCHOOL OF ACCOUNTANCY

Accountancy Courses

The School of Accountancy offers a full-time and part-time course leading to the Degree of Bachelor of Commerce.* These courses, which may be taken at pass or honours standard, give a comprehensive and thorough training in accountancy, built upon a foundation of general disciplines such as English, History or Philosophy and subjects such as Economics and Statistics, which are essential to any proper study in the field of commerce. The study of these general subjects should enable students to see accountancy in proper social perspective.

In the specialist field of accountancy, the treatment of accounting and the associated subject of law is particularly comprehensive. Both the pass and honours courses 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, 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. Honours students must attend seminars devoted to the discussion of advanced problems in accounting and to the critical review of accounting theory, aims and methods. They are encouraged to undertake original work as a basis for the thesis which is prescribed for the final year.

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 follow an intensive course in advanced cost accounting during their final year of study.

* At the end of 1962, the courses offered by the School of Accountancy were revised. For students who first enrolled in 1962 or in some earlier year, special transitional arrangements have been devised. These are set out in Rule 14, pages 74-75.

Upon completion of the first year of full-time study, or the second year of part-time study, a student may make written application to the Head of the School for permission to enrol for the Honours course.

Professional Recognition of Accountancy Courses

The Commerce Degree courses in Accountancy are recognised by Professional organisations in accordance with the details set out below:

The Australian Society of Accountants gives full recognition to the examinations conducted by the University in Accountancy courses.

The Institute of Chartered Accountants in Australia grants the maximum recognition permitted by its by-laws: a graduate completing the Accountancy course for the Bachelor of Commerce Degree will be granted exemption from the Institute's Intermediate examinations, Groups 1, 2 and 3, and must only complete the three subjects in the Final Examination to qualify to apply for membership.

The Public Accountants' Registration Board of New South Wales gives full recognition to the examinations conducted by the University in Accountancy courses.

The Australasian Institute of Cost Accountants gives full recognition to students of the University who have passed examinations in 14.104 Accounting IV, 14.151 Cost Accounting, 14.301 Production and 14.321 Business Finance, provided they are members of the Australian Society of Accountants.

The Chartered Institute of Secretaries grants the maximum recognition permitted by its regulations: a graduate completing the Accountancy course for the Degree of Bachelor of Commerce will be granted exemption from seven of the thirteen subjects prescribed in the Institute's examination syllabus. Exemption on a provisional basis may be granted to undergraduates at an advanced stage of their course.

Applications for registration, exemption or admission should be made direct to the professional bodies concerned.

SCHOOL OF ECONOMICS

The School of Economics offers full-time and part-time courses leading to the degree of Bachelor of Commerce with specialisation in Economics, Economic Statistics or Industrial

Relations. In conjunction with the School of Applied Psychology, courses are offered allowing specialisation in Applied Psychology, and, in conjunction with the School of Wool Technology, courses are offered allowing specialisation in Wool Commerce. The full-time courses extend over three years for a Pass Degree and four years for an Honours Degree; the part-time courses extend over six years for a Pass Degree and seven years for an Honours Degree.*

In all specialisations, students who have a sufficiently good record in the first year of the full-time course, or in the first two years of the part-time course, may make written application to the Head of the School for permission to enrol for the Honours course. Such applications must be made and approved by the Head of School before enrolling in the second year of the full-time course, or in the third year of the part-time course. Applications should be addressed to the Head of the School as soon as possible after the publication of the results in the year concerned.†

Economics Course

The specialisation in economics aims at providing a basic training in economics which is suitable for a wide range of modern vocations. Students who so specialise will help to meet the needs for persons trained in the methods of economic analysis. The demand for persons so trained is growing as it becomes apparent that the study of economics gives an understanding of the workings of modern society and develops the habit of rigorous analysis. In recent years, there has been a steadily increasing demand for graduates in economics from the Public Service and from industrial, commercial and financial institutions. This is not to say that a degree in Economics automatically produces fully-equipped professional business executives, public servants or specialised economic advisers. Only considerable additional experience will provide the necessary facility in handling problems in a professionally competent manner.

* At the end of 1962 the various courses offered by the School were revised. Special transitional arrangements were devised for students who first enrolled in 1962 or earlier; these are set out fully in Rule 18, pp. 101-107.

† Such permission must be obtained before re-enrolment, and students must then follow the Honours courses set out in Rule 15, pp. 75 et seq.

In the first two years students take three courses in Economics which cover basic economic theory, together with some analysis of modern financial, industrial and government institutions. In the third year there is a wide choice, which enables students to specialise in different fields according to their interests and tastes. For example, students may pursue studies in industrial economics, economic development and growth, international economics, mathematical economics, public finance, financial institutions and policy, etc.** In the third year pass students also undertake original investigation on some small project as a basis for their compulsory thesis.

The Honours course follows the same pattern as the pass course for the first three years except that additional work at greater theoretical depth is undertaken in specially grouped Honours tutorials. Additional Honours papers must be taken at the annual examinations in certain subjects. Also, Honours students are expected to display a consistently high level of performance in order to remain in the Honours course. In the fourth year, Honours students are required to take the course in advanced economic analysis which takes them close to the boundaries of economic thinking in various areas. Such students must also complete their thesis in this final year.

Honours students, and pass students with a special interest in economic theory, are strongly advised to take Mathematics for Commerce (15.701), or Mathematics I (10.001) and Pure Mathematics II (10.111) as optional subjects, since economics is becoming increasingly mathematical in method, and much of economic theory is beyond the reach of those without University mathematics. The content of Mathematics for Commerce has been arranged to provide the minimal mathematical background for further work in mathematical economics. However, students with a real interest in mathematics should seriously consider taking Mathematics I (10.001), Pure Mathematics II (10.111) and possibly Pure Mathematics III (10.112). Students contemplating taking such courses should seek the advice of a senior member of the School before enrolment.

One unit of accounting and one unit of statistics is compulsory for all students. Those students who intend to go into business should consider doing further work in one of these two fields.

* *The full range of options is given in Rule 16, but students should take note that not all such options will necessarily be offered in every year.

Economic Statistics Course

Students who elect to major in statistics will find that the work of the economic statistician is complementary to that of the theoretical and applied economist, and that it is 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 providing for specialisation in economic statistics is to train graduates capable of meeting this demand.

The specialised training in economic statistics is based on a study of mathematics and gives an intensive training in the logical bases of advanced statistical analysis. In developing this statistical training considerable emphasis is placed upon the actual application of advanced techniques to economic, industrial and commercial problems. Moreover, all students are required to submit a short thesis on a subject either involving statistical enquiry or dealing with the methods of statistical analysis. By these means students are given a thorough training not only in the logic of advanced statistical methods, but in their application to the types of problems encountered in the public service, industry and commerce.

Industrial Relations Course

An outstanding characteristic of our time is the increasing specialisation and consequent interdependence of economic activities. Industrial Relations is concerned with some of the implications of this development for conditions of work.

Industrial Relations may be broadly defined as the study of the system of relationships arising from work situations in modern society, of the system of conventions and law which govern those relationships, and of the way in which this system is affected by the values of the larger society within which it functions.

The industrial relations of a country, therefore, reflect its economic, social, political, legal and religious history as well as the contemporary way of life of the people who relate to one another as employee and employer. The course is thus designed on an interdisciplinary social science basis to foster an appreciation of important questions which arise in developing industrial societies. The students will be encouraged to

study a variety of markedly different industrial relations systems, so that they may best understand the uniqueness of their own.

Applied Psychology Course

The Commerce course offering specialisation in Applied Psychology is designed to provide specialist training in economics, together with a theoretical training in individual and group psychology and an introduction to the skills and techniques of psychological assessment and data collection and analysis. The first subject in psychology is aimed at giving the student a foundation of psychological theory and an appreciation of the application of scientific method to the social sciences. In later years of the course detailed study is made of personality development, psychological assessment and measurement techniques. Opportunity is given for special study of some selected areas of psychology such as social psychology, motivation, human factors, engineering, learning and psychometrics. Students are encouraged to undertake field work, and each student is required to present a thesis describing an investigation of a psychological problem.

The School of Applied Psychology also offers both a full-time and a part-time course in Applied Psychology leading to the Bachelor of Science degree. (For details, see the section in the *Calendar* dealing with courses in the Faculty of Science.)

Wool Commerce Course

The course in Wool Commerce provides a training for persons entering the woolbroking and woolbuying professions and aims at developing the skills and knowledge required by them. It also provides a training for management in various branches of the wool industry together with a sound preparation for those seeking vocations in wool marketing, wool finance and the wool futures market.

It is anticipated that the constant review of wool marketing procedures and the intensification of wool promotion will require, in future years, an increasing number of graduates who combine a sound background knowledge of wool with commercial training and skills.

The course combines a study of wool in terms of production, marketing and appraisal with subjects such as Economics, Accountancy, Statistics, Psychology and Commercial Law. Wool studies include showfloor tutorials in the practical procedures of the woolbuyer and wool valuer. Tuition is given in wool type,

yield and price appraisal. Auction procedures, shipping and finance are additional facets of wool studies.

(The School of Wool Technology also provides a course in Wool Technology leading to the Degree of Bachelor of Science. For details see the University *Calendar* dealing with the courses in the Faculty of Applied Science.)

REORGANISATION OF COURSE STRUCTURES —AFFECTING STUDENTS WHO FIRST ENROLLED PRIOR TO 1963

At the end of 1962 the Faculty of Commerce revised its course structures and Rules governing the award of the Degree of Bachelor of Commerce and the Diploma in Accountancy. This was necessitated by the desire to effect a number of reforms which could not be made adequately on a piecemeal basis. At the same time, the content of some subjects was substantially revised or amalgamated with that of other subjects; some subjects were deleted; new subjects were added.

The courses leading to the Pass Degree in the Schools of Accountancy and Economics can be completed in a minimum of three years by students in full-time courses. Courses leading to the Honours Degree in these Schools can be completed in a minimum of four years by students in full-time courses. Students in part-time courses can complete the courses in a minimum of six years for the Pass Degree and seven years for the Honours Degree, except in Applied Psychology, where the Honours course can be completed in a minimum of six years.

Students enrolling or re-enrolling in 1963 or later will be required to complete the *new* requirements for the Degree, a full statement of which is shown below in Rules 1-18 (pp. 60 to 101). However, in general, students will not be required to undertake more hours of attendance at lectures and tutorials than were implied in the Degree requirements prior to 1963. Credit will be given for all subjects passed at Annual or Deferred Examinations before First Term 1963.

All *re-enrolling* students, who first enrolled in 1962 or earlier, should pay particular attention to the Rules relating to *Transition Arrangements*, which can be found as follows:

Accountancy course (Rule 14), pp. 74-75;

Economics course (Rule 18), pp. 101-103;

Statistics course (Rule 18), p. 104;

Industrial Relations course (Rule 18), pp. 104-105;

Applied Psychology course (Rule 18), pp. 105-106;

Wool Commerce course (Rule 18), pp. 106-107.

The attention of re-enrolling students is also drawn to the tables of equivalences as shown in Rules 14 and 18, p. 74 and p. 102, respectively.

RULES RELATING TO THE DEGREE OF BACHELOR OF COMMERCE*

1. Preliminary

These Rules prescribe the requirements to be fulfilled by candidates (hereafter referred to as students) for the award of the Degree of Bachelor of Commerce and the Diploma in Accountancy.* The Degree may be taken in the Pass or the Honours grade. Students may satisfy the requirements of the Degree by taking the course in Accountancy, Economics, Statistics, Industrial Relations, Applied Psychology or Wool Commerce. The course in Accountancy, the special requirements for which are set out in Rule 12, is offered by the School of Accountancy. The courses in Economics, Statistics and Industrial Relations are offered by the School of Economics. The course in Applied Psychology is offered by the School of Economics (in conjunction with the School of Applied Psychology) and the course in Wool Commerce is offered by the School of Economics (in conjunction with the School of Wool Technology). The special requirements for these courses are set out in Rule 15.

1A. Nomination of Course

Students must nominate on enrolment forms the course they intend to take when enrolling for the second year in the case of a student in a full-time course or the third year in the case of a student in a part-time course.

1B. Head of School—Interpretation

In these Rules unless the contrary intention appears Head of School shall mean the Head of the School which offers the course or the Dean of the Faculty of Commerce in cases where the student has not indicated the course he intends to take.

2. Minimum time for completion

Students enrolled in full-time courses may not complete the requirements for the Pass Degree in less than three years or the Honours Degree in less than four years.

* These rules also apply to students still enrolled for the Diploma in Accountancy, where relevant. New enrolments will not be accepted in the Diploma course.

Students enrolled in part-time courses may not normally complete the requirements for the Pass Degree in less than six years or the Honours Degree in less than seven years. Subject to the approval of the Head of School concerned, a student enrolled in a part-time course may complete the requirements of the Pass Degree in five years and the Honours Degree in six years providing normally that the student

- (i) enrolled for the first time in 1962 or earlier and has an unbroken record of passes, *or*
- (ii) enrolled for the first time in 1963 or later and has an unbroken record containing some creditable passes.

3. Hours of Attendance

Subject to Rules 2, 12 and 15 and the general University Rules covering restrictions upon students re-enrolling*, a student will not normally be permitted to enrol for subjects which in total require more than *fifteen (sixteen for students taking the course in Accountancy)* hours per week of lecture and tutorial classes for a student enrolled in a full-time course, or more than eight hours per week of lecture and tutorial classes for a student enrolled in a part-time course. The Head of School concerned may, in exceptional circumstances, grant such exemptions from this Rule as he considers appropriate.

4. Prerequisite subjects

A student may not normally enrol for any subject until he has passed in the appropriate prerequisite subject or subjects as required by these Rules. In exceptional circumstances the Head of School concerned may permit a student to enrol for a subject concurrently with a prerequisite subject providing he has previously enrolled for the prerequisite subject and the Head of School is satisfied that the student has reached a satisfactory standard in the prerequisite subject.

5. Passing in a subject

In determining a student's eligibility to progress, consideration will be given to assignments, essays, other written work and term or other tests given throughout the year, as

* See pp. 38-40.

well as the annual examination results. To obtain a pass in any subject students must complete assignments and other set work by the prescribed dates to the satisfaction of the Head of School concerned.

6. Order of progression of subjects

Except with the approval of the Head of School concerned, no student may enrol for a subject in the second or later year of a course when there remains a subject in the preceding year or years (as set down in Tables I—XXVII below) for which he has not obtained credit or is not currently enrolled.

7. Humanities Subjects*

The requirements for Humanities I and II must be satisfied by passing in any *two* or *three* subjects from the following list† provided that

- (a) not more than three subjects may be selected;
- (b) not more than one subject may be chosen from any one of the paragraphs (i) to (xiv);
- (c) the subjects passed amount to a total of at least *four* hours of lectures and tutorials per week (The hours of lectures and tutorials per week are shown in parenthesis following each subject):
 - (i) 50.111 English (3 hrs.) *or* 50.011H English (2 hrs.) *or* 57.011H An Introduction to Modern Drama (2 hrs.);
 - (ii) 50.112 English II (3 hrs.);
 - (iii) 51.111 History I (3 hrs.) *or* 51.011H History (1 hr.);
 - (iv) 51.112 History II (3 hrs.);
 - (v) 52.111 Philosophy I (3 hrs.) *or* 52.011H Philosophy (1 hr.);

* This rule was amended in 1965.

† Subjects with numbers with a suffix "H" are offered by the Department of General Studies, but not all of these subjects may be available in 1966. For further information regarding the subjects which will be available, see timetable, p. 203. The other subjects in the list are offered by Schools in the Faculty of Arts, and enrolment therein is subject to the prior approval of the Head of the School responsible for the subject. Students wishing to enrol in these subjects should include them in their applications to enrol; they will be advised of any further requirements during enrolment week. Details of courses offered by the School of Political Science will be found on pp. 184-187. Details of other Arts subjects may be found in the *University Calendar*, the *Faculty of Arts Handbook*, or on application to the School concerned.

- (vi) 52.112 Philosophy II (3 hrs.);
- (vii) 52.151 History and Philosophy of Science I (3 hrs.);
- (viii) 52.152 History and Philosophy of Science II (3 hrs.);
- (ix) 54.111 Political Science I (3 hrs.) or 54.011H Political Science (1 hr.);
- (x) 54.112 Political Science II (3 hrs.);
- (xi) 11.011H History of Fine Arts (1 hr.);
- (xii) 11.021H History of Architecture (1 hr.);
- (xiii) 26.301H Music (1 hr.);
- (xiv) 26.601H History of Technology (1 hr.).

For the purposes of Rules 12 and 15 the first subject or subjects selected will be called Humanities I and the second subject or subjects selected will be called Humanities II. Notwithstanding the minimum hours listed in Rules 12 and 15 when the subject selected for Humanities amounts to 1 hour the minimum hours for Humanities II will be 3, and vice versa.

8. General Options

The *General Options*, which are referred to in the courses leading to a Pass or Honours Degree, shall, subject to requirements of prerequisite subjects, include any subject (other than those offered by Schools of the Faculty of Commerce as part of courses in other Faculties) available in the University subject to the approval of the Head of School concerned.

9. Thesis*

Each student enrolled for a Pass Degree in the School of Economics or an Honours Degree in the Schools of Accountancy or Economics must present a Thesis in his final year of study on a topic selected by him and approved by the Head of School concerned. Students enrolled in the Accountancy course for the Pass Degree who normally would have completed the requirements for the Degree in 1962 must also present a Thesis. The Thesis must be written under the supervision of a member of staff nominated by the appropriate Head of School.

The length of the Thesis for the Pass Degree (where required) should not exceed 6000 words and for the Honours Degree should not exceed 10,000 words.

* This rule was amended in 1965.

The topic selected must be submitted for approval no later than the following times:

- (i) For the Honours Accountancy course in the School of Accountancy, the end of Third Term in the second last year of the course.
- (ii) For courses leading to the Pass Degree in the School of Economics, the end of Third Term in the second last year of the course for students enrolled in full-time courses, and in the third last year of the course for students enrolled in part-time courses.
- (iii) For courses leading to the Honours Degree in the School of Economics, the end of Third Term in the third last year of the course.

Not later than April 30 of the year following that in which a topic must be submitted for approval, the student must submit a detailed statement to his supervisor showing the manner in which the student proposes to deal with the topic.

The Thesis must be presented in the appropriate form, for a pass Degree not later than **Friday of the first week of the third term** of the year in which the Thesis is to be presented; for an Honours Degree not later than November 30 of the year in which the Thesis is to be presented. Two copies of the Thesis must be submitted in double-spaced typescript on quarto paper with a 1½ inch left-hand margin and suitably bound or stapled. The Thesis must include a bibliography and an acknowledgement of all source material and it must be accompanied by an abstract of approximately 200 words.*

In exceptional circumstances the Head of School may grant an extension of time for compliance with the requirements of the three immediately preceding paragraphs.

10. Honours Degree

Upon completion of the first year of a full-time course or the second year of a part-time course, a student may make a written application to the Head of School for permission to enrol for an Honours Degree. A student who does not apply at the appropriate time but who subsequently wishes to enrol for an Honours Degree may, in exceptional circumstances, be granted permission to so enrol.

* See *Preparation of Theses*, p. 42.

Performance in the subjects in the first year of a full-time course or in the first two years of a part-time course shall be considered by the Head of School concerned before permitting a student to enrol for an Honours Degree.

Students enrolled for an Honours Degree will be expected to reach a high standard in their overall performance and must take such extra subjects other than those prescribed in Rules 12 and 15, and sit for such additional examinations as may be prescribed by the Head of School. Where, in the opinion of the Head of School concerned, the performance of a student is unsatisfactory, permission to continue as an Honours student may be withdrawn and the student may then proceed to an appropriate Pass Degree.

The Degree of Bachelor of Commerce with Honours will be awarded in the following grades: Class I; Class II (in two divisions); Class III.

11. Credit for subjects passed at another University*

The regulation governing admission with advanced standing will be found in Section II of the current University Calendar.

SCHOOL OF ACCOUNTANCY

12. Courses in Accountancy

Subject to Rule 6, the Degree requirements for the course in Accountancy as well as the requirements for the Diploma in Accountancy are set out in tabular form as follows:

Table I	Pass Degree	Accountancy—Full-time Course
Table II	Pass Degree	Accountancy—Part-time Course
Table III	Pass Degree	Accountancy—Part-time Course (accelerated programme)
Table IV	Honours Degree	Accountancy—Full-time Course
Table V	Honours Degree	Accountancy—Part-time Course
Table VI	Pass Degree	Accountancy—Part-time Conversion Course
Table VII	Diploma in Accountancy†	—Part-time Course

* This rule was amended in 1965.

† New enrolments in this course will not be accepted.

TABLE I

BACHELOR OF COMMERCE — PASS DEGREE
ACCOUNTANCY—FULL-TIME COURSE

Subject	Hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.101 Accounting I	2	2
15.101 Economics I	2	1
15.401 Business Statistics	2	1
14.501 Commercial Law I	2	1
	<hr/>	<hr/>
	8	5
	<hr/>	<hr/>
Year II		
14.102 Accounting II	2	2
15.102 Economics II	2	1
15.103 Economics III	2	1
14.502 Commercial Law II	2	0
Humanities I*	2	0
General Option†	2	0
	<hr/>	<hr/>
	12	4
	<hr/>	<hr/>
Year III		
14.103 Accounting III	2	2
14.104 Accounting IV	2	2
14.201 Taxation Law and Practice	2	0
14.131 Auditing and Internal Control	2	0
14.321 Business Finance <i>or</i>		
14.121 Government Accounting	2	0
Humanities II*	2	0
	<hr/>	<hr/>
	12	4
	<hr/>	<hr/>

* See Rule 7, pp. 62-63.

† The hours shown for this subject are the minimum possible. See Rule 8, p. 63. Certain subjects selected for the General Option may not be taken until other subjects in Year I and Year II of this course have been passed. In such circumstances, the General Option may be taken in Year III and Humanities II in Year II. However, students intending to take two courses in the same subject in satisfying Humanities I and II should take this into consideration in planning their course.

TABLE II

BACHELOR OF COMMERCE — PASS DEGREE
ACCOUNTANCY — PART-TIME COURSE

Subject	Hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.101 Accounting I	2	2
15.101 Economics I	2	1
	—	—
	4	3
	—	—
Year II		
15.401 Business Statistics	2	1
14.501 Commercial Law I	2	1
Humanities I*	2	0
	—	—
	6	2
	—	—
Year III		
14.102 Accounting II	2	2
15.102 Economics II	2	1
	—	—
	4	3
	—	—
Year IV		
14.103 Accounting III	2	2
14.502 Commercial Law II	2	0
15.103 Economics III	2	1
	—	—
	6	3
	—	—
Year V		
14.104 Accounting IV	2	2
14.131 Auditing and Internal Control	2	0
14.201 Taxation Law and Practice	2	0
	—	—
	6	2
	—	—
Year VI		
14.321 Business Finance <i>or</i>		
14.121 Government Accounting	2	0
Humanities II*	2	0
General Option†	2	0
	—	—
	6	0
	—	—

* See Rule 7, pp. 62-63.

† The hours shown for this subject are the minimum possible. See Rule 8, p. 63.

TABLE III

BACHELOR OF COMMERCE — PASS DEGREE
ACCOUNTANCY — PART-TIME COURSE
(ACCELERATED PROGRAMME*)

Subject	Hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.101 Accounting I	2	2
15.101 Economics I	2	1
	—	—
	4	3
	—	—
Year II		
15.401 Business Statistics	2	1
14.501 Commercial Law I	2	1
Humanities I†	2	0
	—	—
	6	2
	—	—
Year III		
14.102 Accounting II	2	2
15.102 Economics II	2	1
Humanities II†	2	0
	—	—
	6	3
	—	—
Year IV		
14.103 Accounting III	2	2
14.502 Commercial Law II	2	0
15.103 Economics III	2	1
14.321 Business Finance <i>or</i>		
14.121 Government Accounting	2	0
	—	—
	8	3
	—	—
Year V		
14.104 Accounting IV	2	2
14.201 Taxation Law and Practice	2	0
14.131 Auditing and Internal Control	2	0
General Option‡	2	0
	—	—
	8	2
	—	—

* See Rule 2, p. 60.

† See Rule 7, pp. 62-63.

‡ The hours shown for this subject are the minimum possible. See Rule 8, p. 63.

TABLE IV
BACHELOR OF COMMERCE — HONOURS DEGREE
ACCOUNTANCY — FULL-TIME COURSE

Subject	Hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.101 Accounting I	2	2
15.101 Economics I	2	1
15.401 Business Statistics	2	1
14.501 Commercial Law I	2	1
	<hr/> 8	<hr/> 5
Year II		
14.102 Accounting II	2	2
14.141 Accounting Seminar I	0	1
15.102 Economics II	2	1
15.103 Economics III	2	1
Humanities I*	2	0
General Option†	2	0
14.502 Commercial Law II	2	0
	<hr/> 12	<hr/> 5
Year III		
14.103 Accounting III	2	2
14.142 Accounting Seminar II	0	1
14.104 Accounting IV	2	2
14.321 Business Finance <i>or</i>		
14.121 Government Accounting	2	0
14.131 Auditing and Internal Control	2	0
14.201 Taxation Law and Practice	2	0
Humanities II*	2	0
	<hr/> 12	<hr/> 5

* See Rule 7, pp. 62-63.

† The hours shown for this subject are the minimum possible. See Rule 8, p. 63. Certain subjects selected for the General Option may not be taken until other subjects in Year I and Year II of this course have been passed. In such circumstances, the General Option may be taken in Year III and Humanities II in Year II. However, students intending to take two courses in the same subject in satisfying Humanities I and II should take this into consideration in planning their course. Students in this course who wish to gain recognition by the Australasian Institute of Cost Accountants should take 14.301 Production as their General Option.

Year IV		
14.143	Accounting Seminar III	0 3
14.151	Cost Accounting	2 1
14.191	Thesis	— —
		— —
		2 4
		— —

TABLE V

BACHELOR OF COMMERCE — HONOURS DEGREE
ACCOUNTANCY — PART-TIME COURSE

Subject	Hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.101 Accounting I	2	2
15.101 Economics I	2	1
	—	—
	4	3
	—	—
Year II		
14.501 Commercial Law I	2	1
15.401 Business Statistics	2	1
Humanities I*	2	0
	—	—
	6	2
	—	—
Year III		
14.102 Accounting II	2	2
14.141 Accounting Seminar I	0	1
15.102 Economics II	2	1
	—	—
	4	4
	—	—
Year IV		
14.103 Accounting III	2	2
14.142 Accounting Seminar II	0	1
14.502 Commercial Law II	2	0
15.103 Economics III	2	1
	—	—
	6	4
	—	—

* See Rule 7, pp. 62-63.

Year V

14.104 Accounting IV	2	2
14.201 Taxation Law and Practice	2	0
14.131 Auditing and Internal Control	2	0
	<hr/> 6	<hr/> 2

Year VI

14.321 Business Finance <i>or</i>		
14.121 Government Accounting	2	0
14.151 Cost Accounting	2	1
Humanities II*	2	0
General Option†	2	0
	<hr/> 8	<hr/> 1

Year VII

14.143 Accounting Seminar III	0	3
14.191 Thesis	<hr/> —	<hr/> —
	0	3
	<hr/> —	<hr/> —

* See Rule 7, pp. 62-63.

† The hours shown for this subject are the minimum possible. See Rule 8, p. 63. Students in this course who wish to gain recognition by the Australasian Institute of Cost Accountants should take 14.301 Production as their General Option.

TABLE VI

BACHELOR OF COMMERCE
ACCOUNTANCY — PART-TIME CONVERSION COURSE

This course is available only to holders of the Diploma in Accountancy of the Sydney Technical College, providing they first enrolled for that Diploma in 1957 or earlier.

Subject	Hours per week for 3 terms	
	Lectures	Tutorials
Year I		
15.102 Economics II	2	1
15.401 Business Statistics	2	1
Humanities I*	2	0
	—	—
	6	2
	—	—
Year II†		
15.103 Economics III	2	1
14.321 Business Finance	2	0
General Option†	2	0
Humanities II*	2	0
	—	—
	8	1
	—	—

TABLE VII

DIPLOMA IN ACCOUNTANCY

This course is available to students who enrolled in the Diploma in Accountancy of the Department of Technical Education during the period 1958 to 1960. New enrolments in this course will no longer be accepted.

Subject	Hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.101 Accounting I	2	2
14.501 Commercial Law I	2	1
	—	—
	4	3
	—	—
Year II		
14.102 Accounting II	2	2
15.101 Economics I	2	1
15.401 Business Statistics	2	1
	—	—
	6	4
	—	—

* See Rule 7, pp. 62-63.

† The hours shown for this subject are the minimum possible. See Rule 8, p. 63.

Subject	Hours per week for 3 terms	
	Lectures	Tutorials
Year III		
14.103 Accounting III	2	2
14.502 Commercial Law II	2	0
15.102 Economics II	2	1
	—	—
	6	3
	—	—
Year IV		
14.104 Accounting IV	2	2
14.131 Auditing and Internal Control	2	0
14.201 Taxation Law and Practice	2	0
	—	—
	6	2
	—	—
Year V		
14.151 Cost Accounting	2	1
14.321 Business Finance	2	0
Company Secretarial Practice	1	0
Introduction to Management	1	0
	—	—
	6	1
	—	—

13. Rules for Progression — School of Accountancy

All students studying the Accountancy course for the Degree of Bachelor of Commerce must observe the following rules for progression unless specifically exempted by the Head of School. Such exemptions will be granted in exceptional cases only.

- (i) No student shall proceed to 14.102 Accounting II or 14.321 Business Finance until he has passed 14.101 Accounting I.
- (ii) No student shall proceed to 14.103 Accounting III, 14.104 Accounting IV, 14.121 Government Accounting or 14.131 Auditing and Internal Control unless he has previously passed 14.102 Accounting II.
- (iii) No student shall proceed to 14.151 Cost Accounting until he has passed 14.104 Accounting IV.
- (iv) No student shall proceed to 14.502 Commercial Law II or 14.201 Taxation Law and Practice unless he has previously passed 14.501 Commercial Law I, provided that this restriction shall not apply to students who first enrolled in their course prior to 1963.

- (v) No student shall proceed to 14.201 Taxation Law and Practice unless he has previously passed or is concurrently enrolled in 14.502 Commercial Law II and 14.103 Accounting III.

14. Transition Arrangements — School of Accountancy (Affecting students who first enrolled prior to 1963)

All subjects in the courses outlined in Tables I to VII will be offered in 1966. None of the subjects in the courses existing before 1963 will be offered in 1966 or subsequent years.

Students completing their degree under the regulations existing before 1963 and who failed in 14.14 Accounting IV in 1963, will be required to take 14.104 Accounting IV.

All students other than those who, in the normal course of events would have taken 14.14 Accounting IV in 1963, will be required to complete their degree under the new rules.

In changing over to these Rules, students will be given credit for subjects in which they have already passed. The old subject will be accepted in place of the new subject by which it has been replaced. Some of the more important equivalences in this respect are set out in the accompanying table:

<i>Old Subject</i>	<i>New Subject</i>
14.11 Accounting I	14.101 Accounting I
14.12 Accounting II	14.102 Accounting II
14.13 Accounting III	14.103 Accounting III
14.14 Accounting IV	14.104 Accounting IV
15.12 Economics I	15.101 Economics I
15.13 Economics II	15.102 Economics II
15.14 Economics III	15.103 Economics III
15.15 Economics IV	Any subject from those listed in Group II, Rule 16.
15.21 Statistical Methods I	15.401 Business Statistics
14.41 Law I }	14.501 Commercial Law I
14.42 Law II }	
14.43A Law IIIA }	14.502 Commercial Law II
14.43B Law IIIB }	
14.52 Business Finance	14.321 Business Finance
14.33 Taxation	14.201 Taxation Law and Practice
14.23 Auditing	14.131 Auditing and Internal Control
14.53A Production	14.301 Production
14.53B Marketing	14.311 Marketing
14.16 Advanced Cost Accounting	14.151 Cost Accounting
14.61 Accounting Seminar (Hons.)	14.143 Accounting Seminar III

Students who had not passed in 14.41 Law I or 14.42 Law II by February, 1965, must subsequently obtain a pass in 14.501 Commercial Law I. In addition students who had not passed in 14.43A Law IIIA or 14.43B Law IIIB by February, 1965, must subsequently obtain a pass in 14.502 Commercial Law II.

For students who first enrolled before 1963 the General Option required in the Accountancy courses outlined in Tables I-VI (Rule 12) may be satisfied by a pass in 12.111 Psychology or 15.11 Descriptive Economics obtained by February, 1963, unless the operation of this Rule would result in the completion of the Accountancy Course in less than 44 hours of class attendance for the Pass Degree and 52 hours of class attendance for the Honours Degree.

Where the total hours of minimum class attendance in subjects passed in satisfaction of Rule 12 amount to less than 43 hours for the Pass Degree and 52 hours for the Honours Degree the student will be required to obtain a pass in one additional subject as determined by the Head of School. However, students who have previously discontinued their course but are readmitted after 1964 must complete the requirements for the Degree as set out in Tables I to VII irrespective of the total number of hours involved.

SCHOOL OF ECONOMICS

15. Courses in Economics, Statistics, Industrial Relations, Applied Psychology and Wool Commerce

Subject to Rule 6 the Degree requirements for the courses in Economics, Statistics, Industrial Relations, Applied Psychology and Wool Commerce are set out in tabular form as follows:

Table VIII	Pass Degree. Economics—Full-time Course.
Table IX	Pass Degree. Economics—Part-time Course.
Table X	Honours Degree. Economics—Full-time Course.
Table XI	Honours Degree. Economics—Part-time Course.
Table XII	Pass Degree. Statistics—Full-time Course.
Table XIII	Pass Degree. Statistics—Part-time Course.
Table XIV	Honours Degree. Statistics—Full-time Course.
Table XV	Honours Degree. Statistics—Part-time Course.
Table XVI	Pass Degree. Industrial Relations—Full-time Course.
Table XVII	Pass Degree. Industrial Relations—Part-time Course.

Table XVIII	Honours Degree. Industrial Relations—Full-time Course.
Table XIX	Honours Degree. Industrial Relations—Part-time Course.
Table XX	Pass Degree. Applied Psychology—Full-time Course.
Table XXI	Pass Degree. Applied Psychology—Part-time Course.
Table XXII	Honours Degree. Applied Psychology—Full-time Course.
Table XXIII	Honours Degree. Applied Psychology—Part-time Course.
Table XXIV	Pass Degree. Wool Commerce—Full-time Course.
Table XXV	Pass Degree. Wool Commerce—Part-time Course.
Table XXVI	Honours Degree. Wool Commerce—Full-time Course.
Table XXVII	Honours Degree. Wool Commerce—Part-time Course.

Where a choice of subjects is available in satisfying the requirements for Humanities I, Humanities II, General Option, or Economics Options I-V, the hours shown are the minimum hours of class attendance possible. Some of the subjects which can be so chosen require more hours of class attendance than shown in the Tables.*

* In selecting these subjects, students should pay particular attention to Rules 7, 8, 16 and 17. Students who first enrolled in 1962 or earlier should, in addition, pay particular attention to Rule 18.

TABLE VIII
BACHELOR OF COMMERCE — PASS DEGREE
ECONOMICS — FULL-TIME COURSE

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.101 Accounting I	2	2
15.101 Economics I	2	1
15.401 Business Statistics*	2	1
<i>Plus any one of</i>		
10.001 Mathematics I	4	2
15.701 Mathematics for Commerce	4	2
12.011 Psychology	3	2
54.111 Political Science I	3	0
15.501 General Law	3	0
14.501 Commercial Law I	2	1
Year II		
15.102 Economics II	2	1
15.103 Economics III	2	1
Economics Option I [†] or		
General Option [‡]	2	0
Humanities I [§]	2	0
Year III		
General Option [‡] or		
Economics Option I [†]	2	0
Economics Option II [†]	2	0
Economics Option III [†]	2	0
Economics Option IV [†]	2	0
Humanities II [§]	2	0
15.191 Thesis	—	—

* 15.401 Business Statistics and 15.411 Statistical Analysis I cannot both be taken for credit. Students who plan to take 15.411 Statistical Analysis I in Year II or III as Economics Option I therefore need not take 15.401 Business Statistics in Year I, but will take either 10.001 Mathematics I or 15.701 Mathematics for Commerce. If these students at the end of Year I wish to abandon their original intention of taking 15.411 Statistical Analysis I, they must take 15.401 Business Statistics in Year II as Economics Option I. Students who take 10.001 Mathematics I or 15.701 Mathematics for Commerce in lieu of 15.401 Business Statistics are not required to take a fourth subject in Year I.

† See Rule 16, pp. 97-99.

‡ See Rule 8, p. 63.

§ See Rule 7, pp. 62-63.

|| Students who take 10.111 Pure Mathematics II or 10.121 Pure Mathematics II (Higher) in Year II may postpone Humanities I till Year III.

TABLE IX

BACHELOR OF COMMERCE — PASS DEGREE
ECONOMICS — PART-TIME COURSE

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.101 Accounting I	2	2
15.101 Economics I	2	1
Year II		
15.401 Business Statistics*	2	1
<i>Plus any one of</i>		
10.001 Mathematics I	4	2
15.701 Mathematics for Commerce	4	2
12.011 Psychology	3	2
54.111 Political Science I	3	0
15.501 General Law	3	0
14.501 Commercial Law I	2	1
Year III		
15.102 Economics II	2	1
15.103 Economics III	2	1
Year IV		
Humanities I†	2	0
Economics Option I‡	2	0
Economics Option II‡	2	0
Year V		
Economics Option III‡	2	0
Economics Option IV‡	2	0
Humanities II† or General Option§	2	0
15.191 Thesis	—	—
Year VI		
General Option§ or Humanities II†	2	0
15.191 Thesis (continued)	—	—

* 15.401 Business Statistics and 15.411 Statistical Analysis I cannot both be taken for credit. Students who plan to take 15.411 Statistical Analysis I in Year IV as Economics Option I therefore need not take 15.401 Business Statistics in Year II. In Year II these students will take *either* 15.701 Mathematics for Commerce *or* 10.001 Mathematics I. If these students at the end of Year II wish to abandon their original intention of taking 15.411 Statistical Analysis I, they must take 15.401 Business Statistics in Year IV as Economics Option I. Students who take 10.001 Mathematics I or 15.701 Mathematics for Commerce are not required to take a second subject in Year II.

† See Rule 7, pp. 62-63.

‡ See Rule 16, pp. 97-99.

§ See Rule 8, p. 63.

TABLE X

BACHELOR OF COMMERCE — HONOURS DEGREE
ECONOMICS — FULL-TIME COURSE

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.101 Accounting I	2	2
15.101 Economics I	2	1
15.401 Business Statistics*	2	1
<i>Plus any one of</i>		
10.001 Mathematics I	4	2
15.701 Mathematics for Commerce	4	2
12.011 Psychology	3	2
54.111 Political Science I	3	0
15.501 General Law	3	0
14.501 Commercial Law I	2	1
Year II		
15.112 Economics II	2	1
15.113 Economics III	2	1
Economics Option I† or		
General Option‡	2	0
Humanities I§ 	2	0
Year III		
General Option‡ or		
Economics Option I†	2	0
Economics Option II†	2	0
Economics Option III†	2	0
Economics Option IV†	2	0
Humanities II§	2	0
15.191 Thesis	—	—
Year IV		
15.104 Advanced Economic Analysis	6	0
Economics Option V†	2	0
15.191 Thesis (continued)	—	—

* 15.401 Business Statistics and 15.411 Statistical Analysis I cannot both be taken for credit. Students who plan to take 15.411 Statistical Analysis I in Year II or III as Economics Option I therefore need not take 15.401 Business Statistics in Year I, but will take either 10.001 Mathematics I or 15.701 Mathematics for Commerce. If these students at the end of Year I wish to abandon their original intention of taking 15.411 Statistical Analysis I, they must take 15.401 Business Statistics in Year II as Economics Option I. Students who take 10.001 Mathematics I or 15.701 Mathematics for Commerce in lieu of 15.401 Business Statistics are not required to take a fourth subject in Year I.

† See Rule 16, pp. 97-99.

‡ See Rule 8, p. 63.

§ See Rule 7, pp. 62-63.

|| Students who take 10.111 Pure Mathematics II or 10.121 Pure Mathematics II (Higher) in Year II may postpone Humanities I till Year III.

TABLE XI
BACHELOR OF COMMERCE — HONOURS DEGREE
ECONOMICS — PART-TIME COURSE

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.101 Accounting I	2	2
15.101 Economics I	2	1
Year II		
15.401 Business Statistics*	2	1
<i>Plus any one of</i>		
10.001 Mathematics I	4	2
15.701 Mathematics for Commerce	4	2
12.011 Psychology	3	2
54.111 Political Science I	3	0
15.501 General Law	3	0
14.501 Commercial Law I	2	1
Year III		
15.112 Economics II	2	1
15.113 Economics III	2	1
Year IV		
Economics Option I†	2	0
Humanities I‡	2	0
General Options§ or Humanities II†	2	0
Year V		
Economics Option II†	2	0
Economics Option III†	2	0
Humanities II‡ or General Options§	2	0
Year VI		
15.104 Advanced Economic Analysis	6	0
15.191 Thesis	—	—
Year VII		
Economics Option IV†	2	0
Economics Option V†	2	0
15.191 Thesis (continued)	—	—

* 15.401 Business Statistics and 15.411 Statistical Analysis I cannot both be taken for credit. Students who plan to take 15.411 Statistical Analysis I in Year IV as Economics Option I therefore need not take 15.401 Business Statistics in Year II. In Year II such students will take *either* 15.701 Mathematics for Commerce *or* 10.001 Mathematics I. If these students at the end of Year II wish to abandon their original intention of taking 15.411 Statistical Analysis I, they must take 15.401 Business Statistics in Year IV as Economics Option I.

† See Rule 16, pp. 97-99.

‡ See Rule 7, p. 63.

§ See Rule 8, pp. 62-63.

TABLE XII
BACHELOR OF COMMERCE — PASS DEGREE
STATISTICS — FULL-TIME COURSE

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.101 Accounting I	2	2
15.101 Economics I	2	1
15.701 Mathematics for Commerce*	4	2
Year II		
15.102 Economics II	2	1
15.103 Economics III	2	1
15.411 Statistical Analysis I	2	1
General Option†	2	0
Humanities I‡	2	0
Year III		
Economics Option§	2	0
15.412 Statistical Analysis II	2	1
15.421 Applied Statistics	2	1
Humanities II‡	2	0
15.191 Thesis	—	—

* 10.001 Mathematics I may be substituted for 15.701 Mathematics for Commerce. But then 10.111 Pure Mathematics II (or 10.121 Pure Mathematics II (Higher) *must* be chosen as the General Option and Humanities I must be postponed until Year III.

† See Rule 8, pp. 62-63.

‡ See Rule 7, p. 63.

§ To be chosen from either Group I or Group II of the Economics Options. See Rule 16, pp. 97-99.

TABLE XIII
BACHELOR OF COMMERCE — PASS DEGREE
STATISTICS — PART-TIME COURSE

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.101 Accounting I	2	2
15.101 Economics I	2	1
Year II		
15.701 Mathematics for Commerce*	4	2
Year III		
15.102 Economics II <i>or</i>		
15.103 Economics III	2	1
15.411 Statistical Analysis I	2	1
Year IV		
15.103 Economics III <i>or</i>		
15.102 Economics II	2	1
15.412 Statistical Analysis II	2	1
Year V		
15.421 Applied Statistics	2	1
General Option†	2	0
Humanities II‡	2	0
15.191 Thesis	—	—
Year VI		
Economics Option§	2	0
Humanities II‡	2	0
15.191 Thesis (continued)	—	—

* 10.001 Mathematics I may be substituted for 15.701 Mathematics for Commerce. But then 10.111 Pure Mathematics II *must* be chosen as the General Option. This subject will be taken in Year III, 15.411 Statistical Analysis I in Year IV, 15.412 Statistical Analysis II in Year V and 15.421 Applied Statistics in Year VI. Students who select Pure Mathematics II as their General Option, and pass it, will be exempted from the Economics Option.

† See Rule 8, p. 63.

‡ See Rule 7, pp. 62-63.

§ To be chosen from either Group I or Group II of the Economics Options. See Rule 16, pp. 97-99.

TABLE XIV

BACHELOR OF COMMERCE — HONOURS DEGREE
STATISTICS — FULL-TIME COURSE

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.101 Accounting I	2	2
15.101 Economics I	2	1
15.701 Mathematics for Commerce*	4	2
Year II		
15.112 Economics II [¶]	2	1
15.113 Economics III**	2	1
15.411 Statistical Analysis I	2	1
General Option [†]	2	1
Humanities I [‡]	2	0
Year III		
15.412 Statistical Analysis II	2	1
Economics Option I [§]	2	0
Economics Option II [§]	2	0
Humanities II [‡]	2	0
15.191 Thesis	—	—
Year IV		
15.431 Econometrics	2	1
15.421 Applied Statistics	2	1
15.441 Seminar in Statistics	2	0
15.191 Thesis (continued)	—	—

* 10.001 Mathematics I may be substituted for 15.701 Mathematics for Commerce. But then 10.111 Pure Mathematics II or 10.121 Pure Mathematics II (Higher) *must* be chosen as the General Option, and Humanities I must be postponed until Year III. Students who select Pure Mathematics II as their General Option, and pass it, will be exempted from one of the Economics Options.

[¶] See Rule 8, p. 63.

[‡] See Rule 7, pp. 62-63.

[§] To be chosen from either Group I or Group II of the Economics Options. See Rule 16, pp. 97-99.

[¶] Subject to the approval of the Head of School, this subject may be replaced by 15.102 Economics II where specific honours work is prescribed in another subject.

**Subject to the approval of the Head of School, this subject may be replaced by 15.103 Economics III where specific honours work is prescribed in another subject.

TABLE XV

BACHELOR OF COMMERCE — HONOURS DEGREE
STATISTICS — PART-TIME COURSE

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.101 Accounting I	2	2
15.101 Economics I	2	1
Year II		
15.701 Mathematics for Commerce*	4	2
Year III		
15.112 Economics II¶ <i>or</i>		
15.113 Economics III**	2	1
15.411 Statistical Analysis I	2	1
Year IV		
15.113 Economics III** <i>or</i>		
15.112 Economics II¶	2	1
15.412 Statistical Analysis II	2	1
Year V		
15.421 Applied Statistics	2	1
Humanities II†	2	0
Economics Option I‡	2	0
Year VI		
15.431 Econometrics	2	1
Humanities II†	2	0
General Options§	2	0
15.191 Thesis	—	—
Year VII		
15.441 Seminar in Statistics	2	0
Economics Option II‡	2	0
15.191 Thesis (continued)	—	—

* 10.001 Mathematics I may be substituted for 15.701 Mathematics for Commerce. But then 10.111 Pure Mathematics II *must* be chosen as the General Option. This subject will be taken in Year III, 15.411 Statistical Analysis I in Year IV, 15.412 Statistical Analysis II in Year V, 15.421 Applied Statistics in Year VI and Humanities II in Year VII. Students who select Pure Mathematics II as their General Option, and pass it, will be exempted from an Economics Option.

† See Rule 7, pp. 62-63.

‡ To be chosen from either Group I or Group II of the Economics Options. See Rule 16, pp. 97-99.

§ See Rule 8, p. 63.

¶ Subject to the approval of the Head of School, this subject may be replaced by 15.102 Economics II where specific honours work is prescribed in another subject.

** Subject to the approval of the Head of School, this subject may be replaced by 15.103 Economics III where specific honours work is prescribed in another subject.

TABLE XVI
BACHELOR OF COMMERCE — PASS DEGREE
INDUSTRIAL RELATIONS — FULL-TIME COURSE

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.101 Accounting I	2	2
15.101 Economics I	2	1
15.401 Business Statistics	2	1
15.501 General Law	3	0
Year II		
12.101 Psychology	3	0
15.102 Economics II	2	1
15.601 Industrial Relations I	2	0
Humanities I*	2	0
Humanities II*	2	0
15.511 Industrial Law I	2	0
Year III		
12.651 Psychology (Industrial Relations)	3	0
15.103 Economics III	2	1
15.602 Industrial Relations II	2	0
15.512 Industrial Law II	2	C
15.611 Seminar in Industrial Relations	2	C
15.191 Thesis	—	—

* See Rule 7, pp. 62-63.

TABLE XVII
BACHELOR OF COMMERCE — PASS DEGREE
INDUSTRIAL RELATIONS — PART-TIME COURSE

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.101 Accounting I	2	2
15.101 Economics I	2	1
Year II		
15.401 Business Statistics	2	1
15.501 General Law	3	0
Humanities I*	2	0
Year III		
15.102 Economics II	2	1
15.601 Industrial Relations I	2	0
12.101 Psychology	3	0
Year IV		
15.103 Economics III	2	1
15.511 Industrial Law I	2	0
Humanities II*	2	0
Year V		
12.651 Psychology (Industrial Relations)	3	0
15.512 Industrial Law II	2	0
15.191 Thesis	—	—
Year VI		
15.602 Industrial Relations II	2	0
15.611 Seminar in Industrial Relations	2	0
15.191 Thesis (continued)	—	—

* See Rule 7, pp. 62-63.

TABLE XVIII

BACHELOR OF COMMERCE — HONOURS DEGREE
INDUSTRIAL RELATIONS — FULL-TIME COURSE

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.101 Accounting I	2	2
15.101 Economics I	2	1
15.401 Business Statistics	2	1
15.501 General Law	3	0
Year II		
12.101 Psychology	3	0
15.112 Economics II [†]	2	1
15.601 Industrial Relations I	2	0
15.511 Industrial Law I	2	0
Humanities I*	2	0
Humanities II*	2	0
Year III		
12.651 Psychology (Industrial Relations)	3	0
15.113 Economics III**	2	1
15.602 Industrial Relations II	2	0
15.512 Industrial Law II	2	0
15.611 Seminar in Industrial Relations	2	0
15.191 Thesis	—	—
Year IV		
15.281 Labour Economics	2	0
12.661 Seminar in Psychology	2	0
15.612 Special Problems in Industrial Relations	3	0
Economics Option [†]	2	0
15.191 Thesis (continued)	—	—

* See Rule 7, pp. 62-63.

[†] To be chosen from Group II of the Economics Options listed in Rule 16, pp. 97-99.

[†] Subject to the approval of the Head of School, this subject may be replaced by 15.102 Economics II where specific honours work is prescribed in another subject.

**Subject to the approval of the Head of School, this subject may be replaced by 15.103 Economics III where specific honours work is prescribed in another subject.

TABLE XIX

BACHELOR OF COMMERCE — HONOURS DEGREE
INDUSTRIAL RELATIONS — PART-TIME COURSE

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.101 Accounting I	2	2
15.101 Economics I	2	1
Year II		
15.401 Business Statistics	2	1
15.501 General Law	3	0
Humanities I*	2	0
Year III		
15.112 Economics II [¶]	2	1
12.101 Psychology	3	0
15.601 Industrial Relations I	2	0
Year IV		
15.113 Economics III**	2	1
15.511 Industrial Law I	2	0
Humanities II*	2	0
Year V		
12.651 Psychology (Industrial Relations)	3	0
15.512 Industrial Law II	2	0
Economics Option [†]	2	0
Year VI		
15.602 Industrial Relations II	2	0
15.611 Seminar in Industrial Relations	2	0
15.281 Labour Economics	2	0
15.191 Thesis	—	—
Year VII		
15.612 Special Problems in Industrial Relations	3	0
12.661 Seminar in Psychology	2	0
15.191 Thesis (continued)	—	—

* See Rule 7, pp. 62-63.

[†] To be chosen from Group II of the Economics Options listed in Rule 16, pp. 97-99.

[¶] Subject to the approval of the Head of School, this subject may be replaced by 15.102 Economics II where specific honours work is prescribed in another subject.

**Subject to the approval of the Head of School, this subject may be replaced by 15.103 Economics III where specific honours work is prescribed in another subject.

TABLE XX

BACHELOR OF COMMERCE — PASS DEGREE
APPLIED PSYCHOLOGY — FULL-TIME COURSE

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.101 Accounting I	2	2
15.101 Economics I	2	1
12.011 Psychology I	3	2
Humanities I*	2	0
Year II		
12.012 Psychology II	5	3
15.102 Economics II	2	1
15.103 Economics III	2	1
Humanities II*	2	0
Year III		
12.013 Psychology III	6	5
Economics Option†	2	0
General Option§	2	0
12.601 Thesis	—	—

* See Rule 7, pp. 62-63.

† To be chosen from the Economics Options listed in Rule 16, pp. 97-99.

§ See Rule 8, p. 63.

TABLE XXI

BACHELOR OF COMMERCE — PASS DEGREE
APPLIED PSYCHOLOGY — PART-TIME COURSE

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.101 Accounting I	2	2
15.101 Economics I	2	1
Year II		
12.011 Psychology I	3	2
Humanities I*	2	0
Year III		
15.102 Economics II	2	1
15.103 Economics III	2	1
Year IV		
12.012 Psychology II	5	3
Humanities II*	2	0
Year V		
12.013 Psychology III	6	5
12.601 Thesis	—	—
Year VI		
Economics Option‡	2	0
General Option§	2	0
12.601 Thesis (continued)	—	—

* See Rule 7, pp. 62-63.

‡ To be chosen from the Economics Options listed in Rule 16, pp. 97-99.

§ See Rule 8, p. 63.

TABLE XXII
BACHELOR OF COMMERCE — HONOURS DEGREE
APPLIED PSYCHOLOGY — FULL-TIME COURSE

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.101 Accounting I	2	2
15.101 Economics I	2	1
12.011 Psychology I	3	2
Humanities I*	2	0
Year II		
12.012 Psychology II	5	3
15.112 Economics II¶	2	1
15.113 Economics III**	2	1
Humanities II*	2	0
Year III		
12.013 Psychology III	6	5
Economics Option‡	2	0
General Option§	2	0
12.601 Thesis	—	—
Year IV		
12.024 Psychology	2	4
12.601 Thesis (continued)	—	—

* See Rule 7, pp. 62-63.

‡ To be chosen from the Economics Options listed in Rule 16, pp. 97-99.

§ See Rule 8, p. 63.

¶ Subject to the approval of the Head of School, this subject may be replaced by 15.102 Economics II where specific honours work is prescribed in another subject.

**Subject to the approval of the Head of School, this subject may be replaced by 15.103 Economics III where specific honours work is prescribed in another subject.

TABLE XXIII

BACHELOR OF COMMERCE — HONOURS DEGREE
APPLIED PSYCHOLOGY — PART-TIME COURSE

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.101 Accounting I	2	2
15.101 Economics I	2	1
Year II		
12.011 Psychology I	3	2
Humanities I*	2	0
Year III		
15.112 Economics II¶	2	1
15.113 Economics III**	2	1
Humanities II*	2	0
12.012 Psychology II	5	3
Economics Option†	2	0
Year V		
Year IV		
12.013 Psychology III	6	5
12.601 Thesis	—	—
Year VI		
12.024 Psychology	2	4
General Option§	2	0
12.601 Thesis (continued)	—	—

* See Rule 7, pp. 62-63.

† To be chosen from the Economics Options listed in Rule 16, pp. 97-99.

§ See Rule 8, p. 63.

¶ Subject to the approval of the Head of School, this subject may be replaced by 15.102 Economics II where specific honours work is prescribed in another subject.

**Subject to the approval of the Head of School, this subject may be replaced by 15.103 Economics III where specific honours work is prescribed in another subject.

TABLE XXIV

BACHELOR OF COMMERCE — PASS DEGREE
WOOL COMMERCE — FULL-TIME COURSE

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.101 Accounting I	2	2
15.101 Economics I	2	1
14.501 Commercial Law I	2	1
15.401 Business Statistics	2	1
Year II		
15.102 Economics II	2	1
15.103 Economics III	2	1
9.111 Sheep Husbandry	2	0
9.541 Wool I	1	3
9.521 Wool Textiles I	2	0
Humanities I*	2	0
Year III		
9.011 Sheep Production	2	0
9.542 Wool II	1	6
9.002 Seminar in Wool Technology	1	0
Economics Option†	2	0
Humanities II*	2	0
9.091 Thesis	—	—

* See Rule 7, pp. 62-63.

† To be chosen from the Economics Options listed in Rule 16, pp. 97-99.

TABLE XXV

BACHELOR OF COMMERCE — PASS DEGREE
WOOL COMMERCE — PART-TIME COURSE

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.101 Accounting I	2	2
15.101 Economics I	2	1
Year II		
14.501 Commercial Law I	2	1
15.401 Business Statistics	2	1
Year III		
15.102 Economics II	2	1
9.111 Sheep Husbandry	2	0
Humanities I*	2	0
Year IV		
9.521 Wool Textiles I	2	0
9.541 Wool I	1	3
15.103 Economics III	2	1
Year V		
9.542 Wool II	1	6
Economics Option†	2	0
9.091 Thesis	—	—
Year VI		
9.011 Sheep Production	2	0
9.002 Seminar in Wool Technology	1	0
Humanities II*	2	0
9.091 Thesis (continued)	—	—

* See Rule 7, pp. 62-63.

† To be chosen from the Economics Options listed in Rule 16, pp. 97-99.

TABLE XXVI

BACHELOR OF COMMERCE — HONOURS DEGREE
WOOL COMMERCE — FULL-TIME COURSE

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.101 Accounting I	2	2
15.101 Economics I	2	1
14.501 Commercial Law I	2	1
15.401 Business Statistics	2	1
Year II		
15.112 Economics II [†]	2	1
15.113 Economics III ^{**}	2	1
9.111 Sheep Husbandry	2	0
9.541 Wool I	1	3
9.521 Wool Textiles I	2	0
Humanities I [*]	2	0
Year III		
9.011 Sheep Production	2	0
9.542 Wool II	1	6
9.002 Seminar in Wool Technology	1	0
Economics Option [†]	2	0
Humanities II [*]	2	0
9.091 Thesis	—	—
Year IV		
15.104 Advanced Economic Analysis	6	0
9.543 Wool III	1	1
9.002 Seminar in Wool Technology (Hons.)	1	0
General Option [†]	2	0
9.091 Thesis (continued)	—	—

* See Rule 7, pp. 62-63.

† To be chosen from the Economics Options listed in Rule 16, pp. 97-99.

‡ See Rule 8, p. 63.

* Subject to the approval of the Head of School, this subject may be replaced by 15.102 Economics II where specific honours work is prescribed in another subject.

** Subject to the approval of the Head of School, this subject may be replaced by 15.103 Economics III where specific honours work is prescribed in another subject.

TABLE XXVII

BACHELOR OF COMMERCE — HONOURS DEGREE
WOOL COMMERCE — PART-TIME COURSE

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.101 Accounting I	2	2
15.101 Economics I	2	1
Year II		
14.501 Commercial Law I	3	0
15.401 Business Statistics	2	1
Year III		
15.112 Economics II¶	2	1
9.111 Sheep Husbandry	2	0
Humanities I*	2	0
Year IV		
15.113 Economics III**	2	1
9.521 Wool Textiles I	2	0
9.541 Wool I	1	3
Year V		
9.542 Wool II	1	6
Economics Option†	2	0
Humanities II*	2	0
Year VI		
15.104 Advanced Economic Analysis	6	0
9.011 Sheep Production	2	0
9.002 Seminar in Wool Technology	1	0
9.091 Thesis	—	—
Year VII		
9.543 Wool III	1	1
9.002 Seminar in Wool Technology (Hons.)	1	0
General Option‡	2	0
9.091 Thesis (continued)	—	—

* See Rule 7, pp. 62-63.

† To be chosen from the Economics Options listed in Rule 16, pp. 97-99.

‡ See Rule 8, p. 63.

¶ Subject to the approval of the Head of School, this subject may be replaced by 15.102 Economics II where specific honours work is prescribed in another subject.

** Subject to the approval of the Head of School, this subject may be replaced by 15.103 Economics III where specific honours work is prescribed in another subject.

16. Economics Options

The Economics Options referred to in Rule 15 may be chosen from the two groups listed in the following table subject to the conditions set out in Rule 17. Subjects selected from this list in accordance with the requirements for Economics Options in the courses set out in Rule 15 shall be called successively Economics Option I, Economics Option II, Economics Option III, Economics Option IV and Economics Option V.

GROUP I†

<i>Subject</i>	<i>Hours per week</i>
10.001 Mathematics I*	6
10.111 Pure Mathematics II	5
10.121 Pure Mathematics II (Higher)	6
10.112 Pure Mathematics III	5
10.122 Pure Mathematics III (Higher)	7
10.311 Theory of Statistics I	7
10.321 Theory of Statistics I (Higher)	8
10.312 Theory of Statistics II	8
10.322 Theory of Statistics II (Higher)	9
12.011 Psychology I*	5
12.012 Psychology II	8
14.102 Accounting II	4
14.103 Accounting III	4
14.104 Accounting IV	4
14.501 Commercial Law I*	3
14.502 Commercial Law II	2
15.200 Economic History I*	2
15.201 Economic History II	2
15.411 Statistical Analysis I	3
15.412 Statistical Analysis II	3
15.421 Applied Statistics	3
15.501 General Law*	3
15.511 Industrial Law I	2
15.512 Industrial Law II	2
15.521 Constitutional Law*	2
15.601 Industrial Relations I*	2
15.602 Industrial Relations II	2

† For details of subjects not described in this *Handbook*, refer to the *University Calendar* or to the *Handbook* of the appropriate Faculty.

* Introductory subjects, see Rule 17 (i). Students who wish to enrol in these subjects must satisfy any pre-University requirements prescribed by the School offering the subject.

15.701 Mathematics for Commerce*	6
51.111 History I*	3
51.112 History II (Pass)	3
51.122 History II (Distinction)	2
51.113 History IIIA (Pass)	3
51.123 History IIIA (Distinction)	2
51.133 History IIIB (Distinction)	2
51.114 History IV (Distinction)	2
52.111 Philosophy I*	3
52.112 Philosophy II (Pass)	3
52.122 Philosophy II (Distinction)	2
52.113 Philosophy IIIA (Pass)	3
52.123 Philosophy IIIA (Distinction)	2
52.133 Philosophy IIIB (Distinction)	2
53.111 Sociology I*	4
53.112 Sociology II (Pass)	4
53.122 Sociology II (Distinction)	3
53.113 Sociology IIIA (Pass)	3
53.123 Sociology IIIA (Distinction)	3
53.143 Sociology IIIB (Distinction)	3
54.111 Political Science I*	3
54.112 Political Science II (Pass)	3
54.122 Political Science II (Distinction)	2
54.113 Political Science IIIA (Pass)	3
54.123 Political Science IIIA (Distinction)	2
Geography I†	

GROUP II‡

<i>Subject</i>	<i>Hours per week</i>
15.211 History of Economic Thought	2
15.221 Public Finance and Fiscal Policy	2
15.231 Financial Institutions and Policy	2
15.241 Economic Development	2
15.251 Economics of Industry	2
15.261 Welfare Economics	2
15.271 International Economics	2
15.281 Labour Economics	2

* Introductory subjects, see Rule 17 (i), and footnote on previous page.

† This subject is not offered at present in the University of New South Wales at Kensington. However, credit will be given if this subject is passed at the University of Sydney. Students who desire to take this subject *must* enrol at the University of Sydney in accordance with the procedures set out in paragraph (D) on p. 25 of this *Handbook*.

‡ Not all of these subjects will necessarily be offered each year.

15.291 Seminar in Economic Theory and Policy	2
15.301 Comparative Economic Systems	2
15.431 Econometrics	3
15.711 Mathematical Economics I	2
15.712 Mathematical Economics II	2

17. Rules for Progression and Prerequisite Subjects in the School of Economics.*

The choice of Economics Options from Groups I and II in Rule 16 is subject to the following conditions:

- (i) Not more than two introductory subjects (subjects without prerequisites as indicated in the table by an asterisk) may be chosen from Group I.

In the Economics Course (for students who first enrolled in 1965 or later or who transfer to the Economics Course in 1966 or later) at least one subject chosen from Group I must be a subject which is not an introductory subject.

- (ii) Unless special permission to the contrary is granted by the Head of the School of Economics, students in the Economics course must choose at least two subjects from Group II. Permission will be readily granted to students who elect to take one or more mathematics subjects from Group I (see also (vii) below).
- (iii) Only one of the subjects from each of the following pairs will count towards the Degree:
 - 10.001 Mathematics I and 15.701 Mathematics for Commerce.
 - 15.401 Business Statistics and 15.411 Statistical Analysis I.
- (iv) Options in two parts must be taken in sequence, e.g., 15.511 Industrial Law I must be completed before 15.512 Industrial Law II is attempted. (It should be noted that 15.711 Mathematical Economics I is not a prerequisite for 15.712 Mathematical Economics II).

* This rule was amended in 1965. The amended section is shown in heavy type.

- (v) In addition to the general prerequisite condition set out in (iv) the following table of prerequisites also applies. Subject to Rule 4 and before enrolling in any subject in the left-hand column a student must have passed in the prerequisite subject(s) listed in the right-hand column.

<i>Subject</i>	<i>Prerequisite</i>
All Group II subjects in Rule 16	15.102 Economics II <i>and</i> 15.103 Economics III
15.201 Economic History II	15.101 Economics I <i>and</i> 15.200 Economic History I
15.411 Statistical Analysis I	10.001 Mathematics I <i>or</i> 15.701 Mathematics for Commerce
15.421 Applied Statistics†	15.411 Statistical Analysis I <i>and</i> 15.412 Statistical Analysis II†
15.431 Econometrics	15.411 Statistical Analysis I <i>and</i> 15.412 Statistical Analysis II
15.511 Industrial Law I	15.501 General Law
15.711 Mathematical Economics I	10.001 Mathematics I <i>or</i> 15.701 Mathematics for Commerce
15.712 Mathematical Economics II	<i>Either</i> 10.001 Mathematics I <i>and</i> 10.111 Pure Mathematics II <i>or</i> 15.701 Mathematics for Commerce

During the transition period, the Head of the School of Economics will, in accordance with Rule 2, consider waiving prerequisite requirements where this is necessary to allow students who first enrolled prior to 1963 to complete their courses within a reasonable period.*

- (vi) Students who have completed 10.001 Mathematics I and wish to take 15.411 Statistical Analysis I must take 10.111 Pure Mathematics II concurrently.
- (vii) The following subjects are "double options" in the sense that a student who elects to take one of these subjects as an *Economics Option*, and passes it, will be deemed to have passed in *two Economics Options*.

<i>Subject</i>	<i>Hours per week</i>
10.001 Mathematics I	6
10.111 Pure Mathematics II	5
10.121 Pure Mathematics II (Higher)	6
10.112 Pure Mathematics III	5

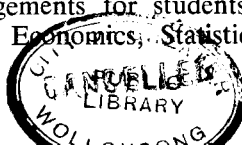
* A student seeking this concession should make a separate written application when submitting his enrolment form. See also pp. 23-24.

† 15.421 Applied Statistics and 15.412 Statistical Analysis II are corequisite in Year III of the full-time course in Statistics.

- | | |
|---|---|
| 10.122 Pure Mathematics III (Higher) | 7 |
| 10.311 Theory of Statistics I | 7 |
| 10.321 Theory of Statistics I (Higher) | 8 |
| 10.312 Theory of Statistics II | 8 |
| 10.322 Theory of Statistics II (Higher) | 9 |
| 15.701 Mathematics for Commerce | 6 |
- (viii) If a student passes in 10.001 Mathematics I, 10.111 Pure Mathematics II *and* proposes to take 10.112 Pure Mathematics III he may apply to the Head of the School of Economics for exemption from the General Option.
- (ix) If a student takes 15.701 Mathematics for Commerce or 10.001 Mathematics I as Year I elective (Year II in the case of a part-time course) he will be exempted from one Economics Option.
- (x) If a student enrolled in the Statistics course for the Pass Degree passes in 10.001 Mathematics I and proposes to take 10.111 Pure Mathematics II (as General Option), he may apply to the Head of the School for exemption from the Economics Option. If an Honours student in the Statistics course passes in 10.001 Mathematics I and 10.111 Pure Mathematics II (as General Option) and proposes to take 10.112 Pure Mathematics III (as Economics Option I), he may apply to the Head of the School for exemption from Economics Option II.
- (xi) Honours students who choose mathematical subjects need not take them at Honours standard. However, subject to the permission of the Head of the School of Mathematics, they may take 10.111 Pure Mathematics II and 10.112 Pure Mathematics III at Honours standard.
- (xii) Students who take 15.701 Mathematics for Commerce or 10.001 Mathematics I and 10.111 Pure Mathematics II are strongly advised to proceed to 15.411 Statistical Analysis I. It should also be noted that 10.001 Mathematics I and 10.111 Pure Mathematics II *or* 15.701 Mathematics for Commerce, are prerequisites for 15.712 Mathematical Economics II.

18. Transition Arrangements — School of Economics (affecting students who first enrolled prior to 1963)

Transition arrangements for students who first enrolled in any one of the Economics, Statistics, Industrial Relations,



Applied Psychology or Wool Commerce courses before 1963. are governed by the following general principles:

- (i) All students, whether or not they first enrolled before 1963, must satisfy the course requirements as set out in Rule 15.
- (ii) No subject which does not appear in the course as set out in Rule 15 will be given after 1962. In particular, 15.11 Descriptive Economics, 15.15 Economics IV, 15.21 Statistical Methods I and 15.22 Statistical Methods II will not be offered after 1962.
- (iii) Students who have passed 15.15 Economics IV may not attempt 15.281 Labour Economics or 15.271 International Economics.
- (iv) Where there is a rough equivalence between two subjects, one from a course existing before 1963 and one from the existing course, a pass in the former will be accepted in lieu of a pass in the latter. The more important equivalences in this sense are set out in the following table:

<i>Old Subject</i>	<i>New Subject</i>
15.12 Economics I	15.101 Economics I
15.13 Economics II	15.102 Economics II
15.14 Economics III	15.103 Economics III
15.21 Statistical Methods I	15.401 Business Statistics
15.23 Advanced Economic Statistics I } 10.311/1 Theory of Statistics I Part I }	15.411 Statistical Analysis I
15.24 Advanced Economic Statistics II	15.412 Statistical Analysis II
15.31 Law A } 15.33 Law C }	15.501 General Law
15.34 Law D Part I	15.511 Industrial Law I
15.34 Law D Part II	15.512 Industrial Law II
14.41 Law I } 14.42 Law II }	14.501 Commercial Law I
15.46 Seminar in Contemporary Economic Problems } Seminar in Economics }	15.291 Seminar in Economic Theory and Policy
12.111 Psychology	Any first-year elective in the Economics course.
9.511 Wool I } 9.512 Wool II }	9.541 Wool I
9.513 Wool III } 9.514 Wool IV }	9.542 Wool II

- (v) Notwithstanding (i), students will not be required to attend a greater number of lecture and tutorial classes than they would have attended under the course requirements existing before 1963. If satisfaction of existing requirements would involve a greater number of hours of class attendance than under the

course requirements existing before 1963, students may apply to the Head of School for exemption from one or more subjects.

- (vi) Notwithstanding (i), if in applying the table of equivalences (see (iv)) it is found that a student may satisfy the course requirements as set out in Rule 15 with fewer hours of class attendance than under the course requirements existing before 1963, he will be required to take additional subjects sufficient in number to bring his hours of class attendance up to this level.

Economics Course

If in applying the table of equivalences it is found that a student may satisfy the course requirements as set out in Rule 15 with less than 36 hours (47 for Honours) of class attendance,* the student will be required to obtain credit for additional Economics Options, sufficient in number to increase his hours to 36 (47 for Honours). For purposes of this calculation, however, the following subjects may be counted as additional Economics Options:

14.15 Accounting Control (one hour)

15.11 Descriptive Economics (two hours)

15.15 Economics IV (two hours)

15.22 Statistical Methods II (one hour)

If satisfaction of the course requirements as set out in Rule 15 would imply a class attendance in excess of 36 hours (47 for Honours) application may be made to the Head of School for exemption from one or more of the following subjects:

General Option

Year I Elective

Economics Option

If necessary, students who enrolled in the Economics Course before February, 1963, may be exempted from passing 15.102 Economics II and 15.103 Economics III as prerequisites for Group II subjects.† However, the following prerequisites are likely to be insisted upon:

* Class attendance hours are arrived at by adding the weekly hours of attendance in all years of the Course. Thus, if a student in a full-time course has 12 hours per week of lectures and tutorials in each of the three years of his course, his hours of attendance are 36.

† Approval for such exemption must be obtained from the Head of School before submission of enrolment form.

<i>Subject</i>	<i>Prerequisite</i>
15.221 Public Finance and Fiscal Policy	15.103 Economics III
15.241 Economic Development	15.103 Economics III
15.251 Economics of Industry	15.102 Economics II
15.271 International Economics	15.102 Economics II
15.281 Labour Economics	15.102 Economics II
15.711 Mathematical Economics I	10.001 Mathematics I <i>or</i> 15.701 Mathematics for Commerce
15.712 Mathematical Economics II	<i>Either</i> 10.001 Mathematics I and 10.111 Pure Mathematics II <i>or</i> 15.701 Mathematics for Commerce.

Statistics Course

If in applying the table of equivalences it is found that a student may satisfy the course requirements as set out in Rule 15 with less than 38 hours (49 for Honours) of class attendance,* the student will be required to obtain credit for additional Economics Options sufficient in number to increase his hours to 38 (49 for Honours). For purposes of this calculation, however, the following subjects may be counted as additional Economics Options:

- 14.15 Accounting Control (one hour)
- 15.11 Descriptive Economics (two hours)
- 15.15 Economics IV (two hours)
- 15.22 Statistical Methods II (one hour).

If satisfaction of the course requirements as set out in Rule 15 would imply a weekly class attendance in excess of 38 hours (49 for Honours), application may be made to the Head of School for exemption from one or more of the following:

- General Option
- Economics Option
- 15.102 Economics II *or*
- 15.103 Economics III
- 15.421 Applied Statistics
- 15.431 Econometrics (Honours)

Industrial Relations Course

If in applying the table of equivalences it is found that a student may satisfy the course requirements as set out in Rule 15 with less than 42 hours (49 for Honours) of class

attendance,* the student will be required to obtain credit for additional Psychology, Economics or Law subjects sufficient in number to increase his hours to 42 (49 for Honours). For the purposes of this calculation, however, the following subjects may be counted among the additional subjects:

- 14.15 Accounting Control (one hour)
- 15.11 Descriptive Economics (two hours)
- 15.15 Economics IV (two hours)
- 15.22 Statistical Methods II (one hour)
- Special Problems in Industrial Relations (Pass)
(two hours)
- 15.32 Law B (two hours)
- 54.031 Political Science (two hours)
- 12.701 Psychology
- 12.501 Social Psychology (two hours)

If satisfaction of the course requirements as set out in Rule 15 would imply a class attendance in excess of 42 hours (49 for Honours) application may be made to the Head of School for exemption from one or more of the following:

- Economics Option (Honours)
- 12.661 Seminar in Psychology (Honours)
- 15.611 Seminar in Industrial Relations
- 15.612 Special Problems in Industrial Relations
(Honours)
- Thesis

Applied Psychology Course

- (i) Students who before March, 1963, completed 12.111 Psychology I, must, as from March, 1965, complete 12.011 Psychology I before being permitted to proceed to 12.012 Psychology II.
- (ii) Students who before March, 1963, completed two of their special subjects under the rules existing before 1963 must consult the Head of the School of Applied Psychology to determine their future requirements.

* Class attendance hours are arrived at by adding the weekly hours of attendance in all years of the Course. Thus, if a student in a full-time course has 12 hours per week of lectures and tutorials in each of the three years of his course, his hours of attendance are 36.

- (iii) Students who before March, 1963, completed four *special subjects* under the Rules existing before 1963 and 12.601 Seminar in Applied Psychology will be deemed to have completed the Psychology subject requirements.
- (iv) Students proceeding to an Honours Degree and students whose stage of progress in their course before March, 1963, not provided for in (ii) and (iii) above, will be required to make special arrangements with the School of Applied Psychology to complete their outstanding part of the Applied Psychology course requirements as set out in Rule 15.
- (v) If in applying the table of equivalences it is found that a student may satisfy the course requirements as set out in Rule 15 with less than 36 hours (47 for Honours) of class attendance,* the student will be required to obtain credit for additional Economics Options to increase his hours to 36 (47 for Honours). For purposes of this calculation, however, the following subjects may be counted as additional Economics Options:
 - 14.15 Accounting Control (one hour)
 - 15.11 Descriptive Economics (two hours)
 - 15.15 Economics IV (two hours)
 - 15.22 Statistical Methods II (one hour)
- (vi) If satisfaction of the course requirements as set out in Rule 15 would imply a weekly class attendance* in excess of 36 hours (47 for Honours) application may be made to the Head of the School of Economics for relaxation of the requirements.

Wool Commerce Course

Students who have passed 9.511 Wool I but not 9.512 Wool II, will not be exempted from the new subject 9.541

* Class attendance hours are arrived at by adding the weekly hours of attendance in all years of the Course. Thus, if a student in a full-time course has 12 hours per week of lectures and tutorials in each of the three years of his course, his hours of attendance are 36.

Wool I. Similarly, students who have passed 9.513 Wool III but not 9.514 Wool IV will not be exempted from the new subject 9.542 Wool II. Finally, students who have passed 9.514 Wool IV will not be exempted from the new subject 9.543 Wool III. In each case students will be required to attend additional lectures and pass additional examinations to be determined by the Head of the School of Economics in consultation with the Head of the School of Wool Technology.

THE DEGREE OF MASTER OF COMMERCE

The Degree of Master of Commerce can be taken within the Faculty of Commerce and involves a programme of advanced study, including the preparation and submission of a thesis based on the results of original research. Candidates for this Degree must normally hold the Degree of Bachelor of Commerce in the University of New South Wales or an appropriate Degree from any other approved University, but in any case must satisfy the Professorial Board of their ability to carry out the programme of study and research. The conditions for the award of this Degree are set out below.

Conditions for Award

1. An application to register as a candidate for the degree of Master of Commerce shall be made on the prescribed form which shall be lodged with the Registrar at least one full calendar month before the commencement of the term in which the candidate desires to register.

2. An applicant for registration for the degree of Master shall have been admitted to a Bachelor's degree in Commerce in The University of New South Wales, or an appropriate degree of any other approved university.

3. (i) In exceptional cases persons may be permitted to register as candidates for the degree of Master if they submit evidence of such academic and professional attainments as may be approved by the Professorial Board.

(ii) The registration of diplomates of the New South Wales Department of Technical Education as candidates for the degree of Master of Commerce shall be determined in each case by the Professorial Board. Normally, such applicants shall be required to produce evidence of academic and professional progress over a period of five years from the time of gaining the diploma.

4. Notwithstanding any other provisions of these regulations the Professorial Board may require an applicant to demonstrate his fitness for registration by carrying out such work and sitting for such examinations as the Board may determine.

5. In every case, before permitting an applicant to register as a candidate, the Professorial Board shall be satisfied that adequate supervision and facilities are available.

6. An applicant approved by the Professorial Board shall register in one of the following categories:

- (i) Student in full-time attendance at the University.
- (ii) Student in part-time attendance at the University.
- (iii) Student working externally to the University.

7. An approved applicant shall be required to pay the under-mentioned fees:

- (i) a registration fee of \$4 (£2);
- (ii) the appropriate laboratory and supervision fee according to the category in which the student is registered;
- (iii) a fee of \$30 (£15) when submitting the thesis for examination.

The combined laboratory and supervision fee shall be:

- (a) \$60 (£30) p.a. for students in full-time attendance at the University.
- (b) \$30 (£15) p.a. for students in part-time attendance at the University.
- (c) \$20 (£10) p.a. for students working externally to the University.

Fees shall be paid in advance.

8. (i) Every candidate for the degree shall be required to carry out a programme of advanced study, to take such examinations and to perform such other work as may be prescribed by the Professorial Board. The programme shall include the preparation and submission of a thesis embodying the results of an original investigation or design. The candidate may submit also for examination any work he has published, whether or not such work is related to the thesis.

- (ii) The investigation or design and other work as provided in paragraph 8 (i) shall be conducted under the direction of a supervisor appointed by the Board or under such conditions as the Board may determine.
- (iii) Every candidate shall submit three copies of the thesis as provided under paragraph 8 (i). All copies of the thesis shall be in double-spaced typescript, shall include a summary of approximately 200 words, and a certificate signed by the candidate to the effect that the work has not been submitted for a higher degree to any other University or institution. The *original* copy of the thesis for deposit in the Library shall be prepared and bound in a form approved by the University.* The other two copies of the thesis shall be bound in such manner as allows their transmission to the examiners without possibility of disarrangement.
- (iv) It shall be understood that the University retains the three copies of the thesis and is free to allow the thesis to be consulted or borrowed. Subject to the provisions of the Copyright Act (1912-1950) the University may issue the thesis in whole or in part in photostat or microfilm or other copying medium.

9. No candidate shall be considered for the award of the degree until the lapse of six complete terms from the date from which the registration becomes effective, save that in the case of a full-time candidate who has obtained the degree of Bachelor with Honours or who has had previous research experience, this period may, with the approval of the Professorial Board, be reduced by not more than three terms.

10. For each candidate there shall be two examiners appointed by the Professorial Board, one of whom shall, if possible, be an external examiner.

* For the specifications currently approved for the preparation and binding of theses, see p. 119.

THE DEGREE OF MASTER OF BUSINESS ADMINISTRATION

Following the appointment of the Foundation Professor of Business Administration in 1961, a post-graduate course leading to the degree of Master of Administration, was introduced and offered for the first time in 1963. In 1965 the name of the award was amended to Master of Business Administration.

Since its inception, the University has had in mind the designing of an appropriate course of study in business administration. Although Faculties of Economics or Commerce have long been established in Australian Universities, none of them, unlike their counterparts in North America, had developed until recently facilities for the teaching of business administration either at undergraduate or graduate level.

The rapid development of the Australian economy since the second world war has thrust upon educators an urgent need to provide facilities for the teaching of such subjects as organisation and management theory, managerial economics, human behaviour in industry, quantitative methods in business, the social framework of the firm, and the functional areas of business such as production, marketing, and finance. Possession of such knowledge is of the first importance to managers and administrators of the modern organisation, faced as they are, often for the first time, with large numbers of employees, rapidly changing technologies, increasing mechanisation and changing social and political climates. To meet these particular educational needs, the University has established the School of Business Administration, wherein graduates of this and other universities may obtain an education in the essentials of modern administration and especially of general management.

The course offered by the School reflects the partial reliance of modern administrative theory and practice on analytical tools drawn from the social sciences, statistics and accountancy. The value of the case method in teaching administration is emphasised in the business policy strand wherein the functional fields of business are closely examined and analysed.

Although the School of Business Administration is within the Faculty of Commerce, admission to the Master's programme is not restricted to graduates in Commerce and Economics. The conditions for the award permit a graduate of any Faculty to apply for admission to the programme. Admission is selective.

Graduates wishing to be admitted to the programme should

write to the Registrar of the University of New South Wales at least six months before the commencement of each course each year setting out their academic record and indicating their desire to be admitted to the Master's programme in Business Administration. Admission to the programme will depend on the prior approval of the Faculty of Commerce and may not be granted.

The conditions for the award of the Degree of Master of Business Administration and the course of study are set out below.

Conditions for Award*

1. An application to register as a candidate for the degree of Master of Business Administration shall be made on the prescribed form, which shall be lodged with the Registrar at least six full calendar months before the commencement of the course.

2. An applicant for registration for the degree of Master of Business Administration—

- (i) Shall have been admitted to a degree in the University of New South Wales or other approved University.
- (ii) May be required if deemed necessary by the Faculty to complete such preliminary courses at a requisite standard at the University of New South Wales or other approved university as from time to time may be approved by the Faculty Higher Degree Committee on the recommendation of the Head of the School of Business Administration.
- (iii) Shall have satisfied the Faculty that he is fitted to undertake post-graduate study in business administration.

3. In exceptional cases a person may be permitted to register as a candidate for the degree of Master of Business Administration if he submits evidence of such academic and professional attainments as may be approved by the Professorial Board on the recommendation of the Faculty of Commerce.

4. Notwithstanding any other provision of these conditions, the Faculty of Commerce may require an applicant to demonstrate his fitness for registration, by carrying out such work and passing such examinations as the Faculty may determine.

* These conditions were amended in 1965.

5. An approved applicant shall be required to pay the fee for the course in which he desires to register. Fees shall be paid in advance.

6. To qualify for the degree a candidate shall—

- (i) Undertake the formal course of study which, if undertaken on a full-time basis, shall normally be completed within two years, or if undertaken on a part-time basis, shall normally be completed within three years.
- (ii) Pass all examinations prescribed by the Faculty.
- (iii) Complete under supervision a written report on a project demonstrating originality and approved by Faculty on the recommendation of the Head of the School of Business Administration.

7. A candidate undertaking the course on a full-time basis shall normally submit the report on his project upon completion of his formal course work. A candidate undertaking the course on a part-time basis shall normally submit the report on his project not later than twelve months after the completion of his formal course of study.

8. The report on the project shall be examined by two examiners appointed by the Faculty.

9. A candidate may be required to attend for oral examination.

COURSE DETAILS

Class Contact Hours

Students undertaking the course on a *full-time* basis will be required to attend for 16 hours a week in the first year and 12 hours a week in the second year. Those undertaking it on a *part-time* basis will be required to attend for nine hours a week in the first year, and nine hours a week in the second year, and 10 hours a week in the third year.

Pre-requisite Courses

Unless specifically recommended by the Head of School, no candidate registering for the course will be required to complete preliminary courses of study over and above those already completed during his period of undergraduate study.

Course of Study**(i) Full-time Candidates:****FIRST YEAR***

	Hours per week for 3 terms
24.001 Organisation and Management Theory	2
24.002 Behavioural Science	4
24.003 Quantitative Methods	2
24.004 Management Accounting	2
24.005 Social Framework of Business	1
24.006 Business Economics	2
24.007 Production	1
24.008 Marketing	2
Total	16

SECOND YEAR

	Hours per week for 3 terms
24.009 Business Policy	6
24.010 International Business	1
24.105 Social Framework of Business	1
Total	8

Together with *two* electives chosen from the following†:—

24.203 Advanced Quantitative Methods	2 hours	
24.204 Advanced Management Accounting	2 hours	
24.208 Advanced Marketing	2 hours	
24.211 Finance	2 hours	
24.212 Business Planning	2 hours	
24.213 Business and Law	2 hours	
24.214 Employee Relations	2 hours	
24.215 Business History	2 hours	4
Total	12	

(The report on the project must normally be submitted before the end of the second year.)

(ii) Part-time Candidates**FIRST YEAR**

	Hours per week for 3 terms
24.001 Organisation and Management Theory	2
24.002 Behavioural Science	4
24.004 Management Accounting	2
24.005 Social Framework of Business	1
Total	9

* During the long vacation at the end of the full-time first year, students will be required to work with an approved business firm for further practical experience.

† Subject to teaching programmes being available.

SECOND YEAR

	Hours per week for 3 terms
24.003 Quantitative Methods	2
24.006 Business Economics	2
24.007 Production	1
24.008 Marketing	2
24.010 International Business	1
24.105 Social Framework of Business	1
	<hr/>
Total	9
	<hr/>

THIRD YEAR

	Hours per week for 3 terms
24.009 Business Policy	6
Together with <i>two</i> electives chosen from the following*: —	
24.203 Advanced Quantitative Methods	2 hours
24.204 Advanced Management Accounting	2 hours
24.208 Advanced Marketing	2 hours
24.211 Finance	2 hours
24.212 Business Planning	2 hours
24.213 Business and Law	2 hours
24.214 Employee Relations	2 hours
24.215 Business History	2 hours
	<hr/>
Total	10
	<hr/>

(The report on the project must normally be submitted between the end of the third year and the end of the fourth year.)

Project

In addition, all candidates will be required to complete a written project on some aspect of the administrative process demonstrating originality. Candidates attending the course full-time will be required to submit a written report on their project for examination at the conclusion of formal course work. Part-time candidates must submit a written report on their project not later than twelve months after completion of formal course work.

* Subject to teaching programmes being available.

THE DEGREE OF MASTER OF HOSPITAL ADMINISTRATION

The School of Hospital Administration was founded in 1956 with a grant from the W. K. Kellogg Foundation primarily to provide post-graduate education and training in Hospital Administration. It serves the needs of hospitals and health services throughout Australia. Overseas candidates may also be admitted. The School offers a Graduate Course* and a Diploma Course† and provides facilities for research in hospital and health service administration.

The Graduate course leads to the degree of Master of Hospital Administration. The students' theoretical instruction is integrated with in-service experience and practical work-training in accordance with the view that administration is a practical art in which theory and practice are complementary and equally essential to the administrator's development.

Conditions for Award

1. An application to register as a candidate for the degree of Master of Hospital Administration shall be made on the prescribed form which shall be lodged with the Registrar at least one full calendar month before the commencement of the course.**
2. An applicant for registration for the degree of Master shall have been admitted to an appropriate degree in the University of New South Wales or in any other approved University.
3. Notwithstanding Paragraph 2, in exceptional cases persons may be permitted to register as candidates for the degree of Master if they submit evidence of such academic and professional attainments as may be approved by the Professorial Board.
4. Notwithstanding any provisions of these regulations the Professorial Board may require an applicant to demonstrate his fitness for registration by carrying out such work and sitting for such examinations as the Board may determine.
5. In every case, before permitting an applicant to register

* The Master's Degree Course as set out in this Handbook will be offered for the first time in 1966.

† For details of the Diploma Course, see pp. 120-122.

**Preliminary enquiries regarding registration should be made before August 31 of the year prior to registration.

as a candidate, the Professorial Board shall be satisfied that adequate supervision and facilities are available.

6. (a) Every candidate for the degree shall be required to carry out a programme of advanced study; to take such examinations and to perform such other work as may be prescribed by the Professorial Board.
- (b) The programme of advanced study shall include:
 - (i) Attendance at the University for formal course work as set out in Rule 12;
 - (ii) Attachments to hospitals and other organisations for in-service experience;
 - (iii) The preparation and submission of a dissertation embodying the results of an original investigation.The attachments referred to in (ii) and the investigation referred to in (iii) shall be under the direction of supervisors appointed by the Professorial Board or under such conditions as the Board may determine.
7. The dissertation referred to in Rule 6 (b) (iii) shall be on a topic approved by the Head of the School before the end of the third term of Year II. Unless permission to the contrary has been granted, a candidate shall be required to submit his dissertation not earlier than nine terms, and not later than twelve terms, from date of registration.
8. A candidate shall submit three copies of the dissertation. All copies of the dissertation shall be in double-spaced type-script, shall include a summary of approximately 200 words, and a certificate signed by the candidate to the effect that the work has not been submitted for a higher degree to any other University or institution. The original copy of the dissertation for deposit in the Library shall be prepared and bound in a form approved by the University.* The other two copies of the dissertation shall be bound in such a manner as allows their transmission to the examiners without possibility of disarrangement.
9. It shall be understood that the University retains the three copies of the dissertation and is free to allow the dissertation to be consulted or borrowed. Subject to the provisions of the Copyright Act (1912-1950) the University may issue the dissertation in whole or in part in photostat or microfilm or other copying medium.

* The specifications currently approved for the preparation and binding of theses apply to these dissertations; see p. 119.

10. The Professorial Board shall appoint two examiners of the dissertation, one of whom shall, if possible be an external examiner.
11. The award of the Degree will depend upon:
 - (a) the candidate's performance in his in-service attachments;
 - (b) the candidate's performance in the examinations;
 - (c) the quality of the candidate's dissertation.

12. Course outline:

YEAR 1

	Hours per week		
	Term 1	Term 2	Term 3
12.671 Human and Industrial Relations	2	2	—
14.031 Hospital Accounting	3	3	—
15.031 Social and Economic Framework	3	3	—
15.032 Statistics (Hospital Administration)	3	3	—
16.621 Hospital Organization and Management	1	1	—*
	12	12	—

YEAR II

	Hours per week		
	Term 1	Term 2	Term 3
12.671 Human and Industrial Relations	—	3	3
16.621 Hospital Organization and Management	—*	5	5
16.631 Comparative Hospital and Health Administration	—	4	4
	—	12	12

* 16.621 Hospital Organization and Management. This subject will extend over Year I and Year II. From the end of second term in Year I to the beginning of second term in Year II, students will have the following supervised attachments and review courses:—

	Weeks (approx.)
First Administrative Teaching Hospital Attachment	10
Review Course	1
Second Hospital Attachment	8
Review Course	1
Base Hospital Attachment	6
Country Hospital Attachment	4
Review Course	1
Attachments to Central Hospital Authorities and Other Organizations	6
	—
	37
	—

THE DEGREE OF DOCTOR OF PHILOSOPHY

This is an advanced research Degree. Full details of the conditions for the award of this Degree are set out in the University *Calendar*.

PREPARATION AND BINDING OF HIGHER DEGREE THESES

The specifications currently approved are as follows:

- (a) The size of the paper shall be quarto (approximately 10 in. x 8 in.) except for drawings and maps on which no restriction is placed.
- (b) The margins on each sheet shall be not less than $1\frac{1}{2}$ in. on the left-hand side, $\frac{1}{2}$ in. on the right-hand side, 1 in. at the top and $\frac{3}{4}$ in. at the bottom.
- (c) There shall be a title sheet showing thesis title, author's name, degree and date of submission.
- (d) Sheets shall be numbered consecutively.
- (e) Diagrams, charts, etc., must not be submitted on the back of typed sheets.
Where possible, diagrams, charts, etc., should be included with the text, facing the page on which reference to them is made, otherwise they may be clearly referred to in the text, numbered and folded for insertion in a pocket in the back cover of the thesis binding. Folding diagrams and charts included in the text should be arranged so as to open out to the top and right.
- (f) The thesis shall be bound according to specifications of which details may be obtained from the office of the Registrar.

DIPLOMA IN HOSPITAL ADMINISTRATION

The Diploma course offered by the School of Hospital Administration is designed to meet the special needs of Australian hospitals and of students who cannot participate in the course for the degree of Master of Hospital Administration.

The Diploma requires the taking of twelve subjects in two Parts:

Part I consists of external study with the external tuition supplemented by tuition at annual residential Schools.

Part II consists of either:

- (a) External study, the external tuition being supplemented by tuition at the annual residential Schools, or,
- (b) Internal study, involving full-time attendance at the University for an Academic Session of three consecutive terms.

Diploma Candidates' studies will normally be complemented by practical experience in hospital or health service administration or similar administrative work.

Conditions for Award

1. An application to register as a candidate for the Diploma In Hospital Administration shall be made on the prescribed form which shall be lodged with the Registrar at least one full calendar month before the commencement of the Course.*
 2. An applicant for registration for the Diploma shall be required:
 - (a) (i) To satisfy the matriculation requirements of the University of New South Wales; or
 - (ii) to present a statement from the Registrar of any approved University (other than the University of New South Wales) certifying that the applicant has satisfied the matriculation requirements for admission to that University; and,
 - (b) to be, or to have been, engaged in suitable employment in a hospital or health service or such other administrative work as the Faculty deems appropriate
- A candidate who ceases to hold suitable employment may be required to discontinue his course.

* Preliminary enquiries regarding registration should be made before August 31 of the year prior to registration.

3. To qualify for the award of the Diploma, a candidate shall:
 - (i) undertake the appropriate course of study as set out in Rules 7 and 8;
 - (ii) submit, at a satisfactory standard, on the due dates, all written work required by the Head of the School;
 - (iii) attend, as required residential Schools conducted by the School of Hospital Administration;
 - (iv) pass all prescribed examinations.
4. Candidates for the award shall be subject to the relevant General University rules set out on pp. 32-44.
5. No candidate for the award shall:
 - (i) normally be permitted to take more than three subjects in any one year in Part I or Part II (external);
 - (ii) normally be permitted to enrol for subjects in Part II until he has completed at least five subjects of Part I;
 - (iii) without the approval of Faculty be permitted to continue his course after the sixth year from when he first enrolled or after the fifth year if Part II is attempted as an internal student.
6. A candidate who claims credit for subjects required for the Diploma because of satisfactory passes in equivalent subjects at another approved University or approved institution maintaining approved University standards, may be granted credit for a maximum of four subjects.

The Head of the School shall recommend the equivalent subjects for which credit may be given.

7. **Course Outline**

PART I (External)

YEAR I

- 14.022 Hospital Fund Accounting.
- 16.011 Hospital Administration I.
- 16.211 Law I (Hospital Administration).

YEAR II

- 11.261 Principles of Planning, Design and Construction.
- 16.311 Public Administration.
- Economics (Hospital Administration).

PART II

(External)

YEAR III

- 14.023 Hospital Management Accounting.
- 16.012 Hospital Administration II.
- 16.212 Law II (Hospital Administration).

YEAR IV

- 11.262 Hospital Planning, Design and Construction.
- 12.681 Human Relations in Administration.
- 16.013 Hospital Administration III.

PART II

(Internal)

YEAR III

- 11.262 Hospital Planning, Design and Construction.
- 12.681 Human Relations in Administration.
- 14.023 Hospital Management Accounting.
- 16.012 Hospital Administration II.
- 16.013 Hospital Administration III.
- 16.212 Law II (Hospital Administration).

Students enrolled in Part II (internal) will spend three class hours per week for 30 weeks study of each of the six Part II subjects.

8. A student will not be permitted to enrol in a subject shown below under (a) until he has passed or reached a satisfactory standard in the corresponding subject shown below under (b):

(a)

(b)

Hospital Management Accounting
Law II (Hospital Administration)
Hospital Administration II
Hospital Planning, Design and
Construction

Hospital Fund Accounting
Law I (Hospital Administration)
Hospital Administration I
Principles of Planning, Design and
Construction

The following pages contain a list of most of the subjects offered for courses leading to the Degrees of Bachelor of Commerce, Master of Business Administration, and Master of Hospital Administration, and to the Diploma in Hospital Administration. In general the list is arranged according to subject numbers and the School responsible for the subject. Subjects offered by the Department of General Studies are shown together at the end of the list. Subjects for the Master of Hospital Administration and the Diploma in Hospital Administration are shown under the School of Hospital Administration although some of these subjects are offered by other schools.

Details of subjects available in the Bachelor of Commerce courses but not included in this list may be found in the current University *Calendar* or may be obtained from the School responsible for the subject. Details of subjects in the Faculty of Arts which may be taken as Humanities subjects or as General Options may be found in the current Arts Faculty Handbook.

Students are required to have their own copy of the prescribed Text-books. The list of Reference Books shows some of the books which may be recommended for additional reading but other books and articles in learned journals may be added to the list by lecturers concerned. Normally students may consult either the edition shown or later editions.

SCHOOL OF WOOL TECHNOLOGY

The following subjects are given within the Faculty of Applied Science for students enrolled in the Wool Commerce course for the Degree of Bachelor of Commerce. Details of text-books, additional reading, and time-tables for the following subjects may be obtained from the School of Wool Technology.

9.002 Seminar in Wool Technology

A survey of the growth and development of the wool fibre population with particular emphasis on the fibres produced by various follicle types. This is followed by detailed study of the standard objective measurement techniques used in wool testing.

The Honours seminar will consist of a supervised study of some aspects of wool commerce or metrology approved by the Head of the School of Wool Technology.

9.011 Sheep Production

Products from sheep: wool, meat, skins, tallow and freezing works' by-products. Trends in production.

Principles of animal production and their application to the sheep industry; reproduction and fertility; milk secretion, growth and development, nutrition, breeding.

Crossbreeding and fat lamb production.

Factors affecting sheep production; pasture improvement; fodder conservation; supplementary feeding; drought feeding; water conservation irrigation.

9.111 Sheep Husbandry

The sheep industry of Australia and its place in the economic life of the Commonwealth.

The sheep areas of the Commonwealth, the inter-relationships of breeds and types and the natural, economic and artificial conditions determining the stratification of the sheep types.

Elementary anatomy and physiology of sheep.

Introduction to the breeds of sheep of importance to Australia. Aids to judging; breeds, their uses, and economic relationships.

Calendar of operations on pastoral, mixed-farming and intensive properties; flock composition; purchase and sale of stock.

Sheep management—sheep classing, culling; purchase and care of rams; care and management of the breeding ewe; mating; lambing; lamb marking; shearing; crutching and wiggling; weaning and management of weaners; drenching; dipping; mulesing; principal sources of loss and their control.

9.521 Wool Textiles I

Introduction to the history and structure of the textile industries. Yarn count systems. Textile mathematics relating to yarns. Theories of spinning by draft versus twist and roller drafting. The effect of fibre length, fibre diameter and twist on the properties of yarn. The origin, properties, uses and identification of natural and synthetic textile fibres and their relationship to wool. Re-manufactured fibres, their processing and uses. Descriptive treatment of yarn manufacturing processes by woollen and worsted systems from raw greasy wool to finished yarn. Twisting processes. The preparation of yarn for fabric manufacture. Fancy yarns. Recent developments in yarn manufacturing processes.

9.522 Wool Textiles II

Felt and non-woven fabrics. Woven fabrics and their production. Descriptive treatment of processes in fabric manufacture; preparatory processes, weaving, finishing. Elementary mathematics of cloth setting. Introduction to cloth structure and ornamentation. Survey of knitted structures and knitting mechanisms. Standard wool fabrics and their identification. Recent developments in textile manufacture. World markets for wool fabrics—both standard and specialised.

9.541 Wool I

Wool production in Australia. The physical characteristics of wool. Wool type in relation to processing methods. Wool quality and fleece defects. Fleece characters of Australian and British sheep breeds. Wool growing areas of the Commonwealth. Shearing shed procedure. Wool yield. The principles of wool classing. Wool scouring, carbonising and fellmongering. Elementary wool science and metrology. Practical wool sorting, classing and typing.

9.542 Wool II

Wool broking, buying, selling, shipping and finance; wool futures, central classing, repacking and blending.

Vegetable matter content in greasy and scoured wools. Introduction to and application of Australian Wool Bureau types. Style grading in relation to environment and seasonal conditions. Trade testing procedure. Test scouring, fibre fineness and length measurement. Quality and style in scoured wools and wool tops. Practical wool sorting, classing and typing.

9.543 Wool III (Honours Degree)

Wool appraisal and valuation using Australian Wool Bureau types and clean scoured limits.

SCHOOL OF MATHEMATICS

10.001 Mathematics I

Four one-hour lectures and two tutorial hours weekly.

Calculus, analysis, analytical geometry and algebra.

TEXT BOOKS

Archbold. *Algebra*. Pitman, 3rd ed., 1964.

Pedoe. *A Geometric Introduction to Linear Algebra*. Wiley Paperback.

Thomas. *Calculus*. Addison-Wesley.

REFERENCE BOOKS

Ball. *Principles of Abstract Algebra*. Holt, Rinehart and Winston.

Beaumont and Pierce. *Algebraic Foundations of Mathematics*. Addison-Wesley.

Keane and Senior. *Complementary Mathematics*. Science Press.

McCoy. *Introduction to Modern Algebra*. Allyn and Bacon.

Rose. *Algebra: An Introduction to Finite Mathematics*. Wiley.

Taylor and Wade. *University Freshman Mathematics*. Wiley.

Whitesitt. *Principles of Modern Algebra*. Addison-Wesley.

SUPPLEMENTARY READING LIST

Adler. *The New Mathematics*. Mentor Press.

Allendoerfer and Oakley. *Principles of Mathematics*. McGraw-Hill.

Courant and Robbins. *What is Mathematics?* Oxford University Press.

Sawyer. *A Concrete Approach to Abstract Algebra*. Freeman.

Sawyer. *Prelude to Mathematics*. Pelican.

10.111 Pure Mathematics II

Three one-hour lectures and two tutorial hours weekly.

Real and complex analysis. Differential equations. Algebra. Vector analysis. Fourier analysis. Special functions.

TEXT BOOKS

Protter and Morrey. *Modern Mathematical Analysis*. Addison-Wesley.

Churchill. *Introduction to Complex Variables and Applications*. McGraw-Hill International Students Edition.

REFERENCE BOOKS

Burkill. *Theory of Ordinary Differential Equations*. Oliver and Boyd.

Halmos. *Finite Dimensional Vector Spaces*. Van Nostrand.

Pierce. *A Short Table of Integrals*. Ginn.

10.121 Pure Mathematics II (Higher)

Six one-hour lectures weekly.

Vector algebra. Real variable theory. Topology. Algebra. Differential equations. Geometry. Calculus and techniques of calculus. Complex and variable theory.

TEXT BOOKS

Goldberg. *Methods of Real Analysis*. Blaisdell.

Estermann. *Complex Numbers and Functions*. Athlone.

Kuiper. *Linear Algebra and Geometry*. North Holland.

REFERENCE BOOKS

- Artin. *Geometric Algebra*. Interscience.
 Birkhoff and MacLane. *A Survey of Modern Algebra*. Macmillan.
 Burkill. *Theory of Ordinary Differential Equations*. Oliver and Boyd.
 Bourbaki. *Elements de Mathematiques*. Hermann.
 Hall and Spencer. *Elementary Topology*. Wiley.
 Jacobson. *Lectures in Abstract Algebra, (Vols. I and II)*. Van Nostrand.
 Kaplan. *Advanced Calculus*. Addison-Wesley.
 Nickerson, Steenrod and Spencer. *Advanced Calculus*. Van Nostrand.
 Van der Waerden. *Modern Algebra*. Ungar.

10.112 Pure Mathematics III

Four one-hour lectures and one tutorial hour weekly.

Algebra. Tensor calculus and differential geometry. Foundations of mathematics. Complex variable theory and Laplace transform theory. Special functions. Orthogonal functions. Partial differential equations.

TEXT BOOKS

- Birkhoff and MacLane. *A Survey of Modern Algebra*. Macmillan.
 Willmore. *An Introduction to Differential Geometry*. Oxford University Press.
 Sneddon. *Special Functions of Mathematical Physics and Chemistry*. Oliver and Boyd.
 Churchill. *Fourier Series and Boundary Value Problems*. McGraw-Hill.

REFERENCE BOOKS

- Copson. *Theory of Functions of a Complex Variable*. Oxford University Press.
 Carslaw and Jaeger. *Operational Methods in Applied Mathematics*. Dover.
 Churchill. *Modern Operational Mathematics in Engineering*. McGraw-Hill.
 Jacobson. *Lectures in Abstract Algebra, (Vols. I and II)*. Van Nostrand.
 Klein. *Famous Problems in Elementary Geometry*. Dover.
 Knopp. *Theory of Functions, Vol. I and Problem Book (Vol. I)*. Dover.
 Sneddon. *Elements of Partial Differential Equations*. McGraw-Hill.
 Van der Waerden. *Modern Algebra*. Ungar.
 Young, (Ed.). *Monographs on Topics of Modern Mathematics*. Dover.
 Keane. *Integral Transforms*. Science Press.

10.122 Pure Mathematics III (Higher)

Six one-hour lectures and one tutorial hour weekly.

Real variable theory. Lebesgue integration theory. Complex variable theory. Differential geometry and tensors. Group theory. Algebra. Topology, general and algebraic. Algebraic geometry. Partial differential equations. Foundations of mathematics. Differential equations in the complex domain.

TEXT BOOKS

- Berberian. *Measure and Integration*. Macmillan.
 Hall. *The Theory of Groups*. Macmillan.

- Willmore. *An Introduction to Differential Geometry*. Oxford University Press.
- Hilton and Wylie. *Homology Theory, an Introduction to Algebraic Topology*. Cambridge University Press.
- Sneddon. *Elements of Partial Differential Equations*. McGraw-Hill.
- Knopp. *Theory of Functions, (Vol. II)*. Dover.

REFERENCE BOOKS

- Bourbaki. *Elements de Mathematiques*. Hermann.
- Chevalley. *Fundamental Concepts of Algebra*. Academic Press.
- Hodge and Pedoe. *Methods of Algebraic Geometry, (Vols. I, II and III)*. Cambridge University Press.
- Ince. *Ordinary Differential Equations*. Dover.
- Kelley. *General Topology*. Van Nostrand.
- Klein. *Famous Problems in Elementary Geometry*. Dover.
- Munroe. *Introduction to Measure and Integration*. Addison-Wesley.
- Young (Ed.). *Monographs on Topics of Modern Mathematics*. Dover.
- Northcott. *Ideal Theory*. Cambridge Math. Tracts.
- Titchmarsh. *Theory of Functions*. Oxford University Press.
- Van der Waerden. *Modern Algebra*. Ungar.
- Bateman. *Partial Differential Equations*. Cambridge University Press.
- Courant and Hilbert. *Methods of Mathematical Physics*. Interscience.
- Webster. *Partial Differential Equations in Mathematical Physics*. Dover.
- Semple and Kneebone. *Algebraic Curves*. Clarendon Press Oxford.
- Carmichael. *Theory of Groups of Finite Order*. Dover.
- Cartan. *Elementary Theory of Analytic Functions of One and Several Complex Variables*. Addison-Wesley.
- Keane. *Integral Transforms*. Science Press.

10.311 Theory of Statistics I

Probability (elementary set algebra). Variates (univariates, multivariates, expectations, moment generating and characteristic functions). Standard distributions. Sampling distributions. Point estimation (moments, maximum likelihood, minimum chi-squared, etc.). Confidence interval estimation, exact and approximate. Elementary Neyman-Pearson theory of tests of significance, standard significance tests. Regression (including curvilinear) on a single fixed variable.

INTRODUCTORY READING

- Bross. *Design for Decision*. Macmillan.
- Huff. *How to Lie with Statistics*. Gollancz.
- Moroney. *Facts from Figures*. Pelican.
- Tippett. *Statistics*. Oxford University Press.

TEXT BOOKS

- Hogg and Craig. *Introduction to Mathematical Statistics*. Macmillan.
- Kendall and Stuart. *The Advanced Theory of Statistics, (Vol. I and II)*. Griffin.
- Statistical Tables*. New South Wales University Press Ltd.

REFERENCE BOOKS

- Anderson and Bancroft. *Statistical Theory in Research*. McGraw-Hill.
- Goldberg. *Probability: An Introduction*. Prentice-Hall.

Mood and Graybill. *Introduction to the Theory of Statistics*. McGraw-Hill.

Parzen. *Modern Probability Theory and its Applications*. Wiley.

Pearson and Hartley. *Biometrika Tables for Statisticians*. Cambridge University Press.

Rao. *Advanced Statistical Methods in Biometric Research*. Wiley.

10.321 Theory of Statistics I (Higher)

The work of 10.321 will be at greater depth and cover a slightly wider field than that of 10.311.

Text and Reference books as for 10.311.

10.312 Theory of Statistics II

The multivariate normal distribution. Analyses of variance: random, fixed and mixed models, with powers; randomisation tests. Stochastic processes. Contingency tables. Introduction to high speed computers. A special project on a selected topic. A selection of topics from: Sequential analysis; theory of sampling; distribution free methods; bioassay; linear programming; response surfaces; discriminant functions; theory of games; experimental design.

INTRODUCTORY READING

Cox. *Planning of Experiments*. Wiley.

TEXT BOOKS

Cochran and Cox. *Experimental Design*. Wiley.

Feller. *An Introduction to Mathematical Probability and its Applications*. Wiley.

Graybill. *An Introduction to Linear Statistical Models*. McGraw-Hill.

Pearson and Hartley. *Biometrika Tables for Statisticians*. Cambridge University Press.

REFERENCE BOOKS

Anderson. *An Introduction to Multivariate Statistical Analysis*. Wiley.

Cochran. *Sampling Techniques*. Wiley.

Cox. *Planning of Experiments*. Wiley.

Finney. *Statistical Methods for Biological Assay*. Griffin.

Gass. *Linear Programming—Methods and Applications*. McGraw-Hill.

Kempthorne. *The Design and Analysis of Experiment*. Wiley.

Mood and Graybill. *Introduction to the Theory of Statistics*. McGraw-Hill.

Rao. *Advanced Statistical Methods in Biometric Research*. Wiley.

10.322 Theory of Statistics II (Higher)

The treatment in 10.322 will be at greater depth and cover a somewhat wider field than 10.312.

Text and reference books as for 10.312.

SCHOOL OF APPLIED PSYCHOLOGY

12.011 Psychology I

Five hours per week of lectures and practical work.

Theory. This deals with the subject-matter and methods of psychology, the biological and social determinants of behaviour, the basic processes of personality development, motivation, perception, thinking, learning, individual differences in ability patterns, and adjustment.

Emphasis throughout the subject is placed on scientific appraisal of human behaviour. Hypotheses and experimental and other evidence are examined for their scientific validity.

Practical. The practical strand reinforces some of the matter of theory lectures by way of group experiments and demonstrations, and provides some experience in methods of psychological observation and statistical procedures appropriate to them.

TEXTBOOKS

Munn. *Psychology*. 4th ed. Houghton Mifflin, 1961.

Drever. *A Dictionary of Psychology*. Pelican, 1952.

and

Crafts (et.al.). *Recent Experiments in Psychology*. 2nd ed. McGraw-Hill, 1950.

or

Valentine and Dickens. *Experimental Foundations of General Psychology*. Rinehart, 1956.

REFERENCE BOOKS

Anastasi and Foley. *Differential Psychology*. MacMillan, 1949.

Humphrey. *Psychology Through Experiment*. Methuen, 1963.

Hunter. *Memory: Facts and Fallacies*. Pelican, 1957.

Wenger, Jones and Jones. *Physiological Psychology*. Constable, 1956.

12.012 Psychology II

Eight hours per week of lectures and practical work.

This is the second year of Psychology for students enrolled in the Applied Psychology specialization.

The subject comprises a study of the development and structure of personality, psychological testing and associated practical work and statistics. In the theory lectures attention is given to the effects of interpersonal relationships at successive stages of development; the influence of heredity and socio-economic factors upon personality variables, motivation theory within the framework of personality theory; approaches to the description of personality structure; and the administrative and theoretical aspects of psychological testing. The practical course illustrates the lecture course content and extends to practice in interviewing and in the administration and interpretation of personality and ability tests.

TEXTBOOKS

Stagner. *Psychology of Personality*. McGraw-Hill, 1964.

Edwards. *Statistical Method for the Behavioural Sciences*. Holt, 1954.

Anastasi. *Psychological Testing*. Macmillan, 1964.

REFERENCE BOOKS

To be announced early in the course.

12.013 Psychology III

Eleven hours per week of lectures and practical work.

This subject is the third stage in Psychology for students enrolled in the Applied Psychology specialization.

In this third stage of Psychology, psychological statistics and two selected areas are developed and studied intensively at an advanced level. Candidates should plan their reading requirements and their selection of areas for special study from the following groups in consultation with the Head of the School of Applied Psychology.

Group A: e.g. Social Psychology, Abnormal Psychology, Abilities and Cognition

Group B: e.g. Learning, Perception, Motivation, Psychometrics

Group C: e.g. Human Factors Engineering, Psychopathology, Child Guidance, Psychological Guidance.

12.023 Psychology

Six hours per week of lectures and practical work.

A third course for certain transition course students comprising psychological assessment and statistics and one area of special study. Candidates should plan their reading requirements and their selection of their special area of study from Groups A and B (as listed in 12.013 Psychology) in consultation with the Head of the School of Applied Psychology.

12.024 Psychology

Candidate should consult the Head of the School of Applied Psychology for a determination of subject requirements.

TEXTBOOKS

Textbooks and references to be selected in consultation with the Head of School.

12.101 Psychology

Three hours' lectures per week.

A first Psychology subject for students enrolled in the Industrial Relations specialization. For subject description, refer to theory content of 12.011.

For texts and reference books refer to those books listed for 12.011 Psychology.

12.651 Psychology (Industrial Relations)

Three hours' lectures per week:

Industrial relations and industrial conflict and their psychological elements. Psychological factors involved in industrial organisation. Relationships between executives and operatives, the group dynamics of the factory, and the general cultural climate of Australian industry. Some treatment is given to the more common personnel techniques.

TEXTBOOKS

Brown. *Social Psychology of Industry*. Pelican, 1954.

Brown. *Exploration in Management*. Heinemann, 1960.

Florence. *The Logic of British and American Industry*. Routledge & Kegan Paul, 1953.

REFERENCE BOOKS

American Management Association. *The Classics of Management*. A.M.A., 1957.

Beanix. *Work and Authority in Industry*. Harper Torch Books, N.Y., 1963.

Bronowski and Mazlish. *The Western Intellectual Tradition*. Pelican, 1963.

Burnham. *The Managerial Revolution*. Pelican, 1943.

Hammond and Hammond. *The Rise of Modern Industry*. Methuen, 1951.

I.L.O. *Some Aspects of Labour—Management Relations on the American Region*. Labour Management Relation Series No. 11 and 11A, Geneva, 1961, 1962.

I.L.O. *Worker Management in Yugoslavia*. Geneva, 1962.

Leavitt. *Managerial Psychology*. Univ. of Chicago Press, 1958.

Likert. *New Pattern of Management*. McGraw-Hill, 1961.

Marriott. *Incentive Payment Systems*. Staples, 1957.

Spriegal and Myers (Eds.). *The Writings of the Gilbreths*. Irwin, 1953.

Viteles. *Motivation and Morale*. Staples, 1954.

Walker. *Research Needs in Industrial Relations*. Univ. of W.A. Press, Rev. ed., 1964.

SCHOOL OF ACCOUNTANCY

14.101 Accounting I

Two lectures and one two-hour tutorial per week.

This subject, which must be taken by all students reading for the Degree of Bachelor of Commerce, aims to define the purpose and functions of accounting, to show the application of generally accepted accounting principles and how accounting information may be used by management as a basis for business decisions.

The subject will be in four main sections: (a) basic theory; (b) historical recording; (c) comprehension and interpretation of accounting data and reports and (d) introduction to managerial accounting—the provision of information useful to management in the formulation of its policies and in the evaluation of current performance.

The syllabus will cover the recording of transactions of businesses; the preparation of accounting reports (income statements and balance sheets) of sole traders, partnerships, corporations and non-trading concerns. Students will also be given an introduction to Management Accounting including topics such as budgeting and budgetary control, analysis and interpretation of accounting reports and the historical development of Accountancy.

PRELIMINARY READING

Yorston, Smyth and Brown. *Elementary Accounting*. 4th ed., Law Book Co., 1965.

TEXT BOOKS

Yorston, Smyth and Brown. *Accounting Fundamentals*. 6th ed., Law Book Co., 1965.

Gordon and Shillinglaw. *Accounting A Management Approach*. 3rd ed., Irwin, 1964.

Accountancy Exercises—First Year. Melbourne U.P., 1966.

Accounting I Tutorial Exercises. New South Wales University Press Ltd., 1966 (Available from University Union Shop).

REFERENCE BOOKS

Meigs and Johnson. *Accounting: The Basis for Business Decisions*. McGraw-Hill, 1962.

Moore and Jaedicke. *Managerial Accounting*. South Western, 1963.

Mathews. *Accounting for Economists*. Cheshire, 1963.

14.102 Accounting II

Two lectures and one two-hour tutorial per week.

This subject will comprise a financial and a management accounting strand. First year work on classification of accounts, design of accounting systems, measurement of periodic profit and control of current assets will be extended to include manufacturing, rural and large scale merchandising situations.

The financial accounting will cover merchandise, departmental and branch accounting, control and valuation of current assets, with particular

reference to inventory, partnerships, consignments, joint ventures and incomplete records.

The industrial accounting will be limited to manufacturing statements, accounting for and control of materials, labour and expense, job and process cost records, reconciliation and integration of actual cost and financial records, allocation of indirect costs to products, departments and projects, cost-volume-profit relationships.

TEXT BOOKS

Yorston, Smyth and Brown. *Accounting Fundamentals*. 6th ed., Law Book Co., 1965.

Backer and Jacobsen. *Cost Accounting—A Managerial Approach*. McGraw-Hill, 1964.

Accounting II Tutorial Exercises. New South Wales University Press Ltd. (Available from University Union Shop).

Accounting and Reporting Standards. American Accounting Association, 1957.

Recommendations on Accounting Principles. The Institute of Chartered Accountants in Australia, 1963 and 1964.

REFERENCE BOOKS

Yorston, Smyth and Brown. *Advanced Accounting*. 6th ed., Vol. I, Law Book Co., 1965.

Yorston and Smyth. *Advanced Accounting*. 6th ed., Vol. II, Law Book Co., 1966.

Horngren. *Cost Accounting. A Managerial Emphasis*. Prentice-Hall, 1962.

Moonitz and Jordan. *Accounting: An Analysis of Its Problems*. Revised ed., Vol. I, Holt, Rinehart and Winston, 1963.

Crowningshield. *Cost Accounting: Principles and Managerial Applications*. Houghton Mifflin, 1962.

Matz, Curry and Frank. *Cost Accounting*. 3rd ed., South Western, 1962.

14.103 Accounting III

Two lectures and one two-hour tutorial per week.

This subject will provide a comprehensive treatment of accounting and legal requirements in relation to the corporation, trusteeship, executorship and bankruptcy.

Corporation accounting will provide the major area of study and will encompass the following topics: company formation, reconstruction, receiverships and liquidation, amalgamation, takeovers, consolidation of holding company accounts, company annual reports, fund statements, analysis and interpretation, goodwill and share valuation, price level changes, mining, insurance, banks and finance companies.

TEXTBOOKS

Yorston, Smyth and Brown. *Advanced Accounting, Vol. I*. 6th ed., Law Book Co., 1965.

Yorston and Smyth. *Advanced Accounting, Vol II*. 6th ed., Law Book Co., 1966.

Smyth. *Executorship Accounts (Australia)*. 5th ed., Law Book Co., 1963.

Lee and McPherson. *Consolidated Statements and Group Accounts*. Law Book Co., 1963.

- Meigs, Johnson and Keller. *Intermediate Accounting*. McGraw-Hill, 1963.
The Companies Act 1961. Government Printer, Sydney.
Accounting III Tutorial Exercises. New South Wales University Press Ltd. (Available from University Union Shop).
Recommendations on Accounting Principles. The Institute of Chartered Accountants in Australia, Sydney, 1963 and 1964.

REFERENCE BOOKS

- Moonitz and Jordan. *Accounting: An Analysis of Its Problems, Vols. I and II*. Holt, Rinehart and Winston, 1964.
 Foulke. *Practical Financial Statement Analysis*. 5th ed., McGraw-Hill, 1962.
 Yorston, Fortescue and Brown. *Australian Secretarial Practice*. 5th ed., Law Book Co., 1965.
 Wilk. *Accounting for Inflation*. Sweet and Maxwell, 1960.
 Paton. *Corporate Profits*. Irwin, 1965.
 Davidson, Green, Horngren and Sorter. *An Income Approach to Accounting Theory*. Prentice-Hall, 1964.
 Ladd. *Contemporary Corporate Accounting and the Public*. Irwin, 1963.
 Park and Gladson. *Working Capital*. Macmillan, 1963.
Accounting and Reporting Standards for Corporate Financial Statements. American Accounting Association, 1957 Revision.
Reporting the Financial Effects of Price Level Changes: Accounting Research Study No. 6. American Institute of Certified Public Accountants, N.Y., 1963.
"Cash Flow" Analysis and The Funds Statement: Accounting Research Study No. 2. American Institute of Certified Public Accountants, N.Y., 1961.
Reporting on Leases in Financial Statements: Accounting Research Study No. 4. American Institute of Certified Public Accountants, N.Y., 1962.
A Critical Study of Accounting for Business Combinations: Accounting Research Study No. 5. American Institute of Certified Public Accountants, N.Y., 1963.
Interim and Final Reports of an Investigation into the Affairs of Reid Murray Holdings Limited and Certain of its Subsidiaries. Government Printer, Melbourne, 1963 and 1964-65.
Interim Report into the Affairs of Stanhill Development Finance Limited and other Companies. Government Printer, Melbourne, 1964.

14.104 Accounting IV

Two one-hour lectures and one two-hour tutorial per week.

This subject will extend the product costing situations studied in 14.102 Accounting II, to include joint and by-product costs, with emphasis on the impact of joint costs on decision-making. It will also cover profit planning, cost-volume-profit relationships, comparative cost studies, and the theories of variable and relevant costing, discussing these in the context of short term tactical decisions.

It will place particular emphasis on accounting for planning and control through the use of budgets, standards and performance reports prepared on a responsibility basis, and will include the analysis of variances by responsibility and cause. It will examine accounting in relation to special decisions and long-range planning, discussing in this context return on

investment analysis, computer applications, and relevant aspects of operations research and statistical methods.

The syllabus will also include non-manufacturing costs and the design and installation of accounting systems.

TEXT BOOKS

Horngren. *Cost Accounting—A Managerial Emphasis*. Prentice-Hall, 1962.
Yorston and Smyth. *Advanced Accounting*. 6th ed., Vol. II, Law Book Co., 1966.

REFERENCE BOOKS

Matz, Curry and Frank. *Cost Accounting*. 3rd ed., South Western, 1962.
Shillinglaw. *Cost Accounting, Analysis and Control*. Irwin, 1961.
Gillespie. *Standard and Direct Costing*. Prentice-Hall, 1962.
Welsch. *Budgeting—Profit Planning and Control*. 2nd ed., Prentice-Hall, 1964.
Schiff and Benninger. *Cost Accounting*. 2nd ed., Ronald, 1963.
Yorston, Brown and Sainsbury. *Costing Procedures*. 3rd ed., Law Book Co., 1960.
Brown. *Costs and Prices*. 2nd ed., Law Book Co., 1959.
Gillespie. *Accounting Systems—Procedures and Methods*. 2nd ed., Prentice-Hall, 1961.
McRae. *The Impact of Computers on Accounting*. John Wiley & Sons Ltd., 1964.

14.121 Government Accounting

Two lectures per week.

This subject will examine the theory of fund accounting and its application to governments and institutions. The governmental accounting will cover the accounts of Federal, State and Local Governments, social accounting, uniform accounting systems and the integration of the accounts of government business undertakings with those of the government.

Institutional accounting will deal with the accounts of hospitals, universities and insurance companies.

TEXTBOOKS

Mikesell and Hay. *Government Accounting*. 3rd ed., Irwin, 1961.
Municipal Finance Officers' Association. *Simplified Municipal Accounting*. Prentice-Hall, 1950.
Campbell. *Australian State Public Finance*. Law Book Co., 1954.
Department of Economic Affairs. *Government Accounting and Budget Execution*. United Nations, 1951.
Department of Economic Affairs. *Budgetary Structure and Classification of Government Accounts*. United Nations, 1951.
Manual of Government Accounting in New South Wales. N.S.W. Government Printer.

REFERENCE BOOKS

Kohler and Wright. *Accounting in the Federal Government*. Prentice-Hall, 1957.
Tenner and Lynn. *Municipal and Government Accounting*. 4th ed., Prentice-Hall, 1960.

- Vatter. *The Fund Theory of Accounting and Its Implications for Financial Reports*. University of Chicago, 1947.
- Bland. *Budget Control*. Angus and Robertson, 1961.
- Morse. *Internal Control in the Administration of Local Government*. Law Book Co., 1960.
- Fitzgerald, Fitzgerald, Voumard and Jager. *Form and Contents of Financial Statements*. 3rd ed., Butterworth & Co., 1964.
- Budgetary Papers and Auditor-General Reports of Commonwealth and New South Wales State Governments*.

14.131 Auditing and Internal Control

Two hours per week.

This subject will be integrated with accounting where practicable and will cover basic auditing concepts, auditing principles and procedures and methods of investigation.

The subject will deal with the nature, scope and auditing significance of internal control, internal control procedures, internal check and internal audit; vouching, checking, verification of balance sheet items, the development of audit programmes, investigations, auditors' and investigators' reports.

Attention will be given to trends and developments in the profession, modern techniques as applied to machine and electronically processed accounting material, testing and sampling, the evolution of auditing standards and professional ethics.

Company audits will be dealt with at length and statute and case law decisions affecting auditors will be examined.

TEXTBOOKS

- Irish. *Auditing*. 2nd ed., Law Book Co., 1963.
- Stettler. *Auditing Principles—Objectives, Procedures and Working Papers*. 2nd ed., Prentice-Hall, 1961.
- Moore and Stettler. *Accounting Systems for Management Control*. Irwin, 1963.

REFERENCE BOOKS

- Arkin. *Handbook of Sampling for Auditing and Accounting, Vol. I: Methods*. McGraw-Hill, 1963.
- Cadmus. *Operational Auditing Handbook*. The Institute of Internal Auditors. N.Y., 1964.
- Dicksee (Magee ed.). *Dicksee's Auditing*. 17th ed., Gee & Co., 1951.
- Holmes. *Auditing Principles and Procedure*. 6th ed. Irwin, 1964.
- Leonard. *The Management Audit*. Prentice-Hall, 1962.
- Mautz and Sharaf. *The Philosophy of Auditing*. American Accounting Association, 1961.
- Johnson and Brasseaux. *Readings in Auditing*. South Western, 1961.
- Mautz. *Fundamentals of Auditing*. Wiley, 1954.
- Meigs. *Principles of Auditing*. 3rd ed., Irwin, 1964.
- Ray (ed.). *Independent Auditing Standards*. Holt, Rinehart & Winston, 1964.
- Topham (Schmitthoff and Curry, eds.). *Palmer's Company Law*. 20th ed., Stevens, 1959.

Kaufman. *Electronic Data Processing and Auditing*. Ronald, 1961.
 Brink (Revised by Cashin). *Internal Auditing*. 2nd ed., Ronald, 1958.

14.141 Accounting Seminar I

One hour per week.

A more rigorous treatment of the topics prescribed for 14.102 Accounting II with emphasis on accounting principles, conventions and doctrines, measurement of periodic profit, inventory valuation and variable (direct) costing and problems of cost and expense allocation in the measurement of departmental and product costs.

TEXT BOOKS

Zeiff and Keller. *Financial Accounting Theory—Issues and Controversies*. McGraw-Hill, 1964.

Gilman. *Accounting Concepts of Profit*. Ronald, 1956.

Baxter and Davidson (eds.). *Studies in Accounting Theory*. Sweet and Maxwell, 1962.

Crivelli. Pacioli's treatise on *Double-entry Bookkeeping*. The Institute of Bookkeepers, London, 1939.

Ladd. *Contemporary Corporate Accounting and the Public*. Irwin, 1963.
Recommendations on Accounting Principles. Institute of Chartered Accountants, 1964.

Recommendations on Accounting Principles. Institute of Chartered Accountants in England and Wales.

Accounting and Reporting Standards. American Accounting Association, 1957.

REFERENCE BOOKS

Bierman. *Financial and Managerial Accounting: An Introduction*. 2nd ed., Macmillan, 1963.

Davidson, Green, Horngren and Sorter. *An Income Approach to Accounting Theory*. Prentice-Hall, 1964.

Goldberg. *Concepts of Depreciation*. Law Book Co., 1957.

Fitzgerald and Schumer. *Classification in Accounting*. 2nd ed., Butterworth & Co., 1962.

14.142 Accounting Seminar II

One hour per week.

This seminar will be devoted to the critical analysis of selected topics from Accounting III and Accounting IV, viz.:

Concepts of profit and income;

Accounting for price-level changes;

Cost, volume profit analysis and profit planning;

Budgetary control and performance reporting;

Profitability and Rate of Return as criteria in capital budgeting decisions and in the appraisal of performance.

PRELIMINARY READING

Drucker. *The Practice of Management*. Mercury Books, 1961.

Drucker. *The Concept of the Corporation*. Mentor, 1964.

TEXT BOOKS

- Thomas (ed.). *Readings in Cost Accounting, Budgeting and Control*. 2nd ed., South Western, 1960.
- Koontz and O'Donnel (eds.). *Management: A Book of Readings*. McGraw-Hill, 1964.
- Chamberlain. *The Firm: Micro Economic Planning and Action*. McGraw-Hill, 1962.

REFERENCE BOOKS

- Pfiffner and Sherwood. *Administrative Organisation*. Prentice-Hall, 1960.
- Solomons (ed.). *Studies in Costing*. Law Book Co., 1952.
- Wolf (ed.). *Management—Readings toward a General Theory*. Wadsworth, 1964.
- Lemke and Edwards (eds.). *Administrative Control and Executive Action*. Merrill, 1961.
- Churchman and Ratoosh (eds.). *Measurement: Definitions and Theories*. University of Chicago, 1959.
- McGuire (ed.). *Interdisciplinary Studies in Business Behaviour*. South Western, 1962.
- Simon. *Administrative Behaviour*. 2nd ed., Macmillan, 1961.
- Cyert and March. *A Behavioural Theory of the Firm*. Prentice-Hall 1963.
- Mattessich. *Accounting and Analytical Methods*. Irwin, 1964.
- Shillinglaw. *Cost Accounting*. Irwin, 1962.
- Rubenstein and Haberstroh (eds.). *Some Theories of Organisation*. Irwin, 1960.
- Thayer. *Administrative Communication*. Irwin, 1961.

14.143 Accounting Seminar III

Three hours per week.

This subject is to be conducted at an advanced level and will consist of the reading and discussion of topics in financial and managerial accounting.

Financial accounting topics which will receive attention are: profit and income concepts, balance sheet valuation, inventory values, depreciation, fund accounting, accounting for price changes.

Managerial accounting topics to be discussed will be as follows: historical development of costing, relation between accounting and economic concepts of cost and income, cost-concepts, costing as an instrument of planning and pricing, and costing as an instrument of control. Planning and control of capital expenditure proposals with particular reference to the rate of return concept.

TEXT BOOKS

- Baxter and Davidson (eds.). *Studies in Accounting Theory*. Law Book Co., 1962.
- Vatter. *The Fund Theory of Accounting and Its Implications for Financial Reports*. University of Chicago, 1947.
- Canning. *The Economics of Accountancy*. Ronald, 1929.
- Morris. *The Analysis of Business Decisions*. Revised ed. Irwin, 1964.
- American Institute of Certified Public Accountants, New York. *Accounting Research Studies Nos. 1-6*.

- Edwards and Bell. *The Theory and Measurement of Business Income*. University of California Press, 1961.
- Rose. *Disclosure in Company Reports*. Eaton Paper No. I, Institute of Economic Affairs Ltd., 1963.

REFERENCE BOOKS

- Solomon. *The Management of Corporate Capital*. Glencoe Free Press, 1959.
- Paton. *Accounting Theory*. Accounting Studies Press, 1962.
- Cerf. *Corporate Reporting and Investment Decisions*. Public Accounting Research Program. Institute of Business and Economic Research, University of California, Berkeley, 1961.
- Paton and Littleton. *An Introduction to Corporate Accounting Standards*. American Accounting Association, Mono. No. 3.
- Chambers. *Towards a General Theory of Accounting*. Australian Society of Accountants.
- Littleton and Zimmerman. *Accounting Theory: Continuity and Change*. Prentice-Hall, 1962.
- Mautz and Sharaf. *The Philosophy of Auditing*. American Accounting Association, 1961.
- Churchman. *Prediction and Optimal Decision: Philosophical Issues of a Science of Values*. Prentice-Hall, 1961.
- Churchman and Ratoosh (eds.). *Measurement: Definitions and Theories*. University of Chicago, 1959.
- Prince. *Extension of the Boundaries of Accounting Theory*. South Western, 1963.
- Sweeney. *Stabilized Accounting*. Holt, Rinehart and Winston, 1964.
- Chambers. *The Functions and Design of Company Annual Reports*. Law Book Co., 1955.
- Schlaifer. *Introduction to Statistics for Business Decisions*. McGraw-Hill, 1961.
- Miller and Starr. *Executive Decisions and Operations Research*. Prentice-Hall, 1960.
- Zeff and Keller. *Financial Accounting Theory: Issues and Controversies*. McGraw-Hill, 1964.
- Anton. *Accounting for the Flow of Funds*. Houghton Mifflin, 1962.
- Bierman. *Topics in Cost Accounting and Decisions*. McGraw-Hill, 1963.
- Johnson, Kost and Rosenzweig. *The Theory and Management of Systems*. McGraw-Hill, 1963.
- Martindell. *The Appraisal of Management*. Harper and Brothers, 1962.
- Bierman, Fouraker and Jaedicke. *Quantitative Analysis for Business Decisions*. Irwin, 1961.
- Moonitz and Littleton. *Significant Accounting Essays*. Prentice-Hall, 1965.
- Deinzer. *Development of Accounting Thought*. Holt, Rinehart and Winston, 1965.

14.151 Cost Accounting

Three hours per week.

This subject, for which 14.104 Accounting IV is a prerequisite, is open to undergraduates reading for honours in the Accounting specialisation and graduates wishing to specialise in cost accounting.

The course will examine at an advanced level the principles and practice

of cost accounting as a means towards developing effective administrative competence in planning and controlling internal operations.

Case study methods will be employed extensively in the consideration and application of cost concepts and techniques as interrelated segments of actual manufacturing and non-manufacturing situations. Topics covered by the course will include the traditional activities of cost accumulation and reporting in job-order and process operations with consideration of actual, standard and direct costing techniques; interrelationship of production, inventory and cost controls; development and application of budgetary control procedures, and the design and installation of accounting systems, including feasibility studies for data processing applications. The evolution of cost accounting and current developments in the field will be studied. A number of the case studies will be conducted in actual industrial situations by syndicates of students, culminating in the preparation of reports to management and class discussions of the solutions.

PRELIMINARY READING

Jones. *Principles and Practice of Industrial and Commercial Organisation in Australia*. Law Book Co., 1957.

TEXT BOOKS

Bennett. *Cost Administration: Cases and Notes*. Prentice-Hall, 1960.

Gillespie. *Accounting Systems—Procedures and Methods*. 2nd ed., Prentice-Hall, 1961.

Gillespie. *Standard and Direct Costing*. Prentice-Hall, 1962.

Welsch. *Budgeting, Profit-Planning and Control*. 2nd ed., Prentice-Hall, 1964.

REFERENCE BOOKS

Aurner. *Effective Communication in Business*. 4th ed., South Western, 1963.

Batty. *Standard Costing*. MacDonald and Evans, 1960.

Bennett. *Standard Costs—How they Serve Modern Management*. Prentice-Hall, 1957.

Brummet. *Overhead Costing—The Costing of Manufactured Products*. University of Michigan, 1957.

Craig. *Australian Case Studies in Business Administration*. Law Book Co., 1962.

Dauten. *Business Cycles and Forecasting*. 2nd ed., South Western, 1963.

Devine. *Cost Accounting and Analysis*. Macmillan, 1950.

Dickey (ed.). *Accountants' Cost-Handbook*. 2nd ed., Ronald, 1960.

Garner. *Evolution of Cost Accounting to 1925*. University of Alabama, 1954.

Most. *Uniform Cost Accounting*. Gee & Co., 1961.

Solomons (ed.). *Studies in Costing*. Sweet and Maxwell, 1952.

Smyth. *Management through Accounting*. Prentice-Hall, 1962.

Wright. *Direct Standard Costs*. McGraw-Hill, 1962.

14.201 Taxation Law and Practice

Two hours' lectures per week.

The major part of the syllabus is concerned with a detailed study of the Income Tax Assessment Act, the determination of income, the assesment of specific forms of income, allowable deductions both in a

general and specific sense, the assessment of different classes of taxpayer and the machinery provisions of income tax collection.

There are also lectures dealing with sales tax assessment and collection.

TEXT BOOKS

Bock and Mannix. *Guide to Commonwealth Income Tax*. 12th ed., Butterworth, 1965.

Ryan. *Manual of Income Tax Law in Australia*. Law Book Co., 1965.

Irving. *Sales Tax Highlights*. Australian Society of Accountants.

Postgraduate Lectures in Taxation. The University of New South Wales.

Income Tax and Social Services Contribution Assessment Act. Latest ed., Commonwealth Government Printer.

Income Tax (International Agreements) Act, 1953 (as amended to date). Commonwealth Government Printer.

REFERENCE BOOKS

Gunn, Berger and Maas. *Gunn's Commonwealth Income Tax Law and Practice (and Service)*. 7th ed. Butterworth & Co., 1963.

Challoner and Greenwood. *Income Tax Law and Practice (Commonwealth) and Supplements*. 2nd ed., Law Book Co., 1962.

Gunn and Maas. *Payroll Tax in Australia*. 3rd ed., Butterworth & Co., 1961.

The Sales Tax Law, 1957. Commonwealth Government Printer.

High Court and Board of Review Decisions (as given by the lecturer during the year).

14.301 Production

Two hours per week.

This subject is designed to acquaint students with the principles of industrial management and organisation, and to give them an insight into the problems associated with the major facets of the practice of works management such as, factory location and layout, production forecasting, planning and control, purchasing and storekeeping, materials handling, motion and time study, incentive schemes, personnel management and methods time measurement studies.

TEXTBOOKS

Broom. *Production Management*. Irwin, 1962.

Buffa. *Modern Production Management*. 2nd ed., Wiley, 1965.

REFERENCE BOOKS

Drucker. *The Practice of Management*. Mercury, 1961.

Magee. *Production Planning and Inventory Control*. McGraw-Hill, 1958.

Carson (ed.). *Production Handbook*. Ronald, 1958.

Scheele et al. *Principles and Design of Production Control Systems*. Prentice-Hall, 1960.

Brech. *Organisation—The Framework of Management*. Longmans, 1957.

Bowman and Fetter. *Analysis for Production Management*. Rev. ed., Irwin, 1961.

Shuchman. *Scientific Decision Making in Business*. Holt, Rinehart and Winston, 1963.

Moore. *Manufacturing Management*. 3rd ed., Irwin, 1961.

14.311 Marketing

Two hours' lectures per week.

A study of marketing structure, organisation and behaviour; marketing institutions, functions and channels of distribution; policies and methods in the distribution of consumer and industrial goods; costs and efficiency; public and private regulation.

TEXT BOOKS

Beckman and Davidson. *Marketing*. 7th ed., Ronald, 1962.

REFERENCE BOOKS

Nystrom (ed.). *Marketing Handbook*. Reprint, Ronald, 1954.

Stanton. *Fundamentals of Marketing*. McGraw-Hill, 1964.

Converse, Huegy and Mitchell. *Elements of Marketing*. 7th ed., Prentice-Hall, 1965.

Phillips and Duncan. *Marketing, Principles and Methods*. 5th ed., Irwin, 1964.

14.321 Business Finance

Two hours' lectures per week.

This subject gives the appropriate emphasis to the internal (management) aspects of corporation finance by contrast to the external view of finance which would concentrate upon the broader issues of institutions and policy. Some attention is also given to the problems of the small business, and of the proprietary company. Business Finance is concerned with the role and function of the financial executive, and his responsibilities in raising the needed funds and then ensuring that those funds are kept deployed or invested in a close approximation to an optimal plan. Basic Business Finance, the descriptive element of the subject, is preceded by a treatment of corporate investment and security analysis, and is followed by the more theoretical area of financial decision-making and capital-expenditure planning and control. A study is made of the origin and evolution of the modern large-scale corporation and case studies are employed to simulate decision-making situations.

PRELIMINARY READING

Galbraith. *The Great Crash 1929*. Pelican A540, 1961.

Drucker. *The Concept of the Corporation*. Mentor, 1961.

Robinson and Johnson. *Self Correcting Problems in Finance*, (a Workbook). R. & J. Press, Michigan, 1963 (West Publishing Corporation, Australian Reprint, 1964).

TEXT BOOKS

Hunt, Williams and Donaldson. *Basic Business Finance Text and Cases*. Rev. ed., Irwin, 1961.

Graham, Dodd and Cottle. *Security Analysis*. 4th ed., McGraw-Hill, 1962.

Merritt and Sykes. *The Finance and Analysis of Capital Projects*. Longmans, 1961.

REFERENCE BOOKS

Beranek. *Analysis for Financial Decisions*. Irwin, 1963.

- Florence. *Ownership Control and Success of Large Companies*. Sweet and Maxwell, Law Book Co., 1961.
- Hirst and Wallace (eds.). *Studies in the Australian Capital Market*. Cheshire, 1964.
- Johnson. *Financial Management*. 2nd ed., Allyn and Bacon, 1962.
- Lerner. *Readings in Financial Analysis and Investment Management*. Irwin, 1963.
- Martyn. *International Business*. Glencoe Free Press, 1964.
- Mason. *The Corporation in Modern Society*. Harvard University Press, 1961.
- Robinson. *Money and Capital Markets*. McGraw-Hill, 1964.
- Solomon (ed.). *The Management of Corporate Capital*. Glencoe Free Press, 1959.
- Tew and Henderson. *Studies in Company Finance*. Cambridge, 1959.
- Yorston, Fortescue and Brown. *Australian Secretarial Practice*. 5th ed., Law Book Co., 1965.
- Weston. *Managerial Finance*. Holt, Rinehart & Winston, 1962.

14.501 Commercial Law I

Three hours per week.

The subject commences with a description of the Australian legal system, with particular reference to the elements of law in New South Wales. This introduction serves as a background to the basic commercial law topics of contract, sale of goods, hire purchase, agency, partnership, negotiable instruments, insurance, commercial arbitration, succession and trusts.

TEXT BOOKS

- Williams. *Learning the Law*. 7th ed., Stevens, 1963.
- Cheshire and Fifoot. *The Law of Contract*. 6th ed. Butterworth & Co., 1964.
- Yorston and Fortescue. *Australian Mercantile Law*. 12th ed., Law Book Co., 1963 or later edition.

STATUTES

- Sale of Goods Act (N.S.W.) 1923-1953*. N.S.W. Government Printer.
- Hire Purchase Act (N.S.W.) 1960*. N.S.W. Government Printer.
- Partnership Act (N.S.W.) 1892*. N.S.W. Government Printer.
- Bills of Exchange Act (Commonwealth) 1909-1958*. Commonwealth Government Printer.

REFERENCE BOOKS

- Baalman. *Outline of Law in Australia*. 2nd ed., Law Book Co., 1955.
- Hood Phillips. *A First Book of English Law*. 5th ed., Sweet and Maxwell, 1965.
- Wynes. *Legislative, Executive and Judicial Powers in Australia*. 3rd ed., Law Book Co., 1961.
- Else-Mitchell. *Essays on the Australian Constitution*. 2nd ed., Law Book Co., 1962.
- Schmitthoff and Sarre. *Charlesworth's Mercantile Law*. 10th ed., Stevens, 1963.
- Guest. *Anson's Law of Contract*. 21st ed., Oxford University Press, 1959.

- McGarvie and Donovan. *Cases and Materials on Contract*. Law Book Co., 1962.
- Samek. *An Analytical Guide to Contract and Sale of Goods*. Law Book Co., 1963.
- Helmore. *Personal Property and Mercantile Law in N.S.W.* 7th ed., Law Book Co., 1965.
- Joske. *Sale of Goods and Hire-Purchase in Australia and New Zealand*. 2nd ed., Butterworth & Co., 1961.
- Else-Mitchell and Parsons. *Hire Purchase Law*. 3rd ed., Law Book Co., 1960.
- Riley. *The Law Relating to Bills of Exchange in Australia*. 2nd ed., Law Book Co., 1964.
- Higgins. *The Law of Partnership in Australia and New Zealand*. Law Book Co., 1963.
- Jacobs. *Law of Trusts in N.S.W.* Butterworth & Co., 1958.
- Parry. *Law of Succession*. 4th ed., Sweet and Maxwell, 1961.

14.502 Commercial Law II

Two hours lectures per week.

This subject comprises a study of bankruptcy law and company law.

It includes an analysis of the acts of bankruptcy and a consideration of the law governing bankruptcy petitions, debts provable in bankruptcy and their order of priority, the effect of bankruptcy on the property of a debtor, the powers and duties of trustees in bankruptcy, including powers to avoid antecedent transactions, discharge from bankruptcy and private arrangements with creditors to avoid bankruptcy.

The section devoted to company law includes a study of important general principles developed by the Courts, particularly in relation to the effect of incorporation, the powers of companies and the doctrine of *ultra vires*, the position of promoters, the relationship between the company, the directors, members and others, the duties of directors, the rights and duties of members and the raising and maintenance of capital. The effect of the Companies Act, 1961-64, will be studied, especially in connection with the formation and registration of companies, shares, debentures and charges, management and administration, special investigations, arrangements and reconstructions, receivers and managers, official management and winding-up.

TEXTBOOKS

- Lewis. *Australian Bankruptcy Law*. 4th ed., Law Book Co., 1955.
- Yorston and Brown. *Company Law*. 2nd ed., Law Book Co., 1964.
- Gower. *Modern Company Law*. 2nd ed., Stevens, 1957.
- Sim. *Casebook on Company Law*. Butterworth, 1965.
- Companies Act, 1961 (as amended to date)*. N.S.W. Government Printer.
- The Bankruptcy Act 1924 (as amended to date)*. Commonwealth Government Printer.

REFERENCE BOOKS

- McDonald, Henry and Meek. *Australian Bankruptcy Law and Practice*. 3rd ed., Law Book Co. (or later edition)
- Pennington. *Principles of Company Law*. Butterworth & Co., 1959.

- Kavass. *Australian Supplement to the Principles of Modern Company Law* by L. C. B. Gower, Law Book Co., 1964.
- Paterson and Ednie. *Australian Company Law*. Butterworth & Co., (latest edition)
- Wallace and Young. *Australian Company Law and Practice*. Law Book Co., (in course of publication).
- Hajek. *Principles of Bankruptcy in Australia*. University of Queensland Press, 1962.

SCHOOL OF ECONOMICS

15.101 Economics I

Three hours per week, including tutorial classes.

The main purpose of this subject is to provide an introduction to economic analysis. It includes a consideration of the theory of the determination of prices and output of individual goods and services, and of the determination of the general price level, aggregate employment and national income. The subject also considers the monetary and banking system, with particular reference to Australian institutions; international trade; and economic policy.

PRELIMINARY READING

Heilbroner. *The Making of Economic Society*. Prentice-Hall, 1962.

Robinson et al. *An Introduction to Economic Reasoning*. Anchor paperback, 1965.

TEXT BOOKS

Downing. *National Income and Social Accounts*. latest ed., Melbourne U.P.

Karmel and Brunt. *The Structure of the Australian Economy*. Cheshire, 1962.

Lipsey. *An Introduction to Positive Economics*. Wiedenfeld and Nicolson, 1963.

Samuelson. *Economics: An Introductory Analysis*. 6th ed., McGraw-Hill, 1964.

Robinson. *Study Guide and Workbook to Accompany Samuelson: Economics*. 6th ed., McGraw-Hill, 1964.

REFERENCE BOOKS

Australian National Accounts. Latest edition, Commonwealth Statistician.

National Income and Expenditure. Latest edition, Commonwealth Government Printer.

Labour Report. Latest edition, Commonwealth Government Printer.

Dillard. *The Economics of J. M. Keynes*. Crosby Lockwood, 1958.

Due and Clower. *Intermediate Economic Analysis*. 4th ed., Irwin, 1961.

Dorfman. *The Price System*. Prentice-Hall, 1964.

Edey and Peacock. *National Income and Social Accounting*. 2nd ed., Hutchinson, 1963.

Grant and Hagger (eds.). *Economics: An Australian Introduction*. Cheshire, 1964.

Leftwich. *The Price System and Resource Allocation*. rev. ed., Holt Rinehart and Winston, 1961.

McColl. *The Australian Balance of Payments*. Melbourne U.P., 1965.

Samuelson et al. (eds.). *Readings in Economics*. 4th ed., McGraw-Hill, 1964.

Sayers. *Modern Banking*. 5th ed., Oxford U.P., 1960.

Shackle (ed.). *A New Prospect of Economics*. Liverpool U.P., 1961.

Sirkin. *Introduction to Macroeconomic Theory*. rev. ed., Homewood, Irwin, 1965.

Stonier and Hague. *A Textbook of Economic Theory*. 3rd ed., Longmans, Green, 1964.

Tew. *Wealth and Income*. 4th ed., Melbourne U.P., 1964.

15.102 Economics II

Three hours per week, including tutorial classes.

This subject is concerned with micro-economics. It begins with an account of the theories of demand and production and then turns to an examination of pricing policies in different market situations. The subject will include a critical review of some of the empirical studies of pricing policy as well as the theoretical literature in the field. The theory of comparative advantage in international trade will be examined, and arguments for tariffs and other restrictions on trade considered.

TEXT BOOKS

Dorfman. *The Price System*. Prentice-Hall, 1964.

Due and Clower. *Intermediate Economic Analysis*. 4th ed., Irwin, 1961.

Kenen. *International Economics*. Prentice-Hall, 1964.

Scitovsky. *Welfare and Competition*. Allen & Unwin, 1952.

REFERENCE BOOKS

Allen. *Elementary Mathematics of Price Theory*. Wadsworth, 1962.

Bain. *Barriers to New Competition*. Harvard U.P., 1956.

Cohen and Cyert. *Theory of the Firm: Resource Allocation in a Market Economy*. Prentice-Hall, 1965.

Friedman. *Price Theory*. Aldine, 1962.

Heflebower and Stocking. *Readings in Industrial Organisation and Public Policy*. Irwin, 1958.

Hunter (ed.). *The Economics of Australian Industry*. Melbourne U.P., 1963.

Karmel and Brunt. *The Structure of the Australian Economy*. Cheshire, 1962.

Kindleberger. *International Economics*. 3rd ed., Irwin, 1963.

Klein. *An Introduction to Econometrics*. Prentice-Hall, 1962.

Phelps-Brown and Wiseman. *A Course in Applied Economics*. 2nd ed., Pitman, 1964.

Stigler. *The Theory of Price*. Revised ed., Macmillan, 1952.

15.103 Economics III

Three hours per week, including tutorial classes.

This subject is concerned with macroeconomic theory and policy. Consideration will be given to the concept and measurement of national income; static and dynamic aspects of the theory of aggregate output, employment and the price level, including inflation; wages policy with special reference to Australia; some aspects of cyclical fluctuations and economic growth; the implication of macroeconomic theory for monetary and fiscal policy; some aspects of the formulation and conduct of economic policy with special reference to Australia.

TEXTBOOKS

Ackley. *Macroeconomic Theory*. Macmillan, 1961.

Matthews. *The Trade Cycle*. Cambridge U.P., 1960.

Arndt and Corden (eds.). *The Australian Economy*. Cheshire, 1963.

REFERENCE BOOKS

Arndt. *The Australian Trading Banks*. 2nd ed., Cheshire, 1960.

Bailey. *National Income and the Price Level*. McGraw-Hill, 1962.

- Davidson and Smolensky. *Aggregate Supply and Demand Analysis*. Harper & Row, 1963.
- Dernburg and McDougall. *Macroeconomics*. Rev. ed. McGraw-Hill, 1963.
- Hansen. *Business Cycles and National Income*. Norton, 1951.
- Hagger. *The Theory of Inflation*. Melbourne U.P., 1964.
- Hansen. *A Guide to Keynes*. McGraw-Hill, 1953.
- Hicks. *A Contribution to the Theory of the Trade Cycle*. Oxford U.P., 1950.
- Keynes. *The General Theory of Employment, Interest and Money*. Paperback ed., Macmillan, 1961.

15.104 Advanced Economic Analysis

Six hours per week, including tutorial classes.

A survey of advanced economic theory.

The reading matter for this subject will consist mainly of articles published in learned journals. Further particulars will be given to students by the lecturers concerned.

15.112 Economics II (Honours)

The content of this subject includes that of 15.102 Economics II as well as additional and more advanced work in microeconomic analysis; students must attend the lectures in 15.102 and special Honours tutorials.

The subject must be taken by students enrolled for the Honours Degree in Economics. It must also be taken, as directed by the Head of the School of Economics, by students enrolled for the Honours Degree in Statistics, Industrial Relations, Applied Psychology and Wool Commerce, where specific Honours work is not prescribed in appropriate subjects in those courses. It may also be taken by other students with the approval of the Head of the School of Economics.

15.113 Economics III (Honours)

The content of this subject includes that of 15.103 Economics III as well as additional and more advanced work in macroeconomic analysis; students must attend the lectures in 15.103 and special Honours tutorials.

The subject must be taken by students enrolled for the Honours Degree in Economics. It must also be taken, as directed by the Head of the School of Economics, by students enrolled for the Honours Degree in Statistics, Industrial Relations, Applied Psychology and Wool Commerce, where specific Honours work is not prescribed in appropriate subjects in those courses. It may also be taken by other students with the approval of the Head of the School of Economics.

15.200 Economic History I

Two hours per week.

This subject will deal with the economic history of modern Britain. Emphasis will be laid upon the Industrial Revolution of the eighteenth century in England and the subsequent spread of industrialisation.

PRELIMINARY READING

Birnie. *An Economic History of the British Isles*. University Paperbacks, 1961.

TEXT BOOKS

Ashton. *An Economic History of England: The Eighteenth Century*. Methuen, 1961.

Court. *A Concise Economic History of Britain from 1750 to Recent Times*. Cambridge U.P., Paperback, 1964.

Deane and Cole. *British Economic Growth 1688-1959*. Cambridge U.P., 1962.

Mantoux. *The Industrial Revolution in the Eighteenth Century*. University Paperback, 1964.

Taylor. *The Industrial Revolution in Britain*. D. C. Heath & Company, 1958.

REFERENCE BOOKS

Ashworth. *An Economic History of England, 1870-1939*. Methuen, 1960.

Ashworth. *A Short History of the International Economy*. Longmans, 1962.

Chambers. *The Workshop of the World: British Economic History from 1820 to 1880*. 1961.

Checkland. *The Rise of Industrial Society in England 1850-1885*. Longmans, 1964.

Mitchell and Deane. *Abstract of British Historical Statistics*. Cambridge U.P., 1962.

Pollard. *The Development of the British Economy 1914-1950*. Macmillan, 1963.

Supple. *The Experience of Economic Growth*. Random House, 1963.

Youngson. *The British Economy, 1920-1957*. Unwin University Books, 1964.

15.201 Economic History II

Two hours per week.

This subject will deal with the economic history of Australia. It will begin with a survey of the British background to the settlement of Australia, and will examine the development which occurred prior to the Gold Rushes; the Long Boom period of 1860-1890; the crises of the 1890's; the economic background to federation and developments since 1900.

PRELIMINARY READING

Hancock. *Australia*. Australian Pocket Library.

Shaw. *The Economic Development of Australia*. Longmans Green, 1955.

TEXT BOOKS

Clark. *A History of Australia, Vol. I*. Melbourne U.P., 1962.

Clark. *Sources of Australian History*. World's Classics.

Fitzpatrick. *British Empire in Australia 1834-1939*. Melbourne U.P., 1949.

REFERENCE BOOKS

General

Cambridge History of the British Empire, Vol. VII, Pt. I.

Coghlan. *Labour and Industry in Australia*. 4 Vols. Oxford U.P., 1918.
Shann. *An Economic History of Australia*. Cambridge U.P., 1938.

Term 1

Butlin. *Foundations of the Australian Monetary System 1788-1851*. Melbourne U.P., 1953.
Clark. *Select Documents in Australian History, Vol. I*. Angus and Robertson, 1950.
Dunsdorfs. *The Australian Wheat-Growing Industry*. Melbourne U.P., 1956.
Fitzpatrick. *British Imperialism and Australia 1788-1833*. Allen & Unwin, 1939.
Madgwick. *Immigration into Eastern Australia 1788-1851*. Longmans, 1937.
Mills. *The Colonisation of Australia 1829-42*. Sidgwick and Jackson, 1915.
O'Brien. *The Foundation of Australia*. Angus & Robertson, 1950.
Roberts. *History of Australian Land Settlement*. Macmillan-Melbourne U.P., 1924.
Robertis. *The Squatting Age in Australia*. Melbourne U.P., 1965.

Term 2

Aitken (ed.). *The State and Economic Growth*. N.Y. Social Science Research Council, 1959.
Barnard. *The Australian Wool Market 1840-1900*. Melbourne U.P., 1958.
Barnard (ed.). *The Simple Fleece*. Melbourne U.P., 1962.
Barnard. *Visions and Profit*. Melbourne U.P., 1961.
Butlin. *Australian Domestic Product, Investment and Foreign Borrowing 1861-1938/39*. Cambridge U.P., 1962.
Butlin. *Australian and New Zealand Bank*. Longmans Green, 1961.
Clark. *Select Documents in Australian History, Vol. II*. Angus & Robertson, 1955.
Wood. *Borrowing and Business in Australia*. Oxford U.P., 1930.

Term 3

Arndt. *The Australian Trading Banks*. F. W. Cheshire, 1960.
Butlin. *War Economy 1939-42*. Australian War Memorial, 1955.
Giblin. *The Growth of a Central Bank*. Melbourne U.P.
Hunter (ed.). *The Economics of Australian Industry: Studies in Environment and Structure*. Melbourne U.P., 1963.
Shann and Copland. *The Battle of the Plans*. Angus and Robertson, 1931.

15.211 History of Economic Thought†

Two hours per week.

This subject will deal with development of economic thought in the 19th and 20th centuries. Particular emphasis will be given to analytic developments.

15.221 Public Finance and Fiscal Policy

Two hours per week

This subject is concerned with the principles of public finance and fiscal policy. It deals with the theory of taxation and the economic effects of

† This subject will not be offered in 1966.

various taxes; the goals of fiscal policy; and the techniques of fiscal policy with special reference to unemployment, inflation and economic growth. Some attention will be given to the economics of government business undertakings. Special consideration will be given to Australian Commonwealth-State financial relationships including the uniform income tax system, the national debt and public borrowing.

PRELIMINARY READING

Eckstein. *Public Finance*. Prentice-Hall, 1964.

Social Sciences in Australia. *Economic Papers No. 18*. Economic Society of Australia & New Zealand, (N.S.W. & Victorian Branches).

TEXT BOOKS

Downing et al. *Taxation in Australia*. Melbourne U.P., 1964.

Musgrave. *The Theory of Public Finance*. McGraw-Hill, 1956.

Williams. *Public Finance and Budgetary Policy*. Allen & Unwin, 1965.

REFERENCE BOOKS

Blum and Kalven. *The Uneasy Case for Progressive Taxation*. Chicago U.P., 1953.

Musgrave and Peacock. *Classics in the Theory of Public Finance*. Macmillan, 1958.

Musgrave and Sharp (eds.). *Readings in the Economics of Taxation*. Allen & Unwin, 1958.

Peacock and Robertson (eds.). *Public Expenditure*. Oliver & Boyd, 1963.

Prest. *Economics of Federal-State Finance*. Joseph Fisher Lecture in Commerce, Adelaide, 1954.

Ratchford. *Public Expenditures in Australia*. Duke U.P., 1959.

Taylor. *The Theory of Public Finance*. McGraw-Hill, 1956.

15.231 Financial Institutions and Policy*

Two hours per week.

The aim of this subject is to study the working of financial institutions, some advanced monetary theory and the policy implications. The subject will include a comparative study of the commercial and central banking systems in a number of countries, including at least one underdeveloped economy. The role of financial intermediation will be examined in relation to (a) the functioning of institutions in the capital market, (b) savings and capital formation, and (c) the behaviour of the banking system and the consequent problems for the monetary authority. Particular attention will be devoted to the Gurley and Shaw theory of finance, to flow-of-funds accounts and to aspects of Australian monetary policy.

PRELIMINARY READING

Arndt. *The Australian Trading Banks*. 2nd ed., Cheshire, 1960.

Fousek. *Foreign Central Banking: The Instruments of Monetary Policy*. Federal Reserve Bank of New York, 1957.

Giblin. *The Growth of a Central Bank*. Melbourne U.P., 1951.

Money and Credit: The Report of the Commission on Money and Credit. Prentice-Hall, 1961.

TEXT BOOKS

Ascheim. *The Techniques of Monetary Control*. Johns Hopkins, 1961.

* This subject will be offered in the evening only in 1966. It may not be offered in 1967.

- Gurley and Shaw. *Money in a Theory of Finance*. Brookings, 1960.
 Hirst and Wallace (eds.). *Studies in the Australian Capital Market*. Cheshire, 1964.
 Crutchfield, Hanning and Pigott (eds.). *Money, Financial Institutions and the Economy*. Prentice-Hall, 1965.

REFERENCE BOOKS

- Beckhardt (ed.). *Banking Systems*. Columbia, 1956.
 Board of Governors of the Federal Reserve System. *Consumer Instalment Credit*. Washington, 1957.
 Brown et al. *Stabilization Policies*. Prentice-Hall, 1963.
 Conard. *Introduction to the Theory of Interest*. University of California Press, 1959.
 Davies (ed.). *Central Banking in South and East Asia*. Hong Kong U.P., 1960.
 Fellner and Haley. *Readings in the Theory of Income Distribution*. Allen and Unwin, 1950.
 Galbraith. *The Economics of Banking Operations*. McGill U.P., 1963.
 Goldsmith. *Financial Intermediaries in the American Economy Since 1900*. National Bureau of Economic Research, Princeton U.P., 1958.
 Hood. *Financing Economic Activity in Canada*. Ottawa, Queen's Printer, 1959.
 Holmes. *Flow-of-funds, Australia, 1953-4 to 1957-8*. Reserve Bank of Australia (Staff Paper), 1961.
 Henderson. *The New Issue Market and the Finance of Industry*. Bowes and Bowes, 1951.
 Lutz and Mints. *Readings in Monetary Theory*. Allen and Unwin, 1952.
 Lindbeck. *A Study in Monetary Analysis*. Almqvist and Wiksell, 1963.
 Oliver. *The Control of Hire Purchase*. Allen and Unwin, 1961.
 Paish. *Studies in an Inflationary Economy*. Macmillan, 1962.
 Prochnow (ed.). *The Federal Reserve System*. Harper, 1961.
 Patinkin. *Money, Interest and Prices*. Row, Peterson, 1956.
 Suits et al. *Impacts of Monetary Policy*. Prentice-Hall, 1963.
 Sayers. *Central Banking After Bagehot*. Oxford U.P., 1957.
 Sayers (ed.). *Central Banking in the British Commonwealth*. Oxford U.P., 1952.
 Sayers (ed.). *Banking in Western Europe*. Oxford U.P., 1962.
 Turvey. *Interest Rates and Asset Prices*. Allen and Unwin, 1960.
 Tew and Henderson (eds.). *Studies in Company Finance*. Cambridge U.P., 1959.

15.241 Economic Development

Two hours per week.

This subject is concerned with the principal determinants of economic development in both underdeveloped and advanced countries. It is concerned also with the policy problems of accelerating growth in the former countries and maintaining development in the latter. Some consideration will be given to problems of development in the Australian economy. The subject is based on a consideration of classical to post-Keynesian general theories of economic development and some particular theories of underdevelopment.

TEXT BOOK

Higgins. *Economic Development*. Constable, 1959.

REFERENCE BOOKS

- Denison. *The Sources of Economic Growth in the United States*. Supplementary Paper No. 13, Committee for Economic Development, 1962.
- Enke. *Economics for Development*. Prentice-Hall, 1963.
- Hamberg. *Economic Growth and Instability*. Norton, 1956.
- Harrod. *Toward a Dynamic Economics*. Macmillan, 1960.
- Hirschman. *The Strategy of Economic Development*. Yale U.P., 1958.
- Lewis. *The Theory of Economic Growth*. Allen & Unwin, 1955.
- Meier. *International Trade and Development*. Harper and Row, 1963.
- Meier and Baldwin. *Economic Development: Theory, History and Policy*. Wiley, 1957.
- Meade. *A Neo-classical Theory of Economic Growth*. Rev. ed., Allen & Unwin, 1962.
- Nurkse. *Problems of Capital Formation in Under-developed Countries*. Blackwell, 1953.
- Fei and Ronis. *Development of the Labour Surplus Economy*. Irwin, 1964.
- Robinson. *Problems in Economic Development*, Macmillan, 1964.
- Rostow. *The Stages of Economic Growth*. Cambridge U.P., 1960.
- Robinson. *Essays in the Theory of Economic Growth*. Macmillan, 1962.

15.251 Economics of Industry*

Two hours per week.

This subject deals with the pricing and investment behaviour of the firm, the structure of industry, and the problems and techniques of social control of industry. Some of the more important topics dealt with are the nature of the firm, empirical studies of cost conditions, barriers to new competition, stability of oligopoly, expectations, investment decisions, diversification, mergers, concentration of industry, productivity and technical change, restrictive practices, legislative systems, control of monopoly and the industrial firm in the U.S.S.R.

TEXT BOOKS

- Heflebower and Stocking. *Readings in Industrial Organisation and Public Policy*. Irwin, 1958.
- Hunter (ed.). *The Economics of Australian Industry*. Melbourne U.P., 1963.
- Penrose. *The Theory of Growth of the Firm*. Basil Blackwell, 1959.
- Richman. *Soviet Management*. Prentice-Hall, 1965.

REFERENCE BOOKS

- Adams. *The Structure of American Industry*. 3rd ed., Macmillan, 1961.
- Allen. *The Structure of Industry in Britain*. Longmans, Green, 1961.
- Andrews. *Manufacturing Business*. Macmillan, 1949.
- Bain. *Barriers to New Competition*. Harvard, 1956.
- Barna. *Investment and Growth Policies in British Industrial Firms*. Cambridge U.P., 1962.
- Bowen. *The Business Enterprise as a Subject for Research*. Social Science Research Council, 1955.
- Burn (ed.). *The Structure of British Industry*. Cambridge U.P., 1958.

* This subject will not be offered in 1966.

- Bushnell. *Australian Company Mergers, 1946-1959*. Melbourne U.P., 1961.
- Chamberlain. *The Firm: Micro-economic Planning and Action*. McGraw-Hill, 1962.
- Cyert and March, *A Behavioural Theory of the Firm*. Prentice-Hall, 1963.
- Downie. *The Competitive Process*. Duckworth, 1958.
- Evely and Little. *Concentration in British Industry*. Cambridge U.P., 1960.
- Forster. *Industrial Development in Australia, 1920-1930*. Australian National University, 1964.
- Granick. *The Red Executive*. Macmillan, 1960.
- Granick. *Management of the Industrial Firm in the U.S.S.R.* Columbia, 1955.
- Harbison and Myers. *Management in the Industrial World*. McGraw-Hill, 1959.
- Johnston. *Statistical Cost Analysis*. Mc-Graw-Hill, 1960.
- Karmel and Brunt. *The Structure of the Australian Economy*. Cheshire, 1962.
- Lamfalussy. *Investment and Growth in Mature Economies*. Macmillan, 1961.
- Marshall. *Industry and Trade*, Macmillan, 1919.
- Mason (ed.). *The Corporation in Modern Society*. Harvard U.P., 1959.
- Meyer and Kuh. *The Investment Decision*. Harvard U.P., 1957.
- Neale. *The Antitrust Laws of the United States of America*. Cambridge U.P., 1960.
- Nove. *The Soviet Economy*. Allen & Unwin, 1961.
- Phelps-Brown and Wiseman. *A Course in Applied Economics*. 2nd ed., Pitman, 1964.

15.261 Welfare Economics*

Two hours per week.

This subject will deal with theoretical and applied welfare economics. Topics considered will include the ethical basis of policy recommendations; the theory of second best; marginal cost pricing; public utility pricing; aspects of public finance; restrictive trade practices; commercial policy.

15.271 International Economics

Two hours per week.

The first part of this subject deals with the theory of the balance of payments, the pure theory of international trade and theoretical aspects of policies affecting international trade. In the second part, the theory will be related to contemporary problems in international economics, including the international monetary system and the development of regional trading areas. Particular attention will be paid to the Australian balance of payments in the context of developments in world trade and the growth of the Australian economy.

PRELIMINARY READING

Nurkse. *Patterns of Trade and Development*. Blackwell, 1961.

* This subject will not be offered in 1966.

TEXT BOOKS

- Kindleberger. *International Economics*. 3rd ed., Irwin, 1963.
 McColl. *The Australian Balance of Payments*. Melbourne U.P., 1965.
 Meier. *International Trade and Development*. Harper and Row, International Student Reprint, 1964.

REFERENCE BOOKS

- Commonwealth Statistician. *Australian Balance of Payments*. Latest edition.
 Commonwealth Statistician. *Oversea Investment in Australia*. Latest edition.
 Contracting Parties to G.A.T.T. *International Trade*. Annually.
 Contracting Parties to G.A.T.T. *Trends in International Trade*. 1958.
 International Monetary Fund. *Annual Report*. Annually.
 United Nations. *International Compensations for Fluctuations in Commodity Trade*. 1961.
 American Economic Association. *Readings in the Theory of International Trade*. Blakiston, 1950.
 Arndt and Corden (eds.). *The Australian Economy*. Cheshire, 1963.
 Caves. *Trade and Economic Structure*. Harvard U.P., 1960.
 Day. *Outline of Monetary Economics*. Oxford U.P., 1957.
 Haberler. *Survey of International Trade Theory*. 2nd ed., Princeton U.P., 1961.
 Hunter (ed.). *The Economics of Australian Industry*. Melbourne U.P., 1963.
 Johnson. *International Trade and Economic Growth*. Allen and Unwin, 1958.
 Johnson. *Money, Trade and Economic Growth*. Allen and Unwin, 1962.
 Kemp. *The Pure Theory of International Trade*. Prentice-Hall, 1963.
 Machlup. *Plans for Reform of the International Monetary System*. Rev. ed., Princeton U.P., 1964.
 Meade. *Theory of International Economic Policy*. Oxford U.P., 1951 and 1955.
 Meade. *The Geometry of International Trade*. Allen & Unwin, 1952.
 Tew. *International Monetary Co-operation*. Latest ed., Hutchinson.
 Vanek. *International Trade: Theory and Economic Policy*. Irwin, 1962.

15.281 Labour Economics

Two hours per week.

The course is aimed at developing an awareness of the inter-action of economic theories, social philosophies, moral principles, and legal restraints in the evolution of the labour market and the development of employment, wage and distribution theories.

The course begins with the study of the historical changes in the status of the worker, the quality of the labour force and the deployment of the labour force. It then proceeds to study some of the substantive questions in the contemporary economic analysis of the labour market. These include the fixing of rates of pay, the structure of relative wages, the general level of real wages, and the history, ideology, goals, structure and methods of labour market institutions.

The relevance of the above theories to the Australian labour market will be studied by analysing a variety of contemporary issues such as the entry into a skilled labour market, and the role of Australian trade unions, employers' associations, governments and statutory bodies.

PRELIMINARY READING

Dunlop. *Labor Economics*. Prentice-Hall, 1965.

Smelser. *The Sociology of Economic Life*. Prentice-Hall, 1963.

TEXT BOOKS

Phelps-Brown. *The Economics of Labor*. Yale U.P., 1962.

Wootton. *The Social Foundations of Wage Policy: A Study of Contemporary British Wage and Salary Structure*. 2nd ed., Unwin University Books, 1962.

Labour Report, No. 51. Commonwealth Statistician, Canberra, 1966.

REFERENCE BOOKS

Bakke. *A Positive Labor Market Policy*. Charles E. Merrill Books, 1963.
Bakke, Kerr and Anrod (eds.). *Unions Management and the Public*. 2nd ed., Harcourt Brace, 1960.

Bloom and Northrup. *Economics of Labor Relations*. 5th ed. Irwin, 1965.

Cartter. *Theory of Wages and Employment*. Irwin, 1959.

Chamberlain. *The Labor Sector*. McGraw-Hill, 1965.

Galenson and Lipset (eds.). *Labor and Trade Unionism: An Interdisciplinary Study*. Wiley, 1960.

Johnston. *Collective Bargaining in Sweden: A Study of the Labour Market and its Institutions*. Allen & Unwin, 1962.

Johnston (ed. and trans.). *Economic Expansion and Structural Change: A Trade Union Manifesto*. Allen & Unwin, 1963.

Reynolds. *Labor Economics and Labor Relations*. 4th ed., Prentice-Hall, 1964.

Roberts. *National Wages Policy in War and Peace*. Allen & Unwin, 1958.

Robertson. *The Economics of Wages and the Distribution of Income*. Macmillan, 1961.

Ross. *Trade Union Wage Policy*. California U.P., 1956.

Timbs. *Towards Wage Justice by Judicial Regulation*. Nauwelaerts, 1963.

Tolles. *The Origins of Modern Wage Theories*. Prentice-Hall, 1964.

15.301 Comparative Economic Systems*

Two hours per week.

The general objective of this subject is to acquaint the student with the manner in which different economic systems solve the basic economic problems. Both theories and empirical studies on the operation of the different systems will be analysed. Consideration will also be given to the extent to which institutional and historical differences and similarities affect decision making and the choice of objectives and instruments of economic policy and planning. A critical appraisal of the efficiency of resource allocation in different economies will be made with a view to drawing some general conclusions resulting from comparative studies of this nature.

PRELIMINARY READING

Hoover. *The Economy, Liberty and the State*. Doubleday Anchor, 1960.

Turgeon. *The Contrasting Economies: A Study of Modern Economic Systems*. Allyn & Bacon, 1963.

* This subject may not be offered in 1967.

TEXTBOOKS

- Bornstein (ed.). *Comparative Economic Systems, Models and Cases*. Irwin, 1965.
- Schumpeter. *Capitalism, Socialism, and Democracy*. Allen & Unwin, Reprint, 1961.
- Wiles. *The Political Economy of Communism*. Blackwell, 1962.

REFERENCE BOOKS

- Allen. *Japan's Economic Recovery*. Oxford U.P., 1958.
- Galbraith. *The Affluent Society*. Penguin Books in association with Hamish Hamilton, Reprint, 1962.
- Hackett and Hackett. *Economic Planning in France*, Allen & Unwin, 1964.
- Halm. *Economic Systems: A Comparative Analysis*. Rev. ed., Holt, Rinehart and Winston, 1962.
- Hansen. *The American Economy*. McGraw-Hill, 1957.
- Karmel and Brunt. *The Structure of the Australian Economy*. Cheshire, 1962.
- Nove. *The Soviet Economy*. Allen & Unwin. The Minerva Series No. 6, 1962.
- Waterson. *Planning in Yugoslavia: Organisation and Implementation*. Johns Hopkins, 1962.
- Wellisz. *The Economics of the Soviet Block*. McGraw-Hill, 1964.
- Worswick and Ady. *The British Economy in the Nineteen-Fifties*. Oxford U.P., 1962.
- Choh-Ming Li. *Industrial Development in Communist China*. Praeger, Paperback ed., 1964.
- Reddaway. *Development of the Indian Economy*. Irwin, Paperback ed., 1962.

15.401 Business Statistics

Three hours per week, including tutorial classes.

The general objective of this subject is to acquaint students with some of the simpler statistical concepts and to help them develop a critical approach to the use of numerical data. The subject includes the following topics: random sampling; averages; variations; confidence intervals; elementary probability; testing hypotheses; principles of sampling and their applications in auditing, quality control and market research; correlation and regression; time series and index numbers.

TEXT BOOKS

- Moroney. *Facts from Figures*. Pelican (any edition).
- Spiegel. *Theory and Problems of Statistics*. Schaum, 1961.

REFERENCE BOOKS

- Camm. *A Refresher Course in Mathematics*. George Newnes, (any edition).
- Cyert and Davidson. *Statistical Sampling for Accounting Information*. Prentice-Hall, 1962.
- Hoel. *Elementary Statistics*. John Wiley & Sons, 1960.
- Kendall and Buckland. *Dictionary of Statistical Terms*. Oliver & Boyd (any edition).
- Neter and Wasserman. *Fundamental Statistics for Business & Economics*. Allyn & Bacon, 1961.

Slonim. *Sampling in a Nutshell*. Simon & Schuster, 1960.
Stephen and McCarthy. *Sampling Opinion*. Wiley Science Editions, 1963.
Suits. *Statistics: An Introduction to Quantitative Economic Research*. Rand McNally, 1963.

15.411 Statistical Analysis I

Three hours per week, including tutorial classes.

The object of this subject is to give a formal presentation of the theory of probability and statistical inference. The theory will be presented at a sufficiently advanced level to serve as a sound basis for the subsequent study of its application to economic problems.

TEXT BOOKS

Feller. *An Introduction to Probability Theory and its Application, Vol. I*. Wiley, 1959.
Freund. *Mathematical Statistics*. Prentice-Hall, 1962.

REFERENCE BOOKS

Kendall and Stuart. *Advanced Theory of Statistics, Vol. I*. Griffin, 1958.
Parzen. *Modern Probability Theory and its Applications*. Wiley, 1960.

15.412 Statistical Analysis II

Three hours per week, including tutorial classes.

This subject provides a detailed treatment of linear statistical models. Considerable attention is given to recent work in econometrics.

TEXT BOOKS

Anderson and Bancroft. *Statistical Theory in Research*. McGraw-Hill, 1952.
Johnston. *Econometric Methods*. McGraw-Hill, 1964.

REFERENCE BOOKS

Kendall and Stuart. *Advanced Theory of Statistics, Vols. I and II*. Griffin, 1958 and 1961.
Graybill. *An Introduction to Linear Statistical Models, Vol. I*. McGraw-Hill, 1961.

15.421 Applied Statistics

Three hours per week.

A discussion of techniques of industrial and social sampling.

A list of text and reference books will be made available to intending students before the beginning of first term.

15.431 Econometrics

Three hours per week.

Selected topics from statistical decision theory, statistical programming, time series analysis, estimation and testing of econometric models.

TEXT BOOKS

Hannan. *Time Series Analysis*. Methuen, 1960.
Johnston. *Econometric Methods*. McGraw-Hill, 1963.

REFERENCE BOOKS

Hood and Koopmans. *Studies in Econometric Methods*. Wiley, 1952.

Klein. *Econometrics*. Row Peterson, 1956.

Klein. *Introduction to Econometrics*. Prentice-Hall, 1962.

Theil. *Economic Forecasts and Policy*. North Holland, 1962.

15.501 General Law

Three hours per week.

This subject will deal with the following matters:

A brief historical survey of the development of the English legal system and the sources of law in N.S.W.

The general principles relating to criminal liability and the nature of crimes. A survey of criminal offences punishable under Commonwealth or N.S.W. law with particular reference to those offences which are significant in the field of industrial law.

An introduction to the law of torts, including the nature of tortious liability and a detailed examination of certain representative torts.

A general survey of the law of contract.

The general principles of the law of real and personal property, including rules as to acquisition and transfer of rights in property.

PRELIMINARY READING

Sykes. *The Employer, The Employee and the Law*. The Law Book Co., 1960.

TEXT BOOKS

Baalman. *Outline of Law in Australia*. 2nd ed., The Law Book Co., 1955.

Cheshire and Fifoot. *Law of Contracts*. 5th ed. Butterworth, 1960.

Fleming. *The Law of Torts*. 2nd ed., The Law Book Co., 1961.

Cross and Jones. *Criminal Law*. 4th ed. Butterworth, 1959.

REFERENCE BOOKS

Kiralfy. *The English Legal System*. 3rd ed. Sweet and Maxwell, 1960.

Dias and Hughes. *Jurisprudence*. Butterworth, 1957.

Windeyer. *Lectures in Legal History*. 2nd ed. The Law Book Co., 1957.

Guest. *Anson's Principles of the English Law of Contract*. 21st ed. Oxford U.P., 1959.

Heuston. *Salmond on Torts*. 13th ed. Sweet and Maxwell, 1961.

Kenny. *Outlines of Criminal Law*. 18th ed. Cambridge U.P., 1962.

Fitzgerald. *Criminal Law and Punishment*. Clarendon Law Series. Oxford U.P., 1962.

15.511 Industrial Law I

Two hours per week.

This subject is concerned with The Employment Relation and the Law and Trade Union Law.

The Employment Relation and the Law deals primarily with those rights and duties which attach to employers and employees, considered as individuals and not as members of collective organisations. It covers the relationship of employer and employee, the common law duties of employer and employee (including the employer's liability for injury to

the employee), the relationship of the employer and employee with third parties, breach of statutory duties, workers' compensation, leave with pay (long service, annual and sick leave) and Commonwealth social security benefits. It also examines certain important industrial statutes, notably the Factories, Shops and Industries Act and the Scaffolding and Lifts Act.

Trade Union Law is concerned with the legal position of trade unions in New South Wales under both State and Federal law. It deals with their nature, status, powers and internal relationships. It also considers preference to unionists and anti-discrimination laws.

PRELIMINARY READING

Baalman. *Outline of Law in Australia*. 2nd ed., Law Book Co., 1955.

TEXT BOOKS

No suitable textbook is available, but students will be provided with printed notes and case materials.

REFERENCE BOOKS

Citrine. *Trade Union Law*. 2nd ed. Stevens, 1960.

Fridman. *The Modern Law of Employment*. Stevens, 1963.

Foenander. *Trade Unionism in Australia—Some Aspects*. Law Book Co., 1962.

Gayler. *Industrial Law*. Reprint, English Universities Press, 1955.

Mansfield, Cooper and Wood. *Outlines of Industrial Law*. 4th ed. Butterworth, 1962.

Mendelsohn. *Social Security in the British Commonwealth*. University of London, 1954.

Mills. *Factories, Shops and Industries (N.S.W.)*. Butterworth, 1964.

Munkman. *Employers' Liability at Common Law*. 4th ed. Butterworth, 1959.

O'Brien. *Workers' Compensation Law in New South Wales*. Government Printer, 1946, and Supplement.

Portus. *The Development of Australian Trade Union Law*. Melbourne U.P., 1958.

Sykes. *Strike Law in Australia*. Law Book Co., 1960.

15.512 Industrial Law II

Two hours per week.

This subject is concerned essentially with the Law of Industrial Relations, that is the law which deals primarily with the collective relationships of employers and employees. It is complementary to 15.511 Industrial Law I.

It covers, first, the constitutional background, particularly the Commonwealth "labour" powers, inconsistency between Commonwealth and State laws and the use of Commonwealth judicial power in labour regulation.

Its main field is a survey of the Commonwealth and State industrial arbitration systems operating in New South Wales, dealing with the structure, procedures and powers of the various tribunals. In particular it examines such matters as wage fixation, hours regulation, employment of females and young persons.

This course also comprises a study of the law relating to strikes, lock-

outs and other forms of industrial action, both under the industrial arbitration statutes and elsewhere.

Finally, it includes a short comparative survey of industrial relations law in New Zealand, the United Kingdom and the United States of America.

PRELIMINARY READING

Sykes. *The Employer, The Employee and the Law*. 2nd ed. Law Book Co., 1964.

TEXT BOOKS

No suitable textbook is available, but students will be provided with printed notes and case materials.

REFERENCE BOOKS

Dey, McKenzie, Cullen and Thomson. *An Outline of Industrial Law (Commonwealth and New South Wales)*. 2nd ed. Law Book Co., 1965.

Flanders and Clegg (eds.). *The System of Industrial Relations in Great Britain*. Blackwell, 1954.

Foerander. *Industrial Conciliation and Arbitration in Australia*. Law Book Co., 1959.

Gregory. *Labour and the Law*. 2nd ed. rev. Norton, 1958.

Mazengarb. *The Industrial Laws of New Zealand*. 3rd ed. Butterworth, 1956 and Supplements.

Nolan and Cohen. *Industrial Laws (Annotated)*. Vol. I, 3rd ed. 1963. Vol. II, 2nd ed. 1960, Butterworth, and Supplements.

O'Dea. *Industrial Relations in Australia*. West Publishing Corporation, 1965.

Portus. *The Development of Australian Trade Union Law*. Melbourne U.P., 1958.

Sykes. *Strike Law in Australia*. Law Book Co., 1960.

Woods. *Industrial Conciliation and Arbitration in New Zealand*. Govt. Printer, Wellington, N.Z., 1963.

Wynes. *Legislative, Executive and Judicial Powers in Australia*. 3rd ed. Law Book Co., 1962.

15.601 Industrial Relations I

Two hours per week.

This subject is intended to give the student an introduction to the fundamental aspects of industrial relations, such as the nature of industrial conflict, the structure of industrial authority and the distribution of industrial rewards.

In order to develop an appreciation of the variety of institutions and ideas in this field, the subject will be dealt with historically where possible.

Major topics will be the importance of the social and economic environment, pre-industrial productive organisation, the Industrial Revolution, the rise of the factory as a typical workplace; the growth of trade unionism; industrial conflict and methods of settlement, the role of the State.

PRELIMINARY READING

- Flanders. *Trade Unions*. 4th ed. Hutchinson's University Library, 1963.
 Isaac. *Trends in Australian Industrial Relations*. Melbourne U.P., 1962.
Industrial Relations in Australia: Information Papers. Department of Labour and National Service, Melbourne, 1963.
 Pelling. *A History of British Trade Unionism*. Pelican, 1963.

TEXT BOOKS

- Phelps-Brown. *The Growth of British Industrial Relations*. Macmillan, 1959.

REFERENCE BOOKS

- Bowditch and Ramsland (eds.). *Voices of the Industrial Revolution*. Ann Arbor Paperback, University of Michigan, 1961.
 Cole and Filson (eds.). *British Working Class Movements: Select Documents 1789-1875*. Macmillan, 1951.
 Cole and Postgate. *The Common People, 1746-1946*. University Paperback, Methuen, 1961.
 Flanders and Clegg (eds.). *The System of Industrial Relations in Great Britain*. Basil Blackwell, 1954.
 Milne-Bailey (ed.). *Trade Union Documents*. G. Bell, 1929.
 Thomson. *The Making of the English Working Class*. Gollancz, 1963.
 Webb and Webb. *Industrial Democracy*. Printed by the authors especially for the Amalgamated Society of Engineers, 1898.
 Webb and Webb. *The History of Trade Unionism*. 2nd ed. Longmans Green, 1920.

Australia

- Ebbels (ed.). *The Australian Labour Movement 1850-1907—Extracts from Contemporary Documents*. Australasian Book Society, 1960.
 Fitzpatrick. *A Short History of the Australian Labour Movement*. 2nd ed. Rawson's Bookshop, 1944.
 Gollan. *Radical and Working Class Politics*. Melbourne U.P., 1960.
 Gollan. *The Coalminers of New South Wales: A History of the Union 1860-1960*. Melbourne U.P., 1963.
 Perlman. *Judges in Industry: A Study of Labour Arbitration in Australia*. Melbourne U.P., 1954.
 Sutcliffe. *The History of Trade Unionism in Australia*. Macmillan, 1921.
 Turner. *Industrial Labour and Politics: The Labour Movement in Eastern Australia 1900-1921*. Australian National University, 1965.
 Walker. *Industrial Relations in Australia*. Harvard U.P., 1956.
Industrial Relations Handbook. Department of Labour and National Service, 1966.
Labour Report. No. 51. Commonwealth Statistician, Canberra, 1966.

15.602 Industrial Relations II

Two hours per week.

The subject is based on a study of comparative industrial relations systems. Within a framework of industrial relations theory a critical examination will be made of a number of national industrial relations systems. The systems studied will be selected from among those in which the crucial variables such as the pattern of culture, organisation objectives,

the workers' goals, the role of the State, are significantly different from our own.

PRELIMINARY READING

I.L.O. *Labour Problems: Existing Problems and Prospects for the Future*. Report of the Director-General of the International Labour Conference, Geneva, 1961.

TEXT BOOKS

Clegg. *A New Approach to Industrial Democracy*. Basil Blackwell, 1960.
Dunlop. *Industrial Relations Systems*. Henry Holt, 1958.

Galenson (ed.). *Labour and Economic Development*. Wiley, 1959.

I.L.O. *Workers' Management in Yugoslavia*. Studies and Reports, New Series, No. 64, International Labour Office, 1962.

REFERENCE BOOKS

Duffy. *Industrial Relations in India*. Allied Publishers Private, 1964.

Galenson (ed.). *Labour in Developing Countries*. California U.P., 1962.

Ghosh. *Trade Unionism in Underdeveloped Countries*. Bookland Private, 1960.

I.L.O. *Employment Objectives in Economic Development: Studies and Reports*. New Series, No. 62, International Labour Organisation, Geneva, 1961.

I.L.O. *Some Labour and Social Aspects of Economic Development*. Report of the Director-General to the Fifth Asian Regional Conference, Melbourne, 1962. International Labour Organisation, Geneva, 1962.

Kerr, Dunlop, Harbison and Myers. *Industrialism and Industrial Man*. 2nd ed. Oxford U.P., 1964.

Levine. *Industrial Relations in Postwar Japan*. Illinois U.P., 1958.

Miller. *The Political Role of Labour in Developing Countries*. The Brookings Institution, 1963.

Moore and Feldman. (eds.). *Labour Commitment and Social Change in Developing Areas*. Social Science Research Council, 1960.

Myers. *Labor Problems in the Industrialization of India*. Harvard U.P., 1958.

Spiro. *The Politics of German Co-determination*. Harvard U.P., 1958.

Sturmthal. *Workers Councils: A Study of Workplace Organisation*. Harvard U.P., 1964.

15.611 Seminar in Industrial Relations

Two hours per week

The study of industrial relations is based upon the knowledge and methods developed in a number of traditional disciplines of learning. The seminar provides an opportunity for students and staff to gain the benefit from interdisciplinary discussion of industrial relations problems.

The particular emphasis of the seminar will be to develop an awareness of the diversity of ideas, beliefs, institutions, problems and solutions in industrial relations systems based on different economic and social ideas and in countries in different stages of economic development.

Industrial relations issues of contemporary theoretical and practical significance will be illustrated by first-hand studies of selected Australian

industries. This will include on site inspections of selected industrial establishments where the group will discuss the industrial relations of that particular plant or industry with those actively involved in it. From time to time members and officers of trade unions, industry and government will be invited to contribute to the seminar.

TEXT BOOKS

Kornhauser, Dubin and Ross (eds.). *Industrial Conflict*. McGraw-Hill, 1954.

Walker. *Research Needs in Industrial Relations*. Rev. ed., University of Western Australia, 1964.

15.612 Special Problems in Industrial Relations

Two hours per week.

The subject begins with critical examination of the methodology of Industrial Relations covering such topics as the extent and depth of existing knowledge, the formulation of meaningful problems, the establishment of criteria for assessing various systems, the possibility of general theories, the relationship of the subject to other fields of knowledge such as economics, politics and sociology.

On this basis the student proceeds to detailed study of particular problems such as the relationship of trade unions to the state, the role of legislation in making industrial rules, the doctrine of rights and responsibilities in industries, the reconciliation of freedom of association with the respect for law and order.

Generally, examples will be taken from a wide range of countries, but the background so gained will be used to throw into sharper relief the appropriate aspects of industrial relations in Australia.

REFERENCE BOOKS

Department of Social Science, University of Liverpool. *The Dock Worker*. Liverpool U.P., 1954.

Harbison and Myers. *Education, Manpower and Economic Growth*. McGraw-Hill, 1964.

Kerr, Dunlop, Harbison and Myers. *Industrialism and Industrial Man*. 2nd ed. Oxford U.P., 1964.

Walker. *Research Needs in Industrial Relations*. Rev. ed., University of Western Australia, 1964.

15.701 Mathematics for Commerce*

Six hours per week, including tutorial classes.

Calculus up to partial derivatives and Jacobians. Simple ordinary differential equations. Linear difference equations. Elementary matrix algebra. Systems of linear differential and difference equations.

TEXTBOOKS

Buck. *Advanced Calculus*. McGraw-Hill, 1956.

Hadley. *Linear Algebra*. Addison Wesley Publications, 1961.

Randolph. *Calculus and Analytical Geometry*. Wadsworth, 1959.

* This subject may not be offered in 1966.

REFERENCE BOOKS

Allen. *Basic Mathematics*. Macmillan, 1962.

Allen. *Mathematical Analysis for Economists*. Macmillan, 1938.

Yamane. *Mathematics for Economists*. Prentice-Hall, 1962.

15.711 Mathematical Economics I

Activity analysis and its applications to the theory of the firm, general equilibrium theory, growth theory and welfare economics.

For text and reference books consult the School of Economics.

15.712 Mathematical Economics II

The applications of the calculus and elementary linear algebra to Economics. Topics will be chosen from value theory, business cycle theory and growth theory.

For text and reference books consult the School of Economics.

SCHOOL OF HOSPITAL ADMINISTRATION**(i) SUBJECTS FOR DEGREE OF MASTER OF
HOSPITAL ADMINISTRATION****12.671 Human and Industrial Relations**

This subject will comprise:

- (a) Psychological Analysis of Individual Behaviour — Learning the development of skills, resistance to change. Perception: social and individual conditions influencing perception. Motivation: the use of reward and punishment, the development and resolution of conflict and frustration.
- (b) Group processes; the development of social motives and group attitudes, and their importance in leader-group dynamics. Consultative leadership; resistance to change.
- (c) Principles from perception, motivation, learning and social psychology will be systematically applied to aspects of management and industrial relations. Matters especially treated will include results of psychological research into problems of union/management relations and the bearing of psychological theory and evidence on particular problems of communication, control, delegation, and discipline, in a variety of organisational contexts.
- (d) The manager's responsibility for assessment of subordinates; the use of praise and criticism in the assessment and influence of the behaviour of subordinates; the use and limitations of objective tests. (Within the limits of time available, students will conduct supervised interviews which will be observed and discussed by the class.)
- (e) The history and structure of relevant Australian trade unions. The history of arbitration in Australia; the making of awards; strikes, conciliation.

14.031 Hospital Accounting

This subject will consist of fund accounting and management accounting.

The fund theory of accounting will be examined together with the application of accepted accounting principles to hospital accounting. It will also cover the recording of transactions of hospitals in the various funds, and the preparation, analysis and interpretation of historical accounting reports of hospitals.

In management accounting students will examine the various management accounting techniques which may be used by the hospital administrator as an aid to planning, control and decision-making.

The syllabus will cover the accounting aspect of internal control; the inter-relationship of accounting and statistics; the nature and uses of cost data; budget preparation; co-ordination and integration of budgets; flexible budgets and performance reports prepared on a responsibility basis for all levels of management.

Particular emphasis will be placed on accounting for planning and control through the use of budgets and performance reports prepared on a responsibility basis.

General cost-finding procedures and special cost studies will be examined and consideration given to their relevance in decision-making.

TEXT BOOKS

Vann Seawell. *Principles of Hospital Accounting*. Physicians' Record Co., Berwyn, 1960.

Hay. *Budgeting & Cost Analysis for Hospital Management*. University Publications, Bloomington, 1958.

REFERENCE BOOKS

Martin. *Hospital Accounting Principles & Practices*. Physicians' Record Co., Berwyn, 1958.

American Hospital Association. *Bookkeeping Procedures & Business Practices for Small Hospitals*.

American Hospital Association. *Cost Finding for Hospitals*.

American Hospital Association. *Budgeting Procedures for Hospitals*.

15.031 Social and Economic Framework

The social and economic history of Britain and Australia for the period after the Industrial Revolution with special reference to such topics as population change the spread of industrialisation, transportation improvements; economic growth; business ideologies; the Labour movement; the role of government social legislation.

The structure and working of the Australian economy, including an analysis of the concept and measurement of national income, and the structure and significance of the social accounts; the composition and distribution of personal income; the structure of industry and the monetary system; population—trends, structure and distribution; the work force and its composition; Commonwealth and State social services and Repatriation; contributory and non-contributory health insurance; the economics of Commonwealth, State and Local Government financial relationships; taxation and taxable capacity; Government fiscal and monetary policies.

15.032 Statistics (Hospital Administration)

The basic elements of statistical methodology and applications of relevance to the hospital administrator. The subject will include:

The concept of probability and random variation. The algebra of probability. The nature of measurements, quantitative and qualitative. The major characteristics of a univariate frequency distribution. The nature and purpose of simple random sampling. The concept of a sampling distribution. Basic elements of hypothesis testing.

Planning of clinical trials. The use and planning of hospital records to assist in clinical trials. The elements of inventory control (hospital supplies and blood bank), queueing theory (planning an out-patients' appointments system) and epidemiology. Vital statistics and demography, including—registration of births, deaths and marriages; population census inquiries; statistics of infectious diseases; public health, hospital and other institutional statistics; measurement of fertility, birth rates, death rates and morbidity rates; construction of a life table; study of environmental effects on mortality and morbidity; general and local population projections

and use of each to determine future overall and regional hospital requirements.

16.621 Hospital Organisation and Management

In the first and second term of Year I, the student will be introduced to theories of management, the administrative structure of hospitals, the nature of their departmental organisation and the inter-relationships of hospitals and departments.

Within this framework of reference, the student will study aspects of the organisation and management of the hospitals or other organisations to which he is attached for in-service experience from the end of second term (Year I) to the beginning of second term (Year II). These attachments will be interspersed with review courses.

In the second and third terms of Year II, the student will be engaged in:

- (a) Project work. During Year I each student will have completed two projects. In Year II, these will be presented and analysed and discussed in seminars; theories of management to which the student was introduced in Year I will be reviewed in the light of the student's practical experience and project work;
- (b) further study of the activities comprising the management function; principles of planning, organisation and control and techniques of investigation; forecasting, co-ordination, direction and command; the basis and nature of authority and responsibility;
- (c) case studies in hospital organisation and management;
- (d) study of the criteria of good communication, the effect of different forms of organisation on communication and barriers to communication arising from physical, semantic and thalamic factors; and
- (e) practical work designed to develop skills in oral and written communication.

16.631 Comparative Hospital and Health Service Administration

This subject will include a comparative study of the system of hospital and health service administration in Australia, the United Kingdom, the United States of America and the Union of Soviet Socialist Republics; consideration will be given to their sources of finance; the media through which it is disbursed; the authority and responsibilities of administrative bodies concerned; the planning of their services; methods of staffing with particular reference to medical staffing.

(ii) SUBJECTS FOR DIPLOMA IN HOSPITAL ADMINISTRATION

11.261 Principles of Planning, Design and Construction

The subject will inform students of the principles which underlie the planning of buildings and their design and construction; the functions of architects and constructional engineers; site selection; the architect's brief; specifications; stages in the planning and building process; construc-

tion materials and methods; statutory controls; building regulations; climatic considerations in building design; mechanical services and equipment; constructional costs and cost control.

11.262 Hospital Planning, Design and Construction

This subject will cover the planning of hospitals and their design and construction; assessment of hospital needs; the strategic placing of hospitals; vertical and horizontal planning; work-study as a planning prerequisite; traffic flow; design and equipment of wards and departments; internal decoration; mechanical services; planned maintenance.

12.681 Human Relations in Administration

This subject will introduce students to the content and methods of psychology and determinants of behaviour. Some contemporary theories of social behaviour will be examined and social organisation analysed. Findings in the field of group dynamics, with emphasis on leadership behaviour, will also form part of the subject matter and there will be further studies in communication. (See Hospital Administration I.)

14.022 Hospital Fund Accounting

This subject will introduce the students to the fund theory of accounting and to accepted accounting principles as applied to hospitals.

The syllabus will cover the recording of transactions of hospitals in the various funds and the preparation, analysis and interpretation of the historical accounting reports of hospitals.

PRELIMINARY READING

Yorston, Smyth & Brown. *Accounting Fundamentals* 6th ed. Law Book Co., Sydney, 1965 (Chapters 1, 2 & 3).

TEXT BOOKS

Vann Seawell. *Principles of Hospital Accounting*. Physicians' Record Co., Berwyn, 1960.

REFERENCE BOOKS

Martin. *Hospital Accounting Principles & Practices*. Physicians' Record Co., Berwyn, 1958.

American Hospital Association. *Bookkeeping Procedures & Business Practices for Small Hospitals*.

14.023 Hospital Management Accounting

This subject will introduce students to the various management accounting techniques which may be used by the hospital administrator as an aid to planning, control, and decision-making.

The syllabus will cover the accounting aspects of internal control; the inter-relationship of accounting and statistics; the nature and uses of cost data; budget preparation; co-ordination and integration of budgets; flexible budgets and the preparation of performance reports for all levels of management.

General cost-finding procedures and special cost studies will be examined and consideration given to their relevance in decision-making.

TEXTBOOKS

Vann Seawell. *Hospital Accounting & Financial Management*. Physicians' Record Co., Berwyn, 1964.

Hay. *Budgeting & Cost Analysis for Hospital Management*. University Publications, Bloomington, 1958.

REFERENCE BOOKS

American Hospital Association. *Cost Finding for Hospitals*.

American Hospital Association. *Budgeting Procedures for Hospitals*.

Economics (Hospital Administration)

This subject is an introductory examination of the working of a modern economic system, with some reference to Australian economic institutions and conditions.

The main topics are: consumer demand, cost analysis, market equilibrium, money and banking, pricing of factors of production, investment decisions, international trade, social accounting, social welfare, population trends and policy; and Australian economic institutions, including trade unions, arbitration system, the Tariff Board, the Reserve Bank.

16.011 Hospital Administration I

This subject will introduce students to the theory of administration; they will examine such concepts of administration as responsibility, authority, supervision, organization, delegation and control.

As a specific example, the student will study the administrative structure of the hospital service and of representative hospitals. There will be some instruction in administrative practices and the problems of communication.

TEXT BOOKS

Ordway Tead. *The Art of Administration*. McGraw-Hill, 1951.

Dubin. *World at Work*. Prentice-Hall, 1958.

Newman. *Administrative Action*. Prentice-Hall, 1956.

Robinson. *Hospital Administration*. Butterworth, London, 1962.

REFERENCE BOOKS

Whyte. *The Organization Man*. Penguin Books, 1963.

MacEachern. *Hospital Organization and Management*. Physicians' Record Co. 3rd ed., 1962.

16.012 Hospital Administration II

This subject will provide students with an understanding of the relationships:

- (a) between hospital governing bodies and the statutory or other authorities under which the bodies are constituted;
- (b) between the governing bodies and their administrators;
- (c) between the latter and senior department officers, professional and other hospital staff.

Consideration will be given to various forms of departmental organisation and to methods by which the administrator can secure high standards of hospital treatment and care.

16.013 Hospital Administration III

Students will study the Australian National Health Scheme, the States hospitals' systems and the functions of the Commonwealth Department of Health and other Commonwealth authorities responsible for hospital and health service provision.

Consideration will be given to sources of finance; the media through which it is disbursed; the authority and responsibility of administrative bodies concerned; the planning of their services; methods of medical staffing.

Students will also receive a brief introduction to the systems of hospital and health service provision in the United Kingdom, the United States of America and the Union of Soviet Socialist Republics.

16.211 Law I (Hospital Administration)

This subject will include an introduction to the Australian legal system with particular reference to the formal sources of law, and the judicial process, the nature of federalism, the division of legislative power between the Commonwealth and the States, and the relationship between Commonwealth and State laws.

Special emphasis will be placed on the principles of the law of contract which will be studied in detail, together with the law relating to sale of goods, agency, insurance, bailments and negotiable instruments. Some reference will also be made to the formalities associated with the disposition of property by will, and the concept of the trust.

TEXT BOOKS

Baalman. *Outline of Law in Australia*. 2nd ed. Law Book Co., Sydney, 1955.

Sykes. *The Employer, the Employee & the Law*. 2nd Ed. Law Book Co., Sydney, 1964.

Yorston and Fortescue. *Australian Mercantile Law*. 12th ed. Law Book Co., Sydney, 1963.

REFERENCE BOOKS

Hart. *The Concept of Law*. Oxford University Press, 1961.

McGarvie and Donovan. *Cases & Materials on Contract*. Law Book Co., Sydney, 1962.

Cheshire and Fifoot. *The Law of Contracts*. 6th ed., 1964.

16.212 Law II (Hospital Administration)

This subject will be concerned principally with a study of those general principles of the law of torts which are relevant to the administration of hospitals; for example, principles governing liability for negligence, including vicarious liability for the acts and defaults of servants, independent contractors and others, nuisance, trespass to the person, occupier's

liability, liability for breach of statutory duty and employer's liability. Available defences will also be dealt with.

The subject will also include a general survey of some other aspects of the law regulating the relationship of employer and employee, including the character and function of Commonwealth and State industrial tribunals and important statutory provisions relating to employment such as provisions for long-service leave and workers' compensation.

Some reference will also be made to other legislation of particular significance in hospital administration, such as Acts and Regulations dealing with registration of births and deaths, dangerous drugs, child welfare.

TEXT BOOKS

Baalman. *Outline of Law in Australia*. 2nd ed. Law Book Co., 1955.

Fleming. *The Law of Torts*. 3rd ed. Law Book Co., Sydney, 1965.

Sykes. *The Employer, the Employee & the Law*. 2nd ed. Law Book Co., 1964.

REFERENCE BOOKS

Nathan. *Medical Negligence*. Butterworth, 1957.

Eddy. *Professional Negligence*. Stevens, 1956.

Nolan and Cohen. *Industrial Law in Australia: Vol. I*, 3rd ed., 1963.

Vol. II, 2nd ed. 1963, Butterworth..

Day and Thomson (eds.). *Outline of Industrial Law*. Law Book Co., Sydney, 1965.

Mills. *Statutory Conditions of Employment in New South Wales*. Butterworth, 1959.

16.311 Public Administration

This subject will examine the development of the Commonwealth and States' systems of government; distribution of powers between the Commonwealth and States; functions of Departments and Ministers and Statutory bodies such as Commissions; responsibilities of the Public Service; staffing structure of the Public Service, its methods of recruitment and training; some reference to systems of public administration in other countries.

SCHOOL OF BUSINESS ADMINISTRATION

24.001 Organisation and Management Theory

The course will be presented in two main sections, Organisation Theory and Management Theory. It will be prefaced by an examination and evaluation of the contributions to theory of such writers as F. W. Taylor, H. Fayol, E. Mayo, L. F. Urwick, M. P. Follett, and C. Barnard. Then will follow an analysis of organisation under the following headings: the organisation and its goals; the organisation as a system; the organisation as a structure; organisational planning; the informal structure; the tools or organisational analysis. Under management theory students will be required to examine the functions of the manager, his role in organisational integration, criteria for measuring managerial performance, and the concept of professional management.

TEXT BOOKS

- Barnard. *The Functions of the Executive*. Harvard University Press, 1956.
Brown. *Social Psychology of Industry*. Pelican.
Simon. *Administrative Behaviour*. Macmillan, New York, 1960.
March and Simon. *Organisations*. Wiley & Sons, N.Y., 1958.
Molesworth. *Factors in Effective Communication*. West, Sydney, 1964.

REFERENCE BOOKS

- Urwick (ed.). *The Golden Book of Management*. Newman Neame, London, 1956.
Koontz and O'Donnell. *Principles of Management*. McGraw-Hill, 1959.
Urwick. *The Elements of Administration*. Pitman, London, 1947.
Taylor. *Scientific Management*. Harper International Students Reprint, Tokyo, 1947.
Fayol. *General and Industrial Management*. Pitman, London, 1949.
Mayo. *The Human Problems of an Industrial Civilisation*. Viking Press, N.Y., 1960.
Mayo. *The Social Problems of an Industrial Civilisation*. Harvard Business School, N.Y., 1960.
Argyris. *Understanding Organizational Behaviour*. Dorsey Press, N.Y., 1960.
Moore. *Management: Organisation and Practice*. Harper International Students Reprint, Tokyo, 1964.

24.002 Behavioural Science

This strand will introduce students to the psychological and sociological factors affecting organisational behaviour in general, and the individual and the group in particular. Organisations are viewed as human systems subject to the interplay of individual and group psychological factors under varying conditions of constraint. The course will begin with a general introduction to psychology with special emphasis on individual differences, perception, learning and motivation. It will deal briefly with the determinants of behaviour, the basic processes of personality development, and learning theory.

Students will then be introduced to a study of individual and group

relations within the organisation. This part of the course will be directed towards the following main areas: the individual and his place in the organisation, informal organisation and its relations with the formal structure, group dynamics, systems and sub-systems, individual and group motivation, communications within the organisation, leadership theory, the nature of authority, human engineering principles, human behaviour in marketing situations, techniques of personnel control.

TEXT BOOKS

Davis and Scott (eds.). *Readings in Human Relations*. McGraw-Hill, 1964.
Kahn, Wolfe, Quinn, Snoek and Rosenthal. *Organisational Stress*. Wiley, New York, 1964.

Fleishman. *Studies in Personnel and Industrial Psychology*. Dorsey, Homewood, Illinois, 1961.

Leavitt. *Managerial Psychology*. Univ. of Chicago Press, 1958.

McGregor *The Human Side of Enterprise*. McGraw-Hill, New York, 1960.

REFERENCE BOOKS

Argyris. *Personality and Organisation*. Harper International Student Reprint, Tokyo, 1957.

Bass. *Leadership, Psychology and Organizational Behavior*. Harper International Student Reprint, Tokyo, 1960.

24.003 Quantitative Methods

This strand will be concerned with the methodology of a quantitative approach to decision making in complex situations. It will consist of the presentation of the decision making process in a logical manner introducing the concepts of scientific method and of statistical and mathematical techniques as they become applicable. A broad outline of the strand is: *Problem Formulation* requiring an analysis of the overall operation resulting in the determination of objectives, the selection of suitable measures of effectiveness and system parameters. *Model Construction* requiring first the search for a relationship between the measure of effectiveness and the set of system parameters, and second the quantification of the model requiring the introduction of statistical techniques. *Model Solving* requiring the optimisation of the measure of effectiveness with respect to the set of system parameters using analytical and enumerative techniques and vicarious experimentation. *Electronic Data Processing* covering an introduction to the use of EDP in business situations and decision problem areas.

TEXT BOOKS

Ackoff. *Scientific Methods: Optimising Applied Research Decisions*. Wiley, New York, 1962.

Teichroew. *An Introduction to Management Science: Deterministic Models*. Wiley, New York, 1964.

Yamane. *Statistics: An Introductory Analysis*. Harper International Student Reprint, Tokyo, 1964.

Martin. *Electronic Data Processing — An Introduction*. Revised ed. Irwin, Illinois, 1965.

REFERENCE BOOKS

Bass et al. *Mathematical Models and Methods in Marketing*. Irwin, Illinois, 1961.

- Bierman et al. *Quantitative Analysis for Business Decisions*. Irwin, Illinois, 1961.
- Enrick. *Cases in Management Statistics*. Holt, Rinehart & Winston, New York, 1962.
- Howell and Teichroew, *Mathematical Analysis for Business Decisions*. Irwin, Illinois, 1963.
- Kurnow et al. *Statistics for Business Decisions*. Irwin, Illinois, 1959.
- Moroney. *Facts from Figures*. Pelican Books, 1962.
- Morris. *The Analysis of Management Decisions*. Irwin, Illinois, 1964.
- Schmidt and Meyers. *Electronic Business Data Processing*. Holt, Rinehart & Winston, New York, 1963.
- Macmillan and Gonzalez. *Systems Analysis: A Computer Approach to Decision Models*. Irwin, Illinois, 1965.

24.004 Management Accounting

The subject will be divided into two main areas:

1. Initially the student will be provided with an introduction to accounting concepts and the mechanics of double entry and historical recording. Instruction will be given in the preparation of accounting reports and data with emphasis on accounting for administrative needs.
2. The second part of the subject will consist of an introduction to the principles and practices of finance and their applications in business administration.

Throughout this subject considerable use of the case method will be made and it is expected that the student will become aware of the practical implications of what he has learnt and proficient in his use of accounting and financial techniques.

TEXT BOOKS

- Gordon and Shillinglaw. *Accounting A Management Approach*. 3rd Ed. Irwin, 1964.
- Johnson. *Financial Management* 2nd ed. Allyn and Bacon, 1962.

REFERENCE BOOKS

- Yorston, Smyth and Brown. *Accounting Fundamentals*. 6th ed. Law Book Co., 1965.
- Walker and Baughn. *Financial Planning and Policy*. Harper & Rowe, 1961 (1964 Student Edition).

24.005 and 24.105 Social Framework of Business

The first part of this course is concerned with analysing the significance of those institutions which have a direct impact on the modern business organisation. The role of government, the public service and the other administrative arms of government in modern society will be examined, and in particular within the Australian context. The role of trade unions and employer organisations the impact of like voluntary institutions on business will also be examined. The social status of the modern corporation will be analysed, and with it the obligations of business in the modern economy. The social responsibilities of the corporation and of its managers to the various groups in society will be viewed.

In the second part of the course students will be expected to examine in detail the phenomenon of the American New Deal and the changes which have overtaken the American economy during the last half century. The nature of modern capitalism will be reviewed, together with the impact upon it of Marxism and other forms of political socialism.

TEXT BOOKS

- Schlesinger. *The Age of Roosevelt, (Vols. I, II & III)*. Heinemann, London, 1960.
 Mason (ed.). *The Corporation in Modern Society*. Harvard U.P., 1960.
 Crisp. *The Parliamentary Government of the Commonwealth of Australia*. Longmans, London, 1961.
 Spann (ed.). *Public Administration in Australia*. Government Printer, Sydney, 1960.

REFERENCE BOOKS

- Drucker. *The Concept of the Corporation*. Mentor, N.Y., 1964.
 Galbraith. *The Affluent Society*. Pelican, 1963.
 Dale. *The Great Organizers*. McGraw-Hill, N.Y., 1960.
 Veblen. *The Theory of Business Enterprise*. Mentor, N.Y., 1958.
 Blau. *Bureaucracy in Modern Society*. Random House, N.Y., 1962.
 Wernette. *Government and Business*. Macmillan, N.Y., 1964.

24.006 Business Economics

Business Economics may be defined as the integration of economic theory and business practice for the purpose of facilitating decision making and forward planning by management in the face of uncertainty. The subject will cover macro-economics discussing such topics as national income, business cycles and economic policy from the point of view of the economic environment of the firm. It will also cover selected topics from micro-economics such as production theory, price theory and capital budgeting. The final section of the course will briefly survey forecasting methods.

PRELIMINARY READING

- Karmel and Brunt. *The Structure of the Australian Economy*. Cheshire, Melbourne, 1962.
 Robinson et al. *An Introduction to Economic Reasoning*. Anchor, New York, 1962.
 Grant and Hagger (ed.). *Economics—An Australian Introduction*. Cheshire, Melbourne, 1964.
 Isaac. *Trends in Australian Industrial Relations*. Melbourne U.P., 1962.

TEXT BOOKS

- Gordon. *Business Fluctuations*. Harper International Student Reprint, Tokyo, 1961.
 Reynolds. *Economics*. Irwin, Illinois, 1963.
 Haynes. *Managerial Economics*. Dorsey, Illinois, 1963.
 Baumol. *Economic Theory and Operations Analysis*, Prentice-Hall, New York.

REFERENCE BOOKS

- Arndt and Corden (eds.). *The Australian Economy*. Cheshire, Melbourne, 1963.

- Bratt. *Business Forecasting*. McGraw-Hill, New York, 1958.
- Clough. *Concepts in Management Science*. Prentice-Hall, New York, 1963.
- Dean. *Managerial Economics*. Prentice-Hall, New York, 1951.
- Due and Clower. *Intermediate Economic Analysis*. Irwin, Illinois, 1961.
- Hunter (ed.). *The Economics of Australian Industry*. Melbourne University Press, Melbourne, 1963.
- Spencer et al. *Business & Economic Forecasting*. Irwin, Illinois, 1961.
- Watson. *Price Theory & Its Uses*. Houghton Mifflin, Boston, 1963.
- Baumol. *Business Behaviour, Value & Growth*. Macmillan, N.Y., 1959.
- Hirst and Wallace (eds.). *Studies in the Australian Capital Market*. Cheshire, Melbourne, 1964.
- McColl. *The Australian Balance of Payments*. Melbourne U.P., 1965.
- Chamberlain. *The Firm: Micro-economic Planning & Action*. McGraw-Hill, New York, 1962.
- Marris. *The Economics of Capital Utilisation*. Cambridge U.P., London, 1964.

24.007 Production

This strand will be concerned with organisation of the production department and engineering—economic analysis such as plant location, plant layout, product scheduling and lead-time, equipment replacement theory and depreciation and purchasing policies compared with manufacturing policies. The principles and techniques of methods engineering introducing the planning and installation of manufacturing plants; techniques of work measurement, of methods improvement, work simplification and work design.

Production planning, control system and cost analysis covering job lot production, repetitive batch production and continuous line production; factors involved in the manufacture of selective engineering components and inter-changeable engineering components.

Principles and techniques of quality control, sampling and control charting. Solution techniques for inventory, queueing, scheduling and allocation problems in the manufacturing activity.

TEXT BOOKS

- Broom. *Production Management*. Irwin, Illinois, 1962.
- McGarrah. *Production and Logistics Management*. Wiley, New York, 1963.

REFERENCE BOOKS

- Bowman and Fetter. *Analysis for Production Management*. Rev. ed. Irwin, Illinois, 1961.
- Niebel. *Motion and Time Study*. 3rd ed. Irwin, Illinois, 1962.
- Moroney. *Facts from Figures*. Pelican Books, 1962.
- Eilon. *Elements of Production Planning and Control*. Macmillan, New York, 1962.
- Magee. *Production Planning and Inventory Control*. McGraw-Hill, New York, 1958.
- Buchanan and Sinclair. *Costs and Economics of the Australian Process Industries*. West Publishing Corp., Sydney, 1964.

24.008 Marketing

The first part of this course is concerned with understanding the nature and scope of the marketing structure. The influence of production and consumption factors on methods of marketing will be examined.

Development of marketing institutions and the evolution of channels of distribution will be analysed. In the second part of the course an analysis of many marketing functions will be made with a view to the determination of marketing policies. The role of government in this field will be examined. The student will be required to examine marketing, primarily in the context of Australia, with a view to measuring effectiveness and making sound management decisions.

TEXT BOOKS

Beckman and Davidson. *Marketing*. 7th ed. Ronald Press, New York, 1962.

Taylor and Shaw. *Marketing, An Integrated Analytical Approach*. South-Western Publishing Co., Ohio, 1961.

Staudt and Taylor. *A Managerial Introduction to Marketing*. Prentice-Hall, Inc. N.J., 1965.

Phillips and Duncan. *Marketing, Principles & Methods*. 5th ed. Irwin, 1964.

REFERENCE BOOKS

Nystrom (ed.). *Marketing Handbook*. Reprint, Ronald Press, N.Y., 1954.

McCarthy. *Basic Marketing, A Managerial Approach*. Revised ed. Irwin, 1964.

Bliss (ed.). *Marketing and the Behavioural Sciences*. Allyn & Bacon Inc., Boston, 1963.

Hansen. *Marketing, Text, Cases and Reading*. Revised ed. Irwin, 1961.

24.009 Business Policy

This strand is an important one in the teaching of business administration because it brings together other strands, integrating them and applying the various analytical tools discussed elsewhere, to situations in which policy for the organisation as a whole has to be formulated, decisions taken and carried into effect. It is not only advisable but highly desirable that students should be introduced at this stage in the programme to a comprehensive range of business policy cases. These will be drawn from many sources—from textual case studies, from the Harvard series and from local examples. Students will be expected to analyse the cases placed before them and to present their own solutions to the problems raised, make the appropriate decisions and outline the subsequent procedures in implementation. A projection of the policies selected will be required together with their expected results.

TEXT BOOKS

Learned, Christensen and Andrews. *Problems of General Management*. Irwin, Illinois, 1961.

Smith and Christensen. *Policy Formulation and Administration*. Irwin, Illinois. Revised ed., 1962.

Craig. *Australian Case Studies in Business Administration*. Law Book Co. of Aust. Pty. Ltd., 1962.

REFERENCE BOOKS

Harvard Business School Case Studies.

Reports of the Commonwealth Tariff Board.

Reports of the Commonwealth Conciliation and Arbitration Commission.

Reports of State Wage Fixing and Conciliating Tribunals.

24.010 International Business

This course is designed to introduce students to an understanding of the ramifications of international business in general and of the international business corporation in particular. Modern society has become accustomed to the phenomenon of the business corporation with operating and/or trading branches in many countries. In particular the role of the American, British and German based international corporations will be studied from the standpoint of their trading philosophies, their financial, production and marketing policies, as well as their attitudes to the national economies in which they have sought domicile. The problems such corporations have raised, as well as solved, will be examined.

PRELIMINARY READING

Heilbroner. *The Great Ascent: The Struggle for Economic Development In Our Time*. Harper Torchbook, N.J., 1963.

TEXT BOOKS

Snider. *Introduction to International Economics*. 2nd ed. Irwin, Illinois, 1963.

Wasserman, Hultman and Zsoldos. *International Finance*. Simmons-Boardman, New York, 1963.

Meier. *International Trade & Development*. Harper International Student Reprint, Tokyo, 1964.

REFERENCE BOOKS

McCreary. *The Americanisation of Europe*. Doubleday, New York, 1964.

Barlow. *Management of Foreign Manufacturing Subsidiaries*. Harvard Business School, 1953.

Brannen and Hodgson. *Overseas Management*. McGraw-Hill, New York, 1965.

Martyn. *International Business*. Free Press, Glencoe, 1964.

24.203 Advanced Quantitative Methods

This course will pursue in depth special aspects of particular problems already introduced during the first year, or, as the case may be, second year strand.

24.204 Advanced Management Accounting

This course will pursue in depth special aspects of particular problems already introduced during the first year, or, as the case may be, second year strand.

24.208 Advanced Marketing

This course will pursue in depth special aspects of particular problems already introduced during the first year, or, as the case may be, second year strand.

24.211 Finance

This subject will consist of an introduction to the principles and practices of finance and their application in business administration. Problems of short and long-term debt and capital financing; methods of security distribution; financial expansion and reorganisation; the operation of specialised financial institutions; the money market; and other related topics will be discussed. Analysis of long-term investment opportunities, including criteria for selection; the use of time-adjusted figures; the consideration of uncertainty will be included in the course.

TEXT BOOKS

Hunt, Williams and Donaldson. *Basic Business Finance*. Irwin, Illinois, 1961.

Johnson. *Financial Management*. 2nd ed. Allyn and Bacon, 1962.

Graham, Dodd and Cottle. *Security Analysis*. McGraw-Hill, 4th ed., 1962.

REFERENCE BOOKS

Tew and Henderson. *Studies in Company Finance*. Cambridge U.P., 1959.
Solomon (ed.). *The Management of Corporate Capital*. Glencoe Free Press, 1959.

Robinson. *Money & Capital Markets*. McGraw-Hill, 1964.

Osborn. *Business Finance—A Management Approach*. Appleton-Century-Crofts, New York, 1965.

Robinson and Johnson. *Self-Correcting Problems in Finance (A Work Book)*, R. & J. Press, Michigan, 1963. West Publishing Corporation Pty. Ltd., Australian reprint, 1964.

24.212 Business Planning

This course is designed to examine the basic concepts underlying short and long-range business planning. It will consider various techniques of forecasting, as well as procedures and controls required for effective implementation.

The course will also examine the problems associated with organisation for planning, including the degree of formalisation required, and the qualifications and experience needed by planning personnel.

TEXT BOOKS

Scott. *Long Range Planning in American Industry*. American Management Association, 1965.

REFERENCE BOOKS

Steiner (ed.). *Managerial Long-Range Planning*. McGraw-Hill, N.Y., 1963.

Drucker. *Managing for Results*. Heinemann, London, 1964.

Payne. *Planning for Company Growth*. McGraw-Hill, 1964.

Ewing (ed.). *Long-Range Planning for Management*. Harper International Students Reprint, Tokyo, revised ed., 1964.

24.213 Business and Law

The impact of law on business is an overlapping of and controlling factor on various strands dealt with in this course. The effect of the law as a directing or inhibiting influence will affect consideration in the fields of Management, Accounting and Finance, Social Framework of Business, Marketing, Business Planning, International Business, Employee Relations and Business History.

Certain Acts will be discussed as to the broad principles and background thereof in order to indicate the correlation between social and legislative development affecting management in aspects of planning, recording and negotiating.

Whilst this cannot, and does not attempt to be more than a brief examination of legal principles, the broad relationship between business and the law is fundamental to management.

TEXT BOOKS

Baalman. *Outline of Law in Australia*. The Law Book Co. of A/asia Pty. Ltd., 1955.

Yorston and Brown. *Company Law in Australia*. The Law Book Co. of A/asia Pty. Ltd., 1964.

Yorston and Fortescue. *Australian Secretarial Practice*. 5th ed. The Law Book Co. of A/asia Pty. Ltd., 1965.

REFERENCE BOOKS

Else-Mitchell. *Hire Purchase Law*. 3rd ed. The Law Book Co. of A/asia Pty. Ltd., 1961.

Pannam and Haynes. *The Law of Money Lending*. The Law Book Co. of A/asia Pty. Ltd., 1965.

Australian Law Journal, 1957/58, Vol. 31, pps. 267-291.

24.214 Employee Relations

This strand will examine recruitment policies and practices, selection methods, induction training and education (educational psychology and method, e.g., case studies, programmed learning, sensitivity training); wage and salary administration; the New South Wales and Commonwealth systems of conciliation and arbitration; regulation by Statute of the employer-employee relationships; the organisation and policies of employer associations and Trade Unions; staff counselling and appraisal. The atypical employee. State and community agencies and services. Company medical programmes. Stimulating innovation and enterprise.

TEXT BOOKS

Kindall. *Personnel Administration: Principles and Cases*. Revised ed. Irwin, Illinois, 1964.

Calhoun. *Managing Personnel*. Harper International Student Reprint, Tokyo, 1963.

O'Dea. *Industrial Relations in Australia*. West Publishing Corp., Sydney, 1965.

REFERENCE BOOKS

Yuill. *Supervision: Principles and Techniques*. West Publishing Corp., Sydney, 1965.

- Leavitt. *Managerial Psychology*. Phoenix Books, Chicago U.P., Chicago, 1963.
- Spann (ed.). *Public Administration in Australia*. Government Printer, Sydney, 1960.
- Walker. *Industrial Relations in Australia*. Harvard U.P., Cambridge, 1956.

24.215 Business History

This strand will be concerned with an examination of the historical evolution of modern business. Attention will be paid to the nature and role of business in the pre-industrial age. Special emphasis will be given to its evolution since 1750. Students will be required to study, as special areas, the evolution of business since 1750 in the United Kingdom, since 1850 in the United States, and since 1900 in Australia. Some evaluation will be offered of what is sometimes called the business society.

TEXT BOOKS

- Beard. *History of Business*. University of Michigan Press, Ann Arbor Paper Backs, 1962.
- Briggs. *Victorian Cities*. Oldhams, London, 1963.

REFERENCE BOOKS

- Holbrook. *The Age of the Moguls*. Gollancz, 1955.
- Josephson. *The Robber Barons*. Harcourt, Brace & World, Inc., 1963.
- Blainey. *The Rush That Never Ended*. Melbourne University Press, 1964.
- Andrews and Brunner. *The Life of Lord Nuffield*. Basil Blackwell, Oxford, 1955.
- Briggs. *Victorian People: Some Assessment of People, Institutes, Ideas & Events 1851-1867*. Oldhams, London, 1954.
- Briggs. *Social Thoughts & Social Action*. Longmans, London, 1961.
- Business Archives & History*—Bulletin of the Business Archives Council of Australia.
- Fortune Magazine*—monthly issues beginning in May, 1961, (*A History of American Business*) a series of articles by John Chamberlain, Time Inc., Chicago, U.S.A.

SCHOOL OF POLITICAL SCIENCE

Courses in the School of Political Science are concerned with the study of political ideas, institutions and activity in such a way as to encourage a critical understanding of the problems and processes of government and politics in different societies and at different times, and of some of the main themes that have been developed to account for, and sometimes to advocate, these governmental forms and actions.

54.111 Political Science I

A course of 90 hours (70 lectures; 20 tutorials)

Introductory lectures in the first few weeks are intended to give students some idea of the range and variety of political studies. Thereafter for two terms, lectures and tutorials are concerned with an enquiry into the nature of politics and of some important questions in this field, and also with analysis of the institutions and processes of systems of government, using Australia as a major example. Regular tutorial work is required for at least two terms.

TEXT BOOKS

Crisp. *Australian National Government*. Longmans, 1965.

Dahl. *Modern Political Analysis*. Prentice-Hall, 1964.

Davies. *Australian Democracy*. Longmans, 2nd edition, 1964.

Jupp. *Australian Party Politics*. Melbourne University Press, 1964.

Mayer. *Reader in Australian Politics*. Cheshires, 1966.

Miller. *The Nature of Politics*. Pelican, 1965.

Parker. Australian Institute of Political Science Monograph No. 1—"The People and the Constitution".

Partridge. Australian Institute of Political Science Monograph No. 2—"The Rights of the Citizen".

Sawer. *Australian Government Today*. Melbourne University Press, 1963.

REFERENCE BOOKS

*Miller. *Australian Government and Politics*. Duckworth, 3rd edition, 1964.

*Wheare. *Legislatures*. Oxford University Press, 1963.

*Wheare. *Modern Constitutions*. Oxford University Press, 2nd edition, 1960.

*Wilkes (ed.). *Forces in Australian Politics*. Angus & Robertson, 1965.

Birch. *Representative and Responsible Government*. Allen & Unwin, 1964.

Blondel. *Voters, Parties, and Leaders*. Pelican, 1963.

Burns. *Parties and People*. Melbourne University Press, 1961.

Crick. *In Defence of Politics*. Pelican, 1964.

Davis (ed.). *The Government of the Australian States*. Longmans, 1960.

De Grazia. *Politics and Government*. Vol. I: "Political Behaviour"; Vol. II: "Political Organization", Collier paperback, 1962.

Encel. *Cabinet Government in Australia*. Melbourne University Press, 1962.

Field. *Political Theory*. Methuen, 1964.

*Gorell. *How We are Governed*. Cheshires, 1964.

* Strongly recommended.

- Greenwood (ed.). *Australia, a Social and Political History*. Angus & Robertson, 1955.
- Hacker. *The Study of Politics*. McGraw-Hill, 1963.
- Hadfield. *Basic Politics*. University of London Press. 5th edition, 1965.
- Hill and Whichelow. *What's Wrong with Parliament?* Penguin, 1964.
- Horne. *The Lucky Country*. Penguin, 1964.
- Jennings. *The British Constitution*. Cambridge University Press. 4th edition, 1961.
- Lasswell. *Politics, Who Gets What, When, How*. The Free Press. 4th edition, 1961.
- Mayo. *An Introduction to Democratic Theory*. Oxford, 1960.
- Rawson. *Australia Votes*. Melbourne University Press, 1961.
- Rorke (ed.). *Aspects of Australian Government*. Tutorial Classes Department, University of Sydney. 2nd edition, 1964.
- Street. *Freedom, the Individual and the Law*. Pelican, 1963.

54.112 Political Science II (Pass)

A course of 90 hours (70 lectures; 20 seminars)

In this course the government and politics of the United States and of Soviet Russia (as well as other Communist regimes) are studied separately, except for some comparative lectures. Special reference is made, on the one hand, to Marxist theory and practice in Russia and other Communist systems, and, on the other, to ideas of constitutionalism and democracy in the United States.

TEXT BOOKS

(a) *American Government and Politics*:

Burns and Peltason. *Government of the People*. Prentice-Hall. 5th edition, 1964.

Neustadt. *Presidential Power*. Signet Book, New American Library, 1960.

(b) *Russian Government and Politics*:

Armstrong. *Ideology, Politics and Government in the Soviet Union*. Praeger paperback, 1963.

Deutscher. *Stalin*. Oxford University Press paperback, 1961.

Constitution of the U.S.S.R. Foreign Languages Publishing House, Moscow.

Rules of the Communist Party of the Soviet Union. Foreign Languages Publishing House, Moscow.

Hazard. *The Soviet System of Government*. Chicago University Press, 1961.

or

as an alternative to Hazard, a new text by A. G. Meyer may be prescribed.

REFERENCE BOOKS

(a) *American Government and Politics*:

*Adrian and Press. *The American Political Process*. McGraw-Hill, 1965.

*Irish and Prothro. *The Politics of American Democracy*. Prentice-Hall. 3rd edition, 1965.

*Rossiter. *Parties and Politics in America*. Cornell University Press, 1960.

*White. *The Making of the President, 1960*. Athenaeum House, 1961.

*White. *The Making of the President, 1964*. Athenaeum House, 1965.

Bell. *The End of Ideology*. Free Press, 1960.

* Strongly recommended.

- Coyle. *The U.S. Political System*. New American Library, 1961.
- de Tocqueville. *Democracy in America*. Best edition edited by Phillips Bradley. Vintage Paperbacks, 2 vols., 1960.
- Key. *Politics, Parties and Pressure Groups*. Crowell, 5th edition, 1964.
- Lippman. *The Public Philosophy*. Hamilton, 1955.
- Lubell. *The Future of American Politics*. Harper, 1952.
- Mason and Beaney. *The Supreme Court in a Free Society*. Prentice-Hall, 1959.
- Maurois. *A New History of the U.S.A.* Weidenfeld and Nicolson, 1964.
- Myrdal. *An American Dilemma*. Harper, 1944.
- Ogg and Ray. *American Government*. Appleton, 1962.
- Ogg and Ray. *Essentials of American Government*. Appleton, 1961.
- Stannard. *The Two Constitutions*. Black, 1950.
- (b) *Russian Government and Politics*:
- Acton. *The Illusion of the Epoch*. Cohen and West, 1955.
- Adams (ed.). *The Russian Revolution and the Bolshevik Victory: How and Why?* D. C. Heath & Co., 1963.
- Arendt. *The Origins of Totalitarianism*, Meridan Books, 1958.
- Armstrong. *The Politics of Totalitarianism*. Random House, 1961.
- *Brzezinski and Huntington. *Political Power: USA-USSR*. Chatto & Windus, 1964.
- Carew-Hunt. *The Theory and Practice of Communism*, Pelican, 1963.
- Carr. *A History of Soviet Russia*. 8 vols., Macmillan, 1950-1964.
- Chamberlain. *The Russian Revolution*. 2 vols. Macmillan, 1954.
- Conquest. *Commonsense about Russia*. Gollancz, 1960.
- *Daniels, *A Documentary History of Communism*. Random House, 1962.
- Djilas. *The New Class*. Thames and Hudson, 1957.
- Denisov and Kirichenko. *Soviet State Law*. Foreign Languages Publishing House, 1960.
- *Fainsod. *How Russia is Ruled*. Revised Edition. Harvard, 1963.
- Feuer (ed.). *Marx and Engels—Basic Writings on Politics and Philosophy*. Anchor, 1959.
- Gsovski and Grsybowski. *Government Law and Courts in the Soviet Union and Eastern Europe*. Stevens, 1959.
- Hazard. *Settling Disputes in Soviet Society*. Columbia University Press, 1960.
- Leonhard. *The Kremlin Since Stalin*. Oxford University Press, 1962.
- McNeal (ed.). *The Russian Revolution—Why Did the Bolsheviks Win?* Rinehart, 1959.
- McNeal (ed.). *Lenin, Stalin, Khrushchev—Voices of Bolshevism*. Prentice-Hall, 1963.
- Miller. *Russians as People*. Dutton, 1961.
- Mills. *The Marxists*. Pelican, 1964.
- Meyer. *Communism*. Random House. 2nd edition, 1963.
- Plamenatz. *German Marxism and Russian Communism*. Longmans, 1954.
- *Schapiro. *The Communist Party of the Soviet Union*. Eyre & Spottiswood, 1960.
- *Scott. *Russian Political Institutions*. Allen & Unwin, 1961.
- Wolfe. *Three Who Made a Revolution*. Dial, 1948.
- *Gyorgy. *Communism in Perspective*. Allyn and Bacon, 1964.

54.122 Political Science II (Distinction)

This course will consist, in part, of special study of aspects of the Pass course (British and American liberal-democratic thought and its Marxist critics in the nineteenth and twentieth centuries) and, in part, of special study of some questions in Political Sociology. Students intending to take the course should consult the School of Political Science for reading lists and other details.

Particulars of other courses offered by the School of Political Science will be found in the *Handbook* of the Faculty of Arts or may be obtained from the School.

DEPARTMENT OF GENERAL STUDIES*

(HUMANITIES SUBJECTS)

11.011H History of Fine Arts

This course, comprising 30 one-hour lectures, extends over three terms. Twenty hours will be devoted to an outline of the development of 19th and 20th century painting and sculpture. This course aims to outline the movements concerned in the development of modern art from the stylistic background of the European tradition to contemporary works. It is hoped to develop in the student a critical insight which will lead to greater enjoyment of works of art.

Ten hours will be devoted to a brief historical review of the development of some phases of painting and sculpture during the ancient, Medieval and Renaissance epochs. The influence of religious, economic and social factors on the more important works of the periods concerned will be discussed.

TEXT BOOK

Lake and Maillard. *The Dictionary of Modern Painting*.

REFERENCE BOOKS

Seuphor. *A Dictionary of Abstract Painting*. (Text by various authorities.)

Rewald. *The History of Impressionism*.

Rewald. *Post Impressionism from Van Gogh to Gauguin*.

Brion. *Art Since 1945*. (Text by various authorities.)

Read. *The Meaning of Art*. Pelican.

Read. *Icon and Idea*.

Ragnar. *Modern Painting*. Skira.

Richter. *The Sculpture and Sculptors of the Greeks*.

Berenson. *Italian Painting of the Renaissance*.

Burchardt. *The Civilization of the Renaissance in Italy*.

Vasari. *Lives of the Painters, Sculptors and Architects*.

Venturi. *Short History of Italian Art*.

Phaidon edition. *The Painting and Sculpture of Michelangelo*.

Skira volume. *Byzantine Painting*.

Bazin. *A Concise History of Art*.

Gardner. *Art Through the Ages*. 1953.

†Newton. *European Painting and Sculpture*. Pelican.

11.021H History of Architecture

This course, comprising 30 one-hour lectures, extends over three terms.

The treatment of this historical review of architecture will be different from that as normally given to students of architecture.

The early lectures aim to guide the students towards an understanding

* Details of advanced electives offered by the Department will be found in the *University Calendar*, or may be obtained on application to the office of the Department.

† Students are advised to buy this volume.

of the role of the Architect, and an appreciation of architecture as an art, a science, and a practical profession.

Subsequently, the course will deal with the origins of architectural form in ancient civilisations, and the development of these forms throughout the Middle Ages and the Renaissance. The effects of the Industrial Revolution and its aftermath, and the growth of modern architecture, will be studied. The course will conclude with studies in the development of an Australian idiom in architecture and building.

Only the most important or most typical examples of each historical phase will be discussed, and then primarily from the point of view of what they reveal of the social, economic, and physical conditions which produced them.

TEXT BOOKS

Pevsner. *An Outline of European Architecture*. Pelican.

Richards. *An Introduction to Modern Architecture*.

Boyd. *The Walls Around Us*. Cheshire.

REFERENCE BOOKS

A list will be issued early in the lecture series.

26.301H Music

This course, comprising 30 one-hour lectures, extends over three terms.

A survey of European Music from the Tudor madrigal period to the present day. The music will be studied in its social context as an integral part of human culture. The course will be developed around *eight* or so selected works typifying various types of music.

Text and reference books to be prescribed.

26.601H History of Technology

A course of 30 one-hour lectures covering the history of technology and its associated implications.

The course is designed to show that the development of the human race is closely linked with technological change. Every major development is to be seen against the historical background of the times and the changing socio-economic pattern. The subject will be dealt with in the following historical periods.

- (1) Prehistoric Times.
- (2) The early civilizations of Mesopotamia, Egypt, India and China.
- (3) Classical Antiquity.
- (4) Islamic Times and the Middle Ages.
- (5) Renaissance and the Age of Enlightenment.
- (6) The beginning of the Industrial Revolution.

50.011H English

A course of 60 hours, including 20 hours of tutorials.

Basically the course will aim at stimulating an interest in literature through a study of twentieth century texts, which explore, in the main, contemporary problems. Some attention will be given, in the tutorials, to the uses of language.

TEXT BOOKS.

Conrad. *Lord Jim*.

Forster. *Where Angels Fear to Tread*.

Lawrence. *Sons and Lovers*.

Hemingway *A Farewell to Arms*.

Golding. *Lord of the Flies*.

McCullers. *The Ballad of the Sad Cafe*.

Shaw. *Major Barbara*.

O'Casey. *Juno and the Paycock*.

Williams. *A Streetcar named Desire*.

Williams. *The Glass Menagerie*.

Miller. *Death of a Salesman*.

Penguin volume. *Three Australian Plays*. (Any two).

Camus. *The Outsider*.

In addition, a book of verse will be prescribed.

Any text will do, but the above should all be available in paperback editions.

51.011H History

This course is designed to give a general introduction to modern Western civilisation. It will consist of 30 lectures, traversing in broad outline the history of Europe and the English-speaking world from the Renaissance to 1939. Within this framework six special fields will be selected for study. Each of these is a period of stress and sudden political economic or social change. It is in the human responses to these revolutionary situations that most of the factors operative in the modern world originated. In them the patterns of individual beliefs, the prejudices of races and nations, the fears and aspirations of social groups, can be seen in their formative stages. By studying six climacterics in modern history, the student will attain a general understanding of the historical background to the problems of the modern world. Although these crises assumed varying forms, they possessed in common the attributes of revolution, the central theme of the course.

The six fields of study are the intellectual revolutions of the sixteenth century (Renaissance and Reformation), the English revolutions of the seventeenth century, the American and French revolutions of the eighteenth century, the European industrial revolution of the late eighteenth and nineteenth centuries, and the Russian revolution of 1917. Each field will be studied broadly and will be assumed to extend beyond the dates normally accepted as the political demarcations of revolution. It will also be the aim of lecturers to illustrate the connections between one revolutionary situation and another, and to survey the main trends in world history between the various crises. Students will select *three* from the six fields for additional reading and will be expected to have only a broad general knowledge of the remainder of the course.

*TEXT BOOKS

(1) *Renaissance and Reformation*.

Hale. *Machiavelli and the Renaissance*. T.Y.H.

Bainton. *The Age of the Reformation*. Anvil.

* Students should not buy more than three texts before consultation with the lecturer.

(2) *The English Revolution.*Ashley. *England in the Seventeenth Century.* Pelican.Trevelyan. *The English Revolution.* Home Uni. Library.(3) *The American Revolution.*Nye and Morpurgo. *History of the United States. Vol. I.* Pelican.Morris. *The American Revolution.* Anvil.(4) *The French Revolution.*Cobban. *History of Modern France, Vol. I.* Pelican.Goodwin. *The French Revolution.* Grey Arrow.(5) *The Industrial Revolution.*Ashton. *The Industrial Revolution.* Home Uni. Library.Cole and Postgate. *The Common People.* Methuen, University paperback.(6) *The Russian Revolution.*Curtiss. *The Russian Revolution of 1917.* Anvil.Hill. *Lenin and the Russian Revolution.* T.Y.H.**52.011H Philosophy**

This course of 30 lectures aims to convey something of the characteristic differences between philosophical and other questions, and of the kind of classification that may be sought by the methods of logical and philosophical analysis. The topics to be treated include:—

- (a) The distinction between what is *necessarily true* or *necessarily false* and what is *contingent*. The relations of this distinction to some others, e.g., between the certain and the uncertain, the *a priori* and the *a posteriori*. The relevance of these distinctions to the broad differences between empiricism and rationalism.
- (b) Distinctions which have to do with the way in which *evidence* may be provided for and against beliefs, and the ways in which statements of different types lend themselves to confirmation and disconfirmation.
- (c) An introductory account, using these distinctions, of some important philosophical questions drawn from the following: The nature of scientific laws: causality, determinism and free will; the distinction between the mental and the physical; the existence of God; the nature of perception; the fundamentals of ethics.

TEXT BOOKHospers. *Introduction to Philosophical Analysis.* Routledge and Kegan Paul.**REFERENCE BOOKS**Popkin and Stroll. *Philosophy Made Simple.* Made Simple Books.Ayer. *Foundations of Empirical Knowledge.* Macmillan.Pap. *Elements of Analytical Philosophy.* Macmillan.Pap. *Introduction to the Philosophy of Science.* Free Press of Glencoe.Cohen. *Diversity of Meaning.* Methuen.Passmore. *Hundred Years of Philosophy.* Duckworth.Passmore. *Philosophical Reasoning.* Duckworth.Russell. *Problems of Philosophy.* Oxford, H.U.L.Hook. *Determinism and Freedom in the Age of Modern Science.* Collier.Wollheim. *Hume on Religion.* Fontana.Salmon. *Logic.* Prentice-Hall.

Keene. *Language and Reasoning*. van Nostrand.
Morgenbesser and Walsh. *Free Will*. Prentice-Hall.

54.011H Political Science

This short course of 30 lectures will concentrate on three aspects of Australian government and politics — parliament, political parties, and the public. At the same time issues of a more general nature and application will be raised.

The course will examine the development of the parliamentary system of government for the states and for the Commonwealth. It will consider the distribution of powers between states and Commonwealth, and how parliament works as an institution. This in turn will require study of the organised political parties which form the major contending groups in parliament. Also, the decisions that are reached, the laws that are made, the extent and nature of support for or opposition to these laws and decisions, depend not only on organised party groups but also on the political attitudes of many other groups in the community. These topics will be considered more thoroughly in the other sections of the course.

TEXT BOOKS

- Birch. *Representative and Responsible Government*. An Essay on the British Constitution. London, George Allen & Unwin Ltd., 1964.
Rorke (ed.). *Aspects of Australian Government*. University of Sydney Tutorial Classes, 1962.
Sawer. *Australian Government To-day*. Melbourne University Press Paperback, 1964.
Forces in Australian Politics. Australian Institute of Political Science Paperback, 1964.

REFERENCE BOOKS

- Crisp. *Australian National Government*. London, Longmans Green & Co., 1965.
Mayer. *Reader in Australian Politics*. Cheshires, 1966.
Rawson. *Australia Votes: The 1958 Federal Election*. Melbourne University Press Paperback, 1965.
Davies. *Australian Democracy*. London, Longmans Green & Co. 2nd Edition, 1964.
Finer. *Anonymous Empire*. London, Pall Mall Press, 1962.
Miller. *Australian Government and Politics*. London, Duckworth & Co., paperback, 1964.
Field. *Australian Party Politics*. Melbourne University Press Paperback, 1964.

57.011H An Introduction to Modern Drama

A course of 60 lectures which serves as an introduction to modern drama through the study of plays by Ibsen, Chekov and other writers, covering the range of dramatic activity from Naturalism to the Absurd.

Students, through a critical examination of plays in performance at the Old Tote Theatre (situated in the grounds of the University), also have an opportunity to enjoy the direct experience of theatre. Directors of current Old Tote productions take part in the course.

TEXT BOOKS

Ibsen. *Pillars of the Community*. Penguin.

Ibsen. *Ghosts*. Penguin.

Ibsen. *Hedda Gabler*. Penguin.

Ibsen. *The Wild Duck*. Penguin.

Chekov. *The Sea Gull*. Penguin.

Chekov. *The Cherry Orchard*. Penguin.

Chekov. *Uncle Vanya*. Penguin.

Synge. *Plays in Genius of the Irish Theatre*. eds. Barnet, Berman and Burto. Mentor.

O'Neill. *The Emperor Jones*.

O'Neill. *Mourning Becomes Electra*.

Miller. *Death of a Salesman*.

Shaw. *Plays Pleasant*. Penguin.

Brecht. *The Good Woman of Setzuan*. ed. Bentley. Evergreen.

Brecht. *The Caucasian Chalk Circle*. ed. Bentley. Evergreen.

Ionesco. *Complete Plays*, Vols I and II. Calderback.

With additional assignments to be prescribed. Plays in performance at the Old Tote Theatre are also prescribed for study, and students of the course are required to attend one performance of each play presented during the academic year.

TIMETABLE

In general, subjects are arranged in numerical order, under the heading of the School concerned. Humanities subjects appear at the end of the table. The times at which subjects not included in this list are available may be ascertained on application to the School or Department concerned.

The times shown are provisional and are subject to alteration. Students must consult the notice-boards for information about any alterations to the Timetable.

The inclusion of a subject in this list does not necessarily mean that it will be offered. If there are insufficient enrolments for particular subjects, these subjects may not be offered. Where alternative times are shown, such subjects may not be offered more than once if there are insufficient enrolments.

The final allocation of students to particular tutorials will be made on enrolment and cannot be varied thereafter except with the permission of the Head of School concerned.

A Timetable showing room numbers will be posted on notice-boards before first term begins.

School of Mathematics

<i>Subject</i>	<i>Lectures</i>	<i>Tutorials</i>
10.001 Mathematics I	M. 12-1, Tu. 10-11, Th. 12-1, F. 3-4, or M. 3-4, Tu. 3-4, W. 12-1, F. 10-11.	To be allocated. (24 different possibilities)
10.001/1 Mathematics I, Part 1	Th. 6-9 or W. 6-9 (preferred times); or W. 4-5.30, 6-7.30; or W. 2-5, or Th. 2-5; or M. 6-9 or Tu. 6-9; or F. 6-9.	Included with lecture times.
10.001/2 Mathematics I, Part 2	Tu. 6-9 (preferred time); or Tu. 2-5; or Th. 2-5; or M. 6-9; or W. 6-9; or Th. 6-9.	Included with lecture times.
10.111 Pure Mathematics II	M. 2-3, W. 10-11, Th. 2-3 and 4-5; or M. 3-4, W. 10-11, Th. 3-5; or M. 6-8, Th. 3-5; or W. 6-8, Th. 2-3 and 4-5; or M. 6-8, W. 6-8.	M. 3-4 or Th. 3-4. M. 2-3 or Th. 2-3. Th. 2-3. Th. 3-4. M. 5.30-6 or 8-8.30 and W. 5.30-6 or 8-8.30.
10.121 Pure Mathematics II (Higher)	M. 2-4, W. 9-11, Th. 2-4.	—
10.112 Pure Mathematics III	M. 11-12, Tu. 9-11, Th. 9-10; or M. 6-8, W. 6-8.	W. 11-12; or M. 8-8.30 and W. 8-8.30.
10.112 Pure Mathematics III (Higher)	M. 11-12, Tu. 9-10, W. 9-10, W. 11-12. Th. 9-11.	Tu. 10-11.

School of Applied Psychology

12.011 Psychology I	T. 4-5, Th. 4-5, F. 4-5; or M. 7-8, M. 8-9, T. 6-7.	2 hours to be arranged.
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School of Applied Psychology (continued)

<i>Subject</i>	<i>Lectures</i>	<i>Tutorials</i>
12.012 Psychology II A*	M. 12-1, T. 2-3; or M. 6-7, T. 7-8.	—
B*	M. 2-3 or Th. 12-1 or T. 6-7.	—
C*	—	T. 12-1 or Th. 4-5 or W. 6-7 or Th. 6-7.
D*	Practical: 2 hours to be arranged.	—
E*	T. 3-5 or M. 7-9.	—
12.013 Psychology III	Th. 2-3 or M. 6-7, plus two electives of 4 hours each to be arranged.	— —
12.101 Psychology	T. 4-5, Th. 4-5, F. 4-5; or M. 7-8, M. 8-9, T. 6-7.	—
12.651 Psychology (Industrial Relations)	W. 5-6, F. 5-7.	—

School of Accountancy

<i>Subject</i>	<i>Lectures</i>	<i>Tutorials</i>
14.101 Accounting I A**	M. 2-3, Th. 2-3.	T. 10-12 or F. 11-1.
B**	M. 2-3, Th. 2-3.	Th. 11-1 or F. 3-5.
C**	M. 5-6, Th. 5-6.	M. 3-5 or W. 6-8.
D**	M. 8-9, W. 6-7.	Th. 3-5 or Th. 7-9.
E**	M. 7-8, Th. 7-8.	Th. 3-5 or T. 6-8.
F**	M. 7-8, Th. 7-8.	M. 3-5 or F. 6-8.
14.102 Accounting II	M. 12-1, W. 12-1; or M. 7-8, W. 8-9.	M. 3-5 or T. 9-11 or T. 2-4 or T. 6-8 or Th. 6-8.

* A, B, C, D and E are required components of the subject. Students may be allocated to alternative times shown within the component groupings.

** A and B are alternative groups for students in full-time courses, C, D, E, and F are alternative groups for students in part-time courses. Students will be allocated the same groups for 14.101 Accounting I and 15.101 Economics I.

School of Accountancy (continued)

<i>Subject</i>	<i>Lectures</i>	<i>Tutorials</i>
14.103 Accounting III	T. 4-5, W. 11-12; <i>or</i> T. 6-7, W. 6-7.	M. 11-1 <i>or</i> M. 3-5 <i>or</i> T. 10-12 <i>or</i> M. 6-8 <i>or</i> W. 7-9.
14.104 Accounting IV	M. 2-3, Th. 2-3; <i>or</i> M. 6-7, Th. 6-7.	T. 2-4 <i>or</i> Th. 11-1 <i>or</i> T. 6-8 <i>or</i> W. 6-8.
14.121 Government Accounting	M. 8-9, W. 6-7.	—
14.131 Auditing and Internal Control	W. 12-1, Th. 3-4; <i>or</i> W. 5-6, Th. 5-6; <i>or</i> W. 8-9, Th. 7-8.	— —
14.141 Accounting Seminar I	M. 3-4 <i>or</i> M. 5-6.	—
14.142 Accounting Seminar II	T. 2-3 <i>or</i> T. 5-6.	—
14.143 Accounting Seminar III	W. 5-6, Th. 4-6.	—
14.151 Cost Accounting	M. 6-7, Th. 6-8.	—
14.201 Taxation Law and Practice	M. 4-5, Th. 4-5; <i>or</i> M. 5-6,* Th. 5-6;* <i>or</i> M. 7-8, Th. 8-9.	—
14.301 Production	M. 2-3, Th. 2-3; <i>or</i> M. 7-8, Th. 8-9.	—
14.311 Marketing	M. 10-11, T. 10-11; <i>or</i> M. 6-7, T. 6-7.	—
14.321 Business Finance	T. 12-1, W. 10-11; <i>or</i> T. 6-7, W. 6-7; <i>or</i> T. 8-9, W. 8-9.	—
14.501 Commercial Law I	T. 12-1, W. 9-10 <i>or</i> T. 6-7, W. 6-7.	M. 11-12 <i>or</i> M. 12-1 <i>or</i> W. 10-11 <i>or</i> W. 12-1 <i>or</i> M. 6-7 <i>or</i> M. 7-8 <i>or</i> M. 8-9 <i>or</i> T. 5-6* <i>or</i> T. 7-8 <i>or</i> T. 8-9.
14.502 Commercial Law II	T. 4-5, Th. 3-4; <i>or</i> T. 5-6,* Th. 5-6,* <i>or</i> T. 8-9, Th. 7-8.	—

* Subject to the availability of staff.

School of Economics

<i>Subject</i>	<i>Lectures</i>	<i>Tutorials</i>
15.101 Economics I Full-time Groups A & B*	M. 3-4, Th. 10-11.	M. 9-10 or M. 11-12 or M. 12-1 or M. 4-5 or W. 9-10, or W. 10-11 or W. 12-1 or F. 10-11 or F. 11-12 or F. 12-1 or F. 2-3 or F. 3-4 or F. 4-5.
Part-time Group C*	M. 6-7, Th. 6-7.	Th. 7-8.
D*	M. 6-7, Th. 6-7.	M. 7-8 or Th. 5-6.
E*	M. 6-7, Th. 6-7.	M. 5-6 or M. 8-9.
F*	M. 6-7, Th. 6-7.	Th. 5-6 or Th. 8-9.
15.102 Economics II Full-time	M. 11-12, W. 10-11.	T. 9-10 or T. 10-11 or T. 12-1 or T. 2-3 or Th. 9-10 or Th. 10-11 or Th. 12-1 or Th. 2-3.
Part-time	M. 6-7, W. 7-8.	M. 5-6 or M. 7-8 or M. 8-9 or W. 5-6 or W. 6-7 or W. 8-9.
15.103 Economics III Full-time	T. 11-12, Th. 11-12.	T. 9-10 or T. 10-11 or T. 12-1 or T. 2-3 or Th. 9-10 or Th. 10-11 or Th. 12-1 or Th. 2-3.
15.103 Economics III Part-time	T. 7-8, Th. 6-7.	T. 5-6 or T. 6-7 or T. 8-9 or Th. 7-8 or Th. 8-9.
15.104 Advanced Economic Analysis	To be arranged.	

* A and B are alternative groups for students in full-time courses, C, D, E, F are alternative groups for students in part-time courses. Students will be allocated the same groups for 14.101 Accounting I and 15.101 Economics I.

School of Economics (continued)

<i>Subject</i>	<i>Lectures</i>	<i>Tutorials</i>
15.112 Economics II (Honours)	M. 11-12, W. 10-11; <i>or</i> M. 6-7, W. 7-8.	W. 11-12 <i>or</i> W. 8-9.
15.113 Economics III (Honours)	T. 11-12, Th. 11-12; <i>or</i> T. 7-8, Th. 6-7.	T. 12-1 <i>or</i> T. 8-9.
15.200 Economic History I	M. 3-5 <i>or</i> M. 6-8.	—
15.201 Economic History II	F. 6-8.	—
15.211 History of Economic Thought	Not available 1966.	—
15.221 Public Finance & Fiscal Policy	M. 11-1 <i>or</i> M. 7-9.	—
15.231 Financial Institutions and Policy	F. 6-8.	—
15.241 Economic Development	W. 11-1 <i>or</i> W. 6-8.	—
15.251 Economics of Industry	Not available 1966.	—
15.261 Welfare Economics	Not available 1966.	—
15.271 International Economics	T. 2-4 <i>or</i> T. 6-8.	—
15.281 Labour Economics	M. 2-4 <i>or</i> M. 7-9.	—
15.301 Comparative Economic Systems	F. 11-1 <i>or</i> F. 6-8.	—
15.401 Business Statistics Full-time	M. 10-11, W. 11-12.	T. 10-11 <i>or</i> T. 11-12 <i>or</i> T. 12-1 <i>or</i> T. 2-3 <i>or</i> T. 3-4 <i>or</i> T. 4-5.
Part-time	M. 5-6, W. 5-6; <i>or</i> M. 7-8, W. 7-8.	T. 5-6 <i>or</i> T. 6-7 <i>or</i> T. 7-8 <i>or</i> T. 8-9.
15.411 Statistical Analysis I	T. 6-7, W. 7-8.	W. 8-9.
15.412 Statistical Analysis II	F. 6-8.	M. 6-7.
15.421 Applied Statistics	To be arranged.	

School of Economics (continued)

<i>Subject</i>	<i>Lectures</i>	<i>Tutorials</i>
15.431 Econometrics	To be arranged.	
15.441 Seminar in Statistics	To be arranged.	
15.501 General Law	Th. 7-9.	—
15.511 Industrial Law I	Th. 7-9.	—
15.512 Industrial Law II	W. 6-8.	—
15.601 Industrial Relations I	T. 2-4 or T. 7-9.	—
15.602 Industrial Relations II	Th. 6-8.	—
15.611 Seminar in Industrial Relations	T. 6-8.	—
15.612 Special Problems in Industrial Relations	To be arranged.	
15.701 Mathematics for Commerce	T. 6-8, W. 6-8, F. 6-8 (if available).	
15.711 Mathematical Economics I	To be arranged.	
15.712 Mathematical Economics II	To be arranged.	

School of Business Administration

<i>Subject</i>	<i>Lectures</i>	<i>Tutorials</i>
<i>First Year Full-Time.</i>		
24.001 Organisation and Management Theory	F. 9-11.	—
24.002 Behavioural Science	W. 2-6.	—

School of Business Administration (continued)

<i>Subject</i>	<i>Lectures</i>	<i>Tutorials</i>
24.003 Quantitative Methods	T. 2-4	—
24.004 Management Accounting	M.10-12.	—
24.005 Social Framework of Business	M. 4-5.	—
24.006 Business Economics	T. 4-6.	—
24.007 Production	T. 10-11.	—
24.008 Marketing	W. 9-11.	—
<i>First Year Part-Time.</i>		
24.001 Organisation and Management Theory	F. 6-8.	—
24.002 Behavioural Science	W. 2-6.	—
24.004 Management Accounting	M. 7-9.	—
24.005 Social Framework of Business	M. 6-7.	—
<i>Second Year Part-Time.</i>		
24.401 Quantitative Methods	T. 6-8. (Terms 1 and 2.)	—
24.501 Social Framework of Business	M. 6-8. (Terms 1, 2 and 3.)	—
24.601 Business Policy	W. 6-8. (Terms 1, 2 and 3), T. 6-8. (Term 3.)	—
School of English		
50.111 English I	M. 11-12, W. 11-12, Th. 11-12; or M. 3-4, W. 2-3, Th. 2-3.	—
50.112 English II	T. 11-12, Th. 10-11, F. 11-12.	—

School of History

<i>Subject</i>	<i>Lectures</i>	<i>Tutorials</i>
51.111 History I	M. 10-11, W. 10-11, F. 12-1.	
51.112 History II	T. 10-11, F. 2-3.	—

School of Philosophy

<i>Subject</i>	<i>Lectures</i>	<i>Tutorials</i>
52.111 Philosophy I	M. 2-3, Th. 12-1, F. 2-3.	—
52.112 Philosophy II	M. 2-3, T. 2-3, W. 4-5, Th. 2-3, Th. 10-11.	—
52.151 History and Philosophy of Science I	M. 9-10, T. 9-10, F. 9-10; <i>or</i> M. 4-5, T. 4-5, F. 4-5.	—
52.152 History and Philosophy of Science II	W. 9-10, Th. 9-10, F. 10-11.	—

School of Sociology

<i>Subject</i>	<i>Lectures</i>	<i>Tutorials</i>
53.111 Sociology I	M. 5-6, T. 5-6, Th. 5-6.	—
53.112 Sociology II	T. 5-6, W. 5-7.	—
53.113 Sociology III	W. 5-8.	—

School of Political Science

<i>Subject</i>	<i>Lectures</i>	<i>Tutorials</i>
54.111 Political Science I	W. 3-4, T. 11-12; <i>or</i> T. 6-7; Th. 6-8.	1 Hour Tutorial to be arranged.
54.112 Political Science II	W. 2-3, Th. 3-4; <i>or</i> T. 6-7, Th. 6-8.	1 Hour Tutorial to be arranged.

Department of General Studies (Humanities Subjects)

<i>Subject</i>	<i>Lectures</i>	<i>Tutorials</i>
11.011H History of Fine Arts	Th. 3-4; <i>or</i> F. 10-11.	—
11.021H History of Architecture	Th. 2-3.	—
26.301H Music	T. 10-11; <i>or</i> W. 5-6.	—
50.011H English	M. 10-11, F. 11-12; <i>or</i> W. 11-12, Th. 9-10; <i>or</i> T. 9-10, F. 2-3; <i>or</i> T. 7-9; <i>or</i> Th. 7-9.	—
51.011H History	M. 9-10; <i>or</i> T. 9-10; <i>or</i> M. 6-7; <i>or</i> W. 8-9; <i>or</i> Th. 7-8.	—
52.011H Philosophy	M. 9-10; <i>or</i> T. 9-10; <i>or</i> M. 6-7; <i>or</i> W. 8-9; <i>or</i> Th. 7-8.	—
54.011H Political Science	T. 10-11; <i>or</i> F. 10-11; <i>or</i> W. 7-8; <i>or</i> Th. 6-7.	—
57.011H An Introduction to Modern Drama.	M. 4-5, Th. 10-11.	—

STUDENT'S TIMETABLE

Time	Monday	Tuesday	Wednesday	Thursday	Friday
9-10					
10-11					
11-12					
12-1					
1-2					
2-3					
3-4					
4-5					
5-6					
6-7					
7-8					
8-9					