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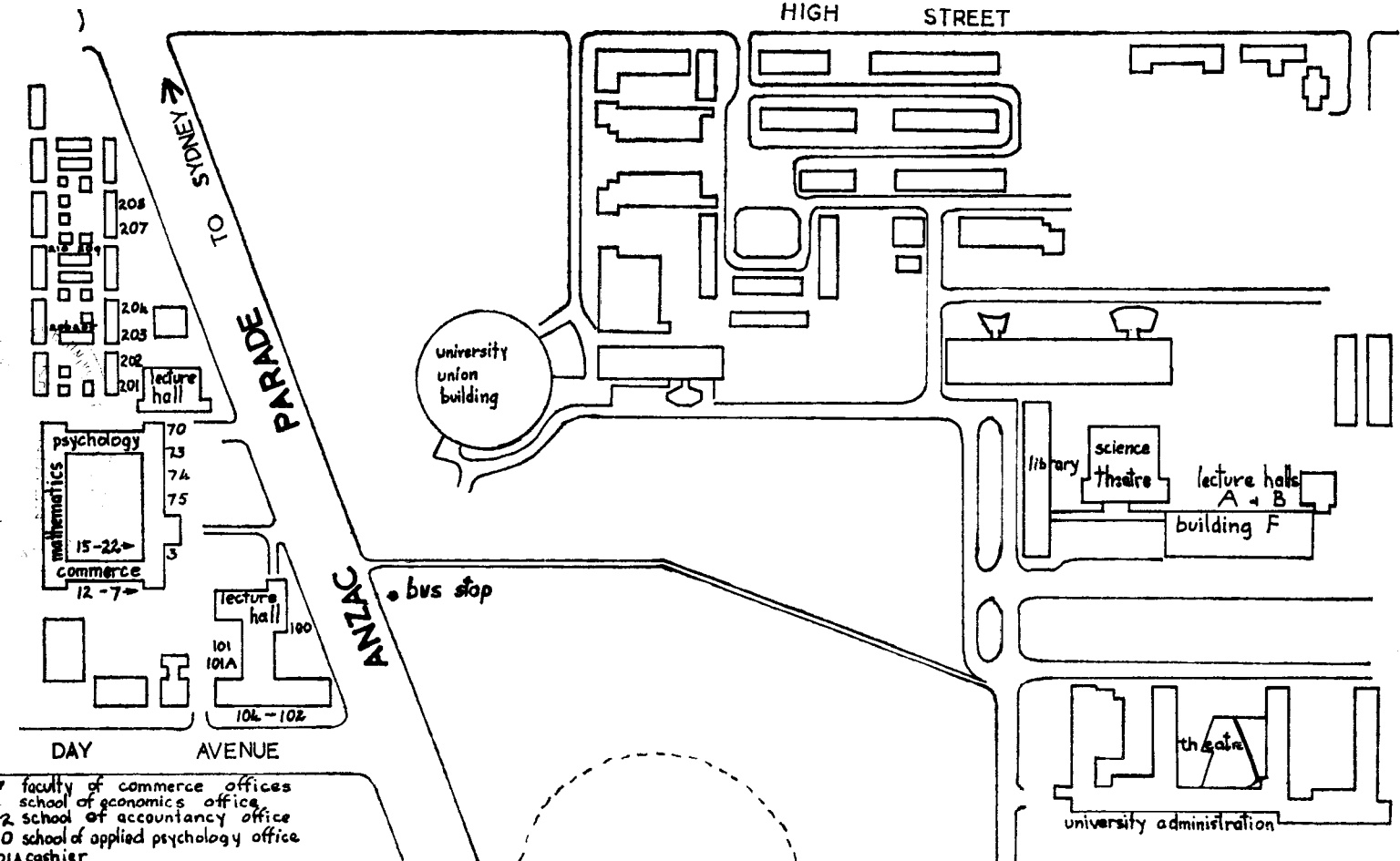
THE UNIVERSITY OF NEW SOUTH WALES

FACULTY OF COMMERCE

HANDBOOK

1962


HIGH STREET
TO SYDNEY
PARADE
ANZAC
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AVENUE
university union building
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lecture hall
psychology
mathematics
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commerce
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bus stop
library
science theatre
lecture halls A & B
building F
theatre
university administration
faculty of commerce offices
school of economics office
2 school of accountancy office
0 school of applied psychology office
01A cashier

THE UNIVERSITY OF NEW SOUTH WALES

FACULTY OF COMMERCE

HANDBOOK

1962

Postal Address:
THE UNIVERSITY OF NEW SOUTH WALES
P.O. Box 1, Kensington
Telephone: 663-0351

THE UNIVERSITY OF NEW SOUTH WALES
KENSINGTON

FACULTY OF COMMERCE

CALENDAR FOR 1962

February—

Monday	19	.....	Enrolment week begins for new first year students.
Monday	26	.....	Enrolment week begins for all other students.

March—

Monday	5	.....	First Term begins.

May—

Saturday	12	.....	First Term ends.
Monday to Saturday	14 to 26	.....	Vacation (2 weeks).
Monday	28	.....	Second Term begins.

August—

Saturday	4	.....	Second Term ends.
Monday to Saturday	6 to 25	.....	Vacation (3 weeks).
Monday	27	.....	Third Term begins.

November—

Saturday	3	.....	Third Term ends.
Saturday to Saturday	10 November to 1 December	.....	Examinations.

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Registrar

G. L. MACAULEY, B.Ec. (Syd.).

Bursar

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E. B. SMYTH, A.S.T.C. (Accy.), A.C.I.S., F.A.S.A., F.C.A.A.

Associate Professor of Accountancy

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Newcastle University College

Division of Commerce

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Newcastle University College

COMMERCE ADVISORY COMMITTEE

The Commerce Advisory Committee is a sub-committee appointed to advise the Newcastle University College Advisory Committee on matters relating to the Division of Commerce at Newcastle.

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W. B. WRAGGE, A.C.A., A.C.I.S.

Newcastle University College

DIVISION OF COMMERCE

Students may enrol for the Bachelor of Commerce degree of the University at Newcastle University College.

At present the only specialisations available at Newcastle are Accountancy and Economics.

In certain circumstances students may enrol at Newcastle for the earlier stages of other specialisations subsequently transferring to Sydney to complete their degree.

For full details of courses, textbooks, etc., students should consult the Handbook of the Newcastle University College and the prospectus issued by the Division of Commerce at Newcastle.

THE INSTITUTE OF CHARTERED ACCOUNTANTS IN AUSTRALIA

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in the

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have a Professional Career open to them

as a

CHARTERED ACCOUNTANT

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The Institute of Chartered Accountants in Australia maintains an advisory service for Graduates and Undergraduates interested in entering the Profession.

Enquiries regarding appointments, qualification in the Institute, etc., may be made from—

The Appointments Officer,

The Institute of Chartered Accountants in Australia,

6 Wynyard Street, Sydney

Telephone: BX 2435.

General Information

Enrolment Procedure

(A) *First Enrolments*: Application for enrolment in 1962 must be made in person to the Student Enrolment Bureau, First Floor, Building F, Kensington, as soon as the results of the Leaving Certificate Examination or of the Qualifying Examination of the Department of Technical Education are published, but in any event not later than *January 31st.*

Country residents who wish to enrol with the University in 1962 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 31st.*

Owing to pressure on accommodation it may not be possible to accommodate all students seeking to enrol. Early application is therefore advisable.

Having made preliminary application to the Enrolment Bureau each applicant will be given an appointment for a time during the week commencing Monday, February 19th, to complete his enrolment in the faculty. The procedure to be followed is:—

(1) *Applicants must report to the Enrolment Bureau,* First Floor, building F, 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 must 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 fees, must present to the Cashier with their enrolment form a written authority to charge fees appropriately (scholarship voucher, letter from sponsoring company, etc.).

(3) *Applicants will then collect their timetable* by presenting their fees receipt at the Enrolment Bureau. This timetable is an authority to attend classes and may not be issued until fees have been paid.

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* Applicants who cannot keep their appointment should attend at the Enrolment Bureau on Tuesday, February 27th, between 2 p.m. and 5 p.m., or 6 p.m. and 8 p.m. If they fail to keep the original appointment a class place may not be available. Students enrolling on this Tuesday will be liable to pay a late fee of £1.

Late Enrolments: In special circumstances and where class places are still available, the University may accept late enrolments made before March 31st. Late application should be made in person to the Student Information Centre, Main Building, Kensington, as early in the first term as possible. Students enrolling late will normally be required to pay late fees in accordance with the details set out in the section on fees.

(B) *Later Year Enrolments*: All students (other than students enrolling for the first time) must attend the Faculty enrolment centre at Kensington *during week commencing 26th February* in accordance with a timetable published separately, otherwise a late fee of £1 is payable. These students must complete their enrolment by the payment of fees not later than the end of first week of term (Friday, March 9th, 1962) otherwise a late fee of £1 is payable. This fee increases to £2 if fees are paid during the fourth week of term. The two late fees mentioned above are non-cumulative; thus students become liable to pay a late fee on either of two distinct grounds, (1) by not enrolling in their course during enrolment week, or (2) by not paying fees by the end of the first week of term.

Students re-enrolling MUST ensure that their programmes are compatible with the Faculty's rules for progression (see page 28). Students who enrol in subjects for which they are not eligible will not be credited with any results in these subjects.

(C) *Conversion Course*: Enrolment in this course must commence with an application to the Registrar for admission, and the applicant will be notified of the subsequent procedure.

The Cashier will not accept fees (i.e. enrolment cannot be completed) after March 31st without the express approval of the Registrar which will be given in exceptional circumstances only.

Matriculation Requirements

New conditions of matriculation have been introduced to operate from January 1st, 1961, but candidates will be permitted to qualify for entry under the requirements current in 1960 until March 1964. A precis of the old requirements is set out below the new requirements.

New Matriculation Requirements (to operate from January 1st, 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.

B. Latin, Greek, French, German, Italian, Hebrew, Chinese, Japanese, Russian, Dutch, Geography, Ancient History, Modern History, Economics.

C. Mathematics I, Mathematics II, General Mathematics.**

D. Agriculture, Applied 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, or the Qualifying or Qualifying (Deferred) Examinations of the Department of Technical Education 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,

* 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.

** As from July 1st, 1962, consequent upon the introduction of Mathematics III and the adoption of the revised syllabus for General Mathematics, Mathematics III will be placed in Group C and General Mathematics in Group D. However *provisional* matriculation status may be granted to candidates who pass in General Mathematics at the 1962 Leaving Certificate examination.

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 is offered with General Mathematics;
(e) 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;
(f) Theory and Practice of Music is accepted only in cases where the pass was obtained at an examination in 1946 or subsequent years;
(g) 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;
(h) Agriculture is accepted only in cases where the pass was obtained at an examination held in 1945 or subsequent years;
(i) Economics is accepted only in cases where the pass was obtained at an examination held in 1947 or subsequent years;
(j) 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

* As from July 1st, 1962, sub-paragraph (d) will read—"neither Mathematics I nor Mathematics II nor Mathematics III is offered with General Mathematics." A new paragraph will be inserted—"(e) neither Mathematics I nor Mathematics II is offered with Mathematics III."—and the remaining sub-paragraphs consecutively re-lettered.

only in a Mathematics subject from Group C, at a subsequent Leaving Certificate, Matriculation, Qualifying or Qualifying (Deferred) Examination.

The Professorial Board may recognise as matriculated students applicants with qualifications other than those listed above. Full details are given in the University Calendar where the matriculation requirements are printed in full.

Old Matriculation Requirements (Operable Until March 1964)

Compliance with these requirements will qualify for entry to the University until March, 1964.

I. Applicants for entry to undergraduate courses leading to a degree may satisfy entrance requirements by passing the New South Wales Leaving Certificate or equivalent examination, in at least five subjects*, of which one must be English and one other must be Mathematics I, or Mathematics II, or General Mathematics**, three other subjects being chosen from the following groups, at least one of the three being from Group A:—

Group A.—Latin, French, Greek, German, Italian, Hebrew, Chinese, Japanese, Russian, Dutch, Geology, Geography, Agriculture, Economics, Modern History, Ancient History, Combined Physics and Chemistry, Physics, Chemistry, Physiology, Biology, Botany or Zoology.

***Group B.—Applied Mathematics, Music, Theory and Practice of Music, General Mathematics, Mathematics I, Mathematics II, or Descriptive Geometry and Drawing.

II. Candidates who have presented themselves for the Leaving Certificate or equivalent examination in five or six subjects selected in accordance with the requirements prescribed in I and who have passed in English and a Mathematics and two other of the subjects may be granted admission provided that they have been awarded A passes or passes with Honours in at least three of these four subjects.

The other provisions set out in the new requirements above also apply.

* 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.

** As from July 1st, 1962, consequent upon the introduction of Mathematics III and the adoption of the revised syllabus for General Mathematics, General Mathematics will be deleted from this clause and replaced by Mathematics III. However *provisional* matriculation status may be granted to candidates who pass in General Mathematics at the 1962 Leaving Certificate examination.

*** As from July 1st, 1962, Mathematics III will be included in Group B.

It is desirable for students to have, at the least, a good standard of General Mathematics in order satisfactorily to cope with some of the compulsory commerce courses. Students who feel that they may be weak in mathematics should consult the Dean of the Faculty, or the Student Counselling Service, on this matter.

Enquiries

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

The Student Information Centre, near to main entrance, Main Building, Kensington. Telephone 663-0351.

Enquiries concerning the nature of the courses available may be made to the Schools of Accountancy or Economics, western side of Anzac Parade, Kensington. Telephone 663-0351.

Fees

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

	Fee per annum. £	Fee per term. £
Full-time degree courses (where not more than 15 hours per week instruction is involved)	60	20
Part-time degree courses, Accountancy Conversion Course, and Accountancy Diploma Course—over 4 and up to 15 hours per week	60	20
Part-time courses—4 hours or less per week	30	10

All students enrolling for the first time will be required to pay a matriculation fee of £3. A graduation fee of £3 is also payable before admission to a degree. For deferred examinations the fees are £2 for each subject.

Library Fee

£5 per annum for registered students.

Thesis Fee

Students who have completed the final examinations but have a thesis still outstanding are required to pay £10 per annum (no term payment).

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Late Fees

1st Term

(a) A late fee of £1 is payable by students who do not attend the enrolment centre during Enrolment Week for authorisation of course programme.

(b) A late fee of £1 is payable by students who pay their fees in the 2nd or 3rd week of first term. This fee is increased to £2 where fees are paid in the 4th week. The Cashier will not accept fees (i.e. enrolment cannot be completed) after March 31st without the approval of the Registrar.

These two late fees are not cumulative.

2nd and 3rd Terms

A late fee of £1 will be charged where fees are paid after the end of the 1st week of 2nd and 3rd terms. This fee is increased to £2 where fees are paid after the end of the third week in these terms.

General

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

(a) to pay the term fee by the appointed date;

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

The fees set out in this handbook are subject to amendment at any time by decision of the Council of the University.

The University of New South Wales Students' Union

Annual subscription £2 (compulsory for all registered students).

The University of New South Wales Sports Association

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

University Union

Annual subscription, £6.

Courses

Bachelor of Commerce (Pass Degree)

The course for this degree is normally to be completed in three years of full-time or five years of part-time study. Students who display special aptitude and who have ample time at their

disposal may, subject to the approval of the Faculty, complete the Degree in four years of part-time study. At the conclusion of the first year of study each student must elect his field of specialisation.

Bachelor of Commerce (Honours Degree)

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

Students who elect to read for Honours will be expected, in addition to taking such extra courses as may be prescribed by the Head of the School in which they are specialising, to reach a high standard in their overall performance. They will also be required to sit for additional examinations as prescribed by the Head of the School.

Conversion Course

Existing holders of the A.S.T.C. Diploma in Accountancy may convert their Diplomas into a Pass Degree of Bachelor of Commerce in Accountancy by following a course of two years part-time study (see Table V). This course is *not* available to students who entered the Diploma course in or after 1957.

Specialisations

On completion of the first year subjects common to all commerce courses, students choose one of the following fields of special study:

Accountancy (see pp. 37-45).
Economics (see pp. 46-52).
Statistics (see pp. 47-52).
Applied Psychology (see pp. 53-57).
Industrial Relations (see pp. 58-62).
Wool Commerce (see pp. 63-65).

Successful candidates will be awarded the degree of Bachelor of Commerce.

Optional Subjects

In general, all the curricula leading to the award of the Bachelor of Commerce degree contain elective subjects designated in the Tables as Options. Students may select any subject as an option in accordance with the following provisions:

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(a) In all variants of the Bachelor of Commerce degree course,
15.41 Economic History
50.012 English
51.022 History
52.022 Philosophy
54.021 Political Science
Geography I
Scientific Thought I

(b) In all variants of the Bachelor of Commerce *pass* degree course,
14.53A Production
14.53B Marketing
In the *honours* degree course one of these subjects *must* be taken, the other is available as an option.
Other than the Accountancy specialisation,
14.52 Business Finance

(c) In all variants of the Bachelor of Commerce degree course,
(i) other than the Accountancy specialisation,
14.12 Accounting II
(ii) other than the Applied Psychology specialisation,
12.501 Psychology

(d) In the Bachelor of Commerce *pass* degree course in Accountancy,
15.15 Economics IV

(e) In all variants of the Bachelor of Commerce *honours* degree course, other than the Accountancy specialisation,
14.43 Law III (Parts A and B)

(f) In the Conversion course only,
12.111 Psychology.

Students may select any other University subject, provided they obtain prior approval of the Head of the School in which they are specialising. In the selection of options the Faculty rules for progression must be observed. These are set out at page 28 of this Handbook.

Faculty will not permit exemption from an option by reason of previous study.

Course Structure and Timetables

In the Degree curricula outlined later in this Handbook, the hours of compulsory attendance at lecture and tutorial classes generally do not exceed:—

For Part-time students—Nine hours per week.
For Full-time students—Fifteen hours per week.

In general the times of lecture and tutorial classes are such that, as far as is possible, no part-time student is required to attend the University on more than three evenings a week during term. The purpose of this arrangement is to ensure adequate free time for reading and the completion of written work.

Students are reminded that the timetables given at the end of this Handbook are provisional and subject to alteration at short notice.

The timetables provide for normal progression and no special provision can be made, whether by way of a modification of the timetables or otherwise, to enable students to follow an irregular course.

Notice Boards

Student allocation to tutorial groups, changes in lecture times and locations, administrative arrangements and other information of importance to students are set out on the Faculty and School notice boards. It is essential that students develop the habit of consulting these notice boards at frequent intervals.

Library

Students studying for the Degree of Bachelor of Commerce are expected to read widely and critically. Library facilities are available in the main Library of the University at Kensington 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: 8.30 a.m. to 9.0 p.m., Monday to Friday.
1.0 p.m. to 5.0 p.m., Sunday.

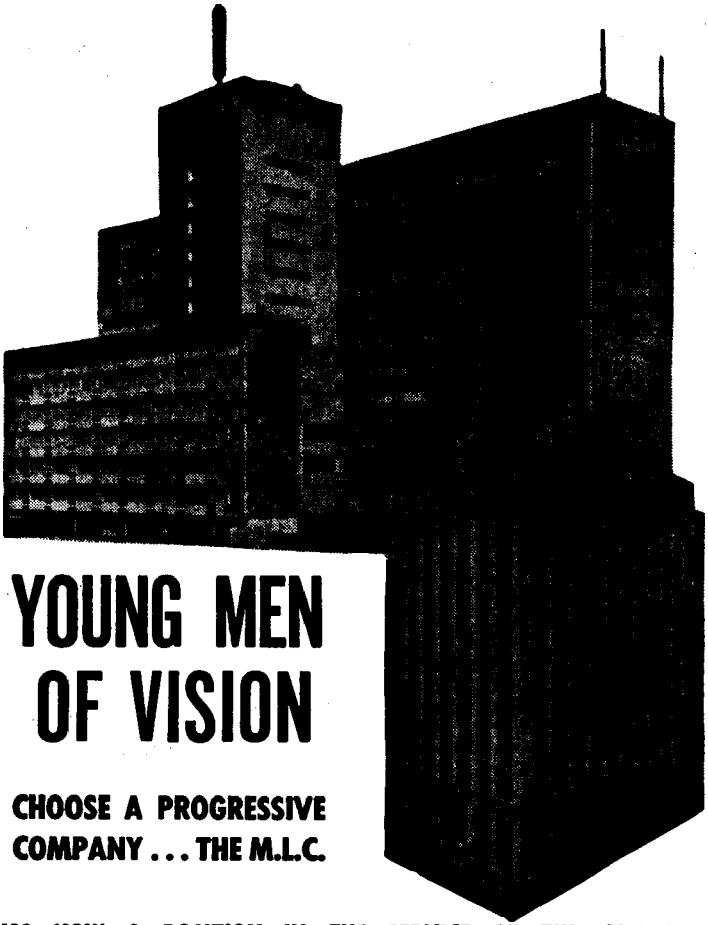
During Vacation and Public Holidays: Refer Library notice board.

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 books and periodicals 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.

Honours and Post Graduate School Library

A grant of £250 has been received from the Public Accountants Registration Board of New South Wales to equip an Honours and Post Graduate School Library. The Library will be housed in the School of Accountancy and will contain books and periodicals on accounting, auditing and allied subjects.



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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 for consideration for one of the exhibitions or bursaries awarded by the University or Bursary Endowment Board. Those interested should study carefully the information given in the latest University Calendar.

Cadetships in the Schools of Accountancy and Economics

The Council has approved three Cadetships annually which may be granted to outstanding students in the Schools of Economics and Accountancy. These Cadetships carry a grant of £530 p.a., from which University fees must be paid, and may be awarded to enable students to undertake a full-time Honours degree. The cadetships, if awarded, require the students to enter into an agreement with the University to serve it in some academic capacity for a period of three years after graduation, if the University requires them to do so, during which time they may be permitted to read for a higher degree.

A Cadetship was awarded in 1961 to A. J. Fitzgibbons.

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. The value of the scholarship is £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.

Scholarships in Wool Commerce

Lempriere (Australia) Pty. Ltd., and Felt and Textiles of Australia Ltd. have undertaken to provide two scholarships for students proceeding to the degree of Bachelor of Commerce in Wool Commerce. Each scholarship shall provide a living allowance of £100 per annum and shall be tenable for four years. No candidate for these scholarships shall be rendered ineligible by reason of his holding any other scholarship. One scholarship only will be available for award in 1962.

The National Council of Wool Selling Brokers awards one scholarship for a student proceeding to the degree of Bachelor of Commerce in Wool Commerce. The scholarship shall have a value of £500 per annum and will normally be tenable for four years.

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

Student Activities

Membership of a wide variety of societies and clubs is available to all students enrolling in the University. The annual subscriptions amounting to £3 payable to the Students' Union and the Sports Association entitle students to participate in the many activities of these organizations. Those interested in sporting, political, religious or hobbycraft societies will find ample opportunity to satisfy their interests and are assured of a welcome from any of the societies which cater for them. Those with a flair for journalism will find that "Tharunka", the student paper, is grateful for their contributions.

Participation in some at least of the activities offered is considered an essential part of university education and all students should make a conscientious effort to devote some part of their time to extra-curricular activity.

The Commerce Society

The Commerce Society was formed in 1958 with three general aims—to provide representation for Commerce students; to develop intellectual and social life within the University; and to encourage contact between students of the various schools and members of the business and professional world.

The office-bearers of the Society are:

President: R. P. Evans.
Senior Vice-President: G. K. Lindley.
Junior Vice-President: J. Schofield.
Honorary Treasurer: R. Walker.
Honorary Secretary: S. W. Rose.

The Commerce Society is the Faculty Society. It has two main constituent bodies: The Accountancy Association and The Economics Association. All students are admitted automatically to membership of The Commerce Society and also to either of the above Associations according to their choice.

The Economic Society

Students are eligible for student membership of the Economic Society of Australia and New Zealand (N.S.W. Branch), which

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meets on the third Friday of every month. Speakers are drawn from a wide field of economics and related studies. Members receive the Society's Journal, *The Economic Record,* which is published four times a year, monthly Economic Monographs on current topics and occasional Economic Papers.

The Industrial Relations Society

This Society aims to bring together representatives of management, trade unions, government services and professions to study problems of industrial relations. Its objects are to organise and foster discussion, research, education and publication in this field of knowledge.

Student membership is 10/- per annum, and entitles the member to free issue of *The Journal of Industrial Relations.*

The Market Research Society of Australia N.S.W. Division

The Society meets monthly to hear papers on market research topics by practical workers in this field. All members receive a copy of the monthly magazine, *Business Review,* and the Society's journal, published periodically. The subscriptions are: Full Members £3/3/-, and Associate Members £2/2/-. The Secretary can be contacted through Box 334, North Sydney Post Office.

Statistical Society of New South Wales

The Society offers student membership to full-time students, who are interested in joining and who include statistics in their course. Its general meetings are held on the second Thursday of each month from March through November, in the School of Public Health and Tropical Medicine, University of Sydney. In addition, the meetings of the Society's Market Research Section and Operations Research Section, and its annual Symposia, are held in the grounds of the University of Sydney. The Society publishes *The Australian Journal of Statistics* three times a year, and members (including student members) receive the Journal. Applications and requests for further information should be forwarded to the Honorary Secretary, Mr. R. W. Rutledge, C/o The Colonial Sugar Refining Co. Ltd., 1 O'Connell Street, Sydney.

Professional Societies

Students enrolled in the Commerce courses are eligible to join various student societies on payment of the prescribed fees. Membership entitles a student to make use of the library facilities and other services provided by the parent bodies concerned. These include:

The Australian Society of Accountants; The Institute of

Chartered Accountants in Australia and the Chartered Institute of Secretaries.

Prizes

The following prizes are awarded annually in respect of the examinations in Commerce courses. The names of students who were awarded these prizes in 1961 are shown in brackets:

Atlantic Union Oil Co. Pty. Limited Prize to the value of £10 for the best part-time student in Accounting II (K. P. Mar).

Brown, Pringle, Wolff and Co. Prize to the value of £10 for the best student in Accounting IV.

Chamber of Manufactures Prize to the value of £5 for the best student in Accounting III (P. R. Brown).

David Rowan Prize in Economics to the value of £4/4/- for the best undergraduate thesis submitted by a student specialising in Economics, Statistics or Industrial Relations at Sydney or Newcastle (C. A. Tisdell).

The Economic Society Prize to the value of £3/3/- for the best final year student in Economics (P. Bower).

Greenwood, Challoner and Co. Prize to the value of £10/10/- for the best student in Law III.

Larke Hoskins Industries Limited Prize to the value of £5/5/- for the best student in Accounting Control (B. W. Powers).

The Law Book Co. of Australasia Pty. Limited Prize to the value of £5/5/- for the best student in Accounting I (T. R. Vagg).

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

The Taxation Institute of Australia Prize—books to the value of £10/10/- — for the best student in Taxation (D. P. Neilson).

Unilever Australia Pty. Limited Prizes to the value of £5/5/- each for the best students in the following subjects, provided they have gained distinction standard: Descriptive Economics (R. W. Strong), Economics I (J. Desmarchelier), Economics II (R. G. Fisher), Economics III (J. R. Niland), Economics IV (P. Bower), Statistical Methods I (E. B. Cohen), Statistical Methods II (B. A. Brown).

The University of New South Wales Commerce Society Prizes to the value of £5/5/- each for the best graduate of the year and for the best undergraduate in First Year.

E. S. Wolfenden and Co. Prize to the value of £5/5/- for the best student in Advanced Cost Accounting (H. M. King).

Newcastle University College

Morison Economics Prizes. These prizes, which are open to students of any Faculty at Newcastle University College, are awarded in respect of each year of the course in Economics.

C. J. Chandler Prize for General Proficiency. Awarded for general proficiency in Stage I of the Commerce course.

A. J. Day Memorial Prize. Awarded for the best undergraduate thesis in the year by a student in the Division of Commerce specialising in Economics.

The Broken Hill Proprietary Co. Limited Prizes for general proficiency in Accounting I, II, III and IV.

Northumberland Permanent Building and Loan Co. Pty. Limited Prize in Law III.

The William Forsyth Prize in Auditing.

The Finance and Guarantee Co. Limited Prize in Taxation.

David Rowan Prize in Economics for the best undergraduate thesis submitted by a student specialising in Economics, Statistics or Industrial Relations at Sydney or Newcastle.

Faculty Regulations

Attendance at Lectures

Undergraduates reading for the Degree of Bachelor of Commerce must attend the prescribed lectures in each subject of their course. Where a student wishes to be absent from lectures application should be made to the Head of the School concerned.

From time to time because of illness or other circumstances beyond their control, students may be unable to attend lectures. In such cases the students concerned should inform the Head of the School in writing of the circumstances leading to their absence.

Where a student wishes to vary his course programme he should submit an application to the Dean.

Tutorial Classes

In each of the principal subjects of the Bachelor of Commerce curricula the instruction given in lectures is supplemented by tutorial classes. Each of these tutorial classes is composed of a small group of students and the aim of the tutorial method is to ensure that every student obtains individual attention and guidance on the problems and difficulties encountered in lectures and reading. Students are urged in their own interests to make the fullest possible use of these tutorial classes.

Attendance at tutorial classes is compulsory. Where a student is unable to attend, the tutor should be informed of the reasons in writing.

Essays and Assignments

From time to time students are required to submit essays and exercises. All written work must be submitted as required and the standard of the written work submitted will be taken into account in assessing students' results.

Admission to the Annual Examination

Students are warned that failure to maintain a satisfactory record of attendance at lectures and tutorial classes or to submit written work when called upon to do so may result in exclusion from the Annual Examination.

Restrictions Upon Students Re-enrolling

As from January 1st, 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.)

Notwithstanding the provisions of the preceding paragraph, 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

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.

Any student excluded under the provisions of any of the foregoing paragraphs may apply for re-admission after two academic years and such application shall be considered in the light of any evidence submitted by him.

A student who has a record of repeated failures in a course at another University shall be required to show cause why he should be admitted to this University.

A student wishing "to show cause" under these provisions shall do so in writing to the Registrar. Any such applications 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.

Thesis

Each undergraduate is required to present a short thesis in his final year the standard of which will be taken into account in assessing his final result.

The subject chosen for the thesis must be approved by the Head of the School in which the undergraduate is specialising and the thesis must be written under the supervision of a member of staff nominated by the Head of the School.

Students are recommended to undertake preliminary planning and to obtain approval of their chosen subject during their penultimate year of study. For this purpose a detailed outline should be submitted to the Head of the School, not later than April 30th, showing the manner in which the student proposes to handle the topic. The thesis must be presented in the appropriate form by the date determined by the Head of the School concerned and in any case not later than October 31st

of the year in which the thesis is to be presented for Pass degrees and November 30th for Honours degrees. Two copies of the thesis must be submitted in double-spaced typescript on quarto paper with a 1½ inch left-hand margin and suitably stapled. A summary of approximately 200 words, a bibliography and an acknowledgment of all source material must also be submitted.

Maximum Hours of Attendance

In general, the Faculty requires students to enrol for programmes which do *not* involve hours of attendance at lectures and tutorial classes in excess of—

Part-time Students: 9 hours per week.

Full-time Students: 15 hours per week.

In special cases, the Faculty may permit these maxima to be exceeded. *Students desiring such permission must apply to the Head of the School in which they are specialising.* Approval will be granted only in exceptional circumstances. Full-time students who exceed 15 hours per week will be required to pay a course fee of £120 per annum.

Admission to Honours School

Students who wish to read for Honours must apply in writing to the Head of the School in which they are specialising, as follows:—

Full-time Students: At the end of the first year of Full-time study.

Part-time Students: At the end of the second year of Part-time study.

Performance in courses already taken will be considered before a student is permitted to read for Honours.

Students who fail to make application at the appropriate date but nevertheless wish to read for Honours should apply to the Head of the School concerned. In exceptional cases Faculty is prepared to admit such students to the appropriate Honours School.

Rules for Progression

Students are warned that certain subjects must be passed as a pre-requisite for taking others. The following rules shall be observed.

School of Accountancy

1. No student shall proceed to Accounting II, Accounting III, Accounting IV, Accounting Control, Advanced Cost Accounting, Auditing or Taxation until he has passed Accounting I.

2. No student shall proceed to Advanced Cost Accounting until he has passed Accounting IV.

3. No student shall proceed to Law III unless he has passed Law I.

School of Economics

1. No student shall proceed to Economics II, Economics III or Economics IV until he has passed Economics I.

2. No student shall proceed to Statistical Methods II until he has passed Statistical Methods I.

3. No student reading for the B.Com. (Statistics) shall proceed to Special Subjects 3, 4, or 5 until he has passed Special Subjects 1 and 2, which are Mathematics.

4. No student reading for the B.Com. (Economics) shall proceed to Special Subject 3 (Economic Growth and Development or Economic Fluctuations) until he has attended Economics III and reached a standard which satisfies the Head of the School of Economics.

5. No student reading for the B.Com. (Economics) shall proceed to Special Subject 4 (History of Economic Thought) until he has attended Economics II and reached a standard which satisfies the Head of the School of Economics.

School of Applied Psychology

No student shall proceed to 12.501 Psychology until he has passed 12.111 Psychology.

School of Philosophy

No student shall proceed to 52.032 Scientific Method until he has passed 52.031 Logic.

General

The Head of the School may, if he is satisfied that a student has reached a satisfactory standard in a prerequisite subject, notwithstanding that he has not passed it, permit the student to repeat this subject concurrently with the subject for which it is a prerequisite. Any student desiring this concession must apply for it before re-enrolling in the course.

Commerce Parking Area

Students are not permitted to park cars, motor cycles or motor scooters within the Commerce car park, which is reserved for staff.

Students who infringe this regulation render themselves liable to disciplinary action.

Conditions For The Award

of

Higher Degrees

MASTER OF COMMERCE

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 undermentioned fees:—

(i) a registration fee of £2
(ii) the appropriate laboratory and supervision fee

according to the category in which the student is registered.

(iii) a fee of £15 when submitting the thesis for examination.

The combined laboratory and supervision fee shall be:—

(a) £30 p.a. for students in full-time attendance at the University.

(b) £15 p.a. for students in part-time attendance at the University.

(c) £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) Unless there is a specific arrangement to the contrary 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 or to be issued in whole or in part in photostat or micro-film or other copying medium.

* For the specifications currently approved for the preparation and binding of theses see page 36.

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.

MASTER OF BUSINESS ADMINISTRATION

Conditions to be announced later.

DOCTOR OF PHILOSOPHY (Ph.D.)

1. The degree of Doctor of Philosophy may be granted by the Council on the recommendation of the Professorial Board to a candidate who has made an important contribution to knowledge and who has satisfied the following By-laws and Regulations made in accordance with these By-laws.

Qualifications

2. A candidate for registration for the degree of Ph.D. shall:—

(i) hold an Honours degree from The University of New South Wales; or

(ii) hold an Honours degree of equivalent standing from any other approved University; or

(iii) if he holds a degree without Honours from The University of New South Wales or an approved University, have achieved by subsequent work and study a standard recognised by the Board as equivalent to Honours; or

(iv) in exceptional cases, submit such other evidence of general and professional qualifications as may be approved by the Professorial Board.

3. When the Professorial Board is not satisfied with the qualifications submitted by a candidate, the Board may require him, before he is permitted to register, to undergo such examination or carry out such work as the Board may prescribe.

Registration

4. A candidate for registration for a course of study leading to the degree of Ph.D. shall:—

(i) apply to the Registrar on the prescribed form at least one calendar month before the commencement of the term in which he desires to register; and

(ii) submit with his application a certificate from the Head of the University School in which he proposes to study stating that the candidate is a fit person to undertake a course of study or research leading to the Ph.D. degree and that the School is willing to undertake the responsibility of supervising the work of the candidate and of reporting to the Professorial Board at the end of the course on the merits of the candidate's performance in the prescribed course of study.

Course of Study

5. Subsequent to registration the candidate shall pursue a

course of advanced study and research for at least nine academic terms, save that—

(i) a candidate who is not fully engaged in research work for his degree will be required to satisfy the Professorial Board on the amount of time he can devote to research work for the degree; and he may not proceed to the degree before the expiration of ten academic terms from the date of registration as a candidate;

(ii) any candidate who before registration was engaged upon research to the satisfaction of the Professorial Board may be exempted from three academic terms.

6. A candidate shall present himself for examination not later than fifteen academic terms from the date of his registration, unless special permission for an extension of time be granted by the Professorial Board.

7. The course, other than field work, must be carried out in a School of the University, under the direction of a supervisor appointed by the Board, or under such conditions as the Board may determine, save that a candidate may be granted special permission by the Board to spend a period of not more than three academic terms in research at another institution approved by the Board.

8. Not later than three academic terms after registration the candidate shall submit the subject of his thesis for approval by the Professorial Board. After the subject has been approved it may not be changed except with the permission of the Board.

9. A candidate may be required to attend a formal course of study appropriate to his work.

Thesis

10. On completing his course of study every candidate must submit a thesis which complies with the following requirements:—

(i) The greater proportion of the work described must have been completed subsequent to registration for the Ph.D. degree.

(ii) It must be a distinct contribution to the knowledge of the subject.

(iii) It must be written in English and reach a satisfactory standard of literary presentation.

11. The thesis must consist of the candidate's own account of his research. In special cases work done conjointly with other persons may be accepted provided the Professorial Board is satisfied on the candidate's part in the joint research.

12. Every candidate shall be required to submit with his

thesis a short abstract of the thesis comprising not more than 300 words.

13. A candidate may not submit as the main content of his thesis any work or material which he has previously submitted for a University degree or other similar award.

14. Unless there is a specific arrangement to the contrary, the University will be free to allow the thesis to be consulted or borrowed or to be issued in whole or in part in photostat or micro-film or other copying medium.

Entry for Examination

15. The candidate shall give in writing two months' notice of his intention to submit his thesis and such notice shall be accompanied by the appropriate fee.

16. Four copies of the thesis shall be submitted together with a certificate from the Supervisor that the candidate has completed the course of study prescribed in his case.

17. The thesis shall be in double-spaced typescript. The *original* copy for deposit in the Library shall be prepared and bound in a form approved by the University.* The other three copies shall be bound in such manner as allows their transmission to the examiners without possibility of disarrangement.

18. The candidate may also submit as separate supporting documents any work he has published, whether or not it bears on the subject of the thesis.

19. The Professorial Board shall appoint the examiners, one of whom shall normally be an external examiner.

20. After the examiners have read the thesis they may—

(i) without further test recommend the candidate for rejection;

(ii) request additional work on the thesis before proceeding further with the examination.

21. If the thesis reaches the required standard, the examiners shall arrange for the candidate to be examined orally, and, at their discretion, by written papers and/or practical examinations on the subject of the thesis and/or subjects relevant thereto.

22. If the thesis is adequate but the candidate fails to satisfy the examiners at the oral or other examinations, the examiners may recommend the University to permit the candidate to re-present the same thesis and submit to a further oral, practical or written examination within a period specified by them but not exceeding eighteen months.

23. At the conclusion of the examination, the examiners

* For the specifications currently approved for the preparation and binding of theses see page 36.

will submit to the Professorial Board a concise report on the merits of the thesis and on the examination results.

Fees

24. The fee payable for an examination qualifying for registration shall be £5.

25. An approved candidate shall pay:—

(i) a registration fee of £2

(ii) a supervision fee of £30 per annum

(iii) a fee of £21 on application for the examination.

26. Fees shall be paid in advance and no fees shall be refunded under any circumstances.

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 8in.) except for drawings and maps on which no restriction is placed.

(b) The margins on each sheet shall be not less than 1½ in. on the left-hand side, ½ in. on the right-hand side, 1 in. at the top and ¾ 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.

Courses For The Degree of Bachelor of Commerce

BACHELOR OF COMMERCE — ACCOUNTANCY

Both the Pass and Honours curricula leading to the award of this Degree give a comprehensive and thorough training in Accountancy built upon a foundation of general disciplines such as Philosophy, History, English and Psychology and subjects such as Economics and Statistics which are essential to a thorough study in the field of Commerce. The study of these general subjects enables students to see Accountancy in proper perspective.

In the specialist field of Accountancy, the treatment of Accounting and the associated subject of Law is particularly comprehensive. Both the Pass and Honours curricula provide the student with an accountancy training more than sufficient to satisfy the requirements for membership of professional bodies. The precise recognition given is set out on page 38.

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

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

Recognition of Accountancy Courses by Professional Organisations

The Commerce degree course with specialisation in

Accountancy and the Accountancy Diploma course 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 holding the Bachelor of Commerce (Accountancy) Degree will be granted exemption from the Institute's preliminary examination, and from all subjects in Groups 1 and 2 of the Institute's syllabus, provided he has had the requisite twelve months' service with a Chartered Accountant.

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 Accounting IV, Advanced Cost Accounting and Production, 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 holding the Bachelor of Commerce (Accountancy) degree will be granted exemption from seven of the twelve subjects prescribed in the Institute's examination syllabus.

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

Table I

BACHELOR OF COMMERCE — ACCOUNTANCY

Pass Degree — Three Year Course

FULL-TIME

	Name of Subject.	Hours per week per term.
First Year—		
12.111	Psychology	2
14.11	Accounting I	4
15.11	Descriptive Economics	2
15.12	Economics I	2
15.21	Statistical Methods I	2
50.011	English *or* 51.021 History *or* 52.021 Philosophy	2
		14
Second Year—		
14.12	Accounting II	4
14.15	Accounting Control	1
14.33	Taxation	2
14.41	Law I	1
14.52	Business Finance	2
15.13	Economics II	2
15.14	Economics III	2
15.22	Statistical Methods II	1
		15
Third Year*—		
14.13	Accounting III	4
14.14	Accounting IV	3
14.23	Auditing	2
14.42	Law II	1
14.43A and 14.43B	Law III A and B	2
50.011	English *or* 51.021 History *or* 52.021 Philosophy**	2
	Option†	2
		16

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

**One subject not taken in first year.

† For details of options, see page 18.

Table II

BACHELOR OF COMMERCE — ACCOUNTANCY

Honours Degree — Four Year Course

FULL-TIME

	Name of Subject.	Hours per week per term.
First Year—		
12.111	Psychology	2
14.11	Accounting I	4
15.11	Descriptive Economics	2
15.12	Economics I	2
15.21	Statistical Methods I	2
50.011	English *or* 51.021 History *or* 52.021 Philosophy	2
		14
Second Year—		
14.12	Accounting II	4
14.15	Accounting Control	1
14.33	Taxation	2
14.41	Law I	1
15.13	Economics II	2
	Option†	2
		12
Third Year*—		
14.13	Accounting III	4
14.14	Accounting IV	3
14.23	Auditing	2
14.42	Law II	1
14.43A and 14.43B	Law III A and B	2
15.14	Economics III	2
		14
Fourth Year—		
14.16	Advanced Cost Accounting	3
14.61	Accounting Seminar (Honours)	1
14.52	Business Finance	2
14.53A	Production *or* 14.53B Marketing	2
15.15	Economics IV	2
15.22	Statistical Methods II	1
50.011	English *or* 51.021 History *or* 52.021 Philosophy**	2
		13

* Short (5,000 words) thesis on an accounting topic to be planned in this year for presentation in the final year.

**One subject not taken in first year.

† For details of options, see page 18.

Table III

BACHELOR OF COMMERCE — ACCOUNTANCY

Pass Degree — Five Year Course

PART-TIME

	Name of Subject.	Hours per week per term.
First Year—		
14.11	Accounting I	4
15.11	Descriptive Economics	2
50.011	English *or* 51.021 History *or* 52.021 Philosophy	2
		8
Second Year—		
14.12	Accounting II	4
14.41	Law I	1
15.12	Economics I	2
15.21	Statistical Methods I	2
		9
Third Year—		
14.13	Accounting III	4
14.42	Law II	1
14.43A and 14.43B	Law III A and B	2
15.13	Economics II	2
		9
Fourth Year*—		
12.111	Psychology	2
14.14	Accounting IV	3
14.33	Taxation	2
15.14	Economics III	2
		9
Fifth Year—		
14.15	Accounting Control	1
14.23	Auditing	2
14.52	Business Finance	2
15.22	Statistical Methods II	1
50.011	English *or* 51.021 History *or* 52.021 Philosophy**	2
	Option†	2
		10

* Short (5,000 words) thesis on an accounting topic to be planned in this year for presentation in the final year.

**One subject not taken in first year.

† For details of options, see page 18.

Table IV

BACHELOR OF COMMERCE — ACCOUNTANCY

Honours Degree — Six Year Course

PART-TIME

	Name of Subject.	Hours per week per term.
First Year—		
14.11	Accounting I	4
15.11	Descriptive Economics	2
50.011	English *or* 51.021 History *or* 52.021 Philosophy	2
		8
Second Year—		
14.12	Accounting II	4
14.41	Law I	1
15.12	Economics I	2
15.21	Statistical Methods I	2
		9
Third Year—		
14.13	Accounting III	4
14.42	Law II	1
14.43A and 14.43B	Law III A and B	2
15.13	Economics II	2
		9
Fourth Year—		
14.14	Accounting IV	3
14.23	Audting	2
14.33	Taxation	2
15.14	Economics III	2
		9
Fifth Year*—		
12.111	Psychology	2
14.15	Accounting Control	1
14.53A	Production *or* 14.53B Marketing	2
15.15	Economics IV	2
15.22	Statistical Methods II	1
		8
Sixth Year—		
14.16	Advanced Cost Accounting	3
14.61	Accounting Seminar (Honours)	1
14.52	Business Finance	2
50.011	English *or* 51.021 History *or* 52.021 Philosophy**	2
	Option†	2
		10

* Short (5,000 words) thesis on an accounting topic to be planned in this year for presentation in the final year.

**One subject not taken in first year.

† For details of options, see page 18.

Table V

BACHELOR OF COMMERCE — ACCOUNTANCY

Conversion Course† — Two Year Course

PART-TIME

	Name of Subject.	Hours per week per term.
First Year—		
14.52	Business Finance	2
15.13	Economics II	2
15.21	Statistical Methods I	2
50.011	English *or* 51.021 History *or* 52.021 Philosophy	2
		8
Second Year*—		
14.15	Accounting Control	1
14.62	Accounting Seminar (Conversion)	1
15.14	Economics III	2
50.011	English *or* 51.021 History *or* 52.021 Philosophy**	2
	Option‡	2
15.13	Economics II	2
		8

† The purpose of this course is to enable diplomates to convert from the Diploma in Accountancy to the Bachelor of Commerce Degree, Accountancy specialisation. Conversion students are exempt from the remaining courses in the Bachelor of Commerce in Accountancy Pass Degree course. Students who first enrolled in the Diploma Course in or after 1957 are not eligible to take this course.

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

**One subject not taken in first year.

‡ For details of options, see page 18.

THE DIPLOMA IN ACCOUNTANCY

New enrolments in this course ceased in 1960 and the information contained in this section of the Handbook has been included for the benefit of Diploma students who have not yet completed their course. The University assumed the responsibility within the Faculty of Commerce for providing the instruction in the Accountancy Diploma course of the Department of Technical Education.

The accounting, auditing and legal subjects taken by diploma students are identical with those taken by students reading for the degree of Bachelor of Commerce in Accountancy. Diploma and degree students attend the same lectures and tutorial classes, sit for the same examinations, and are examined at the same standard in all professional subjects.

The Australian Society of Accountants grants exemption from all the Society's examinations to students who have completed the Accountancy Diploma Course.

The Institute of Chartered Accountants in Australia has agreed to exempt those who hold a Diploma in Accountancy from its Preliminary Examination and from all its Intermediate Stage subjects.

The Public Accountants Registration Board grants exemption from the examinations prescribed under the Public Accountants Registration Act, 1945-48, to any person who produces evidence satisfactory to the Board of having completed the diploma course in Accountancy.

An agreement has been made with the *Australasian Institute of Cost Accountants* under which the Institute agrees to give full recognition to the course.

The course being followed is shown in Table VI.

Table VI

DIPLOMA IN ACCOUNTANCY

Five Year Course

PART-TIME

Students who have enrolled in the course for the Diploma in Accountancy of the Department of Technical Education during the period 1958 to 1960, take the following subjects:—

Name of Subject.		Hours per week per term.
First Year—		
14.11	Accounting I	4
14.41	Law I	1
		5
Second Year—		
14.12	Accounting II	4
15.12	Economics I	2
15.21	Statistical Methods I	2
		8
Third Year—		
14.13	Accounting III	4
14.42	Law II	1
14.43A and 14.43B	Law III A and B	2
15.13	Economics II	2
		9
Fourth Year—		
14.14	Accounting IV	3
14.23	Auditing	2
14.33	Taxation	2
14.52	Business Finance	2
		9
Fifth Year—		
12.111	Psychology	2
14.15	Accounting Control	1
14.16	Advanced Cost Accounting	3
14.62	Accounting Seminar (Conversion)	1
264	Company Secretarial Practice	1
267	Introduction to Management	1
		9

BACHELOR OF COMMERCE — ECONOMICS

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

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

At present the range of approved special courses from which a student may make his selection is as follows:—

Special Subject 1: Political Science (54.031) *or* Constitutional Law (15.32) *or* Commercial Law (14.41 and 14.42) *or* Economic History (15.41).

Special Subjects 2-5: Public Finance (15.42A); Financial Institutions and Policy (15.42B); Economic Growth and Development (15.43A); Industrial Economics (15.43B); Elementary Mathematical Economics (15.16);† Advanced Mathematical Economics (15.17);* History of Economic Thought (15.44).

The range of subjects is varied from time to time. For further details and prerequisites the student should consult the Head of the School.

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† Available only to students with Matriculation Mathematics and will not count as a qualifying subject for students who have passed a University Mathematics Subject.

* Students wishing to take this course must have successfully completed Pure Mathematics I as Special Subjects 1 and 2.

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

The details of the Pass and Honours curricula leading to the degree of Bachelor of Commerce in Economics are fully set out in the tables on pages 49-52.

BACHELOR OF COMMERCE — STATISTICS

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

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

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

of advanced statistical methods but in their application to the types of problem encountered in the public service, industry and commerce.

The course requires some aptitude for Mathematics and in general students will not be admitted to the specialisation unless they possess this.

Students reading for the Degree of Bachelor of Commerce in Statistics are required to choose their special subjects from a list approved by the Head of the School of Economics.

At present the range of approved courses is:

Special Subjects 1 and 2: Mathematics I.

Special Subject 3: Advanced Economic Statistics I (15.23).

Special Subject 4: Advanced Economic Statistics II (15.24).

Special Subject 5: Advanced Economic Statistics III (15.25).

Further details may be obtained from the Head of the School of Economics.

The details of the Pass and Honours curricula leading to the degree of Bachelor of Commerce in Statistics are fully set out in the tables on pages 49-52.

Table VII

BACHELOR OF COMMERCE — ECONOMICS OR STATISTICS

Pass Degree — Three Year Course

FULL-TIME

	Name of Subject.	Hours per week per term.
First Year—		
12.111	Psychology	2
14.11	Accounting I	4
15.11	Descriptive Economics	2
15.12	Economics I	2
15.21	Statistical Methods I	2
50.011	English *or* 51.021 History *or* 52.021 Philosophy	2
		14
Second Year—		
	Special Subjects 1 and 2**	4
14.15	Accounting Control	1
15.13	Economics II	2
15.14	Economics III	2
15.22	Statistical Methods II	1
	Option†	2
		12
Third Year*—		
15.15	Economics IV	2
15.46	Seminar in Contemporary Economic Problems	1
50.011	English *or* 51.021 History *or* 52.021 Philosophy‡	2
	Special Subjects 3 and 4	4
	Seminar (in Specialisation)	1
		10

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

**Intending teachers may be permitted to take Geography I (if available), in lieu of these subjects.

† For details of options, see page 18.

‡ One subject not taken in first year.

Table VIII

BACHELOR OF COMMERCE — ECONOMICS OR STATISTICS[1]

Honours Degree — Four Year Course

FULL-TIME

Name of Subject.	Hours per week per term.
First Year—	
12.111 Psychology	2
14.11 Accounting I	4
15.11 Descriptive Economics	2
15.12 Economics I	2
15.21 Statistical Methods I	2
50.011 English *or* 51.021 History *or* 52.021 Philosophy	2
	14
Second Year—	
14.15 Accounting Control	1
14.41 Law I	1
14.52 Business Finance	2
15.13 Economics II	2
15.22 Statistical Methods II	1
Special Subject 1**	2
Option I†	2
	11
Third Year*—	
14.42 Law II	1
15.14 Economics III	2
Special Subject 2**	2
Special Subject 3***	2
Option II†	2
	9
Fourth Year—	
14.53A Production *or* 14.53B Marketing	2
15.15 Economics IV	2
15.46 Seminar in Economic Problems	1
50.011 English *or* 51.021 History *or* 52.021 Philosophy‡	2
Special Subject 4***	2
Special Subject 5	3
Seminar in Special Subject	1
	13

1 For the Statistics course, the following substitutions should be made:
Second Year: Delete Law I and Business Finance and substitute Special Subject 2.
Third Year : Delete Special Subject 2 and substitute Law I and Business Finance.

* Short (5,000 word) thesis to be planned in this year for presentation in final year.

**Intending teachers may be permitted to take Geography I (if available), in lieu of these subjects.

***For the Economics course interchange these special subjects.

‡ One subject not taken in first year.

† For details of options, see page 18.

Table IX

BACHELOR OF COMMERCE — ECONOMICS OR STATISTICS

Pass Degree — Five Year Course

PART-TIME

	Name of Subject.	Hours per week per term.
First Year—		
14.11	Accounting I	4
15.11	Descriptive Economics	2
50.011	English or 51.021 History or 52.021 Philosophy	2
		8
Second Year—		
12.111	Psychology	2
15.12	Economics I	2
15.21	Statistical Methods I	2
50.011	English *or* 51.021 History *or* 52.021 Philosophy‡	2
		8
Third Year—		
14.15	Accounting Control	1
15.13	Economics II	2
15.22	Statistical Methods II	1
	Option†	2
	Special Subject 1**	2
		8
Fourth Year*—		
15.14	Economics III	2
	Special Subject 2**	2
	Special Subject 3***	2
		6
Fifth Year—		
15.15	Economics IV	2
15.46	Seminar in Contemporary Economic Problems	1
	Special Subject 4***	2
	Seminar (in Specialisation)	1
		6

* Short (5,000 words) thesis in special subject to be planned in this year for presentation in final year.

**Intending teachers may be permitted to take Geography I (if available), in lieu of these subjects.

***For the Economics course, interchange these special subjects.

‡ One subject not taken in first year.

† For details of options, see page 18.

Table X

BACHELOR OF COMMERCE — ECONOMICS OR STATISTICS

Honours Degree — Six Year Course

PART-TIME

	Name of Subject.	Hours per week per term.
First Year—		
14.11	Accounting I	4
15.11	Descriptive Economics	2
50.011	English *or* 51.021 History *or* 52.021 Philosophy	2
		8
Second Year—		
12.111	Psychology	2
15.12	Economics I	2
15.21	Statistical Methods I	2
50.011	English *or* 51.021 History *or* 52.021 Philosophy‡	2
		8
Third Year—		
14.15	Accounting Control	1
14.41	Law I	1
14.42	Law II	1
15.13	Economics II	2
15.22	Statistical Methods II	1
	Option I†	2
		8
Fourth Year—		
15.14	Economics III	2
14.53A	Production *or* 14.53B Marketing	2
	Special Subject 1**	2
	Option II†	2
		8
Fifth Year*—		
14.52	Business Finance	2
15.15	Economics IV	2
	Special Subject 2**	2
	Special Subject 3	2
		8
Sixth Year—		
15.46	Seminar in Contemporary Economic Problems	1
	Special Subject 4	2
	Special Subject 5	3
	Seminar (in Specialisation)	1
		7

* Short (5,000 words) thesis in special subject to be planned in this year for presentation in final year.

**Intending teachers may be permitted to take Geography I (if available) in lieu of these subjects.

‡ One subject not taken in first year.

† For details of options, see page 18.

BACHELOR OF COMMERCE — APPLIED PSYCHOLOGY

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

The 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 skills and techniques of psychological assessment and data collection and analysis.

The first course 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 stages of the course detailed study is made of personality development, psychological assessment and measurement techniques. A study of social psychology introduces the student to contemporary theories of social behaviour, an analysis of social organisation, the effects of group membership, and attitude formation and change. This study will include examples of group processes related to aspects of industrial relations and human relations problems in industry.

Students are encouraged to undertake field work, and each student is required to present a thesis describing an investigation of a psychological problem.

The details of the Pass and Honours curricula leading to the degree of Bachelor of Commerce in Applied Psychology are fully set out in the tables on pages 54-57.

Table XI

BACHELOR OF COMMERCE — APPLIED PSYCHOLOGY

Pass Degree — Three Year Course

FULL-TIME

	Name of Subject.	Hours per week per term.
First Year—		
12.111	Psychology	2
14.11	Accounting I	4
15.11	Descriptive Economics	2
15.12	Economics I	2
15.21	Statistical Methods I	2
50.011	English *or* 51.021 History *or* 52.021 Philosophy	2
		14
Second Year—		
12.701	Special Subject 1	2
12.711	Special Subject 2	2
14.15	Accounting Control	1
15.13	Economics II	2
15.14	Economics III	2
15.22	Statistical Methods II	1
	Option†	2
		12
Third Year*—		
15.15	Economics IV	2
15.46	Seminar in Contemporary Economic Problems	1
50.011	English *or* 51.021 History *or* 52.021 Philosophy‡	2
12.501	Special Subject 3	2
12.311	Special Subject 4	2
12.601	Seminar in Applied Psychology	1
		10

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

‡ One subject not taken in first year.

† For details of options, see page 18.

Table XII

BACHELOR OF COMMERCE — APPLIED PSYCHOLOGY

Honours Degree — Four Year Course

FULL-TIME

	Name of Subject.	Hours per week per term.
First Year—		
12.111	Psychology	2
14.11	Accounting 1	4
15.11	Descriptive Economics	2
15.12	Economics I	2
15.21	Statistical Methods I	2
50.011	English *or* 51.021 History *or* 52.021 Philosophy	2
		14
Second Year—		
14.15	Accounting Control	1
14.41	Law I	1
14.52	Business Finance	2
15.13	Economics II	2
15.22	Statistical Methods II	1
12.701	Special Subject 1	2
12.711	Special Subject 2	2
		11
Third Year*—		
14.42	Law II	1
15.14	Economics III	2
12.501	Special Subject 3	2
12.311	Special Subject 4	2
	Option I†	2
		9
Fourth Year—		
14.53A	Production *or* 14.53B Marketing	2
15.15	Economics IV	2
15.46	Seminar in Economic Problems	1
50.011	English *or* 51.021 History *or* 52.021 Philosophy‡	2
	Special Subject 5	3
12.601	Seminar in Applied Psychology	1
	Option II†	2
		13

* Short (5,000 word) thesis to be planned in this year for presentation in final year.

‡ One subject not taken in first year.

† For details of options, see page 18.

Table XIII

BACHELOR OF COMMERCE — APPLIED PSYCHOLOGY

Pass Degree — Five Year Course

PART-TIME

	Name of Subject.	Hours per week per term.
First Year—		
14.11	Accounting I	4
15.11	Descriptive Economics	2
50.011	English *or* 51.021 History *or* 52.021 Philosophy	2
		8
Second Year—		
12.111	Psychology	2
15.12	Economics I	2
15.21	Statistical Methods I	2
50.011	English *or* 51.021 History *or* 52.021 Philosophy‡	2
		8
Third Year—		
14.15	Accounting Control	1
15.13	Economics II	2
15.22	Statistical Methods II	1
12.701	Special Subject 1	2
12.711	Special Subject 2	2
		8
Fourth Year*—		
15.14	Economics III	2
12.501	Special Subject 3	2
12.311	Special Subject 4	2
		6
Fifth Year—		
15.15	Economics IV	2
15.46	Seminar in Contemporary Economic Problems	1
12.601	Seminar in Applied Psychology	1
	Option†	2
		6

* Short (5,000 words) thesis in special subject to be planned in this year for presentation in final year.

‡ One subject not taken in first year.

† For details of options, see page 18.

Table XIV

BACHELOR OF COMMERCE — APPLIED PSYCHOLOGY

Honours Degree — Six Year Course

PART-TIME

	Name of Subject.	Hours per week per term.
First Year—		
14.11	Accounting I	4
15.11	Descriptive Economics	2
50.011	English *or* 51.021 History *or* 52.021 Philosophy	2
		8
Second Year—		
12.111	Psychology	2
15.12	Economics I	2
15.21	Statistical Methods I	2
50.011	English *or* 51.021 History *or* 52.021 Philosophy‡	2
		8
Third Year—		
14.15	Accounting Control	1
14.41	Law I	1
14.42	Law II	1
15.13	Economics II	2
15.22	Statistical Methods II	1
	Option I†	2
		8
Fourth Year—		
15.14	Economics III	2
14.53A	Production *or* 14.53B Marketing	2
12.701	Special Subject 1	2
12.711	Special Subject 2	2
		8
Fifth Year*—		
14.52	Business Finance	2
15.15	Economics IV	2
12.501	Special Subject 3	2
12.311	Special Subject 4	2
		8
Sixth Year—		
15.46	Seminar in Contemporary Economic Problems	1
	Special Subject 5	3
12.601	Seminar in Applied Psychology	1
	Option II†	2
		7

* Short (5,000 words) thesis in special subject to be planned in this year for presentation in final year.

‡ One subject not taken in first year.

† For details of options, see page 18.

BACHELOR OF COMMERCE—INDUSTRIAL RELATIONS

The term "Industrial Relations" covers a wide and important field of study which is becoming increasingly specialised in character. From the point of view of commerce, industry and labour organisations there is a growing need for persons who have not only received a good general education including a thorough training in Economics and Statistics but are also familiar with the legal and psychological aspects of industrial relations. The purpose of the course leading to the Degree of Bachelor of Commerce in Industrial Relations is to provide a training of this type.

The broad outline of the course is similar to that of the courses leading to the award of the Bachelor of Commerce in Economics. The student follows a curriculum which includes the general subjects of Psychology, English, History and Philosophy and the more specifically commercial subjects of Accountancy, Economics and Statistics. On this foundation the student then develops a study of Law leading to an examination of Industrial Law and further study of Psychology. Considerable emphasis is placed upon the Seminar in Industrial Relations in which students will be expected to discuss, with those experienced in the field, problems of Industrial Relations in their economic, legal and psychological aspects.

The structure of the course is set out in the tables on pp. 59-62.

Table XV

BACHELOR OF COMMERCE—INDUSTRIAL RELATIONS

Pass Degree — Three Year Course

FULL-TIME

	Name of Subject.	Hours per week per term.
First Year—		
12.111	Psychology	2
14.11	Acounting I	4
15.11	Descriptive Economics	2
15.12	Economics I	2
15.21	Statistical Methods I	2
50.011	English *or* 51.021 History *or* 52.021 Philosophy	2
		14
Second Year—		
12.501	Psychology	2
12.711	Psychology	2
14.15	Accounting Control	1
15.13	Economics II	2
15.14	Economics III	2
15.22	Statistical Methods II	1
15.31	Law A	2
15.33	Law C	2
		14
Third Year*—		
12.651	Psychology	2
15.15	Economics IV	2
15.32	Law B	2
15.34	Law D	4
50.011	English *or* 51.021 History *or* 52.021 Philosophy‡	2
	Seminar in Industrial Relations	2
		14

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

‡ One subject not taken in first year.

Table XVI

BACHELOR OF COMMERCE—INDUSTRIAL RELATIONS

Honours Degree — Four Year Course

FULL-TIME

Name of Subject.	Hours per week per term.
First Year—	
12.111 Psychology	2
14.11 Accounting I	4
15.11 Descriptive Economics	2
15.12 Economics I	2
15.21 Statistical Methods I	2
50.011 English *or* 51.021 History *or* 52.021 Philosophy	2
	14
Second Year—	
12.501 Psychology	2
14.15 Accounting Control	1
15.13 Economics II	2
15.14 Economics III	2
15.22 Statistical Methods II	1
15.31 Law A	2
Option†	2
	12
Third Year—	
12.711 Psychology	2
15.15 Economics IV	2
15.32 Law B	2
15.33 Law C	2
54.031 Political Science	2
50.011 English *or* 51.021 History *or* 52.021 Philosophy‡	2
	12
Fourth Year*—	
12.651 Psychology	2
15.34 Law D	4
Seminar in Industrial Relations	2
Special Problems in Indusrial Relations	3
	11

* Short (5,000 words) thesis to be planned and written in this year.
‡ One subject not taken in first year.
† For details of options, see page 18.

Table XVII

BACHELOR OF COMMERCE—INDUSTRIAL RELATIONS

Pass Degree — Five Year Course

PART-TIME

	Name of Subject.	Hours per week per term.
First Year—		
14.11	Accounting I	4
15.11	Descriptive Economics	2
50.011	English *or* 51.021 History *or* 52.021 Philosophy	2
		8
Second Year—		
12.111	Psychology	2
15.12	Economics I	2
15.21	Statistical Methods I	2
15.31	Law A	2
50.011	English *or* 51.021 History *or* 52.021 Philosophy‡	2
		10
Third Year—		
12.501	Psychology	2
14.15	Accounting Control	1
15.13	Economics II	2
15.22	Statistical Methods II	1
15.33	Law C	2
		8
Fourth Year*—		
12.711	Psychology	2
15.14	Economics III	2
15.32	Law B	2
15.34	Law D, Part I	2
		8
Fifth Year—		
12.651	Psychology	2
15.15	Economics IV	2
15.34	Law D, Part II	2
	Seminar in Industrial Relations	2
		8

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

‡ One subject not taken in first year.

Table XVIII

BACHELOR OF COMMERCE—INDUSTRIAL RELATIONS

Honours Degree — Six Year Course

PART-TIME

	Name of Subject.	Hours per week per term.
First Year—		
14.11	Accounting I	4
15.11	Descriptive Economics	2
50.011	English *or* 51.021 History *or* 52.021 Philosophy	2
		8
Second Year—		
12.111	Psychology	2
15.12	Economics I	2
15.21	Statistical Methods I	2
15.31	Law A	2
50.011	English *or* 51.021 History *or* 52.021 Philosophy‡	2
		10
Third Year—		
12.501	Psychology	2
14.15	Accounting Control	1
15.13	Economics II	2
15.22	Statistical Methods II	1
15.33	Law C	2
		8
Fourth Year—		
12.711	Psychology	2
15.14	Economics III	2
15.32	Law B	2
15.34	Law D, Part I	2
		8
Fifth Year*—		
12.651	Psychology	2
15.15	Economics IV	2
15.34	Law D, Part II	2
	Option†	2
		8
Sixth Year—		
54.031	Political Science	2
	Seminar in Industrial Relations	2
	Special Problems in Industrial Relations	3
		7

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

‡ One subject not taken in first year.

† For details of options, see page 18.

BACHELOR OF COMMERCE — WOOL COMMERCE

The Wool Commerce Degree Course is designed to develop the special skills and knowledge required by wool buyers, wool brokers and the executives of these and similar organisations.

The Australian wool clip is now approaching five million bales, the product of a sheep population totalling over one hundred and fifty million sheep of merino and other breeds. The highly competitive nature of the wool auction system with world-wide representation of wool consumers calls for a knowledge of accounting, economics and statistics in addition to particular skills in wool appraisal and wool production, on the part of all who are involved in wool commerce.

In addition to sound commercial training, wool executives in the case of selling brokers, require not only an intimate knowledge of the value and manufacturing potential of their clients' produce, but also a thorough understanding of the problems associated with sheep breeding and wool growing. In the interests of his client, the wool selling broker must be prepared to act as consultant in the selection and disposal of breeding stock, the initial preparation of the wool clip, and care and management of the flock, together with the all-important considerations associated with rural finance.

The wool buyer is a specialist in his particular field. He requires a full appreciation of the manufacturing techniques and problems associated with yarn and fabric production. He must possess a detailed understanding of all those fleece characteristics which will enable him to select the raw material best suited to his client's needs, and the manufacture of the extensive range of wool products marketed today. He must be capable of making consistently accurate appraisals of all factors influencing price. Again, as the bulk of his purchases will supply the needs of overseas consumers, economic and financial considerations are an integral part of his business.

The Wool Commerce Course is specifically aimed at the provision of advanced training facilities in these spheres where previously no University courses have been available.

Table XIX

BACHELOR OF COMMERCE — WOOL COMMERCE

Pass Degree — Four Year Course

FULL-TIME

Name of Subject.		Hours per week per term.
First Year—		
12.111	Psychology	2
14.11	Accounting I	4
15.11	Descriptive Economics	2
15.12	Economics I	2
15.21	Statistical Methods I	2
50.011	English *or* 51.021 History *or* 52.021 Philosophy	2
		14
Second Year—		
9.111	Sheep Husbandry	2
9.511	Wool I	4
9.512	Wool II	4
14.15	Accounting Control	1
14.41	Law I	1
15.13	Economics II	2
15.22	Statistical Methods II	1
		15
Third Year—		
9.513	Wool III	4
9.521	Wool Textiles I	2
14.42	Law II	1
15.14	Economics III	2
	Option†	2
		11
Fourth Year—		
9.011	Sheep Production	2
9.514	Wool IV	4
9.522	Wool Textiles II	2
15.15	Economics IV	2
50.011	English *or* 51.021 History *or* 52.021 Philosophy*	2
	Seminar on Wool Technology	1
		13

* One subject not taken in first year.

† For details of options, see page 18.

Table XX

BACHELOR OF COMMERCE — WOOL COMMERCE

Pass Degree — Six Year Course

PART-TIME

	Name of Subject.	Hours per week per term.
First Year—		
14.11	Accounting I	4
15.11	Descriptive Economics	2
50.011	English *or* 51.021 History *or* 52.021 Philosophy	2
		8
Second Year—		
9.111	Sheep Husbandry	2
12.111	Psychology	2
14.41	Law I	1
15.12	Economics I	2
15.21	Statistical Methods I	2
		9
Third Year—		
9.511	Wool I	4
14.15	Accounting Control	1
14.42	Law II	1
15.13	Economics II	2
15.22	Statistical Methods II	1
		9
Fourth Year—		
9.512	Wool II	4
15.14	Economics III	2
50.011	English *or* 51.021 History *or* 52.021 Philosophy*	2
	Option†	2
		10
Fifth Year—		
9.513	Wool III	4
9.521	Wool Textiles I	2
15.15	Economics IV	2
		8
Sixth Year—		
9.011	Sheep Production	2
9.514	Wool IV	4
9.522	Wool Textiles II	2
	Seminar in Wool Technology	1
		9

* One subject not taken in first year.

† For details of options, see page 18.

SCHOOL OF HOSPITAL ADMINISTRATION

The establishment of a foundation chair in Hospital Administration was made possible by a generous grant from the W. K. Kellogg Foundation, Battle Creek, Michigan, U.S.A.

The evolutionary trend in the hospital's basic functions and its expanding services have transformed the hospital over a short period of time from a simple structure to a highly complex, scientific organisation. Every new discovery, every advancement in medical science adds to the complexity of function throughout the hospital, whether it be maintenance, laundry, house-keeping, purchasing, etc. This changing and intricate pattern has transformed the financial transactions of the hospital into a major accounting process.

There was relatively little challenge to the administrative skills in the hospital of yesterday as compared with the modern one. Administrative activities were confined to a few internal operations dealing with nursing care, food service and simple supply needs. Today there is a large increase in the personnel needed to staff the hospital. The degrees of skill required by them, the competition for their employment and the problems of human relations involved, require the skilful techniques of good management. Consequently, the hospital today demands a competent trained executive officer in the management role.

The hospital administrator, therefore, must be a person of enquiring mind and independence of thought, in order that he may develop the breadth of vision necessary to appreciate the many different features involved in the complex administration of the hospital.

The aims of the School are:—

(a) to provide students with a thorough knowledge of the principles of organisation and management by a study of the administrative process as it functions in various environments and at different levels in society;
(b) to further the application of this knowledge in the administration of Australian hospitals;
(c) to develop in students an orderly and analytical ability to handle problems in the administration of hospital work;
(d) to develop in students the skills needed for working effectively with others in the hospital environment;
(e) to provide students with an understanding of the economic, political and general social system in which the hospital operates.

There are three courses at the School:—

(a) A course leading to the degree of Master of Hospital Administration.

(b) A full-time Extension Course in Hospital Administration —award of a university certificate on completion of the course.

(c) External Studies—an extra-mural course leading to the award of the Diploma of the Australian Institute of Hospital Administrators. The University at this stage does not make an award for studies completed under this scheme.

Completion of any of these three courses is accepted by the Australian Institute of Hospital Administrators for admission to membership.

Master's Degree Course

Candidates for the degree of Master shall be required to undertake one calendar year full-time or two calendar years in part-time attendance at the University.

The Academic period shall be followed by at least one full calendar year of administrative in-service training in approved hospitals, save that any candidate who prior to registration had attained a standard of experience and training in hospital administration practice acceptable to the Professorial Board may be exempted from not more than two academic terms of this requirement. In addition a thesis must be completed and accepted.

The objectives of the year of academic study at the University are to provide an opportunity for the student to gain the knowledge and develop the abilities, skills, attitudes and understanding which constitute the foundation for the production of competent and responsible hospital administrators. Unless the administrator has a firm grasp of fundamental knowledge, methods and techniques with which he can meet the different challenges of administration, he will fail in his prime responsibility.

Extension Course in Hospital Administration

The full-time extension course is a day course of one calendar year and aims to give a short systematic training to those who have an adequate background of general education and hospital experience, and who are either not qualified academically or unable for other reasons to take the Master's course.

In addition to the lectures and seminars students will visit hospital departments, clinics and special hospitals and diagnostic

units to gain a comprehensive background to the academic instruction.

SCHOOL OF BUSINESS ADMINISTRATION

Towards the end of 1960 Council of the University approved the appointment of the Foundation Professor of Business Administration within the Faculty of Commerce. The new School of Business Administration is a post-graduate establishment and the head of the school, Professor N. R. Wills, took up his appointment at the end of February, 1961.

Establishment of the new School gives tangible expression to the modern Universities' growing interest in education for general management and in research in administration. The rapidly growing size and complexity of modern institutions, whether in the private or public sectors, have caused to be stressed as never before the managerial and administrative aspects of industrial civilisation.

The University believes that it has a responsibility to assist in education for general management, to examine critically the administrative structures of institutions, and to suggest ways in which they can be modified to accommodate the broadening responsibility and growing size of the modern economy. It is the University's belief that education for general management belongs to the post-graduate area. Such education demands of its students a mature mind and a familiarity with basic concepts obtained in the course of undergraduate study. Modern administration and general management in one way or another involve a number of underlying educational cores and are therefore inter-disciplinary in character.

The School of Business Administration will offer full-time and part-time courses in the appropriate areas of study to suitably qualified applicants. The first course will be available in 1962 and persons interested should, in the first instance, write to the Registrar of the University for further particulars. Courses will be offered in such core subjects as administration, organisations, human behaviour, managerial economics, and quantitative methods, with particular attention to statistics and management accounting. Functional areas such as finance, marketing and production will be examined. Supporting courses in national income, business fluctuations, economic growth and forecasting will be offered. Consideration will also be given to the legal, political and social framework of modern business with considerable emphasis on its historical development. Business policy making will be an important area of investigation.

Presentation of the above courses will assume some knowledge of the basic disciplines on which they rest. Methods of teaching will include a combination of the approved techniques in which informal group discussion and active student participation will have an important place. Where appropriate specific cases drawn from the world of actual practice will be placed before students for analysis. The emphasis in teaching will be analytical and clinical rather than descriptive.

It is anticipated that completion of the programme, which may include presentation of a thesis, will require at least five academic terms if attendance is full-time, and at least eight academic terms if a student's participation in the course has to be restricted to the afternoons and evenings. A credential, appropriate to a post-graduate programme of this nature, will be awarded to those who successfully complete the course.

Subjects and Books

Introduction

Neither the subject outlines nor the reading references given in the following notes can be regarded as comprehensive. Their aim is merely to provide a general indication of the subject matter of the various courses and the titles of the principal text books employed. Additional references can be found in the Reading Lists which are available from the Schools concerned.

Students are recommended to purchase all TEXT books. Preliminary reading should be completed before the beginning of each course.

SCHOOL OF ACCOUNTANCY

14.11 Accounting I

2 hours' lecture and 2 hours' tutorial weekly

This course, 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 course will be in four main sections, viz: (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, partnership firms, corporations and non-trading concerns. Students will also be given an introduction to Management Accounting including topics such as budgeting and budgetary control, and analysis and interpretation of accounting reports.

Examination: Two papers each of three hours' duration.

Preliminary Reading

Yorston, Smyth & Brown: *Elementary Accounting* (Law Book Co. of A'asia Pty Ltd.), 3rd edition, 1960.

Text Books

Yorston, Smyth & Brown: *Accounting Fundamentals* (with supplements) (Law Book Co. of A'asia Pty Ltd.) 4th edition, 1961.

Accountancy Exercises—First Year (Melbourne University Press) 1959.
Accounting I Tutorial Exercises (The University of New South Wales Students' Union).

Additional Reading

H. Bierman: *Managerial Accounting: An Introduction* (N.Y.-Macmillan), 1959.
Noble and Niswonger: *Accounting Principles* (South-Western), 8th edition, 1961.
W. A. Paton & R. L. Dixon: *Essentials of Accounting* (N.Y.-Macmillan), 1958.

Other references will be given by the lecturer during the year.

14.12 Accounting II

2 hours' lecture and 2 hours' tutorial weekly

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

Examination: Two papers each of three hours' duration.

Text Books

Yorston, Smyth & Brown: *Accounting Fundamentals* (with supplements) (Law Book Co. of A'asia Pty Ltd.) 4th edition, 1961.
Yorston, Smyth & Brown: *Advanced Accounting.* Vol. 1 (Law Book Co. of A'asia Pty Ltd), 4th edition, 1957.
Smyth, E. B.: *Executorship Accounts.* (Law Book Co. of A'asia Pty Ltd.) 4th edition, 1959.
The Institute of Chartered Accountants in Australia: *Recommendations on Accounting Principles.*
American Accounting Association, 1957: *Accounting and Reporting Standards for Corporate Financial Statements and Preceding Statements and Supplements.*
Accounting II Tutorial Exercises. (The University of New South Wales Students' Union.)

Additional Reading

W. A. Paton & R. L. Dixon: *Essentials of Accounting.* (MacMillan.) 1958.

14.13 Accounting III

2 hours' lecture and 2 hours' tutorial weekly

This course covers all aspects of corporation accounting as well as certain selected aspects of advanced financial accounting.

Detailed treatments include company formation, reconstruction, mergers and liquidations; debentures, receivership; published accounts and reports of companies; mining, insurance

and banking companies; holding companies and group accounts; provisions, reserves, reserve funds and secret reserves; the double account system; loss of profits insurance claims; hire-purchase and instalment purchase accounting; valuation of shares and goodwill; depreciation accounting; the impact of price level changes on conventional accounting methods.

Examination: Two papers each of three hours' duration.

Text Books

Yorston, Smyth & Brown: *Accounting Fundamentals* (with supplements) (Law Book Co. of A'asia Pty Ltd.) 4th edition, 1961.

Yorston, Smyth & Brown: *Advanced Accounting.* (Law Book Co. of A'asia Pty Ltd.) Vol. 1, 4th edition, 1957; Vol. 2, 4th edition, 1959.

Accounting III Tutorial Exercises. (The University of New South Wales Sudents' Union.)

Additional Reading

Fitzgerald & Speck: *Holding Companies.* (Butterworth & Co. (Australia) Ltd.) 4th edition, 1960.

Adamson, A. V.: *The Valuation of Company Shares and Businesses.* (Law Book Co. of A'asia Pty Ltd.) 3rd edition, 1961.

L. A. Wilk: *Accounting for Inflation.* (Sweet and Maxwell), 1960.

Other references will be given by the lecturer during the year.

14.14 Accounting IV

2 hours' lecture and 1 hour tutorial weekly

This is a general course in management accounting which covers the analysis and interpretation of financial and operating statements; an introduction to cost accounting; manufacturing statements; accounting for material, labour and expense; the integration of financial and cost records; job costing; process costs; joint and by-product costs; budgets and budgeting, including reference to the Commonwealth Budget; standard costs; cost analysis; the relation between costs, volume and prices; break-even analysis; profit control; differential costs; plant size, location and utilisation; product profits; accounting systems; classification in accounting; and mechanised accounting, including electronic data processing.

Examination: Two papers each of three hours' duration.

Text Books

Yorston, Smyth & Brown: *Advanced Accounting,* Vol. 2. (Law Book Co. of A'asia Pty Ltd.) 4th edition, 1959.

Yorston, Brown & Sainsbury: *Costing Procedures.* (Law Book Co. of A'asia Pty. Ltd.) 3rd edition, 1960.

Brown, S. R.: *Costs and Prices.* (Law Book Co. of A'asia Pty Ltd.) 2nd edition, 1959.

Accounting IV Tutorial Exercises. (The University of New South Wales Students' Union).

Additional Reading

Fitzgerald, A. A.: *Analysis and Interpretation of Financial and Operating Statements.* (Butterworth & Co.) 2nd edition, 1956. Reprint 1960.

Matz, Curry & Frank: *Cost Accounting.* (South-Western Publishing Co.) 2nd edition, 1957.

Schlatter, C. F., and Schlatter, W. J.: *Cost Accounting.* (Wiley) 2nd edition, 1959.

Gillespie, C.: *Accounting Procedure for Standard Costs.* (Ronald Press, New York.) Rev. edition, 1952.

Other references will be given by the lecturer during the year.

14.15 Accounting Control

1 hour lecture weekly

This course will examine the accounting aspects of Internal Control, and will be integrated, as far as possible, with Statistical Methods II.

It will cover the design and maintenance of an efficient accounting system for managerial control, and will include special topics such as the control of expense, inventories, sales, receivables, fixed assets, cash, investments, liabilities, finance and decisions to make, lease or buy.

Various control tools, including budgets, standard costs and internal audit will be examined. Emphasis will be given to the methods of communication of control information to management by means of periodic reports.

Examination: One paper of three hours' duration.

Text Books

J. B. Heckert and J. D. Willson: *Controllership — The Work of the Accounting Executive.* (Ronald Press.) 1952.

I. W. Keller: *Management Accounting for Profit Control.* (McGraw Hill.) 1957.

Additional Reading

D. R. Anderson and L. A. Schmidt: *Practical Controllership.* (Irwin Inc.) Rev. edition, 1961.

J. B. Heckert and J. D. Willson: *Business Budgeting and Control.* (Ronald Press.) 2nd edition, 1955.

T. M. Hill and M. J. Gordon: *Accounting: A Management Approach.* (Irwin Inc.) Rev. edition, 1959.

H. E. Humphreys: *Accounting and the Accountant in Management.* (Harvard University Press.) 1953.

F. A. Lamperti and J. B. Thurston: *Internal Auditing for Management.* (Prentice-Hall.) Rev. edition, 1958.

Other references will be given by the lecturer during the year.

14.16 Advanced Cost Accounting

2 hours' lecture and 1 hour tutorial weekly

The course is designed to give an intensive coverage of the

principles and applications of cost accounting and budgeting, particularly as applying to industrial organisations. It includes the evolution of industrial accounting; developments in techniques; cost concepts; incentive plans; classification and analysis of expenditure; setting standards; advanced standard costing; marketing and administration costs; technique and procedure of budgeting; profit planning; preparation of monthly accounts; reports to management; direct and marginal costing; installation of systems and work simplification; uniform costing; case studies in industry.

(The principles and practice of industrial and commercial organisation are included in lectures on production, for which a special examination paper of three hours' duration is prescribed.)

Examination: Three papers each of three hours' duration.

Text Books

C. T. Devine: *Cost Accounting and Analysis.* (Macmillan.) 1950.

C. Gillespie: *Accounting Systems, Procedures and Methods.* (Prentice-Hall.) 2nd edition, 1961.

J. B. Heckert and J. D. Willson: *Business Budgeting and Control.* (Ronald Press.) 2nd edition, 1955.

E. H. Jones: *Principles and Practice of Industrial and Commercial Organization in Australia.* (The Law Book Co. of A'asia Pty Ltd.) 1957.

W. E. Thomas: *Readings in Cost Accounting, Budgeting and Control.* (South-Western Publishing Co.) 1955.

Additional Reading

J. G. Blocker and W. K. Weltmer: *Cost Accounting.* (McGraw Hill.) 3rd edition, 1954.

C. W. Bennett: *Standard Costs — How They Serve Modern Management.* (Prentice-Hall.) 1957.

R. L. Brummet: *Overhead Costing — The Costing of Manufactured Products.* (University of Michigan Press.) 1957.

R. I. Dickey, Ed.: *Accountants' Cost Handbook.* (Ronald Press.) 2nd edition, 1960.

Paul Garner: *Evolution of Cost Accounting to 1925.* (University of Alabama Press.) 1954.

J. B. Heckert and R. B. Miner: *Distribution Costs.* (Ronald Press.) 2nd edition, 1953.

F. C. Lawrence and E. N. Humphreys: *Marginal Costing.* (Macdonald and Evans.) Rev. edition, 1955.

C. W. Lytle: *Wage Incentive Methods.* (Ronald Press.) 2nd edition, 1942.

C. F. Schlatter and W. J. Schlatter: *Cost Accounting.* (Wiley.) 2nd edition, 1957.

Other references will be given by the lecturer during the year.

14.23 Auditing

1 lecture of 2 hours weekly

This course will be integrated with accounting where practicable and will cover the principles of auditing, auditing

procedures, vouching, checking, the verification of assets and liabilities, the development of audit programmes, investigations, auditors' and investigators' reports. The course will deal also with the nature, scope and significance to the auditor of internal control and internal auditing, trends and developments in the profession, the evolution of auditing standards, professional ethics, statute law and case law decisions affecting auditors.

Statistical sampling as applied to auditing practice will also be examined.

Examination: Two papers each of three hours' duration.

Text Books

R. A. Irish: *Auditing*. (The Law Book Co. of A'asia Pty Ltd.) 1957.
*N. J. Lenhart & P. L. Defliese: *Montgomery's Auditing*. (Ronald Press.) 8th edition, 1957.

OR

*H. F. Stettler: *Auditing Principles — Objectives, Procedures and Working Papers*. (Prentice-Hall Inc.) 2nd edition, 1961.

Additional Reading

L. R. Dicksee: *Dicksee's Auditing*. (B. Magee Ed.) (Gee & Company (Publishers) Limited.) 17th edition, 1951.
A. W. Holmes: *Auditing — Principles and Procedure*. (R. D. Irwin Inc.) 5th edition, 1959.
J. T. Johnson and J. H. Brasseaux: *Readings in Auditing*. (South-Western Publishing Co.) 1961.
R. K. Mautz: *Fundamentals of Auditing*. (J. Wiley & Sons Inc.) 1954.
W. B. Meigs: *Principles of Auditing*. (R. D. Irwin Inc.) Revised edition, 1959.
A. F. Topham: *Palmer's Company Law*. (Schmitthoff & Curry Eds.) 20th edition, 1959.

Other references will be given by the lecturer during the year.

* Alternatives.

14.33 Taxation

1 lecture of 2 hours weekly

The major part of the syllabus is concerned with a detailed study of the Income Tax Assessment Act, the determination of income, the assessment 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 land tax assessment and collection, pay-roll tax and sales tax.

Examination: One paper of three hours' duration.

Text Books

Gunn and Maas: *Guide to Commonwealth Income Tax*. (Butterworth & Co. (Australia) Ltd.) 10th edition, 1961.

Statutes

Income Tax and Social Services Contribution Assessment Act (Cwth.) 1936-1961.

Income Tax (International Agreements) Act (Cwth.) 1953-1960.

Additional Reading

Hannan, P. J.: *Principles of Income Taxation.* (Law Book Co. of A'asia Pty. Ltd.) 1946.

Gunn, Berger & Maas: *Gunn's Commonwealth Income Tax Law and Practice.* (Butterworth & Co. (Australia) Ltd.) 6th edition, 1960, and service.

Challoner & Collins: *Income Tax Law and Practice* (Cwth.) Challoner, Greenwood & Mahoney. (Law Book Co. of A'asia Pty Ltd.) 2nd edition (in preparation).

Irving, H. R.: *Sales Tax Highlights.* (Australian Society of Accountants) 2nd edition, 1960.

Commonwealth Government Printer: *The Sales Tax Law,* 1957.

O'Neill, R. E.: *Payroll Tax in Australia.* (Butterworth & Co. (Australia) Ltd.) 2nd edition, 1954.

Additional Statutes

Land Tax Management Act (N.S.W.) 1956 (as amended).
Sales Tax Assessment Acts (Cwth.) 1930 (as amended).
Pay-roll Tax Assessment Act (Cwth.) 1941 (as amended).

Other references will be given by the lecturer during the year.

14.41 Law I

1 hour lecture weekly

This course commences with an introduction to the system of law in Australia, with particular reference to the sources of law in New South Wales, the importance of judicial precedent, elementary principles of legal interpretation and a short history of the development of mercantile law.

The particular topics included in the syllabus are: the law of contract, sale of goods, agency, guarantees, hire-purchase, bailments and common carriers.

Examination: One paper of three hours' duration.

Text Books

Baalman: *Outline of Law in Australia.* (Law Book Co. of A'asia Pty Ltd.) 2nd edition, 1955.

Glanville Williams: *Learning the Law* (Stevens & Sons Ltd.) 6th edition (with Aust. supplement) 1957.

Yorston & Fortescue: *Australian Mercantile Law.* (Law Book Co. of A'asia Pty Ltd.) 11th edition, 1960.

Statutes

Sale of Goods Act (N.S.W.) 1923 (as amended).
Hire-Purchase Act (N.S.W.) 1960.

Additional Reading

W. Anstey Wynes: *Legislative and Executive Powers in Australia.* (Law Book Co. of A'asia Pty Ltd.) 2nd edition, 1957.

Charlesworth: *The Principles of Mercantile Law.* (Stevens & Sons Ltd.) 9th edition, 1959.

Anson: *Principles of the English Law of Contract.* (Oxford University Press) 21st edition, 1959.

Joske: *Sale of Goods in Australia.* (Butterworth & Co. (Australia) Ltd.) 1948.

Else-Mitchell and Parsons: *Hire Purchase Law.* (Law Book Co. of A'asia Pty Ltd.) 3rd edition, 1960.

Other references will be given by the lecturer during the year.

14.42 Law II

1 hour lecture weekly

The principal aspects of commercial law not dealt with in Law I form the syllabus of this course. These are: negotiable instruments, the law of partnership, insurance law, commercial and industrial arbitration, deceased estates, duties of executors and trustees, the law of personal property including references to gift duties and stamp duties on dispositions.

Examination: One paper of three hours' duration.

Text Books

Yorston & Fortesue: *Australian Mercantile Law.* (Law Book Co. of A'asia Pty Ltd.) 11th edition, 1960.

Baalman: *Outline of Law in Australia.* (Law Book Co. of A'asia Pty Ltd.) 2nd edition, 1955.

Statutes

Bills of Exchange Act (Cwth.) 1909 (as amended). Partnership Act (N.S.W.), 1892.

Conciliation and Arbitration Act (Cwth.) 1904 (as amended).

Industrial Arbitration Act (N.S.W.) 1940 (as amended).

Wills, Probate and Administration Act (N.S.W.) 1898-1954.

Additional Reading

Jacobs: *The Law of Bills of Exchange, Cheques, Promissory Notes and Negotiable Instruments Generally.* (Sweet & Maxwell Ltd.) 4th edition, 1953.

Riley: *The Law Relating to Bills of Exchange in Australia.* (Law Book Co. of A'asia Pty Ltd.) 1953.

Millard: *Personal Property and Mercantile Law in N.S.W.* (Law Book Co. of A'asia Pty Ltd.) 6th edition, 1957.

Lambert: *Outline of Industrial Law.* (Law Book Co. of A'asia Pty Ltd.) 1955.

Additional Statutes

Life Insurance Act (Cwth.) 1945-1959.

Other references will be given by the lecturer during the year.

14.43A and 14.43B Law III

1 lecture of 2 hours weekly

This subject consists of two parts —

14.43A. *Part A — Bankruptcy Law* — This includes an

analysis of the acts of bankruptcy, debts provable in bankruptcy, property available to creditors, avoidance of settlements and discharge of bankrupt persons.

Examination: One paper normally of two hours' duration.

Text Book

Lewis: *Australian Bankruptcy Law.* (Law Book Co. of A'asia Pty Ltd.) 4th edition, 1955.

Statute

Bankruptcy Act (Cwth.) 1924-1958.

Additional Reading

McDonald, Henry & Meek: *Australian Bankruptcy Law and Practice.* (Law Book Co. of A'asia Pty Ltd.) 3rd edition, 1953.

14.43B. *Part B — Company Law* — This includes a study of the Companies Act, 1936, with particular emphasis on formation and registration of companies, memorandum and articles of association, share capital, membership, reconstruction, amalgamations and winding-up.

Examination: One paper of three hours' duration.

Text Book

Yorston, Brown and Jackson: *Company Law in N.S.W.* (Law Book Co. of A'asia Pty Ltd.) 4th edition (in preparation).

Statute

Companies Act (N.S.W.) 1936-1960.

Additional Reading

Gower: *Principles of Modern Company Law.* (Stevens & Sons Ltd.) 2nd edition, 1957.

Other references will be given by the lecturer during the year.

14.52 Business Finance

1 Lecture of 2 hours weekly

This course will be concerned with funds, their deployment and control and the disposition of earnings. It will deal with short and long term finance from external sources and financing by retention of earnings. Attention will be given to the problems associated with the raising of capital, the control of funds once obtained, and the factors to be considered in determining reserve and dividend policies. The relevance of accounting in decision making and in the control of business finance will also be examined.

Examination: One paper of three hours' duration.

Text Books

Arndt, H. W.: *The Australian Trading Banks* (F. W. Cheshire) 2nd revised edition, 1960.

Bradley, J. F.: *Fundamentals of Corporation Finance* (Rinehart & Co., Inc., N.Y.). Revised edition, 1959.

Chambers, R. J.: *Financial Management* (Law Book Co. of A'asia Pty. Ltd.) 2nd revised edition, 1958.

Additional Reading

Bryce, M. D.: *Industrial Development.* (McGraw Hill) 1960.

Bushnell, J. A.: *Australian Company Mergers.* (Melbourne University Press) 1961.

Copeman, G.: *The Challenge of Employee Shareholding.* (Business Publications Ltd., London) 1958.

Gerstenberg, C. W.: *Financial Organization and Management of Business.* (Prentice Hall Inc.) 4th revised edition, 1959.

Lamberton, D. McL.: *Share Price Indices in Australia.* (Law Book Co. of A'asia Pty Ltd.) 1958.

N.A.A. Research Report No. 35: *Return on Capital as a Guide to Managerial Decisions.* (National Association of Accountants, N.Y.) 1959.

Rix, M. S.: *Stock Market Economics.* (Sir Isaac Pitman & Sons Ltd., London) 1954.

Sargent, Florence P.: *Ownership Control and Success of Large Companies.* (Sweet & Maxwell, London) 1961.

Solomon, Ezra: *The Management of Corporate Capital.* (Glencoe Free Press for University of Chicago) 1959.

Other references will be given by the lecturer during the year.

14.53A Production

1 lecture of 2 hours weekly

This course 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: factory location and layout, production forecasting, planning and control, purchasing and inventory control, materials handling, motion and time study, incentive plans, personnel management, etc.

Examination: One paper of three hours' duration.

Text Books

Magee, J. F.: *Production Planning and Inventory Control* (McGraw-Hill) 1958.

Roscoe, E. S.: *Organization for Production.* (Irwin) 1959.

Additional Reading

Brech, E. F. L.: *Organisation — The Framework of Management.* (Longmans) 1957.

Carson, G. B.: *Production Handbook.* (Ronald) 1958.

Drucker, P. F.: *The Practice of Management.* (Heinemann) 1959.

Scheele, E. D.: *Principles and Design of Production Control Systems* (Prentice Hall) 1960.

Other references will be given by the lecturer during the year.

14.53B Marketing

1 lecture of 2 hours weekly

This course is designed as an introduction to Marketing. It considers the elements that have given form to the present marketing structure and proceeds to a study of marketing organisation including policy making and inter alia, the problems of market research—product development—test marketing—distribution—advertising and sales promotion and selling.

Examination: One paper of three hours' duration.

Text Books

Converse, Heugy and Mitchell: *Elements of Marketing.* (Prentice Hall) 6th edition, 1958.

H. W. Boyd and R. Westfall: *Marketing Research — Text and Cases.* (Irwin) 1956.

P. H. Nystrom: *Marketing Handbook.* (Ronald Press) 1948.

Additional Reading

American Marketing Association: *The Technique of Marketing Research.* (McGraw-Hill.) 1937.

Brown: *Marketing and Distribution Research.* (Ronald Press.) 1955.

H. L. Hansen: *Marketing Text Cases and Readings.* (Irwin) 1956.

J. A. Howard: *Marketing — Management Analysis and Decision.* (Irwin) 1957.

E. J. Kelly and W. Lazer: *Managerial Marketing.* (Irwin) 1958.

Maynard and Beckman: *Principles of Marketing.* (Ronald Press) 4th edition, 1946.

Phillips and Duncan: *Marketing — Principles and Methods.* (Irwin) 4th edition, 1960.

Other references will be given by the lecturer during the year.

14.61 Accounting Seminar

(Honours and Master's Degree Students)

1 hour weekly

This course 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 and rate of return on investment.

Managerial accounting topics to be discussed will be as follows: The 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.

Examination: One paper of three hours' duration.

Text Books

Baxter, W. T.: *Studies in Accounting.* (Law Book Co.) 1961.

Vatter, W. J.: *The Fund Theory of Accounting and Its Implications for Financial Reports.* (University of Chicago Press) 1959.

Solomons, D.: *Studies in Costing.* (Sweet & Maxwell) 1952.

14.62 Accounting Seminar (Conversion)

1 hour weekly

This subject is intended for students who originally completed the requirements for the Diploma of Commerce and who are undertaking the conversion courses necessary for completion of the B.Com. (Accountancy).

The seminar will be devoted to discussion of contemporary problems in accounting; studies in costing, the relation of accounting to economics, law and finance; and the status of accounting as a profession in a changing economy.

Students will be required to present papers on approved topics.

Text Book

Solomons, D.: *Studies in Costing.* (Sweet & Maxwell) 1952.

264 Company Secretarial Practice

1 hour lecture weekly

This course is comprised of two parts.

The first relates to company formation and administration with considerable emphasis upon those advanced aspects of company law which are of particular interest and concern to company secretaries. A thorough treatment of the law of meetings includes such topics as the nature of assemblies, the right of public meeting and of freedom of discussion, together with the body of common law dealing with the convention, constitution and conduct of meetings.

The second covers the rights and duties, the functions and responsibilities, of a company secretary including such topics as communications, report writing and defamation (the general area of law previously referred to as libel and slander).

Examination: Two papers of three hours' duration.

Text Books

Brown, S. R.: *Company Directors.* (Law Book Co. of A'asia Pty Ltd.) 1951.

Brown, S. R.: *Company Resolutions.* (Law Book Co. of A'asia Pty Ltd.) 1961.

Joske, P. E.: *The Law and Procedure at Meetings.* (Law Book Co. of A'asia Pty Ltd.) 3rd edition, 1954.

Yorston, R. K. and Brown, S. R.: *The Company Secretary's Guide (N.S.W.)* (Law Book Co. of A'asia Pty Ltd.) 2nd edition, 1951.

Yorston, R. K., and Fortescue, E. E.: *Australian Secretarial Practice.* (Law Book Co. of A'asia Pty Ltd.) 3rd edition, 1953 (4th Cumulative Supplement to 1960).

Statutes

Companies Act 1936-1957 (and 1959 and 1960 Amendments) and copy of Uniform Companies Bill (or of new Act).

Defamation Act, 1958.

Additional Reading

Crew, A.: *Procedure at Meetings.* (T. P. E. Curry Ed.) (Jordan & Sons Ltd.) 19th edition, 1956.

Gower, L. C. B.: *Modern Company Law.* (Stevens & Sons Ltd.) 2nd revised edition, 1957.

Kerry, C. W.: *Share Register Practice.* (Law Book Co. of A'asia Pty Ltd.) 1960.

Palmer's: *Company Law.* (Schmitthoff & Curry Eds.) (Stevens & Sons Ltd.) 20th edition, 1959.

Shackleton, F.: *The Law and Practice of Meetings.* (Sweet & Maxwell Ltd.) 4th edition, 1958.

Spender, P. C., and Wallace, G.: *Company Law and Practice.* (Law Book Co. of A'asia Pty. Ltd.) 1937 (or successor volume based on new amendments to the law).

SCHOOL OF ECONOMICS

15.11 Descriptive Economics

2 hours per week including tutorial classes

The aim of this course is to acquaint the student with the organisation and operation of the Australian economy. It studies the factor endowment of Australia in terms of human resources (labour), mineral and agricultural resources (land), and the results of past economic activity (capital).

The course proceeds, through an analysis of Australia's national income, to examine the operation of particular sectors of the economy including the Australian financial system. The final section of the course is devoted to Australia's external trade.

Examination: One paper of three hours' duration.

Preliminary Reading

F. T. Nankervis: *Descriptive Economics.* (Longmans).

A. G. L. Shaw: *The Economic Development of Australia.* (Longmans).

Text Books

P. H. Karmel and M. Brunt: *The Structure of the Australian Economy.* (Cheshire) 1962.

J. Andrews: *Australia's Resources and their Development.* Parts I and II.

Commonwealth Parliamentary Paper: *National Income and Expenditure.* (latest).

R. I. Downing: *National Income and Social Accounts.* (Melbourne University Press).

Yearbook of the Commonwealth of Australia (latest).

15.12 Economics I

2 hours per week including tutorial classes

This course provides an introduction to the principles of economics.

The first part of the course (one term) begins with a short account of the basic economic problems and the methodology of economic analysis. It then proceeds with an analysis of the pricing of products and services in various market situations and a brief introduction to the analysis of the pricing of productive services.

The second part of the course (two terms) deals with the concept and measurement of national income and the theory of the determination of national income and employment. In this section of the course attention is given to the operation of the monetary system (with particular reference to the Australian monetary system), and the nature and analysis of economic fluctuations. Emphasis is on economic analysis but consideration is given to the problem of overall economic policy.

Examination: One paper of three hours' duration.

Preliminary Reading

P. A. Samuelson: *Economics: An Introductory Analysis.* Chapters 1, 2, 3 and 19. 4th edition, 1958. (McGraw-Hill.)

Text Books

D. Dillard: *The Economics of John Maynard Keynes.* (Crosby Lockwood).

R. I. Downing: *National Income and Social Accounts,* 5th edition (revised) 1960. (Melbourne University Press.)

P. A. Samuelson: *Economics: An Introductory Analysis,* 4th edition 1958. (McGraw-Hill.)

National Income and Expenditure (1960-61): Government Printer, Canberra.

15.13 Economics II

2 hours per week including tutorial classes

This course is concerned with micro-economics. It gives an account of the theories of demand and production and examines pricing policies in different market situations. This section of the course includes a critical review of some of the empirical studies of pricing policy as well as the theoretical literature in the field. The course also deals with some aspects of the social control of industry.

Examination: One paper of three hours' duration.

An additional paper will be taken by candidates for Honours.

Preliminary Reading

E. A. G.: Robinson: *The Structure of Competitive Industry.* Revised Edition. Cambridge Economics Handbooks Series. (London: Nisbet and Cambridge University Press, 1958.)

A. W. Stonier and D. C. Hague: *A Textbook of Economic Theory.* (London: Longmans Green and Co., 1953). Part I.

Text Books

T. Scitovsky: *Welfare and Competition.* (London: George Allen and Unwin, 1952.)

R. H. Leftwich: *The Price System and Resource Allocation.* Revised edition. (New York: Holt, Rinehart and Winston, 1960).

J. S. Bain: *Pricing, Distribution and Employment.* (New York: Henry Holt, 1953).

15.14 Economics III

2 hours per week including tutorial classes

This course is concerned with macro-economics. It first deals with modern employment and income theory. On the basis of this, it considers economic fluctuations and inflation, then proceeds to a discussion of the formulation and conduct of economic policy.

Examination: One paper of three hours' duration.

An additional paper will be taken by candidates for Honours.

Preliminary Reading

*A. Hansen: *A Guide to Keynes.* (McGraw-Hill.)

OR

*D. Dillard: *The Economics of John Maynard Keynes.* (Crosby Lockwood.)

H. W. Arndt: *The Australian Trading Banks.* (Cheshire.)

R. S. Sayers: *Modern Banking.* (O.U.P.)

Text Book

J. M. Keynes: *The General Theory of Employment, Interest and Money.* (Macmillan.)

A. Hansen: *Business Cycles and National Income.* (Norton.)

J. Duesenberry: *Business Cycles and Economic Growth.* (McGraw-Hill.)

K. K. Kurihara: *Monetary Theory and Public Policy.* (Allen and Unwin.)

Report of the Committee on the Working of the Monetary System. (U.K. 1959.)

* Alternatives.

15.15 Economics IV

2 hours per week

This courses consists of two parts — Part I, International Trade, and Part II, Labour Economics and Institutions. The first half of the year will be devoted to the former, the second half to the latter. Both parts are equally important.

Part I. International Trade

The course provides an introduction to the theory of International Trade, and some description of international economic activities. Major topics are:

Balance of Payments: Analysis — monetary theory and adjustments via price and income changes. Policy—tariffs, quantitive restrictions, international agreements.

The Pure Theory of International Trade: The doctrine of comparative cost; the theory of international values and gains from trade; the influence of foreign trade on the distribution of national income; the theory of tariffs.

Post-War Foreign Trade Policy: The European Recovery Programme; the International Monetary Fund; European Common Market and others.

Text Books

D. B. Marsh: *World Trade and Investment.* (Harcourt, Brace & Co.)
C. P. Kindleberger: *International Economics.* (R. D. Irwin, Inc.)

Part II. Labour Economics and Institutions

This course provides an introduction to wage theory and the institutional approach to labour problems. It includes an historical survey of the growth of trade unions and employers' associations in Australia and overseas, and traces the development of collective bargaining. Major topics included are Methods of Wage Payment, Union Structure and Policy, Industrial Arbitration.

Examination: One paper of thee hours' duration. An additional paper will be taken by candidates for Honours.

Text Book

A. Kuhn: *Labour: Institutions and Economics.* (Rinehart.)

15.46 Seminar in Contemporary Economic Problems

2 hours per fortnight

This Seminar will be concerned with the analysis of contemporary problems and more particularly with those directly related to economic policy making.

Students will be expected to present papers and participate in discussion. A number of papers will be presented by members of institutions concerned with the conduct of economic policy.

No text books are prescribed. References will be given from time to time.

Examination: One general paper of three hours' duration.

15.47 Seminar in Economics

2 hours per fortnight

This Seminar will range widely over the field of economics though its main emphasis will be on economic theory.

Students will be required to present papers and participate in discussions.

No text books are prescribed. Students will be given references from time to time.

Examination: One general paper of three hours' duration.

15.21 Statistical Methods I

2 hours per week including tutorial classes

The object of this course is to acquaint students with some of the simpler statistical concepts and to help them to develop a critical approach to the use of statistical methods in economics.

Descriptive Methods

Sources and collection of data, classification and tabulation, diagrams and graphs.

Analytical Methods

Statistical inference, sampling, frequency distributions, transformations, averages, dispersions, skewness, confidence limits.

Scatter diagrams, regression and correlation, marginal and conditional distributions.

Time Series

Elementary treatment of time series and index numbers.

Examination: One paper of three hours' duration.

Preliminary Reading

L. H. C. Tippett: *Statistics.* (Home University Library.)

Text Books

One of the following (depending on the lecturer)

W. J. Dixon and F. J. Massey: *Introduction to Statistical Analysis* (McGraw-Hill.)

W. A. Wallis and H. V. Roberts: *Statistics — A New Approach.* (Methuen.)

F. C. Mills: *Statistical Methods.* (Pitman.)

P. H. Karmel: *Applied Statistics for Economists.* (Pitman.)

F. E. Croxton and D. J. Cowden: *Applied Business Statistics.* 3rd edition. (Prentice Hall.)

15.22 Statistical Methods II

One hour per week

This course is a direct continuation of the course in Statistical Methods I. It develops further the exposition of sampling techniques and their application in the fields of market research, quality control and auditing. Other topics included in the course cover some more specific methods and applications of correlation and regression techniques and an introduction to demography.

Examination: One paper of three hours' duration.

Text Books

W. J. Dixon and F. J. Massey: *Introduction to Statistical Analysis.* (McGraw-Hill.)

M. J. Moroney: *Facts From Figures.* (Pelican.)

15.23 Advanced Economic Statistics I†

The content of this course is as follows: Probability (elementary set algebra). Variates (univariates, multi-variates, expectations, moment generating and characteristic functions). Standard distributions. Sampling distributions. Point estimation (moments, maximum likelihood, minimum x^2). Confidence interval estimation, exact and approximate x^2. Introduction to the theory of significance tests.

Examination: One theory paper of three hours, and one practical examination of three hours.

Text Books

Anderson, R. L. and Bancroft, T. A.: *Statistical Theory in Research.* (McGraw-Hill.)

Hogg, R. V. and Craig, A. T.: *Introduction to Mathematical Statistics.* (Macmillan.)

† This course may be taken in the School of Mathematics as Theory of Statistics I Part 1.

15.24 Advanced Economic Statistics II

The object of this course is to consider regression analysis from every angle—the least squares technique, the assumptions underlying its use, its application to economic data, the testing of numerical results and their economic interpretation.

Considerable attention is also given to recent work in econometrics.

Examination: One paper of three hours' duration.

Text Books

R. L. Anderson and T. A. Bancroft: *Statistical Theory in Research.* (McGraw-Hill.)

L. R. Klein: *A Text Book of Econometrics.* (Row Peterson.)

15.25 Advanced Economic Statistics III

This course is intended for students reading for Honours in Economic Statistics. The topics covered may vary from year to year. Students are advised to consult the lecturers concerned before purchasing any books for this course.

Examination: One paper of three hours' duration.

15.26 Seminar in Economic Statistics

This Seminar will be concerned with the critical discussion of recent work in the application of statistical techniques to economic problems.

Students will be expected to present papers and take part in discussion.

INDUSTRIAL RELATIONS

15.31 Law A

2 hours per week

This subject will combine a treatment of legal history with an examination of the more important basic legal concepts. In particular it will include:—

A general survey of the legal development from Anglo-Saxon times to the present day, taking into account political, social and economic factors.

A history of the courts and other bodies administering the law.

An examination of the principal sources of English law, viz.: custom, equity, professional opinion, judicial decisions and legislation.

A survey of the law of procedure emphasising its importance in relation to the development of substantive law.

An historical treatment of the main branches of the substantive law, viz.: Crimes, torts, property, contract and equity.

An examination of certain basic legal concepts, notably rights and duties, legal personality, property, ownership and possession.

An examination of the nature and purpose of law.

Examination: One paper of three hours' duration.

Text Book

Baalman, J.: *Outline of Law in Australia.* (Law Book Co. of A'asia Pty Ltd.) 3rd edition.

15.32 Law B

2 hours per week

This subject will deal with the following matters:—

A survey of the constitutional history of the United Kingdom.

The general principles of the constitutional law of the United Kingdom.

The constitutional history and law of New South Wales.

The general principles of administrative law. In particular, this matter will cover delegated legislation, and the use and nature of the prerogative writs.

The constitutional law of the Australian Commonwealth, including, the nature of federal constitutions, the interpretation of the Commonwealth Constitution and a survey of the federal legislative, executive and judical powers. The survey of legislative power will concentrate on those powers important in the field of industrial law.

Examination: One paper of three hours' duration.

Text Books

*Owen Hood Phillips: *Constitutional Law of Great Britain and the Commonwealth.* (Sweet and Maxwell.) 2nd edition, 1957.

*E. C. S. Wade and G. G. Phillips: *Constitutional Law.* (Longmans Publications.) 5th edition, 1960.

* Alternatives.

15.33 Law C

2 hours per week

This course covers:—

I. Criminal Law

The nature of crimes and criminal liability.

A survey of criminal offences punishable under both Commonwealth and New South Wales law. The emphasis here will be on those offences which are most important in the field of industrial law.

II. Civil Law

(a) *Torts*

The nature of tortious liability.

A survey of certain important representative torts.

(b) *Contracts*

The nature of a contract in English law.

The formation of contracts.

Factors vitiating a contract.

Contractual capacity.

Discharge of the contract.

Quasi-contract.

(c) *Property*

The general principles of the law of real and personal property.

Acquisition and transfer of rights in property.

Rights over property in other persons.

Note: In this subject attention will be drawn to the various sources of the substantive rules of law, i.e., common law, equity and statute law.

Examination: One paper of three hours' duration.

Text Books

G. F. Cheshire and C. H. F. Fifoot: *Law of Contracts.* (Butterworth.) 5th edition.

J. Salmond: *Salmond on Torts.* (Butterworth.) Latest edition.

R. Cross and P. A. Jones: *Criminal Law.* (Sweet and Maxwell.) Latest edition.

15.34 Law D — Part I

2 hours per week

This course is concerned with Industrial Law and pays particular attention to the Master and Servant Act, the Factories Act, and the law governing workmen's compensation.

Examination: One paper of three hours' duration.

Text Books

Mansfield Cooper: *Outlines of Industrial Law.* (Butterworth.) 3rd edition, 1958.

J. H. Portus: *Development of Australian Trade Union Law.* (M.U.P.) 1st edition.

C. M. Mills: *Statutory Conditions of Employment in New South Wales.* (Butterworth.) 1st edition.

15.34 Law D — Part II

2 hours per week

This course is also concerned with Industrial Law and is complementary to Law D — Part I. It gives particular attention to the working of industrial conciliation and arbitration in both State and Commonwealth courts.

Examination: One paper of three hours' duration.

Text Book

E. I. Sykes: *Strikes in Australia.* (Law Book Co. of A'asia Pty Ltd.) Latest edition.

Psychology

Subject outlines for the Psychology sequence in the Industrial Relations course will be found under the heading "School of Applied Psychology".

SCHOOL OF WOOL TECHNOLOGY

The following courses are given within the Faculty of Applied Science for students of the Faculty of Commerce reading for the

degree of Bachelor of Commerce (Wool Commerce). Details of text books, additional reading, and time-tables for the following subjects may be obtained from the School of Wool Technology.

9.511 Wool I

(A course for students of Wool Commerce)

Theory and Practice

Place of wool in world trade and in the economic life in Australia. Elementary wool science. Wool quality, fleece defects. Principles of wool processing in relation to the preparation of the clip. Wool areas of the Commonwealth. Wool terms. Types. Shearing shed procedure. Wool covering of sheep breeds.

9.512 Wool II

(A course for students of Wool Commerce)

Theory and Practice

Introduction to yield. Wool classing—principles in special clips. Preparation of wool from various types of flocks. Recognition of wool types and assessment of quality number. Practical procedure for classing various types of clips according to district and wool type. Sorting of merino and crossbred wools to both length and quality. Wool scouring, carbonising.

9.513 Wool III

(A course for students of Wool Commerce)

Theory and Practice

Yield in relation to fleece wools and lower lines. Vegetable fault, its assessment and influence on price and manufacturing methods. Fault types and percentages. Wool broking, selling, cataloguing and auctioneering. Central classing, pooling, repacking, blending. Handling and processing (fellmongering) of sheep skins. Introduction to Australian Wool Bureau types and wool valuation. Wool sorting and wool classing (continued). Wool types. This year's work will include visits to wool stores, repacking houses, fellmongeries and wool scouring works.

9.514 Wool IV

(A course for students of Wool Commerce)

Theory and Practice

Australian Wool Bureau type and yield assessment for spinners, topmakers, crossbred and lower lines. Style gradings in relation to district, season, vegetable fault and dust. Quality

in scoured wools. Quality and style in wool tops. Skin wool, slipes and wool wastes. Wool store and wool sale study. Wool testing procedures. Wool buying procedures. Wool top manufacture.

9.111 Sheep Husbandry

(A course for students of Wool Commerce)

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 wigging; weaning and management of weaners; drenching; dipping; mulesing; principal sources of loss and their control.

9.011 Sheep Production

(A course for students of Wool Commerce)

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.

9.521 Wool Textiles I

(A course for students of Wool Commerce)

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

(A course for students of Wool Commerce)

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.

SCHOOL OF ENGLISH

50.011 English

A first course in English for students in all Faculties other than Arts.

PART I (50.011/1)—LANGUAGE. 30 Lectures.

An introduction to the nature and uses of language, including a study of—

(a) the growth and development of English,
(b) contemporary problems of usage,
(c) the principles of literary analysis.

Text Books

Potter, S.: *Our Language.* (Penguin.)
Muir, K. (Ed.): *Elizabethan and Jacobean Prose 1550-1620.* (Pelican Book of English Prose I.).

PART II (50.011/2)—LITERATURE. 30 Lectures.

An introduction to the study of prose fiction (both short stories and novels) and drama.

Text Books

Hadfield, J. (Ed.): *Modern Short Stories* (Everyman).
Swift, Jonathan: *Gulliver's Travels* (any complete edition).
Twain, Mark: *Huckleberry Finn* (any complete edition).
Crane, Stephen: *The Red Badge of Courage* (any complete edition).
Richardson, Henry Handel: *Australia Felix* (Heinemann).
Hemingway, Ernest: *The Sun Also Rises* (*Fiesta*) (any edition).
Huxley, Aldous: *Brave New World* (Penguin).
Sheridan, R. B.: *The School for Scandal* (any complete edition).
Shaw, G. B.: *Three Plays for Puritans* (Penguin).
Miller, Arthur: *Death of a Salesman* (Penguin).

50.012 English (Elective)

An advanced elective for students in Faculties other than Arts who have already passed in G10 or G13 English. A course of 60 lectures on great books of the European tradition, in translation.

Text Books

Homer: *The Odyssey.*
Sophocles: *The Theban Plays.*
Molière: *The Misanthrope and Other Plays.*
Voltaire: *Candide.*
Balzac: *Eugénie Grandet.*
Tolstoy: *Anna Karenin.*
Flaubert: *Madame Bovary.*
Dostoyevsky: *Crime and Punishment.*
Ibsen: *Three Plays.*
Chehov: *The Complete Plays.*
Maupassant: *Boule de Suif and Other Stories.*
(All in Penguin classics.)

During 1962 50.012 English (Elective) will not be available in the evening.

SCHOOL OF HISTORY

51.021 History

This is a course of 60 lectures, given to students of the Commerce Faculty in their first year. Details are as follows:—

The course consists of lectures on the history of Great Britain from 1760 to the present day. It aims to present a picture of the changing life in Britain since the period when the Industrial Revolution began to break up the traditional structure of British society. The important political and economic developments will be dealt with but the main emphasis will be upon the life, work and thought of the British people. Topics such as religion, education, literary and intellectual developments, working class movements will receive as much attention as the more conventional subjects of political conflict and reform, economic change and the growth of social welfare and State intervention.

Students will be encouraged to read as widely as possible in this field and ample provision will be made for them to concentrate on topics that they may find to be of special interest.

Recommended Reading (supplemented by references in class):

Cole & Postgate: *The Common People.*
G. Halevy: *A History of the English People,* 1815-1914.
E. L. Woodward: *The Age of Reform.*
R. C. K. Ensor: *England,* 1870-1914.
J. Plumb: *England in the Eighteenth Century* (Pelican).
D. Thomson: *England in the Nineteenth Century* (Pelican).
T. S. Ashton: *The Industrial Revolution.*
A. Briggs: *The Age of Improvement,* 1784-1867.
J. S. Watson: *The Reign of George III.*

51.022 History (Elective)

This is an elective course of 60 lectures available to advanced students of the Commerce Faculty.

The course will compare the growth of the United States of America with that of Russia from about 1770. In the twentieth century these countries have emerged as the two dominant nations in the world, each professing an ideology antithetical to that of the other, and competing for the support of those States as yet uncommitted to either of the two blocs they lead. The economic, political and social development of the two rivals will be examined throughout the nineteenth century, and particular attention will be paid to the contrasts between their political systems and between the respective forces opposing those systems. Events in the twentieth century contributing to the present rivalry will be considered in some detail.

Recommended Reading (supplemented by references in class):

Nye and Morpurgo: *History of the United States* (Pelican).
A. M. Schlesinger: *The Rise of Modern America*, 1865-1951.
R. Charques: *A Short History of Russia* (Teach Yourself Series).
G. Vernadsky: *History of Russia.*

SCHOOL OF PHILOSOPHY

52.021 Philosophy

This course of 60 lectures aims to convey something of the characteristic differences between philosophical and other questions, and of the kind of clarification 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 relation 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 freewill; the distinction between the mental and the physical; the existence of God. Additional topics which may be treated are: the nature of perception; the fundamentals of ethics.

52.022 Philosophy (Elective)

An advanced elective of 60 hours, for students who have already taken 52.021. An account will be presented of some of the central problems of modern philosophy. The course will begin with a detailed study of Ryle's *The Concept of Mind,* and other works will be referred to as occasion arises.

52.032 Scientific Method

A course for certain students completing courses in the Faculty of Commerce, who have already taken the discontinued course 52.031 Logic. The topics treated include:

(1) Empirical and rational science.
(2) Scientific explanation and scientific laws.
(3) The nature of evidence. Confirming and falsifying predictions and hypotheses.
(4) The problem of induction. Causal explanation.
(5) Physical science and social sciences: is there a difference in method?
(6) Values and norms.

Students who have passed 52.031 Logic by the end of 1961, but who have not yet passed in 52.032 Scientific Method, are advised to enrol for Scientific Method as soon as possible. Passes in both Logic and Scientific Method will be acceptable in place of a pass in one of the three approved Humanities subjects. Alternatively, students who have passed in Logic may satisfy the Humanities requirement by passing in any two of the three approved subjects.

SCHOOL OF POLITICAL SCIENCE

54.021 Political Science (Elective)

This course will introduce students to two main aspects of politics, namely, the study of political ideas and the study of political institutions. Discussion will cover some of the fundamental questions in political theory. In the third term there will be a closer study of some problems in Australian politics, for example, the role of pressure groups, aspects of Australian foreign policy and questions of freedom and security in Australia.

54.031 Political Science (Special Subject)

The first part of this course will be of an introductory character along the lines of 54.021 Political Science. This will be followed by a fairly close study of a selected book dealing with Australian politics, for example, Leicester Webb, *Com-*

munism and Democracy in Australia, or Leicester Webb (Editor), *Legal Personality and Political Pluralism,* or J. Wilkes (Editor), *Liberty in Australia,* or a book dealing with a general contemporary political problem, such as the problem of political liberty and social planning, as discussed by Hayek.

SCHOOL OF APPLIED PSYCHOLOGY

12.111 Psychology

Two hours per week

This course may be the only contact many students have with psychology. It is therefore planned to be appropriate to the largest number of students as well as a suitable introduction to more advanced work. The topics to be studied are the subject matter and methods of psychology, the determinants of behaviour, the basic processes of development of personality, motivation, perception, thinking, learning, individual differences, and ability. Throughout the course attention is given to the nature and kinds of methods used in psychology, observation, experiment and measurement.

12.311 Psychology

Two hours per week

This course includes an introduction to mental measurement, its antecedents and types of scales, followed by a study of selected aspects of psychological testing: the purpose, application, and value of sampled tests, technical features and administration of tests, and interpretation of test scores. Students are required to submit reports on practical work in individual testing and psychometric problems, accompanied by analysis of results using appropriate statistical procedures.

12.501 Psychology

Two hours per week.

This course provides a detailed study of social psychology. It includes a study of contemporary theories of social behaviour, an analysis of social organisation, the effects of group membership, and attitude formation and change. Problems of method in social psychology are treated in conjunction with a study of the techniques of data collection and analysis. Industrial and other groups will be taken as examples in the discussion of these topics.

12.601 Seminar in Psychology

One hour per week

Guided reading and discussions on applied and theoretical psychological problems selected in the main by the students in consultation with the supervising lecturer.

12.651 Psychology (Industrial Relations)

Two hours per week

This course will have as its main theme industrial relations and industrial conflict from the point of view of the psychological elements. Building upon the basis of the earlier study of social psychology, it will discuss psychological factors in industrial organisation, the relationships between executives and operatives, the group dynamics of the factory, and the general cultural climate of Australian industry. Some treatment will be given to the more common personnel techniques.

12.701 Psychology

Two hours per week

Developmental psychology. This course first examines human development descriptively, both from a longitudinal point of view, and from the viewpoint of stages from the neonate to senescence. Secondly, theories of development are treated by means of two-hour seminars, and will give an introduction to the work of all the major developmentalists of this century. Thirdly, on the basis of both empirical results and theoretical positions a further series of seminars will treat outstanding issues of Developmental Psychology.

12.711 Psychology

Two hours per week

This course aims to consider theories of personality and the criteria for the evaluation of personality theory. It should assist the student to develop a theory of personality which he can apply to his work. It considers the empirical aspects of personality as related to theories. Such topics as types of personality, social-cultural background of personality, factor analysis and personality, patterns of personality development, and personality and adjustment problems are studied. Some descriptive treatment of psychopathology is included.

Time Tables

Time Tables for Commerce Courses

These time tables give the hours of the principal courses offered in the Faculty of Commerce.

The times given are, however, provisional and subject to alteration at short notice. Students should therefore consult the Faculty and School notice boards at frequent intervals and particularly in the first week of first term for supplementary or amending information.

Students are reminded that, where alternative times are available for any lectures or tutorials, they may select a suitable time when enrolling in the course. Any subsequent change can be made only with the approval of the Head of the School concerned in response to a written application from the student.

For the times of those subjects which are not listed in the tables students should consult the School concerned.

Students reading for Honours should also consult the Head of the School concerned for their time tables.

These time tables provide for normal progression and no special provision can be made, whether by way of modification of the time tables or otherwise, to enable students to follow an irregular course.

Students should note that the first year time tables are identical for all specialisations.

Part-time students are encouraged to attend as many day-time lectures and tutorials as possible and are advised to make tentative arrangements with their employers regarding attendance at such lectures and tutorials before reporting for enrolment.

TIMES OF PRINCIPAL CLASSES
1962 SCHOOL OF ACCOUNTANCY

Subject	Monday	Tuesday	Wednesday	Thursday	Friday
14.11 Accounting I "A"†	3–4	11–1*	10–11	10–12*	
14.11 Accounting I "B"†	3–4		10–11 11–1*	3–5*	
14.11 Accounting I "C"†	3–5* 6–7		6–8*	6–7	
14.11 Accounting I "D"†	7–8			3–5* 7–9*	7–8
14.11 Accounting I "E"†	3–5* 6–7			6–7	7–9*
14.12 Accounting II		2–3 3–5*			2–3 3–5*
14.12 Accounting II		7–8		6–8*	3–5* 6–7 7–9*
14.13 Accounting III		2–3 3–5*		11–1* 3–4	
14.13 Accounting III				8–9	6–7 7–9
14.14 Accounting IV	3–4 4–5			4–5	

Times of Tutorials are shown underlined. † There are alternative first-year time tables, "A" and "B" for full-time students and "C", "D" and "E" for part-time students. * Alternative times for these classes. Where there are alternative times or time tables, allocation to one or the other will be made on enrolment and cannot be varied thereafter.

Subject	Monday	Tuesday	Wednesday	Thursday	Friday
14.14 Accounting IV	6–7 7–8		6–7		
14.15 Accounting Control	4–5*			2–3* 5–6*	
14.15 Accounting Control	5–6*			5–6* 8–9*	
14.16 Advanced Cost Accounting	7–8 8–9			6–7	
14.23 Auditing			11–1		
14.23 Auditing				6–8	
14.33 Taxation	2–4				
14.33 Taxation					7–9
14.41 Law I				12–1	
14.41 Law I			8–9*	8–9*	
14.42 Law II				2–3	
14.42 Law II				6–7	
14.43 Law III	12–1 2–3				
14.43 Law III	7–9				
14.52 Business Finance				3–5	
14.52 Business Finance	6–8*		7–9*		
14.53A Production		7–9*		6–8*	
14.53B Marketing		7–9*		6–8*	
14.61 Accounting Seminar (Honours)	5–6				
14.62 Accounting Seminar (Conversion)	6–7				
264 Company Secretarial Practice			6–7		
Option		7–9			

SCHOOL OF ECONOMICS

Subject	Monday	Tuesday	Wednesday	Thursday	Friday
15.11 Descriptive Economics "A" and "B"*	11–12 11–12†				11–12
15.11 Descriptive Economics "C" and "E"*	8–9 8–9†			8–9	
15.11 Descriptive Economics "D"*	6–7 6–7†				8–9
15.12 Economics I		10–11 10–11†		2–3	
15.12 Economics I (Accountancy Spec.)		6–7 6–7†	6–7		
15.12 Economics I (Other Specialisations)		8–9 8–9†	8–9		
15.13 Economics II	10–11 10–11†			10–11	
15.13 Economics II	6–7 6–7†			7–8	

Times of Tutorials are shown underlined. **Tutorials** are held at other times also.

* There are alternative first-year time tables, "A" and "B" for full-time students and "C", "D" and "E" for part-time students. Allocation to one or the other will be made on enrolment and cannot be varied thereafter.

† **Lectures and Tutorials are held on alternate weeks.**

Subject	Monday	Tuesday	Wednesday	Thursday	Friday
15.14 Economics III	11–12				11–12 11–12†
15.14 Economics III	8–9				6–7 6–7†
15.15 Economics IV	10–11	10–11			
15.15 Economics IV	7–8	6–7			
15.21 Statistical Methods I		4–5 4–5†		12–1	
15.21 Statistical Methods I (Accountancy Spec.)		8–9 8–9†	7–8		
15.21 Statistical Methods I (Other Specialisations)		7–8 7–8†	6–7		
15.22 Statistical Methods II	12–1				
15.22 Statistical Methods II	8–9				
15.41 Spec. Subject I (Economics) Econ. Hist.	3–4	3–4			
15.41 Spec. Subject I (Economics) Econ. Hist.	7–8	6–7			

Times of Tutorials are shown underlined. **Tutorials are held at other times also.**
† Lectures and Tutorials are held on alternate weeks.

Subject	Monday	Tuesday	Wednesday	Thursday	Friday
15.42A Special Subject II (Economics) (i) Public Finance					2–4
15.42A Special Subject II (Economics) (i) Public Finance				6–8	
15.42B Special Subject II (Economics) (ii) Financial Institutions and Policy					2–4
15.42B Special Subject II (Economics) (ii) Financial Institutions and Policy				6–8	
15.43A Special Subject III (Economics) (i) Growth and Development	2–3	3–4			
15.43A Special Subject III (Economics) (i) Growth and Development	6–7	7–8			
15.43B Special Subject III (Economics) (ii) Industrial Economics	2–3	3–4			
15.43B Special Subject III (Economics) (ii) Industrial Economics	6–7	7–8			
15.44 Special Subject IV (Economics) History of Economic Thought	11–12		11–12		
15.44 Special Subject IV (Economics) History of Economic Thought	6–8				
15.45H Special Subject V (Economics) Honours Class	By	Arrangement			

SCHOOL OF ECONOMICS—*continued*

Subject	Monday	Tuesday	Wednesday	Thursday	Friday
15.46 Seminar in Contemporary Economic Problems			6–8*		
15.47 Seminar in Economic Theory			6–8*		
10.001 Special Subjects I and II (Statistics) Maths I			10–12	11–1	3–5
10.001 Special Subject I (Statistics) Maths I, Part I			6–9		
10.001 Special Subject II (Statistics) Maths I, Part II				6–9	
15.23 Special Subject III (Statistics) Advanced Economic Statistics I	6–7		5–6		
15.24 Special Subject IV (Statistics) Advanced Economic Statistics II	8–9			6–7	
15.25 Special Subject V (Statistics) Honours Class	By	Arrangement			
15.26 Seminar in Statistics	3–5		6–8		
15.16 Advanced Mathematical Economics I	By	Arrangement			
15.17 Advanced Mathematical Economics II	By	Arrangement			

* Fortnightly.

SCHOOL OF ECONOMICS—*continued*

Subject	Monday	Tuesday	Wednesday	Thursday	Friday
15.31 Law A				6–8	
15.32 Law B		6–8			
15.33 Law C			6–8		
15.34/1 Law D—Part I				6–8	
15.34/2 Law D—Part II ..	5–7				
15.35 Special Problems in Industrial Relations	By	Arrangement			
15.36 Seminar in Industrial Relations			6–8		

TIMES OF PRINCIPAL CLASSES—*continued*
1962
SCHOOL OF APPLIED PSYCHOLOGY

Subject	Monday	Tuesday	Wednesday	Thursday	Friday
12.111 Psychology	12–1 2–3*	11–1*			
12.111 Psychology			7–9*		7–9*
12.311 Special Subject IV (Applied Psychology), Psychological Testing				3–5	
12.311 Special Subject IV (Applied Psychology), Psychological Testing	6–7		6–7		
12.501 Special Subject III (Applied Psychology), Social Psychology**	2–4				
12.501 Special Subject III (Applied Psychology), Social Psychology**		7–9			
12.601 Seminar in Applied Psychology	6–7	[redacted]			
12.651 Psychology (Industrial Relations)		5–6	5–6		
12.701 Special Subject I (Applied Psychology), Developmental Psychology		3–5			
12.701 Special Subject I (Applied Psychology), Developmental Psychology	7–8	6–7			
12.711 Special Subject II (Applied Psychology) Personality					2–4
12.711 Special Subject II (Applied Psychology) Personality					7–9

**Option for 12.501 Psychology in specialisations other than Applied Psychology.
* Alternative times for these classes. Allocation to one or the other will be made on enrolment and cannot be varied

TIMES OF PRINCIPAL CLASSES—*continued*

1962

FACULTY OF ARTS

Subjects	Monday	Tuesday	Wednesday	Thursday	Friday
SCHOOL OF ENGLISH					
50.011 English "A" & "B"†	4–5				4–5
50.011 English "C" & "E"†	7–8			7–8	
50.011 English "D"†	8–9			6–7	
SCHOOL OF HISTORY					
51.021 History "A" & "B"†	4–5				4–5
51.021 History "C" & "E"†	7–8			7–8	
51.021 History "D"†	8–9			6–7	
51.022 History (Elective) ..		7–9			

† See note page 100.

Subject	Monday	Tuesday	Wednesday	Thursday	Friday
SCHOOL OF PHILOSOPHY					
52.021 Philosophy "A" and "B"†	4–5				4–5
52.021 Philosophy "C" and "E"†	7–8			7–8	
52.021 Philosophy "D"†	8–9			6–7	
52.022 Philosophy (Elective)		7–9			
52.032 Scientific Method		12–1			
52.032 Scientific Method		6–7			
SCHOOL OF POLITICAL SCIENCE					
54.021 Political Science (Elective)		7–9			
54.031 Political Science (Special Subject I)	3–4	3–4			
54.031 Political Science (Special Subject I)	7–8	6–7			

† See note page 100.

BACHELOR OF COMMERCE

PASS DEGREE

FULL-TIME CURRICULUM—TIMETABLE "A"‡

This *Full-time* First Year program is common to all specialisations

Year	Subjects Studied	Hours	Time	Monday	Tuesday	Wednesday	Thursday	Friday
I	12.111 Psychology 14.11 Accounting I	2 4	10–11		Economics I**	Accounting I	Accounting I*†	
	15.11 Descriptive Economics 15.12 Economics I	2 2	11–12	Descriptive** Economics	Accounting I*†		Accounting I*†	Descriptive Economics
	15.21 Statistical Methods I 50.011 English *or* 51.021 History *or* 52.021 Philosophy	2 2	12–1	Psychology	Accounting I*†		Statistical Methods I	
			2–3	Psychology			Economics I	
			3–4	Accounting I				
		14	4–5	English *or* History *or* Philosophy	Statistical** Methods I			English *or* History *or* Philosophy

* Tutorial Classes. ** Lectures and Tutorial Classes are held in alternate weeks.
† Alternative times for these classes.
‡ There are alternative first-year full-time time tables, "A" and "B". Allocation to one or the other will be made on enrolment and cannot be varied thereafter.

BACHELOR OF COMMERCE

PASS DEGREE

FULL-TIME CURRICULUM—TIMETABLE "B"‡

This *Full-time* First Year program is common to all specialisations

Year	Subjects Studied	Hours	Time	Monday	Tuesday	Wednesday	Thursday	Friday
I	12.111 Psychology 14.11 Accounting I	2 4	10–11		Economics I**	Accounting I		
	15.11 Descriptive Economics 15.12 Economics I	2 2	11–12	Descriptive Economics**	Psychology	Accounting I*†		Descriptive Economics
	15.21 Statistical Methods I 50.011 English *or* 51.021 History *or* 52.021 Philosophy	2 2	12–1		Psychology	Accounting I*†	Statistical Methods I	
			2–3				Economics I	
			3–4	Accounting I			Accounting I*†	
		14	4–5	English *or* History *or* Philosophy	Statistical Methods I**		Accounting I*†	English *or* History *or* Philosophy

* Tutorial Classes. **Lectures and Tutorial Classes are held in alternate weeks.

† Alternative times for these classes.

‡ There are alternative first year full-time time tables "A" and "B". Allocation to one or the other will be made on enrolment and cannot be varied thereafter.

BACHELOR OF COMMERCE

PASS DEGREE—PART-TIME CURRICULUM

This *Part-time* First Year program is common to all specialisations.

FIRST YEAR TIMETABLE "C"‡

Subjects Studied	Hours	Time	Monday	Tuesday	Wednesday	Thursday	Friday
14.11 Accounting I	4	3–4	Accounting I*†				
15.11 Descriptive Economics	2	4–5	Accounting I*†				
		6–7	Accounting I		Accounting I*†	Accounting I	
50.011 English *or* 51.021 History *or* 52.021 Philosophy	2	7–8	English *or* History *or* Philosophy		Accounting I*†	English *or* History *or* Philosophy	
	8	8–9	Descriptive Economics**			Descriptive Economics	

† Alternative times for these classes.

‡ There are alternative first-year part-time time tables, "C", "D" and "E". Allocation to one or the other will be made on enrolment and cannot be varied thereafter.

* Tutorial classes.

**Lectures and Tutorials are held in alternate weeks.

First Year Timetable "D"‡

Subjects Studied	Hours	Time	Monday	Tuesday	Wednesday	Thursday	Friday
14.11 Accounting I	4	3–4				Accounting I*†	
		4–5				Accounting I*†	
15.11 Descriptive Economics	2	6–7	Descriptive Economics**			English *or* History *or* Philosophy	
50.011 English *or* 51.021 History *or* 52.021 Philosophy	2	7–8	Accounting I			Accounting I*†	Accounting I
	8	8–9	English *or* History *or* Philosophy			Accounting I*†	Descriptive Economics

First Year Timetable "E"‡

		3–4	Accounting I*†				
14.11 Accounting I	4	4–5	Accounting I*†				
15.11 Descriptive Economics	2	6–7	Accounting I			Accounting I	
50.011 English *or* 51.021 History *or* 52.021 Philosophy	2	7–8	English *or* History *or* Philosophy			English *or* History *or* Philosophy	Accounting I*†
	8	8–9	Descriptive Economics**			Descriptive Economics	Accounting I*†

*† For footnotes see page 112.

BACHELOR OF COMMERCE (ACCOUNTANCY)

PASS DEGREE

FULL-TIME CURRICULUM—TIMETABLE

For Year I, see the common Full-time First Year Timetable.

Year	Subjects Studied	Hours	Time	Monday	Tuesday	Wednesday	Thursday	Friday
II	14.12 Accounting II	4	10–11	Economics II**			Economics II	
	14.15 Accounting Control	1						
	14.33 Taxation	2	11-12	Economics III				Economics III**
	14.41 Law I	1						
	14.52 Business Finance	2	12–1	Statistical Methods II			Law I	
	15.13 Economics II	2						
	15.14 Economics III	2	2–3	Taxation	Accounting II		Accounting Control†	Accounting II
	15.22 Statistical Methods II	1						
			3–4	Taxation	Accounting II *†		Business Finance	Accounting II *†
		15	4–5	Accounting Control†	Accounting II *†		Business Finance	Accounting II *†

* Tutorial Classes. ** Lectures and Tutorials are held in alternate weeks. † Alternative times for these classes.

BACHELOR OF COMMERCE (ACCOUNTANCY)—*continued.*

Year	Subjects Studied	Hours	Time	Monday	Tuesday	Wednesday	Thursday	Friday
			11–12			Auditing	Accounting III*†	
III	14.13 Accounting III	4						
	14.14 Accounting IV	3	12–1	Law III	Scientific Method	Auditing	Accounting III*†	
	14.23 Auditing	2						
	14.42 Law II	1	2–3	Law III	Accounting III		Law II	
	14.43 Law III	2						
	52.032 Scientific Method (a)	1	3–4	Accounting IV	Accounting III*†		Accounting III	
	Option‡	2						
			4–5	Accounting IV*	Accounting III*†		Accounting IV	
		15						

* Tutorial Classes. † Alternative times for these classes.
‡ Time of option will depend on subject chosen. See Tables headed: "Times of Principal Classes".
(a) Refer to page 96 for details of changes in humanities subjects operating from 1962.

BACHELOR OF COMMERCE (ACCOUNTANCY)

PASS DEGREE—PART-TIME CURRICULUM

For Year I, see the common Part-time First Year Timetable.

Year	Subjects Studied	Hours	Time	Monday	Tuesday	Wednesday	Thursday	Friday
II	14.12 Accounting II 14.41 Law I	4 1	3–4					Accounting II*†
	15.12 Economics I .. 15.21 Statistical Methods I ..	2 2	4–5					Accounting II*†
			6–7		Economics I**	Economics I	Accounting II*†	Accounting II
			7–8		Accounting II	Statistical Methods I	Accounting II*†	Accounting II *†
		9	8–9		Statistical Methods I**	Law I†	Law I†	Accounting II *†
III	14.13 Accounting III 14.42 Law II ..... 14.43 Law III ..... 15.13 Economics II	4 1 2 2	6–7	Economics II **			Law II	Accounting III
			7–8	Law III			Economics II	Accounting III*
		9	8–9	Law III			Accounting III	Accounting III*

* Tutorial Classes. † Alternative times for these classes.

** Lectures and Tutorials are held in alternate weeks.

BACHELOR OF COMMERCE (ACCOUNTANCY)—*continued.*

Year	Subjects Studied	Hours	Time	Monday	Tuesday	Wednesday	Thursday	Friday
IV	12.111 Psychology	2	6–7	Accounting IV		Accounting IV		Economics III**
	14.14 Accounting IV	3						
	14.33 Taxation ...	2	7–8	Accounting IV*		Psychology		Taxation
	15.14 Economics III	2	8–9	Economics III		Psychology		Taxation
		9						
V	14.15 Accounting Control	1	5–6	Accounting Control†			Accounting Control†	
	14.23 Auditing	2						
	14.52 Business Finance	2	6–7	Business Finance†	Scientific Method		Auditing	
	15.22 Statistical Methods II	1	7–8	Business Finance†		Business Finance†	Auditing	
	52.032 Scientific Method (a)	1						
	Option‡	2	8–9	Statistical Methods II		Business Finance†	Accounting Control†	
		9						

* Tutorial Classes. † Alternative times for these classes. ** Lectures and Tutorials are held in alternate weeks.
‡ Time of Option will depend on subject chosen. See the Tables headed: "Times of Principal Classes."
(a) Refer to page 96 for details of changes in humanities subjects operating from 1962.

BACHELOR OF COMMERCE (ECONOMICS)

PASS DEGREE

FULL-TIME CURRICULUM—TIMETABLE

For Year I, see the common Full-Time First Year Timetable.

Year	Subjects Studied	Time	Monday	Tuesday	Wednesday	Thursday	Friday
II	14.15 Accounting Control 15.13 Economics II 15.14 Economics III 15.22 Statistical Methods II 15.41 Special Subject 1 15.42 Special Subject 2 Option‡	10–11	Economics II**			Economics II	
		11–12	Economics III				Economics III**
		12–1	Statistical Methods II				
		2–3				Accounting Control†	Special Subject 2
		3–4	Special Subject 1	Special Subject 1			Special Subject 2
		4–5	Accounting Control†				

** Lectures and Tutorials are held in alternate weeks.

‡ Time of Option will depend on subject chosen. See the Tables headed: "Times of Principal Classes."

† Alternative Times for these classes. Allocation to one or the other will be made on enrolment and cannot be varied thereafter

BACHELOR OF COMMERCE (ECONOMICS)— PASS DEGREE—FULL-TIME CURRICULUM—*continued.*

Year	Subjects Studied	Time	Monday	Tuesday	Wednesday	Thursday	Friday
III	15.15 Economics IV	10–11	Economics IV	Economics IV			
	15.43 Special Subject 3	11–12	Special Subject 4		Special Subject 4		
	15.44 Special Subject 4 ..	12–1		Scientific Method			
	15.46 Seminar in Contemporary Economic Problems (a)	2–3	Special Subject 3				
	15.47 Seminar in Economic Theory (a)	3–4		Special Subject 3			
	52.032 Scientific Method (b)	4–5					
		6–7			Seminars		
		7–8			Seminars		

(a) Seminars are held in alternate weeks.
(b) Refer to page 96 for details of changes in humanities subjects operating from 1962.

BACHELOR OF COMMERCE (ECONOMICS)

PASS DEGREE—PART-TIME CURRICULUM

For Year I, see the common Part-time First Year Timetable.

Year	Subjects Studied	Time	Monday	Tuesday	Wednesday	Thursday	Friday
II	12.111 Psychology	6–7		Scientific Method	Statistical Methods I		
	15.12 Economics I 15.21 Statistical Methods I	7–8		Statistical Methods I**			Psychology
	52.032 Scientific Method (b)	8–9		Economics I**	Economics I		Psychology
III	14.15 Accounting Control 15.13 Economics II .... 15.22 Statistical Methods II Special Subject I .. Option‡	6–7	Economics II**	Special Subject 1			
		7–8	Special Subject 1			Economics II	
		8–9	Statistical Methods II			Accounting Control	
IV	15.14 Economics III 15.42 Special Subject 2 15.44 Special Subject 4	6–7	Special Subject 4			Special Subject 2	Economics III**
		7–8	Special Subject 4			Special Subject 2	
		8–9	Economics III				
V	15.15 Economics IV 15.43 Special Subject 3 15.47 Seminar in Economic Theory (a) 15.46 Seminar in Contemporary Economic Problems (a)	6–7	Special Subject 3	Economics IV	Seminars		
		7–8	Economics IV	Special Subject 3	Seminars		

(a) Seminars are held in alternate weeks.
(b) Refer to page 96 for details of changes in humanities subjects operating from 1962.
** Lectures and Tutorials are held in alternate weeks.
‡ Time of Option will depend on subject chosen. See the Tables headed: Times of Principal Classes".

BACHELOR OF COMMERCE (STATISTICS)

PASS DEGREE

FULL-TIME CURRICULUM—TIMETABLE

For Year I, see the common Full-Time First Year Timetable.

Year	Subjects Studied	Time	Monday	Tuesday	Wednesday	Thursday	Friday
II	10.001 Mathematics I (Special Subjects 1 and 2) 14.15 Accounting Control 15.13 Economics II 15.14 Economics III 15.22 Statistical Methods II Option‡	10–11	Economics II**		Mathematics I	Economics II	
		11–12	Economics III		Mathematics I	Mathematics I	Economics III**
		12–1	Statistical Methods II			Mathematics I	
		2–3				Accounting Control†	
		3–4					Mathematics I
		4–5	Accounting Control†				Mathematics I

** Lectures and Tutorials are held in alternate weeks.

† Alternative times of these classes. Allocation to one or the other will be made on enrolment and cannot be varied thereafter.

‡ Time of Option will depend on subject chosen. See Tables headed "Times of Principal Classes".

BACHELOR OF COMMERCE (STATISTICS) PASS DEGREE—FULL-TIME CURRICULUM—*Continued.*

Year	Subjects Studied	Time	Monday	Tuesday	Wednesday	Thursday	Friday
III	15.15 Economics IV	10–11	Economics IV	Economics IV			
	15.23 Special Subject 3						
	15.24 Special Subject 4	12–1		Scientific Method			
	15.26 Seminar in Statistics (a)	3–4	Seminar in Statistics				
	15.46 Seminar in Economic Problems (a)	4–5					
	52.032 Scientific Method (b)	5–6			Special Subject 3		
		6–7	Special Subject 3		Seminar in Contemporary Economic Problems	Special Subject 4	
		7–8					
		8–9	Special Subject 4				

(a) Seminars are held in alternate weeks.
(b) Refer to page 96 for details of changes in humanities subjects operating from 1962.

Bachelor of Commerce (Statistics)

Pass Degree—Part-time Curriculum Timetable

For Year I, see the common Part-time First Year Timetable.

Year	Subjects Studied	Time	Monday	Tuesday	Wednesday	Thursday	Friday
II	12.111 Psychology	6–7		Scientific Method	Statistical Methods I		
	15.12 Economics I	7–8		Statistical Methods I**			Psychology
	15.21 Statistical Methods I	8–9		Economics I**	Economics I		Psychology
	52.032 Scientific Method (a)						
III	10.001 Mathematics I Part I (Special Subject 1)	5–6				Accounting Control*	
		6–7	Economics II**		Mathematics I		
	14.15 Accounting Control	7–8			Mathematics I	Economics II	
	15.13 Economics II	8–9	Statistical Methods II		Mathematics I	Accounting Control*	
	15.22 Statistical Methods II Option‡						

* Alternative times for these classes. ** Lectures and Tutorials are held in alternate weeks.
‡ Time of Option will depend on subject chosen. See the tables headed: "Times of Principal Classes."
(a) Refer to page 96 for details of changes in humanities subjects operating from 1962.

BACHELOR OF COMMERCE (STATISTICS) PASS DEGREE—PART-TIME CURRICULUM—*continued.*

	Subjects Studied	Time	Monday	Tuesday	Wednesday	Thursday	Friday
IV	10.001 Mathematics I Part II (Special Subject 2)	5–6			Special Subject 3		
		6–7	Special Subject 3			Mathematics I	Economics III**
	15.14 Economics III	7–8				Mathematics I	
	15.23 Advanced Economic Statistics I (Special Subject 3)	8–9	Economics III			Mathematics I	
V	15.15 Economics IV						
	15.24 Advanced Economic Statistics II (Special Subject 4)	6–7		Economics IV	Seminars	Special Subject 4	
		7–8	Economics IV		Seminars		
	15.26 Seminar in Statistics 15.46 Seminar in Economic Problems	8–9	Special Subject 4				

** Lectures and Tutorials are held in alternate weeks.

BACHELOR OF COMMERCE (INDUSTRIAL RELATIONS)

PASS DEGREE— FULL-TIME CURRICULUM TIMETABLE

For Year I, see the common Full-Time First Year Timetable.

Year	Subjects Studied	Time	Monday	Tuesday	Wednesday	Thursday	Friday
II	12.501 Psychology	10–11	Economics II **			Economics II	
	12.711 Psychology	11–12	Economics III				Economics III **
	14.15 Accounting Control	12–1	Statistical Methods II				
	15.13 Economics II	2–3	Psychology 12.501			Accounting Control	Psychology 12.711
	15.14 Economics III	3–4	Psychology 12.501				Psychology 12.711
	15.22 Statistical Methods II	4–5					
	15.31 Law A	6–7			Law C	Law A	
	15.33 Law C	7–8			Law C	Law A	

** Lectures and Tutorials are held in alternate weeks.

BACHELOR OF COMMERCE (INDUSTRIAL RELATIONS) PASS DEGREE—FULL-TIME CURRICULUM —*continued.*

Year	Subjects Studied	Time	Monday	Tuesday	Wednesday	Thursday	Friday
III	12.651 Psychology	10–11	Economics IV	Economics IV			
	15.15 Economics IV	12–1		Scientific Method			
	15.32 Law B	5–6	Law D 2	Psychology 12.651	Psychology 12.651		
	15.34 Law D Parts 1 and 2	6–7	Law D 2	Law B	Seminar in Industrial Relations	Law D 1	
	15.36 Seminar in Industrial Relations						
	52.032 Scientific Method (a)	7–8		Law B		Law D 1	

(a) Refer to page 96 for details of changes in humanities subjects operating from 1962.

Bachelor of Commerce (Industrial Relations)

Pass Degree—Part-Time Curriculum Timetable

For Year I, see the common Part-time First Year Timetable.

Year	Subjects Studied	Time	Monday	Tuesday	Wednesday	Thursday	Friday
II	12.111 Psychology	6–7		Scientific Method	Statistical Methods I	Law A	
	15.12 Economics I	7–8		Statistical Method I**		Law A	Psychology
	15.21 Statistical Methods I	8–9		Economics I**	Economics I		Psychology
	15.31 Law A						
	52.032 Scientific Method (a)						
III		6–7	Economics II **		Law C		
	12.501 Psychology	7–8		Psychology 12.501	Law C	Economics II	
	14.15 Accounting Control	8–9	Statistical Methods II	Psychology 12.501		Accounting Control	
	15.13 Economics II						
	15.22 Statistical Methods II						
	15.33 Law C						

** Lectures and Tutorials are held in alternate weeks.

(a) Refer to page 96 for details of changes in humanities subjects operating from 1962.

BACHELOR OF COMMERCE (INDUSTRIAL RELATIONS) PASS DEGREE—PART-TIME CURRICULUM —*continued.*

Year	Subjects Studied	Time	Monday	Tuesday	Wednesday	Thursday	Friday
IV	12.711 Psychology 15.14 Economics III 15.32 Law B 15.34 Law D, Part 1	6–7		Law B		Law D 1	Economics III **
		7–8		Law B		Law D 1	Psychology 12.711
		8–9	Economics III				Psychology 12.711
V	12.651 Psychology 15.15 Economics IV 15.34 Law D, Part 2 15.36 Seminar in Industrial Relations	5–6	Law D 2	Psychology 12.651	Psychology 12.651		
		6–7	Law D 2	Economics IV	Seminar in Industrial Relations		
		7–8	Economics IV				

** Lectures and Tutorials are held in alternate weeks.

BACHELOR OF COMMERCE (APPLIED PSYCHOLOGY)

PASS DEGREE

FULL-TIME CURRICULUM TIMETABLE

For Year I, see the common Full-Time First Year Timetable.

Year	Subjects Studied	Time	Monday	Tuesday	Wednesday	Thursday	Friday
II	12.701 Psychology 12.711 Psychology 14.15 Accounting Control 15.13 Economics II 15.14 Economics III 15.22 Statistical Methods II Option‡	10–11	Economics II **			Economics II	
		11–12	Economics III				Economics III **
		12–1	Statistical Methods II				
		2–3				Accounting Control	12.711 Psychology
		3–4		Psychology 12.701			12.711 Psychology
		4–5		Psychology 12.701			

** Lectures and Tutorials are held in alternate weeks.

‡ Time of Option will depend on subject chosen. See the Tables headed: "Times of Principal Classes".

BACHELOR OF COMMERCE (APPLIED PSYCHOLOGY)
PASS DEGREE—FULL-TIME CURRICULUM —*continued.*

Year	Subjects Studied	Time	Monday	Tuesday	Wednesday	Thursday	Friday
III	12.311 Psychology	10–11	Economics IV	Economics IV			
	12.501 Psychology	12–1		Scientific Method			
	12.601 Seminar in Applied Psychology	2–3	Psychology 12.501				
	15.15 Economics IV	3–4	Psychology 12.501			Psychology 12.311	
	15.46 Seminar in Economic Problems	4–5				Psychology 12.311	
	52.032 Scientific Method (b)	6–7	Seminar in Applied Psychology		Seminar in Economic Problems (a)		
		7–8					

(a) Seminars are held in alternate weeks.
(b) Refer to page 96 for details of changes in humanities subjects from 1962.

BACHELOR OF COMMERCE (APPLIED PSYCHOLOGY)—*continued.*

PASS DEGREE

PART-TIME CURRICULUM TIMETABLE

For Year I, see the common Part-time First Year Timetable.

Year	Subjects Studied	Time	Monday	Tuesday	Wednesday	Thursday	Friday
II	12.111 Psychology	6–7		Scientific Method	Statistical Methods I		
	15.12 Economics I	7–8		Statistical Methods I**			Psychology
	15.21 Statistical Methods I	8–9		Economics I**	Economics I		Psychology
	52.032 Scientific Method (a)	—					
III	14.15 Accounting Control	6–7	Economics II **	Psychology 12.701			
	15.13 Economics II						
	15.22 Statistical Methods II	7–8	Psychology 12.701			Economics II	Psychology 12.711
	12.701 Psychology	8–9	Statistical Methods II			Accounting Control	Psychology 12.711
	12.711 Psychology						

** Lectures and Tutorials are held in alternate weeks.
(a) Refer to page 96 for details of changes in humanities subjects from 1962.

BACHELOR OF COMMERCE (APPLIED PSYCHOLOGY) PASS DEGREE—PART-TIME CURRICULUM—*continued.*

Year		Time	Monday	Tuesday	Wednesday	Thursday	Friday
IV	12.501 Psychology 12.311 Psychology 15.14 Economics III	6–7	Psychology 12.311		Psychology 12·311		Economics III**
		7–8		Psychology 12.501			
		8–9	Economics III	Psychology 12.501			
V	12.601 Seminar in Applied Psychology 15.15 Economics IV 15.46 Seminar in Contemporary Economic Problems Option‡	6–7	Seminar in Applied Psychology	Economics IV	Seminar in Economic Problems (a)		
		7–8	Economics IV				
		8–9					

** Lectures and tutorials held in alternate weeks. (a) Seminar held in alternate weeks.
‡ Time of Option will depend on subject chosen. See the table headed: "Times of Principal Classes."

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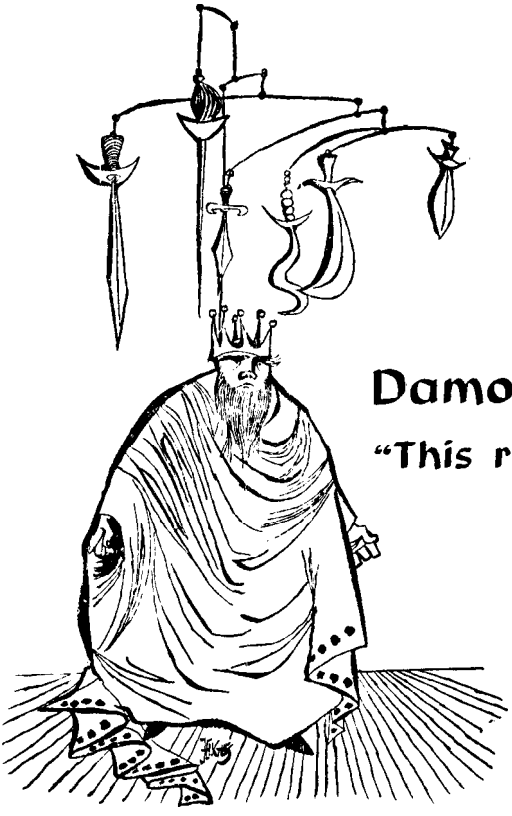

Damocles said:

"This really slays me!"

Not an unreasonable statement when a sword, suspended by a horse-hair, is dangling above your head. Being a prudent type he got out — but fast. Prudent types just don't sit waiting for the blow to fall. It's so easy to cushion the financial effects. There are not many things you can't insure against, with the A.M.P., these days.
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