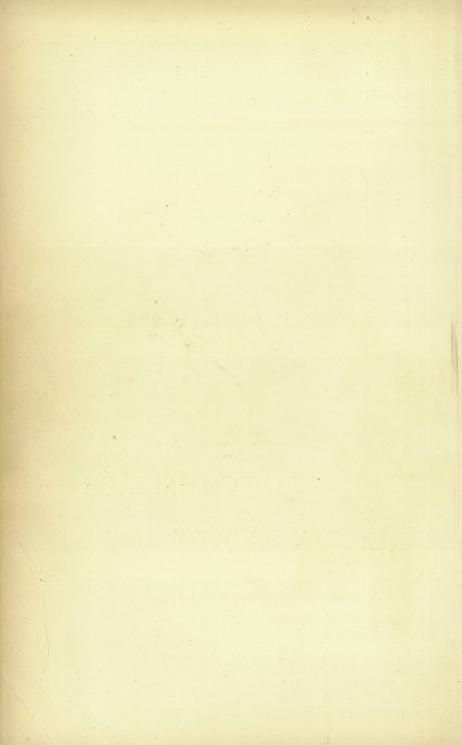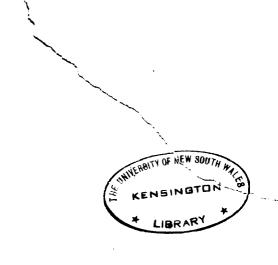# FACULTY OF COMMERCE

1968 HANDBOOK

THE UNIVERSITY OF NEW SOUTH WALES

FACULTY OF COMMERCE
1968 HANDBOOK

FIFTY CENTS

THE UNIVERSITY OF NEW SOUTH WALES

P.O. Box 1, Kensington, N.S.W., 2033
Phone: 663-0351

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* These rules were introduced or amended in 1966. Students should note
the changes to rules before completing re-enrolment forms.
† These courses were amended in 1967. Students should note the changes
to rules before completing re-enrolment forms.

A MESSAGE FROM THE DEAN

The year just passed has been another of progress and change. The most important innovation is the new Master of Commerce course, with emphasis on formal course work as an alternative to the existing research degree. In this age of rapidly advancing knowledge it is both undesirable and impractical to include all the formal training in an undergraduate course. Many students have already expressed a need for further course work after graduation, and it is expected that the new Master of Commerce will be very popular.

As conditions change, and as our experience grows the structure of Bachelor of Commerce courses is being improved in small but significant ways. In 1968 a number of changes are being introduced by the School of Economics and the new specialization in Marketing will be offered to evening students. This new specialization has attracted much support and interest, as has the Accountancy course which was revised last year.

In view of greatly increased student numbers, some means of facilitating identification of students has become desirable. In 1965 students were first requested to supply photographs for Faculty record purposes and for those members of staff who wished to acquaint themselves with their students and their problems. The record has proved invaluable, especially for those who have been asked to supply references. Since then, we have continued to make this request of all new students.

It is important that those who are embarking on University studies for the first time realise that attendance and participation at tutorials is essential to progress; so too is reading in preparation for lectures.

E. B. Smyth,
DEAN.

CALENDAR OF DATES FOR 1968

Term 1: March 4 to May 18
Term 2: June 3 to August 10
Term 3: September 2 to November 2

January—

Monday 22 ....Last day for acceptance of applications to enrol by new students and students repeating first year.
Monday 29 ....Australia Day—Public Holiday.
Tuesday 30 to
Saturday, Feb. 10 ......Deferred examinations—all courses.

February—

Monday 19 ....Enrolment week commences for new students and students repeating first year.

Monday 26 ....Enrolment week commences for all students re-enrolling.

March—

Monday 4 ....First term commences.
Friday 15 ....Last day for acceptance of enrolments—new students (late fee applies).
Friday 29 ....Last day for acceptance of enrolments—students re-enrolling (late fee applies).

April—

Friday 12 to
Monday 15 ....Easter Holidays.
Thursday 25 ....Anzac Day—Public Holiday.

May—

Saturday 18 ....First term ends.
Monday 20 to
Saturday, June 1 ....Vacation (2 weeks).

June—

Monday 3 ....Second term commences.
Monday 10 ....Queen's Birthday—Public Holiday.
Friday 28 ....Last day for acceptance of applications for re-admission after exclusion under rules governing re-enrolment.

July—

    Tuesday 2 ....Foundation Day.
    Friday 19 ....Last day for acceptance of applications for
                         examinations.

August—

    Saturday 10 ....Second term ends.
    Monday 12 to
    Saturday 31 ....Vacation (3 weeks).

September—

    Monday 2 ....Third term commences.

October—

    Monday 7 ....Eight-Hour Day—Public Holiday.

November—

    Saturday 2 ....Third term ends.
    Saturday 9 to
    Saturday 30 ....Annual examinations.

1969

    Term 1: March 3 to May 17
    Term 2: June 2 to August 9
    Term 3: September 1 to November 1

January—

    Tuesday 28 to
    Saturday, Feb. 8 ....Deferred examinations.

February—

    Monday 17 ....Enrolment week commences for new students
                         and students repeating first year.
    Monday 24 ....Enrolment week commences for students re-
                         enrolling.

March—

    Monday 3 ....First term commences.

FACULTY OF COMMERCE STAFF

Dean

Professor E. B. Smyth

Chairman

Professor J. W. Nevile

Administrative Assistant

Miss E. Hing, BEc *Syd.*

SCHOOL OF ACCOUNTANCY

Professor of Accountancy and Head of School
   E. B. Smyth, Hon. DSc *N.S.W.*, ASTC, FASA, FCIS

Associate Professor of Accountancy
   W. J. McK. Stewart, BA BCom *Melb.*, FASA

Associate Professor
   W. L. Burke, BA BEc *Syd.*, ACIS, FASA

Executive Assistant to Head of School
   G. Howitt, BEc *Syd.*, MCom *N.S.W.*, ASTC, AASA (Senior), ACIS

Senior Lecturers
   C. R. Airey, BA BEc BSc DipEd *Syd.*, FASA
   R. L. Bowra, LLB *Syd.*, ACA
   R. G. Dryen, FASA
   A. A. Forster, BEc *Syd.*, FCA, FCIS
   G. Howitt, BEc *Syd.*, MCom *N.S.W.*, ASTC, AASA (Senior), ACIS
   A. W. Lacey, LLB *Syd.*, PhD *Lond.*, MBSC
   L. N. Lee, BA BCom *Qld.*, AAUQ, AASA, ACIS
   L. A. McPherson, AASA, ACIS

Lecturers
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   G. N. Bowles, BEc *Syd.*, AASA (Senior)
   V. M. Levy, BEc *Syd.*, AASA, ACIS
   R. H. Lindstrom, BE *Syd.*, BCom *N.S.W.*, AASA (Senior)
   H. H. Mason, BA LLB *Syd.*
   K. E. Osborne, BCom *N.S.W.*, AASA (Senior)
   A. J. Pekin, BCom *Melb.*, MA(HospAdmin) *Iowa*, AHA

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C. A. Reid, BCom *Melb.*, FCA, ACIS

Tutors

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D. A. McDonell, BCom *N.S.W.*, ACA

Teaching Fellow

R. L. Neufeld, BCom *Well.*, ARANZ

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Research Professor of Economics

M. C. Kemp, BCom MA *Melb.*, PhD *Johns H.* (On leave 1968)

Visiting Professor of Economics

C. Moriguchi, MA *Kyoto*, PhD *Mich.*

Department of Economics

Associate Professor

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K. D. Rivett, MA PhD *Melb.*

N. Runcie, BEc *Syd.*, PhD *Lond.*

D. J. Stalley, MEc *Adel.*, AUA

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R. Fisher, MCom *N.S.W.*

I. Gordijew, BEc *Syd.*

R. V. Horn, MEc *Syd.*, DrRerPol *Cologne*

Senior Tutors

Roslyn Burns, BA DipEd *N.E.*

W. E. Hotchkiss, MEc *Syd.*

Tutors

D. R. Arrowsmith, BA *Melb.*

K. Foley, BCom *N.S.W.*

Nancy Smith, BA *N.E.*

Teaching Fellows

Jocelyn Horne, BCom *N.S.W.*

T. J. Philips, BCom *N.S.W.*, DipEd *Syd.*

Department of Econometrics

Senior Lecturer
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Lectures
> R. H. Court, BSc *Well.*, MA *Auck.*
> E. Sowey, BEc *Syd.*, BSc *N.S.W.*, MSc(Econ) *Lond.*

Teaching Fellow
> P. Reuter, BA *N.S.W.*

Department of Industrial Relations

Senior Lecturer
> G. W. Ford, BA DipEd *Syd.*, MA(Econ)*U.C.L.A.* (On leave 1968)

Lecturer
> Vacant.

SCHOOL OF APPLIED PSYCHOLOGY*

Professor of Applied Psychology and Head of School
> A. G. Hammer, MA *Syd.*

SCHOOL OF WOOL AND PASTORAL SCIENCES*

Professor of Wool Technology and Head of School
> P. R. McMahon, MAgrSc *N.Z.*, PhD *Leeds*, ARIC ARACI

Senior Lecturer
> K. J. Whiteley, BSc *N.S.W.*, PhD *Leeds*, MAIAS

Lecturers
> C. L. Goldstone, BAgrSc *N.Z.*, RCA (N.Z.), MAIAS
> J. P. Kennedy, BSc *Oxon.*, MSc *N.S.W.*, MAIAS

Senior Instructors
> J. R. Paynter
> R. Sallaway

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* See footnote to next page.

SCHOOL OF BUSINESS ADMINISTRATION

Professor of Business Administration and Head of School
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Lecturers
    D. W. Chapman, MCom *Cape T.*
    K. H. F. Fargher, ED, BSc BEd *Melb.*, MBA *N.S.W.*
    D. G. Graham, BE *N.S.W.*
    J. W. Hunt, BA DipEd *Syd.*, MBA *N.S.W.*
    A. K. Weinstein, BScEcon *Penn.*, MBA *Col.*

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Professor of Marketing and Head of Department
    R. A. Layton, MEc *Syd.*

Lecturer
    H. Thompson, BA *Calif.*, MBA *Tulane*

Teaching Fellow
    R. M. March, BA *Syd.*

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

ACCOUNTANCY ADVISORY PANEL

G. W. Bottrill, FASA, *Deputy Chairman, Philips Industries.*

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M. H. Rout, BA BCom *Melb.,* ASTC, AASA, *Chief Accountant, The Electricity Commission of New South Wales.*

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H. L. Sainsbury, FASA, ACIS, *Director-Secretary, British Motor Corporation (Aust.) Pty. Limited.*

E. B. Smyth, Hon. DSc *N.S.W.,* ASTC, FASA, FCIS, *Professor of Accountancy, Head of the School of Accountancy, and Dean of the Faculty of Commerce, The University of New South Wales.*

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R. G. W. Wood, FCA, *Chartered Accountant.*

R. K. Yorston, CBE, BCom *Melb.,* FCA, *Chartered Accountant.*

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A. D. Brett, *Market Research Director, Unilever (Aust.) Pty. Ltd.*

J. M. Burnett, CBE, *Chairman and Managing Director, E.M.I. (Australia) Limited.*

I. T. deMellow, BCom *N.S.W.,* Senior Research Officer, Dalgety & N.Z. Loan Ltd.

J. M. Dixon, BEc *Syd.,* AASA, *Deputy General Manager, Colonial Sugar Refining Co. Limited.*

J. R. Griffith, MA BLitt *Oxon.,* FHA, *Professor of Hospital Administration and Head of the School of Hospital Administration, The University of New South Wales.*

W. J. Latona, BCom *N.S.W.,* ASTC, AASA, ACIS, *Head of the School of Commerce and State Supervisor of Commercial Courses, Sydney Technical College.*

R. F. Holder, BA DipCom *Birm., Economist, Bank of New South Wales.*

F. B. Horner, BEc *Syd.,* PhD *Lond., Deputy Commonwealth Statistician.*

M. C. Kemp, BCom MA *Melb.,* PhD *Johns H., Research Professor of Economics, The University of New South Wales.*

H. Knight, MCom *Melb., Manager, Investment Department, Reserve Bank of Australia.*

W. G. Mathieson, BEc *Syd.,* AASA, *Auditor-General of New South Wales.*

J. W. Nevile, BA *W. Aust.,* MA PhD *Calif., Professor of Economics and Head of the School of Economics and Chairman of the Faculty of Commerce, The University of New South Wales.*

A. Smith, DFC, BEc *Syd., Methods and Training Officer, The Broken Hill Proprietary Co. Limited.*

E. B. Smyth, Hon. DSc *N.S.W.,* ASTC, FASA, FCIS, *Professor of Accountancy, Head of the School of Accountancy, and Dean of the Faculty of Commerce, The University of New South Wales.*

N. R. Wills, BEc MSc *Syd.,* FRGS (Lond.), *Professor of Business Administration and Head of the School of Business Administration, The University of New South Wales.*

N. E. M. Winckle, BCom *Melb.,* AASA, ACIS, *Inspector, The Commercial Banking Company of Sydney Limited.*

Candidates may qualify for entry to undergraduate courses by complying with the matriculation requirements set out in Section A below, or by meeting the relevant requirements specified in Section B, or, for 1968 only, by complying with the special matriculation requirements set out in Section C.

SECTION A

MATRICULATION REQUIREMENTS
(To operate from 1st January, 1968)

1. (a) 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.

   (b) 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.

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

2. Except as elsewhere provided a candidate before being admitted to matriculation shall have passed at the required standard the Higher School Certificate Examination in New South Wales in at least five subjects in accordance with the following conditions:

   (a) The subjects shall be chosen from the following subjects taken at the first, second or third level, in the Higher School Certificate Examination:

   A. English.
   B. (i) French, German, Greek, Latin.
      (ii) Ancient History, Art, Economics, Geography, Modern History, Music, Bahasa Indonesia, Chinese, Dutch, Hebrew, Italian, Japanese, Russian, Spanish, or such other language as may, in the case of any particular candidate, be approved by the Professorial Board.

C. (i) Mathematics.
   (ii) Agriculture, Science.
D. Industrial Arts (1967 and 1968 Higher School Certificate Examinations only).

(b) The subjects shall include:
   (i) English,
   (ii) four subjects at the first or second level, and,
   (iii) one subject chosen from each of the Groups B and C and of these two subjects at least one must be from Section (1) of either Group B or Group C at the first or second level.

(c) The subjects shall NOT include both Art and Music.

3. Mathematics and Science both passed as full courses together shall, for the purpose of matriculation, be counted as three subjects, but otherwise each shall count as one subject.

4. The qualification for matriculation must be obtained at one examination.

5. In addition to the above requirements a candidate for admission to any particular faculty, course or subject shall satisfy the special requirements, if any, pertaining to that faculty, course or subject as set out in the following Schedule A. Where these additional requirements are not satisfied at the same examination as the requirements listed in paragraph 2 they may be met at a separate examination.

6. (a) Notwithstanding the provisions of Clauses 2, 3 and 5 of these requirements, any candidate who has taken the Higher School Certificate Examination in the subject of English and no fewer than any four other subjects named in Clause 2, at any level, may be admitted to matriculation provided he has reached a standard determined from time to time by the Professorial Board*.

(b) Mathematics and Science both taken as full courses together shall, for the purpose of this clause, be counted as three subjects.

(c) A candidate qualifying for matriculation under this clause may also be admitted to a particular faculty, course or subject provided:

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* See page 22 for the Professorial Board's decisions on these matters.

(i) he satisfies the special requirements pertaining to that faculty, course or subject as set out in the following Schedule A, or

(ii) The Professorial Board* deems that his programme of studies for, and his performance at, the Higher School Certificate Examination constitute an adequte preparation for his admission to the particular faculty, course or subject.

Schedule A

ADDITIONAL FACULTY, COURSE AND SUBJECT REQUIREMENTS IN TERMS OF CLAUSE FIVE

(A) Faculty Requirements

APPLIED SCIENCE, ENGINEERING, MEDICINE, SCIENCE

Passes in Mathematics and Science at the first or second level full course.

ARCHITECTURE

Passes in Mathematics at the first or second level full course and in Science at the first or second level full course or second level short course provided that the Physics option has been taken in the short course.

COMMERCE

Passes in English at the first or second level and Mathematics at the first or second level full course or second level short course.

ARTS

Passes in English at the first or second level.

(B) Course Requirements

INDUSTRIAL ARTS (B.Sc. and B. Sc. (Tech.)) AND SHEEP AND WOOL TECHNOLOGY (Education Option) (B.Sc.)

Passes in Science at the first or second level full course and in Mathematics at the first or second level full or short course provided that a student electing to include the subject Mathematics I in his University course shall have passed Mathematics at the first or second level full course.

SOCIAL WORK (B.Soc.Wk.)

As for Faculty of Arts.

(C) Subject Requirements

FRENCH I

Pass in French at the first or second level.

GERMAN I

Pass in German at the first or second level or pass in Introductory German.

INTRODUCTORY GERMAN, INTRODUCTORY SPANISH OR PRELIMINARY ITALIAN

Pass in any other foreign language at the first or second level

ECONOMCS II OR ECONOMICS III

Passes in English at the first or second level and Mathematics at the first or second level full course or second level short course.

MATHEMATCS I

Pass in Mathematics at the first or second level full course.

GEOLOGY I

Pass in Science at the first or second level full course.

CHEMISTRY I, PHYSICS I OR GENERAL AND HUMAN BIOLOGY

Passes in Mathematics and Science at the first or second level full course.

SECTION B

SUPPLEMENTARY PROVISIONS FOR MATRICULATION

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

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

   (b) The Board may admit as a "matriculated student" in any Faculty with such status as the Board may determine in the circumstances:

      (i) A graduate of any approved University.

      (ii) An applicant who presents a certificate from a Uni-

versity showing that he has a satisfactory record and is qualified for entrance to that University, provided that in the opinion of the Board there is an acceptable correspondence between the qualifying conditions relied upon by the applicant and conditions laid down for matriculation to the nominated Faculty of the University of New South Wales.

(c) (i) Any person who has completed the first year of the course at the Royal Military College of Australia and submits a certificate from the Commandant to that effect may be admitted as a "matriculated student" of the University.

  (ii) Any person who has completed a full course of at least three years' prescribed study at the Royal Military College of Australia and produces a certificate from the Commandant to that effect may be admitted as a "matriculated student" of the University with such status as the Board may determine.

(d) Any person who has completed satisfactorily the passing out examination of the Royal Australian Naval College and submits a certificate from the Commanding Officer may be admitted as a "matriculated student" of the University.

(e) (i) Any person who has completed the first year of the course at the Royal Australian Air Force College and submits a certificate from the Commandant to that effect, may be admitted as a "matriculated student" of the Universtiy.

  (ii) Any person who has completed two years of the course at the Royal Australian Air Force College and submits a certificate from the Commandant to that effect, may be admitted as a "matriculated student" of the University with such status as the Board may determine.

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

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

(b) Persons over the age of twenty-five years may be admitted to provisional matriculation status provided that—
   (i) they have satisfactorily completed an approved course of systematic study extending over at least three years after passing the School Certificate Examination, or
   (ii) they satisfy the Professorial Board that they have reached a standard of education sufficient to enable them profitably to pursue the first year of the proposed course.

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

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

SECTION C

SPECIAL MATRICULATION REQUIREMENTS TO OPERATE IN 1968 ONLY

(DETERMINATIONS OF THE PROFESSORIAL BOARD IN TERMS OF CLAUSE 6 OF THE NORMAL REQUIREMENTS AS SET OUT IN SECTION A ABOVE)

The Professorial Board has determined that, *for 1968 only,*

(a) a candidate who qualifies by means of the 1967 Higher School Certificate examination to matriculate in any other

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

university in New South Wales or in the Australian National University shall be deemed to have qualified to matriculate in the University of New South Wales under the provisions of Clause 6 of the matriculation requirements set out in Section A above.

(b) a candidate who achieves at the 1967 Higher School Certicate Examination *a standard acceptable to the Professorial Board* in English, and any four other subjects approved for matriculation purposes shall be deemed to have qualified to matriculate in the University of New South Wales under the provisions of Clause 6 of the matriculation requirements set out in Section A above. For this purpose Mathematics and Science both taken as full courses shall count as three subjects.

(c) the special requirements pertaining to entry to a particular faculty, course or subject, referred to in Clause 6 of Section A, shall be as set out in Schedule B.

Schedule B

SPECIAL FACULTY, COURSE OR SUBJECT REQUIRE-MENTS IN TERMS OF CLAUSE 6 OF THE NORMAL REQUIREMENTS AS SET OUT IN SECTION A ABOVE (TO OPERATE IN 1968 ONLY)

A. FACULTY REQUIREMENTS

APPLIED SCIENCE, ENGINEERING, MEDICINE AND SCIENCE

Passes in Science at the second level short course or higher AND in Mathematics either at the second level full course or higher or *at the second level short course at a standard acceptable to the Professorial Board.*

ARCHITECTURE

Passes in Mathematics at the second level short course or higher AND in Science, at the second level short course or higher.

COMMERCE

Passes in Mathematics at the second level short course or higher AND in English at either the second level or higher or *at the third level at a standard acceptable to the Professorial Board.*

ARTS

A pass in English at the second level or higher, or a pass at the third level *at a standard acceptable to the Professorial Board.*

B. COURSE REQUIREMENTS

(Courses under the control of the Board of Vocational Studies)

SOCIAL WORK COURSE (Bachelor of Social Work)

As for Faculty of Arts.

INDUSTRIAL ARTS COURSE (B.Sc. and B.Sc. (Tech.)) and SHEEP AND WOOL TECHNOLOGY (EDUCATION OPTION) COURSE (B.Sc.)

As for Faculties of Applied Science, Engineering, Medicine and Science.

C. SUBJECT REQUIREMENTS

10.011 HIGHER MATHEMATICS I — A pass in Mathematics at the second level full course or higher.

10.001 MATHEMATICS I .... A pass in Mathematics *at the second level short course at a standard acceptable to the Professorial Board.*

10.021 MATHEMATICS IT .... A pass in Mathematics at the second level short course.

PHYSICS I
CHEMISTRY I
GENERAL & HUMAN BIOLOGY
GEOLOGY I
⎫ As for Faculties of Applied Science, Engineering, Medicine and Science. ⎭

ECONOMICS II ⎱
ECONOMICS III ⎰ As for Faculty of Commerce.

FRENCH I .... A pass in French at second level or higher.

GERMAN I .... Pass in German at second level or higher or in Introductory German.

INTRODUCTORY GERMAN ⎫
INTRODUCTORY SPANISH ⎬ Pass in any other foreign language at second level or higher.
PRELIMINARY ITALIAN ⎭

NOTE: Candidates who depend for matriculation on a pass in a subject "at a standard acceptable to the Professorial Board" (indicated in italics throughout the above statement) may ascertain whether they have satisfied this standard by **written** application to the Registrar which must be lodged not later than 22nd January, 1968.

(A) First Enrolments. Application for enrolment in 1968 must wherever possible be made in person to the Student Enrolment Bureau, Unisearch House, 221 Anzac Parade, Kensington, as soon as the results of the Higher School Certificate Examination are available, but in any event not later than *January 22*.

Country residents who wish to enrol with the University in 1968 should write to the Registrar, P.O. Box 1, Kensington 2033, for a form on which to make their preliminary application. This form must be returned at the latest by *January 22*.

(B) First Year Repeats. First Year students who failed in all subjects at the 1967 Annual Examinations and who were not given any deferred examinations must attend the Student Enrolment Bureau between the date of publication of the Higher School Certificate results and January 22 if they wish to re-enrol. It will be assumed that students in this category who do not apply for re-enrolment by January 22 do not intend to re-enrol and a class place will not be reserved for them.

Having made preliminary application to the Enrolment Bureau, each applicant will be given an appointment for a time during the week beginning Monday, February 19, to complete enrolment.

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

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

(1) *Applicants must report to the Enrolment Bureau,* located in Unisearch House, on the western side of Anzac Parade,

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

(2) *Applicants must then collect their enrolment form* and other enrolment material from the Enrolment Bureau counter, complete details, and present appropriate forms to the Cashier, together with the fees required. *Fees should be paid on the same day as the appointment.* Applicants should calculate from the table of fees below the amount they will be required to pay and should bring sufficient money or a cheque with them to cover this amount. Scholarship students, sponsored students, and other students not responsible for the payment of their own fees, must present to the Cashier with their enrolment form a written authority (scholarship voucher, letter from sponsoring company, etc.) to charge fees appropriately.

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

Final Dates for Enrolment. No enrolments will be accepted from new students after the end of the second week of term (18th March, 1968) except with the express approval of the Registrar and the Head of the School concerned; no later year enrolments will be accepted after 31st March without the express approval of the Registrar which will be given in exceptional circumstances only.

(C) Later Year Enrolments.

Each student must obtain and complete the appropriate *University Enrolment Form* (Form UE3 for full-time students, UE4 for part-time students) and *Proposed Programme for 1968* (Form C22/68 for all students). Forms are obtainable at the Faculty of Commerce Office, Room 113, First Floor of the

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* Applicants who cannot keep their appointment should attend at the Enrolment Bureau on Thursday, February 29, between 10 a.m. 12 noon, 2 p.m.-5 p.m., and 6 p.m.-8 p.m. If they fail to keep the original appointment or fail to pay their fees, a class place may not be available. Students enrolling on this Thursday will be liable to pay a late fee of $5.

Commerce Building. Neither form should be completed until students obtain a copy of the *Faculty of Commerce Handbook for 1968,* which should be available in January.

University Enrolment Form: All relevant details should be completed, but students should not fill in the section showing subjects enrolled in 1968. Enrolling Officers will complete this section after checking the programme proposed on Form C22/68.

Proposed Programme for 1968: No student should attempt to complete the programme before receiving the results of the 1967 Annual Examinations and consulting the 1968 Faculty Handbook. Important changes have been made to a number of rules relating to the B.Com. course, and the attention of students is specially directed to the following revisions:

> Rule 15, revising some requirements and arrangements of subjects in the Economics, Economic History, Industral Relations, Applied Psychology and Wool Commerce courses.

> Rule 16, amending Economics Options now offered.

> Rule 17, revising some of the rules for progression and for pre-requisites in the School of Economics.

The Handbook also shows those optional subjects which will not be available in 1968. Where the Handbook indicates that a subject may not be offered, students should make further enquiries from the office of the School offering the subject before including it in their programme.

The attention of students is also directed to the important provisions of Rules 3 (prescribing maximum hours of class attendance), 4 (concerning prerequisites) and 6 (concerning the order in which subjects may be taken). Any application to vary these requirements must be made on the form *Application for Concession* available from the Faculty Administrative Assistant. Students should note that they will not be exempted from the requirement that Economics II must be passed before enrolling in subjects from Group II Options offered by the School of Economics (see Rule 16). Students may not take subjects offered by the School of Business Administration to satisfy General Option requirements.

Admission to Honours Courses requires the approval of the Head of School concerned (see Rule 10). Students who have good

first year records should seek such approval before submitting their proposed programmes; they are invited to contact the Head of School after results are published.

Thesis requirements: Students who are required to submit a thesis as part of their course requirements should have their topics and supervisors approved in accordance with the requirements of Rule 9 (which has also been revised) and instructions issued by the Schools concerned. The thesis should be included in the student's programme for appropriate year(s), with the proposed year of submission being shown in brackets. Enrolling Officers will include the thesis on the Enrolment Form when it is intended to submit in the current year, but the responsibility for obtaining approval of the date of submission rests with the student.

Deferred examinations. When a student has been granted any deferred examination(s) he should prepare his proposed programme on the assumption that he will pass the deferred examination(s). However, he should submit alternative programme(s) to be used by the Enrolling Officer in the event of failure in the deferred examination(s); in such cases only names and proposed programmes are required on the alternative *Proposed Programme* forms.

Students who are uncertain as to their standing in the course, or wish to clarify other matters should contact the Faculty Administrative Assistant. In particular, students expecting to complete the course in 1968 should make a point of checking their programme with the Faculty Administrative Assistant to avoid the possibility of any omissions from the requirements.

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

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

The enrolment form and completed form C22/68 must be returned to the Faculty Administrative Assistant (Miss E. Hing), Faculty of Commerce Office, before January 22, 1968. Forms received after this date may only be collected during the late enrolment period.

When a proposed programme is approved, no enrolment interview will be necessary and the student may collect his stamped and initialled enrolment form from the Faculty Office on Wednesday, 28th February, Thursday, 29th February, Friday, 1st March, 1968, between the hours of 2 p.m.-5 p.m. or 6 p.m.-8 p.m. He may then complete enrolment by the payment of fees either during enrolment week or before the end of second week of term, Friday, March 15th. Students who fail to attend at the specified times during enrolment week will be required to attend at specified late enrolment periods, but students who complete their enrolment at such times will incur late fees.

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

Students who fail to lodge the enrolment form and form C22/68 before January 22, 1968, or who fail to keep an appointment for interview must enrol at a late enrolment session and pay the prescribed late fee.

Note: First year students who failed all subjects at the 1967 Annual Examinations and who were not granted any deferred examinations will NOT follow the above procedure. They are required to apply for enrolment to the Student Enrolment Bureau during the period from 12th to 22nd January, 1968.

Miscellaneous Subject Enrolments.—Students may be accepted for enrolment in miscellaneous subjects provided the University considers that the subject(s) will be of benefit to the student and there is accommodation available. Only in exceptional circumstances will subjects taken in this way count towards a degree or diploma. Students seeking to enrol in miscellaneous subjects should obtain a letter of approval from the Head of the appropriate School or his representative permitting them to enrol in the subject concerned. The letter should be given to the enrolling officer at the time of enrolment. Where a student is under exclusion he may not be enrolled in miscellaneous subjects unless given approval by the Professorial Board.

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

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

UNIVERSITY UNION CARD

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

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

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

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

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

FEES*

COMMERCE UNDERGRADUATE FEES

(a) Degree Courses

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

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

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

 (i) Full-time Course Fee—more than 11 hours attendance per week—$92 per term.

 (ii) Part-time Course Fee—over four hours and up to 11 hours attendance per week—$55 per term.

 (iii) Part-time Course Fee—four hours or less attendance per week—$28 per term.

 (iv) Course Continuation Fee—A fee of $23 per annum (no term payment) is payable by:

  (a) students who have once been enrolled for a thesis and have only that requirement outstanding, *or*

  (b) students given special permission to take annual examinations without attendance at the University. (Students in this category are not required to pay the subscriptions to the University Union, the Students' Union, the Sports Association and the Library fee.)

(b) Other Fees

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

Matriculation Fee—$7—payable at the beginning of first year.

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

Library Fee—annual fee—$12.
University Union—entrance fee†—$20.
Student Activities Fees
    University Union†—$12—annual subscription.
    Sports Association†—$2—annual subscription.
    Students' Union†—$4—annual subscription.
    Miscellaneous—$10—annual fee.
    Total—$28.
Graduation or Diploma Fee—$7—payable at the completion of the course.

Special Examination Fees

Deferred examination—$5 for each subject.
Examinations conducted under special circumstances—$7 for each subject.
Review of examination result—$7 for each subject.

Late Fees

First Enrolments

Fees paid on the late enrolment session and before commencement of term	$6
Fees paid during the 1st and 2nd weeks of term	$12
Fees paid after the commencement of the 3rd week of term with the express approval of the Registrar and Head of the School concerned	$23

Re-enrolments

First Term:

Failure to attend enrolment centre during enrolment week	$6
Fees paid after the commencement of the 3rd week of term to 31st March	$12
Fees paid after 31st March where accepted with the express approval of the Registrar	$23

Second and Third Terms:

Fees paid in 3rd and 4th weeks of term	$12
Fees paid thereafter	$23
Late lodgement of Application for Admission to Examinations (late applications will be accepted for three weeks only after the prescribed dates).	$5

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

COMMERCE POSTGRADUATE FEES

(a) Master of Business Administration

(i) Registration Fee—$5.

(ii) Graduation Fee—$7.

(iii) Course Fee — calculated on the basis of a term's attendance at the rate of $6 per hour per week. Thus the fee for a programme requiring an attendance of 24 hours per week for the term is 24 x $6 = $144 per term.

(iv) Thesis or Project Fee—$35 (an additional fee of $23* is payable by students who have completed their final examinations for the degree but have not completed the thesis or project for which they have been previously enrolled).

Other Fees

As set out below.

Late Fees

As set out under *Re-enrolments* in the section on "Late Fees" on page 31.

(b) Master of Commerce‡

Fees are payable from the commencement date of a candidate's registration and remain payable until the candidate's thesis is presented to the Examinations Branch.

(i) Qualifying Examination	$12
(ii) Registration Fee	$5
(iii) Internal full-time student annual fee	$69
Internal full-time student term fee	$23
(iv) Internal part-time student annual fee	$36
Internal part-time student term fee	$12
(v) External student annual fee†	$23
(vi) Final Examination (including Graduation fee)	$35

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

† Students in this category are not required to pay the Student Activities Fees, the University Union Entrance Fee, or the Library Fee.

‡ Details of fees for the Master of Commerce degree involving course work were under consideration at the time of publication and will be available during 1968.

Other Fees (M.B.A., and M.Com.)

In addition to the fees set out above, all students in the above categories are required to pay:—

Library Fee—Annual Fee, $12.
University Union—entrance fee†—$20.
Student Activities Fees
   University Union†—$12—annual subscription
   Sports Association†—$2—annual subscription
   Students' Union†—$4—annual subscription
   Miscellaneous—$10—annual fee.
   Total—$28.

Late Fees (M.Com. only)

Initial Registration

Fees paid from commencement of sixth week after date of
   offer of registration to end of eighth week $12
Renewal at Commencement of each Academic Year
Fees paid from commencement of third week of term to
   31st March $12
Fees paid after 31st March where accepted with the express
   approval of the Registrar $23

WITHDRAWAL FROM COURSE

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

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

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

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

University Union—$2 in respect of each half term.
University of New South Wales Students' Union—where notice
   is given prior to the end of the fifth week of first term, $2;
   thereafter no refund.

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

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

Miscellaneous—where notice is given prior to 30th April, $5; thereafter no refund.

PAYMENT OF FEES

Completion of Enrolment

All students are required to attend the appropriate enrolment centre during the prescribed enrolment period* for authorisation of course programme.   Failure to do so will incur a late fee of $6.

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

Fees should be paid during the prescribed enrolment period, but will be accepted without incurring a late fee during the first two weeks of First Term. (For late fees, see p. 31. No student is regarded as having completed an enrolment until fees have been paid. *Fees will not be accepted (i.e., enrolment cannot be completed) from new students after the end of the second week of term (i.e., 15th March, 1968), and after 31st March, from students who are re-enrolling,* except with the express approval of the Registrar, which will be given in exceptional circumstances only.

Payment of Fees by Term

Students who are unable to pay their fees by the year may pay by the term, in which case they are required to pay first term course fees and other fees for the year, within the first two weeks of First Term.   Students paying under this arrangement will receive accounts from the University for Second and

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

Third Term fees. These fees must be paid within the first two weeks of each term.

Assisted Students

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

Extension of Time

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

Where an extension of time is granted to a first year student in First Term, such student may only attend classes on the written authority of the Registrar, but such authority will not normally be given in relation to any course where enrolments are restricted.

Failure to Pay Fees

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

No student is eligible to attend the annual examinations in any subject where any portion of his course fees for the year is outstanding after the end of the fourth week of Third Term (27th September, 1968).

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

GENERAL CONDUCT

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

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

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

ATTENDANCE AT CLASSES

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

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

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

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

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

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

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

COURSE TRANSFERS

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

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

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

CHANGES IN COURSE PROGRAMMES AND WITHDRAWAL FROM SUBJECTS

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

It should be noted that withdrawal from a subject or course after Term 1 will not be approved unless there are special circumstances. It is emphasised that failure to sit for the examination in any subject for which a student has enrolled is regarded as failure to pass that examination unless written approval to withdraw has been given by the Registrar.

RESUMPTION OF COURSES

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

ANNUAL EXAMINATIONS

The annual examinations take place in November-December for students in 30-week courses, and in September for students in 21- and 24-week courses. Timetables showing time and place at which individual examinations will be held are posted on the central notice boards. Misreading of the timetable is not an acceptable excuse for failure to attend an examination. Examination results are posted to the term addresses of students. No results will be given by telephone.

Examination results may be reviewed for a fee of $7 a subject, which is refundable in the event of an error being discovered. Applications for review must be submitted on the appropriate form, together with the necessary fee by the date indicated on the notification of results.

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

A student who through serious illness or other cause outside his control in unable to attend an examination is required to bring the circumstances (supported by a medical certificate or

other evidence) to the notice of the Registrar not later than seven days after the date of the examination.

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

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

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

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

All students (including students enrolled for a thesis only) must lodge an application for admission to examinations by 19th July, 1968.

The Accountant is authorised to receive application forms during the three weeks immediately following the prescribed closing dates if they are accompanied by a late fee of $5. Applications forwarded more than three weeks after the closing date will not be accepted except in very exceptional circumstances and with the approval of the Registrar. Where an application is not accepted the student concerned is not eligible to sit for the examination.

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

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

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

(a)   Candidates are required to obey any instruction given by an examination supervisor for the proper conduct of the examination.

(b)   Candidates are required to be in their places in the examination room not less than ten minutes before the time for commencement.

(c)   No bag, writing paper, blotting paper, manuscript or book, other than a specified aid, is to be brought into the examination room.

(d)   No candidate shall be admitted to an examination after thirty minutes from the time of commencement of the examination.

(e)   No candidate shall be permitted to leave the examination room before the expiry of thirty minutes from the time the examination commences.

(f)   No candidate shall be re-admitted to the examination room after he has left it unless during the full period of his absence he has been under approved supervision.

(g)   A candidate shall not by any improper means obtain, or endeavour to obtain, assistance in his work, give, or endeavour to give, assistance to any other candidate, or commit any breach of good order.

(h)   Smoking is not permitted during the course of examinations.

(i) A candidate who commits any infringement of the rules governing examinations is liable to disqualification at the particular examination, to immediate expulsion from the examination room, and to such further penalty as may be determined in accordance with the By-laws.

DEFERRED EXAMINATIONS

Deferred examinations may be granted in the following cases:

(i) When a student through illness or some other acceptable circumstance has been prevented from taking the annual examination or has been placed at a serious disadvantage during the annual examinations.

(ii) To help resolve a doubt as to whether a student has reached the required standard in a subject.

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

A student eligible to sit for a deferred examination must lodge with the Accountant an application accompanied by the fee of $5 per subject, by the date indicated on the notification of results.

APPLICATION FOR ADMISSION TO DEGREE

Applications for admission to a degree of the University must be made on the appropriate form by 31st January. Applicants should ensure that they have completed all requirements for the degree.

RESTRICTION UPON STUDENTS RE-ENROLLING

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

(i) As from 1st January, 1962, a student shall show cause why he should be allowed to repeat a subject in which he has failed more than once. (Failure in a deferred examination as well as in the annual examination counts, for the purpose of this regulation, as one failure). Where

such subject is prescribed as a part of the student's course he shall be required to show cause why he should be allowed to continue the course. A student in the medical course shall show cause why he should be allowed to repeat the second year of the course if he has failed more than once to qualify for entry to the third year.

(ii) Notwithstanding the provisions of clause (i), a student shall be required to show cause why he should be allowed to continue a course which he will not be able to complete in the time set down in the following schedule:

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

*(iii) No full-time student shall, without showing cause, be permitted to continue a course unless all subjects of the first year of his course are completed by the end of his second year of attendance. No student in the Faculty of Arts shall, without showing cause, be permitted to continue a course unless he completes four subjects, one of which must be from Group II, by the end of his second year of attendance.

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

No student in the Faculty of Medicine shall, without showing cause, be permitted to continue with the medical course unless he completes the second year of the course by the end of his third year of attendance, and the third year of the course by the end of his fourth year of attendance.

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* Rule (iii) in so far as it relates to students in the Faculty of Arts will apply retrospectively as from the 1st January, 1967, and in so far as it relates to students in the Faculty of Medicine, will apply to students enrolling for the first time in 1967 or thereafter.

(iv) A student who has a record of failure in a course at another University shall be required to show cause why he should be admitted to this University. A student admitted to a course at this University following a record of failure at another University shall be required to show cause, notwithstanding any other provisions in these rules, why he should be permitted to continue in that course if he is unsuccessful in the annual examinations in his first year of attendance at this University.

(v) Any student excluded under any of the clauses (i)-(iii) may apply for re-admission after two academic years and such application shall be considered in the light of any evidence submitted by him.

(vi) A student wishing "to show cause" under these provisions shall do so in writing to the Registrar. Any such application shall be considered by the Professorial Board, which shall determine whether the cause shown is adequate to justify his being permitted to continue his course or re-enrol as the case may be.

(vii) The Vice-Chancellor may on the recommendation of the Professorial Board exclude from attendance in a course or courses any student who has been excluded from attendance in any other course under the rules governing re-enrolment and whose record at the University demonstrates, in the opinion of the Board and the Vice-Chancellor, the student's lack of fitness to pursue the course nominated.

(viii) A student who has failed, under the provisions of Clause (vi) of these rules, to show cause acceptable to the Professorial Board why he should be permitted to continue in his course, and who has subsequently been permitted to re-enrol in that course or to transfer to another course, shall also be required to show cause, notwithstanding any other provisions in these rules, why he should be permitted to continue in that course if he is unsuccessful in the annual examinations immediately following the first year of resumption or transfer of enrolment as the case may be.

(ix) A student may appeal to an Appeals Committee constituted by Council for this purpose, against his exclusion by the Professorial Board from any subject or course.

RE-ADMISSION AFTER EXCLUSION

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

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

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

OWNERSHIP OF STUDENTS' WORK

The University reserves the right to retain at its own discretion the original or one copy of any drawings, models, designs, plans and specifications, essays, theses or other work executed by students as part of their courses, or submitted for any award or competition conducted by the University.

CHANGE OF ADDRESS

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

NOTICES

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

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

PHOTOGRAPHS

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

LOST PROPERTY

All enquiries concerning lost property should be made to the Chief Steward in the Commerce Building (telephone ext. 2503) or to the Lost Property Office at the Union.

PARKING WITHIN THE UNIVERSITY GROUNDS

Because of the limited amount of parking space available, only full-time final year undergraduates, Stage 5, and later part-time and post-graduate students may apply for parking permits. Applications should be made to the Property Section (Bursar's Division), Room 236, Chancellery, where details of the charges for permits are also available.

APPLICATION OF RULES

General

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

Appeals

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

in the case of disciplinary action by the Vice-Chancellor, whether on appeal or otherwise, to the Council".

PREPARATION OF ESSAYS

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

PREPARATION OF THESES

In writing theses as required by the rules (see Rule 9, page 66) students are expected to pay particular attention to matters of presentation. In this respect students are advised to consult:—
Kate L. Turabian, *A Manual for Writers of Term Papers, Theses and Dissertations.* Phoenix Books, University of Chicago Press, 1955.

LIBRARY

The University Library is located on the upper campus and adjacent to the Chancellery, the Morven Brown Building and the John Goodsell Building.

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

The hours of the Library are:
>During Term: Monday to Friday—9 a.m. to 12 midnight.
>Saturday—9 a.m. to 5 p.m.; Sunday—2 p.m. to 6 p.m.
>During Vacation and Public Holidays: Refer Library Notice Board.

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

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

ACCOUNTANCY HONOURS AND POST-GRADUATE SCHOOL LIBRARY

Largely as a result of a series of annual grants of $500 made by the Public Accountants Registration Board of New South Wales, since 1961, an Honours and Post-Graduate Accountancy Library has been established within the School of Accountancy. The library contains books and periodicals on accounting, auditing and allied subjects. Honours and Post-Graduate students wishing to use the library should apply at the office of the School of Accountancy.

PREVIOUS ANNUAL EXAMINATION PAPERS

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

ENQUIRIES

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

HANDBOOKS

All students must obtain a copy of the *Faculty of Commerce* Handbook which costs 50c and is available from the University Cashier, the Co-operative Bookshop, the University Union Shop, Angus and Robertson Ltd., and Grahame Book Co. Pty. Ltd.

In addition, new students should obtain a copy of *Handbook*

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

The University Calendar is also available, price $1.20 for the soft-bound edition, and $2 for the hard-bound edition.

WOLLONGONG UNIVERSITY COLLEGE

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

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

UNIVERSITY AND PROFESSIONAL SOCIETIES

The Commerce Society

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

The Society awards an annual prize of $21 for academic proficiency throughout the Commerce course and leadership in student activities, and also publishes a Student Year Book *Enterprise*. In 1964 the Society was successful in gaining membership of A.I.S.E.C. (an international organisation for the exchange of Commerce students on international traineeships).

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

President:	Mark O'Sullivan
Senior Vice-President:	Brian O'Loan
Junior Vice-President:	Alan Evans
Honorary Secretary:	Warren Davies
Honorary Treasurer:	Ross Laurie

A.I.E.S.E.C.

There is an active Local Committee of A.I.E.S.E.C. (Associa-

tion Internationale des Etudiants en Sciences Economiques et Commerciales) within the Faculty of Commerce.

A.I.E.S.E.C. is the principal student-administered business education scheme in the world. Students who intend to make a career in business should not miss the opportunity to belong to A.I.E.S.E.C. because of what it has to offer.

A.I.E.S.E.C. membership is open to all undergraduates and recent graduates of the faculty. It affords members the opportunity to (a) meet top level Australian Executives (b) be sponsored by the Local Committee for an overseas traineeship of 3-12 months duration in one of more than 40 member countries, (c) be invited to attend many of the frequent A.I.E.S.E.C. conferences, seminars and study tours held throughout the world each year, while they are travelling abroad.

Membership fee is 50c per year. Enquiries may be directed to either of the following:—

President:	Bob Herbert (Tel. 92-1151)
Publicity Officer:	Jonathan Armytage (Tel. 86-1008)

The Economic Society of Australia and New Zealand

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

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

The Commerce Society nominates one representative on the Branch Council.

New South Wales Branch of the Statistical Society of Australia

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

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

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

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

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

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

The aim of the Society is to encourage the use of scientific method in market research and marketing, and to facilitate the acquiring of further professional skills by its members. Established in Australia for twelve years, the Society now has over 600 members in its three State divisions and is growing quite rapidly. It is a member of the International Marketing Federation. Its activities include regular courses, seminars and 'workshops' on market research and lectures by top Australian and overseas

researchers. It publishes a monthly Newsletter, and a bi-annual *Journal of Market Research.* At the regular monthly meetings a variety of papers on market research and marketing are discussed.

Membership fees are: Full $10; Associate $8, Student $3. Address: M.R.S. of Australia, N.S.W. Div., Box 334, P.O., North Sydney. Secretary: J. Boyce (Tel. 2-0924). Enquiries from prospective members or visitors are welcomed.

The Industrial Relations Society of New South Wales

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

Student membership fee, which includes subscription to the *Journal,* is $2 per annum. Student membership is available to full-time students only. The ordinary membership fee is $5.

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

SCHOLARSHIPS AND AWARDS

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

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

C.S.R. Scholarship in Commerce

The Colonial Sugar Refining Co. Limited offers one scholarship each year to students enrolling in courses leading to the degree of Bachelor of Commerce specialising in Economics, Accountancy, Statistics, Applied Psychology or Industrial Relations. The scholarship holder will study full-time at the University during his first and fourth years, while in his second and third years he will combine part-time attendance and part-time employment with the Company, being allowed some time off from work to attend day classes. The value of the scholarship is $1,200 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 University Scholarship.

Manufacturers' Mutual Insurance Company Scholarship in Commerce

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

Scholarship in Wool Commerce

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

Applications

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

PRIZES

The following prizes are available for award annually:

For Bachelor of Commerce Students

The Australasian Society of Accountants Prize to the value of $21 for the best student in 14.151 Cost Accounting.

H. E. Beaver Commercial Broadcasting Essay Prize to the value of $100 for the best essay on the general subject of advertising media including radio submitted by a student enrolled in 28.101 Principles of Marketing.

Chamber of Manufactures Prize to the value of $10 for the best student in 14.131 Auditing and Internal Control.

The Economic Society Prize to the value of $6.30, plus a year's membership of the Society, valued at $6, for the best final year student in Economics.

Edwin V. Nixon and Partners Prize to the value of $21 for the best student in 14.321 Business Finance.

Esso Standard Oil (Aust.) Pty. Limited Prize to the value of $20 for the best part-time student in 14.112 Accounting II.

Greenwood, Challoner and Co. Prize to the value of $21 for the best student in 14.202 Corporation Law.

Kawneer Prize of $100 for the best student in the subject 28.113 Marketing Management recommended by the head of the Department of Marketing.

Larke Hoskins Industries Limited Prize to the value of $21 for the best full-time student in 14.112 Accounting II.

The Law Book Co. of Australasia Pty. Limited Prize to the value of $21 for the best student in 14.111 Accounting I.

The Statistical Society Prize to the value of $6.30 for the best final year student in Statistics.

The Philips Electrical Prize to the value of $20 for the best student in 28.101 Principles of Marketing.

The Taxation Institute of Australia Prize to the value of $21 for the best student in 14.201 Taxation Law and Practice.

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

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

E. S. Wolfenden and Co. Prize to the value of $21 for the best student in 14.113 Accounting III.

For Master of Business Administration Students

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

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

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

The John Storey Memorial Prize to the value of $60 for the best second year student.

COURSES FOR THE DEGREE OF BACHELOR OF COMMERCE

SCHOOL OF ACCOUNTANCY

Accountancy Courses

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

In the specialist field of accountancy, the treatment of accounting and the associated subject of law is particularly comprehensive. Both the pass and honours courses provide the student with an accountancy training more than sufficient to satisfy the existing requirements of professional bodies.

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

Within the field of accountancy, in accordance with the special concern of this University with the application of advanced knowledge to industrial and commercial activities, considerable emphasis is placed upon the problems and methods of management accounting.

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

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* At the end of 1966, the courses offered by the School of Accountancy were revised. For students who first enrolled in 1966 or in some earlier year, special transitional arrangements have been devised. These are set out in Rule 14, pages 77.-79.

Professional Recognition of Accountancy Courses

The revised commerce degree courses in accountancy are recognised by professional organisations in accordance with the details set out below:—

The Australian Society of Accountants has accepted this University as an approved tertiary institution for the purpose of admitting graduates as candidates to the Society's qualifying examination. Graduates who complete the revised Commerce (Accountancy) course will be permitted to sit for the qualifying examination, which will presuppose some knowledge of commercial law, statistics, the uses of accounting for planning and control, and the theory and methodology of auditing.

The Institute of Chartered Accountants in Australia grants the maximum recognition permitted by its by-laws: a graduate completing the revised accountancy course for the Bachelor of Commerce degree will be granted exemption from the Institute's Intermediate examinations, Groups 1, 2 and 3, provided he includes in his course the optional subjects: 14.201 Taxation Law and Practice, 14.202 Corporation Law, 14.321 Business Finance. The graduate must complete only the three subjects in the Final Examination to be eligible to apply for membership.

The Public Accountants' Registration Board of New South Wales will exempt from its examinations graduates who complete the revised course provided they include in their course the optional subjects:—14.131 Auditing and Internal Control, 14.201 Taxation Law and Practice, 14.202 Corporation Law.

The Chartered Institute of Secretaries grants the maximum recognition permitted by its regulations: a graduate completing the revised accountancy course for the degree of Bachelor of Commerce will be granted exemption from seven of the thirteen subjects prescribed in the Institute's examination syllabus, provided he includes in his course the optional subjects:— 14.131 Auditing and Internal Control, 14.202 Corporation Law. The Institute also advises students to include 14.201 Taxation Law and Practice among their options. Exemption on a provisional basis may be granted to undergraduates at an advanced stage of their course.

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

SCHOOL OF ECONOMICS

The School of Economics offers full-time and part-time courses leading to the degree of Bachelor of Commerce with specialisation in Economics, Statistics, Economic History, or Industrial Relations. In conjunction with the School of Applied Psychology, courses are offered allowing specialisation in Applied Psychology, and, in conjunction with the School of Wool and Pastoral Sciences, courses are offered allowing specialisation in Wool Commerce. The full-time courses extend over three years for a Pass Degree and four years for an Honours Degree; the part-time courses extend over six years for a Pass Degree and seven years for an Honours Degree.

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

Economics Course

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

In the first two years students take two courses in Economics which cover basic economic theory, together with some analysis of modern financial, industrial and government institutions. In

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* Such permission must be obtained before re-enrolment.

the third year there is a wide choice, which enables students to specialise in different fields according to their interests and tastes. For example, students may pursue studies in industrial economics, economic development and growth, international economics, mathematical economics, public finance, financial institutions and policy, etc.†

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

Honours students, and pass students with a special interest in economic theory, are strongly advised to take Mathematics for Commerce (15.471), Mathematics IT (10.021), or Mathematics I (10.001) and Pure Mathematics II (10.111) as optional subjects, since economics is becoming increasingly mathematical in method, and much of economic theory is beyond the reach of those without University mathematics.

Economic History Course

The Economic History specialisation has the same general structure of the Economics course but with an emphasis on the study of economic growth in its theoretical and historical aspects. The honours course is intended to meet the needs of two groups of students: (i) those who may wish to later proceed to a higher degree in economic history and possibly become academic economic historians; and (ii) those who wish to undertake an honours degree in the general field of economics and economic history, but who do not want to do as much formal economic theory as is required of students in the Economics honours course. The pass course has been designed with the needs of intending school teachers particularly in mind.

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

Statistics Course

Students who elect to major in statistics will find that the work of the economic statistician is complementary to that of the theoretical and applied economist, and that it is of direct use to the public service and to financial, commercial and industrial enterprises. In consequence, the demand for properly trained statisticians is increasing more rapidly than the supply. The purpose of the course providing for specialisation in statistics is to train graduates capable of meeting this demand.

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

Industrial Relations Course

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

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

The industrial relations of a country, therefore, reflect its economic, social, political, legal and religious history as well as the contemporary way of life of the people who relate to one another as employee and employer. The course is thus designed on an interdisciplinary social science basis to foster an appreciation of important questions which arise in developing industrial societies. The students will be encouraged to study a variety of markedly different industrial relations systems, so that they may best understand the uniqueness of their own.

Applied Psychology Course

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

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

Wool Commerce Course

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

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

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

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

DEPARTMENT OF MARKETING

The Department of Marketing offers a full-time and part-time course in marketing leading to the Degree of Bachelor of Commerce. It is designed to meet a strong demand from the business community for personnel especially trained in this field.

Several years ago many firms from various parts of Australia, as evidence of their keen interest in the advancement of marketing education, undertook to support a Chair of Marketing during the first formative years and sought the co-operation of the University of New South Wales. The first Professor of Marketing in Australia was appointed in March, 1965, and the establishment of a Department of Marketing within the Faculty of Commerce took place in November, 1965.

There has been a great deal of public interest shown in the establishment of a Chair of Marketing, and many invitations were extended to the Professor of Marketing to speak on this development. The major immediate needs generally expressed were twofold: one, for marketing training of senior marketing executives, and another for training of undergraduates who would soon go into business and who had special interest in, and aptitude for marketing positions. A programme to train senior marketing executives was undertaken jointly by the Department of Marketing and the Institute of Administration. The first classes began in March, 1966, and enrolments far exceeded expectations.

The undergraduate degree course in marketing was available to students for the first time in 1967. The first year of the full-time course and the first two years of the part-time course are similar to those in accounting and economics. Students who have met these requirements can elect to transfer into the second year of the full-time or the third year of the part-time Marketing course in 1968. It is designed to give an understanding of the nature and complexity of marketing in our society and in the problems of decision making in marketing. It aims to give the prospective marketing executive a broad type of university training which will enable him to adapt himself effectively to modern business both in the domestic scene and in broader fields. Therefore, the content of the course includes the general field of marketing, which became a distinct discipline in recent decades, and the related disciplines of economics, accounting, psychology, sociology and mathematics.

Graduates are needed urgently in marketing research, marketing management, retailing, wholesaling and a host of other business activities, as well as in government and in education. The course

is designed to meet the broad needs for all these positions. Students primarily interested in statistical marketing research have the option of doing extra work in mathematics.

A further year for an honours course will be proposed at a later date. This will deal with the more advanced developments in marketing, and students will be required to prepare an original thesis.

GENERAL INFORMATION

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

At the end of 1966 the School of Accountancy revised its course structures and Rules governing the award of the degree of Bachelor of Commerce. The content of some subjects was substantially revised; greater flexibility was provided through the transfer of certain accountancy and legal units from the *compulsory* to the *elective* category; new subjects were added. All students *re-enrolling* in courses leading to a degree in the School of Accountancy, who first enrolled in 1966 or earlier, should pay particular attention to Rule 14 covering transition arrangements.

RULES RELATING TO THE DEGREE OF BACHELOR OF COMMERCE

1. Preliminary

These Rules prescribe the requirements to be fulfilled by candidates (hereafter referred to as students) for the award of the Degree of Bachelor of Commerce. The Degree may be taken in the Pass or the Honours grade. Students may satisfy the requirements of the Degree by taking the course in Accountancy, Economics, Statistics, Economic History, Industrial Relations, Applied Psychology, Wool Commerce or Marketing. The course in Accountancy, the special requirements for which are set out in Rule 12, is offered by the School of Accountancy. The courses in Economics, Statistics, Economic History and Industrial Relations are offered by the School of Economics. The course in Applied Psychology is offered by the School of Economics (in conjunction with the School of Applied Psychology) and the course in Wool Commerce is offered by the School of Economics (in conjunction with the School of Wool and Pastoral Sciences). The special requirements for these courses are set out in Rule 15. The course in Marketing is offered by the Department of Marketing. The special requirements for this course are set out in Rule 19.

1A. Nomination of Course

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

1B. Head of School—Interpretation

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

2. Minimum time for completion

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

complete the requirements for the Pass Degree in less than six years or the Honours Degree in less than seven years. Subject to the approval of the Head of School concerned, a student enrolled in a part-time course may complete the requirements of the Pass Degree in five years and the Honours Degree in six years providing normally that the student

(i) enrolled for the first time in 1962 or earlier and has an unbroken record of passes, *or*

(ii) enrolled for the first time in 1963 or later and has an unbroken record containing some creditable passes.

3. Hours of Attendance

Subject to Rules 2, 12, 15 and 19 and the general University Rules covering restrictions upon students re-enrolling*, a student will not normally be permitted to enrol for subjects which in total require more than *fifteen* hours per week of lecture and tutorial classes for a student enrolled in a full-time course, or more than eight hours per week of lecture and tutorial classes for a student enrolled in a part-time course. The Head of School concerned may, in exceptional circumstances, grant such exemptions from this Rule as he considers appropriate.

4. Prerequisite subjects

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

5. Passing in a subject

In determining a student's eligibility to progress, consideration will be given to assignments, essays, other written work and term or other tests given throughout the year, as well as the annual examination results. To obtain a pass in any subject students must complete assignments and other set work by the prescribed dates to the satisfaction of the Head of School concerned.

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6. Order of progression of subjects

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

7. Humanities Subjects*

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

(a) not more than one subject may be chosen from any one of the paragraphs (i) to (xiv);

(b) the subjects passed amount to a total of at least three hours of lectures and tutorials per week. (The hours of lectures and tutorials per week are shown in parenthesis following each subject);

(c) credit will be given for subjects which are not on the list, but which have been passed prior to 1967 in satisfaction of the Humanities requirements.

　　(i) 50.111 English (4 hrs.) or 26.501 English (1½ hrs.) or 26.571 An Introduction to Modern Drama (1½ hrs.);

　　(ii) 50.112 English II (3 hrs.);

　　(iii) 51.111 History I (3 hrs.) or 26.511 History (1½ hrs.);

　　(iv) 51.112 History II (3 hrs.);

　　(v) 52.111 Philosophy I (4 hrs.) or 26.521 Philosophy (1½ hrs.);

　　(vi) 52.112 Philosophy II (3 hrs.);

　　(vii) 62.111 History and Philosophy of Science I (4 hrs.);

　　(viii) 62.112 History and Philosophy of Science II (3 hrs.);

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* This rule was amended in 1966.

† Subjects with numbers commencing with "26" or with a suffix "H" are offered by the Department of General Studies, but not all of these subjects may be available in 1968. For further information regarding the subjects which will be available, see timetable, p. 223. The other subjects in the list are offered by Schools in the Faculty of Arts, and enrolment therein is subject to the prior approval of the Head of the School responsible for the subject. Students wishing to enrol in 50.111 English or 52.111 Philosophy must personally obtain permission from the Head of the School concerned. Students wishing to enrol in these subjects should include them in their applications to enrol; they will be advised of any further requirements during enrolment week. Details of courses offered by the School of Political Science will be found on pp. 200-203. Details of other Arts subjects may be found in the **University Calendar,** the **Faculty of Arts Handbook,** or on application to the School concerned.

    (ix) 54.111 Political Science I (3½ hrs.) or 26.541 (Political Science (1½ hrs.);

    (x) 54.112 Political Science II (3 hrs.);

    (xi) 11.011H History of Fine Arts (1½ hrs.);

    (xii) 11.021H History of Architecture (1½ hrs.);

    (xiii) 26.301 (Music (1½ hrs.);

    (xiv) 26.601 History of Technology (1½ hrs.);

For the purposes of Rules 12, 15 and 19, the subject or subjects selected in the first year a student takes Humanities will be called Humanities I and the subject or subjects selected after a student has already passed in a Humanities subject will be called Humanities II. Notwithstanding the minimum hours listed in Rules 12 and 15 when Humanities I amounts to one hour the minimum hours for Humanities II will be two, and vice versa. If a student passes a subject or subjects amounting to three hours as Humanities I, he will be exempt from Humanities II.†

8. General Options

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

9. Thesis*

Each student enrolled for an Honours Degree in the Schools of Accountancy or Economics or for a Pass Degree in the Statistics course must present a thesis in his final year of study. Pass students in the Economics, Economic History and Industrial Relations courses may present a thesis in their final year of study. The thesis is to be on a topic selected by the student and approved by the Head of the School concerned. The thesis must be written under the supervision of a member of staff nominated by the appropriate Head of School.

The length of the Thesis for the Pass Degree (where required) should not exceed 6,000 words and for the Honours Degree should not exceed 10,000 words.

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* This rule was amended in 1966.

† If a student has taken only Humanities I prior to 1968 which consisted of a one-hour-subject, a further two hours is required. In 1968 and subsequently this will only be possible by taking two 1½-hour subjects or one 3-hour subject, as listed in Rule 7(c).

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

- (i)   For the Honours Accountancy course in the School of Accountancy, the end of Third Term in the second last year of the course.

- (ii) For courses in Economics, Economic History, Statistics, Industrial Relations or Wool Commerce leading to the Honours Degree, the end of First Term in the second last year of the course.*

- (iii) For courses in Economics, Economic History, Statistics, or Industrial Relations leading to the Pass Degree, the end of Third Term in the second last year of the course for students enrolled in full-time courses, and the end of First Term in the second last year of the course for students enrolled in part-time courses.*

- (iv) For courses in Applied Psychology leading to the Honours Degree, whether full-time or part-time, the end of Third Term in the second last year of the course.*

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

The Thesis for courses in Economics, Economic History, Statistics, Industrial Relations leading to the Pass Degree must be presented in the appropriate form not later than *Friday of the first week of Third Term* in the year in which the Thesis is to be presented. The Thesis for any course leading to an Honours Degree, must be presented not later than November 30 of the year in which the Thesis is to be presented.

In writing theses, students are expected to pay particular attention to matters of presentation. In this respect students are advised to consult Kate L. Turabian, *A Manual for Writers of Term Papers, Theses and Dissertations.* Phoenix Books, University of Chicago Press, 1955. The Thesis must include a bibliography and an acknowledgement of all source material

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* Before choosing a thesis topic, students should consult the memorandum entitled **School of Economics: Undergraduate Thesis.** Copies are obtainable at the offices of the Schools of Economics and Applied Psychology, which will also supply forms headed **The Undergraduate Thesis: Application for Approval of Topic.** Two copies of this form should be completed by the student and signed by a member of the staff to show that he recommends the proposed topic for consideration. They should then be lodged at the appropriate School office.

and it must be accompanied by an abstract of approximately 200 words. Two copies of the Thesis must be submitted in double-spaced typescript on quarto paper with a 1 inch left-hand margin and suitably bound or stapled.

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

10. Honours Degree

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

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

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

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

11. Credit for subjects passed at another University

The University's Rules governing admission with advanced standing are as follows:

Any person who desires to register as a candidate for any degree or other award granted by the University may be admitted to the course leading to such degree or award with such standing, on the basis of qualifications held, as may be determined by the Professorial Board provided that:—

(i) the Board shall not grant such standing as will permit the candidate to qualify for the degree or award without

attending the courses of instruction and passing the examinations in at least those subjects comprising the latter half of the course, save that where such a programme of studies would involve the candidate repeating courses of instruction in which the Board deems the candidate to have already qualified, the Board may prescribe an alternative programme of studies in lieu thereof;

(ii) the Board shall not grant such standing under this rule as is inconsistent with the rules governing progression to such degree or award as may be operative from time to time.

(iii) where a student transfers from another University and seeks credit for work done at that University, such student shall not in general be granted standing in this University which is superior to that which he would enjoy in the University from which he transfers.

Where the identity between the requirements for any award of the University already held and that of any other award of the University is such that the requirements outstanding for the second award are less than half the requirements of that award, then a student who merely completes such outstanding requirements shall not thereby be entitled to receive the second award but shall be entitled to receive a statement over the hand of the Registrar in appropriate terms.

SCHOOL OF ACCOUNTANCY

12. Courses in Accountancy

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

Table I	Pass Degree	Accountancy—Full-time Course
Table II	Pass Degree	Accountancy—Part-time Course
Table III	Pass Degree	Accountancy—Part-time Course (accelerated programme)
Table IV	Honours Degree	Accountancy—Full-time Course
Table V	Honours Degree	Accountancy—Part-time Course

TABLE I

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

Subject	Hours per week for 3 terms	
	Lectures	Tutorials

Year I

Subject	Lectures	Tutorials
14.111 Accounting I	3	1
14.211 Commercial Law	2	1
15.101 Economics I	2	1
15.401 Business Statistics	2	1
	9	4

Year II

Subject	Lectures	Tutorials
14.112 Accounting II *or*		
14.113 Accounting III	3	1
15.102 Economics II	2	2
Accounting Option I*	2	0
Accounting Option II*	2	0
Humanities I†	1	$\frac{1}{2}$
	10	$3\frac{1}{2}$

Year III

Subject	Lectures	Tutorials
14.113 Accounting III *or*		
14.112 Accounting II	3	1
15.103 Economics III	2	1
Accounting Option III*	2	0
Accounting Option IV*	2	0
Humanities II†	1	$\frac{1}{2}$
	10	$2\frac{1}{2}$

* See Rule 12A, p. 76.
† See Rule 7, p. 65.

TABLE II

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

Subject	Hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.111 Accounting I	3	1
15.101 Economics I	2	1
	5	2
Year II		
14.211 Commercial Law	2	1
15.401 Business Statistics	2	1
	4	2
Year III		
14.112 Accounting II *or*		
14.113 Accounting III	3	1
15.102 Economics II	2	2
	5	3
Year IV		
14.113 Accounting III *or*		
14.112 Accounting II	3	1
15.103 Economics III	2	1
	5	2
Year V		
Accounting Option I*	2	0
Accounting Option II*	2	0
Humanities I†	1	$\frac{1}{2}$
	5	$\frac{1}{2}$
Year VI		
Accounting Option III*	2	0
Accounting Option IV*	2	0
Humanities II†	1	$\frac{1}{2}$
	5	$\frac{1}{2}$

* See Rule 12A, p. 76.
† See Rule 7, p. 65.

TABLE III

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

Subject	Hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.111 Accounting I	3	1
15.101 Economics I	2	1
	5	2
Year II		
14.211 Commercial Law	2	1
15.401 Business Statistics	2	1
Humanities I†	1	$\frac{1}{2}$
	5	$2\frac{1}{2}$
Year III		
14.112 Accounting II *or*		
14.113 Accounting III	3	1
15.102 Economics II	2	2
Humanities II†	1	$\frac{1}{2}$
	6	$3\frac{1}{2}$
Year IV		
14.113 Accounting III *or*		
14.112 Accounting II	3	1
Accounting Option I‡	2	0
Accounting Option II‡	2	0
	7	1
Year V		
15.103 Economics III	2	1
Accounting Option III‡	2	0
Accounting Option IV‡	2	0
	6	1

TABLE IV

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

| Subject | Hours per week for 3 terms | |
	Lectures	Tutorials
Year I		
14.111 Accounting I	3	1
14.211 Commercial Law	2	1
15.101 Economics I	2	1
15.401 Business Statistics	2	1
	9	4
Year II		
14.112 Accounting II *or*		
14.113 Accounting III	3	1
14.161 Accounting Honours Seminar I	1	0
15.102 Economics II	2	2
Accounting Option I*	2	0
Accounting Option II*	2	0
Humanities I†	1	½
	11	3½
Year III		
14.113 Accounting III *or*		
14.112 Accounting II	3	1
14.162 Accounting Honours Seminar II	1	0
15.103 Economics III	2	1
Accounting Option III*	2	0
Accounting Option IV*	2	0
Humanities II†	1	½
	11	2½
Year IV		
14.163 Accounting Honours Seminar III	4	0
Special Subject‡	2	0
14.191 Thesis	—	—
	6	0

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* See Rule 12A, p. 76.
† See Rule 7, p. 65.
‡ It is intended that this subject will be at honours level but in special circumstances the Head of the School may permit a student to take a pass course subject from the accounting options.

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

Subject	Hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.111 Accounting I	3	1
15.101 Economics I	2	1
	5	2
Year II		
14.211 Commercial Law	2	1
15.401 Business Statistics	2	1
	4	2
Year III		
14.112 Accounting II *or*		
14.113 Accounting III	3	1
14.161 Accounting Honours Seminar I	1	0
15.102 Economics II	2	2
	6	3
Year IV		
14.113 Accounting III *or*		
14.112 Accounting II	3	1
14.162 Accounting Honours Seminar II	1	0
15.103 Economics III	2	1
	6	2
Year V		
Accounting Option I*	2	0
Accounting Option II*	2	0
Humanities I†	1	$\frac{1}{2}$
Special Subject‡	2	0
	7	$\frac{1}{2}$
Year VI		
Accounting Option III*	2	0
Accounting Option IV*	2	0
Humanities II†	1	$\frac{1}{2}$
	5	$\frac{1}{2}$

* See Rule 12A, p. 76.
† See Rule 7, p. 65.
‡ It is intended that this subject will be at honours level but in special circumstances the Head of the School may permit a student to take a pass course subject from the accounting options.

Year **VII**

14.163 Accounting Honours Seminar III	4	0
14.191 Thesis	—	—
	—–	—
	4	**0**
	—	—

12A. Accounting Options

The Accounting Options referred to in Rule 12 may be chosen from the two groups listed in the following table subject to the conditions set out in Rule 13. Students must complete **four** (4) options including at least **two** (2) subjects from Group "A".

Subjects selected from the list in accordance with the requirements for Accounting Options in the courses set out in Rule 12 shall be called successively Accounting Option I Accounting Option II, Accounting Option III and Accounting Option IV.

GROUP A*

Subject	Hours per week
14.121 Government Accounting	2
14.131 Auditing and Internal Control	2
14.201 Taxation Law and Practice	2
14.202 Corporation Law	2
14.203 Trustee Law and Accounting	2
14.321 Business Finance	2
14.322 Data Processing and Information Systems	2
14.332 Operations Research in Business	2
14.342 Development of Accounting Thought	2
14.402 Organisation Theory	2

GROUP B*

10.001 Mathematics I	6
12.001 Psychology	5
14.301 Production	2
14.212 Administrative Law	2
15.233 Public Finance and Financial Policy†	2
15.253 Economics of Industry and Labour†	2
15.471 Mathematics for Commerce	6
15.502 Industrial Relations I	2
28.101 Principles of Marketing	2

or any other approved University Subject

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* Not all of these subjects will necessarily be offered each year.
† 15.102 Economics II is a prerequisite and 15.103 Economics III is a co-requisite for these subjects.

13. Rules for Progression—School of Accountancy

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

   (i) No student shall proceed to 14.112 Accounting II, 14.113 Accounting III, 14.203 Trustee Law and Accounting, 14.321 Business Finance, 14.322 Data Processing and Information Systems or 14.342 Development of Accounting Thought, until he has passed 14.111 Accounting I.

  (ii) No student shall proceed to 14.131 Auditing and Internal Control unless he has passed in or is currently enrolled in 14.113 Accounting III.

 (iii) No student shall proceed to 14.202 Corporation Law, 14.203 Trustee Law and Accounting or 14.212 Administrative Law unless he has passed in 14.211 Commercial Law.

 (iv) No student shall proceed to 14.201 Taxation Law and Practice unless he has passed 14.202 Corporation Law.

  (v) No student shall proceed to 14.332 Operations Research in Business unless he has passed 14.111 Accounting I and 15.401 Business Statistics.

 (vi) No student shall proceed to 15.102 Economics II until he has passed 15.101 Economics I or to 15.103 Economics III until he has passed 15.102 Economics II.

(vii) No student shall proceed to 15.233 Public Finance and Financial Policy or 15.253 Economics of Industry and Labour until he has passed 15.102 Economics II and unless he has passed or is currently enrolled in 15.103 Economics III.

14. Transition Arrangements—School of Accountancy (affecting students who first enrolled prior to 1967)

   (i) All students enrolling for the first time in 1967 or subsequent years will be required to follow the new rules.

  (ii) All full-time students who enrolled for the first time in 1966 and all part-time students who enrolled for the first time in 1965 or 1966 will be required to complete their degree under the new rules.

 (iii) All other existing students will be required to complete

their degree under the old rules subject to normal progression.

(iv) **Students following the new rules**

Pass degree students will be required to pass the fourteen subjects outlined in Tables I to III or their equivalents. Honours degree students will be required to pass the eighteen subjects outlined in Tables IV and V or their equivalents.

(v) **Students completing their degree under the old rules**

Pass degree students will be required to pass sixteen subjects and honours degree students twenty subjects. These subjects shall include those subjects outlined in the relevant Tables under the new course or their equivalents *together with either*

(a) 14.102 Accounting II and an additional Accounting Option

or

(b) two additional Accounting Options

14.102 Accounting II will have no equivalent subject under the new rules and will not be offered after 1966. **Note:** at least two Accounting Options must be taken from Group "A".

(vi) 14.151 Cost Accounting will continue to be offered. No other existing subject which does not appear in new Tables I to V will be offered in 1967 and subsequent years.

(vii) In changing over to these rules, students will be given credit for subjects in which they have already passed. The old subject will be accepted in place of the new subject by which it has been replaced. The equivalents are set out in the following table:

Old Subject	*New Subject*
14.101 Accounting I	14.111 Accounting I
14.104 Accounting IV	14.112 Accounting II
14.103 Accounting III	14.113 Accounting III
14.142 Accounting Seminar II	14.161 Accounting Honours Seminar I
14.141 Accounting Seminar I	14.162 Accounting Honours Seminar II
14.143 Accounting Seminar III	14.163 Accounting Honours Seminar III
14.502 Commercial Law II	14.202 Corporation Law
14.501 Commercial Law I	14.211 Commercial Law

(viii) The number, name and content of the undermentioned subjects are generally unchanged:

14.121 Government Accounting
14.131 Auditing and Internal Control
14.151 Cost Accounting
14.201 Taxation Law and Practice
14.301 Production
14.321 Business Finance
15.101 Economics I
15.102 Economics II
15.103 Economics III
15.401 Business Statistics
28.101 Principles of Marketing (previously 14.311 Marketing)
        Humanities I
        Humanities II

(ix) Set out below are new subjects which have been introduced as Accounting Options:

14.203 Trustee Law and Accounting
14.212 Administrative Law
14.322 Data Processing and Information Systems
14.332 Operations Research in Business
14.342 Development of Accounting Thought
14.402 Organisation Theory

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

(x) Students who enrolled before 1963 may count 12.111 Psychology or 15.11 Descriptive Economics as Group "B" Accounting Options.

SCHOOL OF ECONOMICS

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

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

Table VI   Pass Degree. Economics—Full-time Course.
Table VII   Pass Degree. Economics—Part-time Course.
Table VIII   Honours Degree. Economics—Full-time Course.

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

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

† Honours courses in Wool Commerce are under review. Interested students should contact the School of Economics for information.

TABLE VI

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

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.111 Accounting I	3	1
15.101 Economics I	2	1
Plus one of the following five subjects		
10.001 Mathematics I*	4	2
10.011 Higher Mathematics I*	4	2
10.021 Mathematics IT*	4	2
15.401 Business Statistics	2	1
15.471 Mathematics for Commerce*	4	2
Plus one of the following three subjects		
12.001 Psychology I	3	2
14.211 Commercial Law	2	1
54.111 Political Science I	2½	1
Year II		
15.102 Economics II	2	2
15.402 Econometric Methods ¶	2	1
Economics Option I† *or*		
General Option‡	2	0
Humanities I§‖	1	½
Year III		
15.103 Economics III	2	1
General Option‡ *or*		
Economics Option I†	2	0
Economics Option II†	2	0
Economics Option III†	2	0
Economics Option IV†	2	0
Humanities II§	1	½

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* Students with mathematical aptitude are advised to take 10.001 Mathematics I so that they may take Mathematics II in a later year. Students who take a mathematics subject in first year must substitute 15.422 Statistical Analysis I for 15.402 Econometric Methods, but may take 15.402 Econometric Methods as an economics option.
† See Rule 16, pp. 103-105.
‡ See Rule 8, p. 66.
§ See Rule 7, p. 65.
‖ Students who take 10.111 Pure Mathematics II or 10.121 Pure Mathematics II (Higher) in year II may postpone Humanities I till Year III.
¶ This subject is compulsory for students who first enrolled or transferred to the Economics Course in 1968 or later. Other students may substitute a subject, which is not an introductory subject, chosen from the list in Rule 16.

TABLE VII

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

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.111 Accounting I	3	1
15.101 Economics I	2	1
Year II		
One of the following five subjects		
10.001 Mathematics I*	4	2
10.011 Higher Mathematics I*	4	2
10.021 Mathematics IT*	4	2
15.401 Business Statistics	2	1
15.471 Mathematics for Commerce*	4	2
Plus one of the following three subjects		
12.001 Psychology I	3	2
14.211 Commercial Law	2	1
54.111 Political Science I	2½	1
Year III		
15.102 Economics II	2	2
15.402 Econometric Methods‖	2	1
Year IV		
15.103 Economics III	2	1
Humanities I†	1	½
Economics Option I‡	2	0
Year V		
Economics Option II‡	2	0
Economics Option III‡	2	0
Humanities II†	1	½
Year VI		
General Option§	2	0
Economics Option IV‡	2	0

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* Students with mathematical aptitude are advised to take 10.001 Mathematics I so that they may take Mathematics II in a later year. Students who take a mathematics subject in first year must substitute 15.422 Statistical Analysis I for 15.402 Econometric Methods, but may take 15.402 Econometric Methods as an economics option.
† See Rule 7, p. 65.
‡ See Rule 16, pp. 103-105.
§ See Rule 8. Students may take the General Option in Year V, in which case Humanities II will be taken in Year VI.
‖ This subject is compulsory for students who first enrolled or transferred to the economics course in 1968 or later. Other students may substitute a subject, which is not an introductory subject, chosen from the list in Rule 16.

TABLE VIII

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

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.111 Accounting I	3	1
15.101 Economics I	2	1
Plus one of the following five subjects		
10.001 Mathematics I*	4	2
10.011 Higher Mathematics I*	4	2
10.021 Mathematics II*	4	2
15.401 Business Statistics	2	1
15.471 Mathematics for Commerce*	4	2
Plus one of the following three subjects		
12.001 Psychology I	3	2
14.211 Commercial Law	2	1
54.111 Political Science I	2½	1
Year II		
15.112 Economics II	2	2
15.402 Econometric Methods**	2	1
Economics Option I† *or*		
General Option‡	2	0
Humanities I§‖	1	½
Year III		
15.113 Economics III *or*		
15.173 Economics IIIM¶	2	1
General Option‡ *or*		
Economics Option I†	2	0
Economics Option II†	2	0
Economics Option III†	2	0
Humanities II§	1	½
15.193 Thesis	—	—
Year IV		
15.104 Advanced Economic Analysis	6	0
Economics Option IV‖	2	0
15.193 Thesis (continued)	—	—

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* Students with mathematical aptitude are advised to take 10.001 Mathematics I so that they can take Mathematics II in a later year. Students who take a mathematics subject in first year must substitute 15.422 Statistical Analysis I for 15.402 Econometric Methods, but may take 15.402 Econometric Methods as an economics option.
† See Rule 16, pp. 103-105.
‡ See Rule 8, p. 66.
§ See Rule 7, p. 65.
‖ Students who take 10.111 Pure Mathematics II or 10.121 Pure Mathematics II (Higher) in Year II may postpone Humanities I, till Year III.
¶ Students must have passed 10.111 Pure Mathematics II or 10.121 Pure Mathematics II (Higher) before entering this subject.
** This subject is compulsory for students who first enrolled or transferred to the Economics Course in 1968 or later. Other students may substitute a subject, which is not an introductory subject, chosen from the list in Rule 16.

TABLE IX

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

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.111 Accounting I	3	1
15.101 Economics I	2	1
Year II		
One of the following five subjects		
10.001 Mathematics I*	4	2
10.011 Higher Mathematics I*	4	2
10.021 Mathematics IT*	4	2
15.401 Business Statistics	2	1
15.471 Mathematics for Commerce*	4	2
Plus one of the following three subjects		
12.001 Psychology I	3	2
14.211 Commercial Law	2	1
54.111 Political Science I	2½	1
Year III		
15.112 Economics II	2	2
15.402 Econometric Methods¶	2	1
Year IV		
15.113 Economics III *or*		
15.173 Economics IIIM‖	2	1
Economics Option I†	2	0
Humanities I‡	1	½
Year V		
Economics Option II†	2	0
Economics Option III†	2	0
Humanities II‡	1	½
Year VI		
15.104 Advanced Economic Analysis	6	0
15.193 Thesis	—	—
Year VII		
General Option	2	0
Economics Option IV†	2	0
15.193 Thesis (continued)	—	—

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* Students with mathematical aptitude are advised to take 10.001 Mathematics I so that they may take Mathematics II in a later year. Students who take a mathematics subject in first year must substitute 15.422 Statistical Analysis I for 15.402 Econometric Methods, but may take 15.402 Econometric Methods as an economics option.
† See Rule 16, pp. 103-105.
‡ See Rule 7, p. 65.
§ See Rule 8, p. 66.
‖ Students must have passed 10.111 Pure Mathematics II or 10.121 Pure Mathematics II (Higher) before entering this subject.
¶ This subject is compulsory for students who first enrolled or transferred to the Economics Course in 1968 or later. Other students may substitute a subject, which is not an introductory subject, chosen from the list in Rule 16.

TABLE X

BACHELOR OF COMMERCE — PASS DEGREE
ECONOMIC HISTORY — FULL-TIME COURSE

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.111 Accounting I	3	1
15.101 Economics I	2	1
Plus one of the following five subjects		
10.001 Mathematics I*	4	2
10.011 Higher Mathematics I*	4	2
10.021 Mathematics IT*	4	2
15.401 Business Statistics	2	1
15.471 Mathematics for Commerce*	4	2
Plus one of the following four subjects		
12.001 Psychology I	3	2
14.211 Commercial Law	2	1
27.041 Geography IA	2	3
54.111 Political Science I	2½	1
Year II		
15.102 Economics II	2	2
15.302 Economic History I§	2	1
Humanities I‡	1	½
Humanities II‡	1	½
General Option	2	0
Year III		
15.103 Economics III	2	1
15.303 Economic History II	2	0
15.243 Economic Development	2	0
Economics Option†	2	0
and either		
15.213 History of Economic Thought *or*		
15.223 Comparative Economic Systems	2	0

* Students with mathematical aptitude are advised to take 10.001 Mathematics I or 10.021 Mathematics IT. They must subsequently take either 15.422 Statistical Analysis I or 15.401 Business Statistics in lieu of the Economics Option.
† See Rule 16, pp. 103-105.
‡ See Rule 7, p. 65.
§ See Rule 17 for prerequisite requirements, pp. 105-107.

TABLE XI

BACHELOR OF COMMERCE — PASS DEGREE
ECONOMIC HISTORY — PART-TIME COURSE

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.111 Accounting I	3	1
15.101 Economics I	2	1
Year II		
One of the following five subjects		
10.001 Mathematics I*	4	2
10.011 Higher Mathematics I*	4	2
10.021 Mathematics IT*	4	2
15.401 Business Statistics	2	1
15.471 Mathematics for Commerce*	4	2
Plus one of the following four subjects		
12.001 Psychology I	3	2
14.211 Commercial Law	2	1
27.041 Geography IA	2	3
54.111 Political Science I	$2\frac{1}{2}$	1
Year III		
15.102 Economics II	2	2
Economics Option†	2	0
Year IV		
15.103 Economics III	2	1
15.302 Economic History I§	2	1
Humanities I‡	1	$\frac{1}{2}$
Year V		
15.303 Economic History II§	2	0
15.243 Economic Development§	2	0
Humanities II‡	1	$\frac{1}{2}$
Year VI		
15.213 History of Economic Thought *or*		
15.223 Comparative Economic Systems§	2	0
General Option	2	0

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* Students with mathematical aptitude are advised to take 10.001 Mathematics I or 10.021 Mathematics IT. They must subsequently take either 15.422 Statistical Analysis I or 15.401 Business Statistics in lieu of the Economics option.
† See Rule 16, pp. 103-105.
‡ See Rule 7, p. 65.
§ See Rule 17 for prerequisite requirements, pp. 105-107.

TABLE XII

BACHELOR OF COMMERCE — HONOURS DEGREE
ECONOMIC HISTORY — FULL-TIME COURSE

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials

Year I

14.111 Accounting I	3	1
15.101 Economics I	2	1
Plus one of the following five subjects		
10.001 Mathematics I*	4	2
10.011 Higher Mathematics I*	4	2
10.021 Mathematics IT	4	2
15.401 Business Statistics	2	1
15.471 Mathematics for Commerce*	4	2
Plus one of the following four subjects		
12.001 Psychology I	3	2
14.211 Commercial Law	2	1
27.041 Geography IA	2	3
54.111 Political Science 1	2½	1

Year II

15.112 Economics II⁴	2	2
15.312 Economic History I	2	1
Humanities I‡	1	½
Economics Option†	2	0

Year III

15.113 Economics III**	2	1
15.303 Economic History II	2	0
15.313 Economic History III	2	0
15.213 History of Economic Thought §	2	0
15.243 Economic Developments§	2	0
15.193 Thesis	—	—

Year IV

15.304 Economic History IV	6	0
15.193 Thesis (continued)	—	—
Humanities II‡	1	½

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* Students with mathematical aptitude are advised to take **10.001 Mathematics I** or **10.021 Mathematics IT**. They must subsequently take either **15.422 Statistical Analysis I** or **15.401 Business Statistics** in lieu of the Economics Option.
† See Rule 16, pp. 103-105.
‡ See Rule 7, p. 65.
§ See Rule 17 for prerequisite requirements, pp. 105-107.
¶ Subject to the approval of the Head of the School, this subject may be replaced by **15.102 Economics II**.
Subject to the approval of the Head of the School, this subject may be replaced by **15.103 Economics III.

TABLE XIII

BACHELOR OF COMMERCE — HONOURS DEGREE
ECONOMIC HISTORY — PART-TIME COURSE

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.111 Accounting I	3	1
15.101 Economics I	2	1
Year II		
One of the following five subjects		
10.001 Mathematics I*	4	2
10.011 Higher Mathematics I*	4	2
10.021 Mathematics IT*	4	2
15.401 Business Statistics	2	1
15.471 Mathematics for Commerce*	4	2
Plus one of the following four subjects		
12.001 Psychology I	3	2
14.211 Commercial Law	2	1
27.041 Geography IA	2	3
54.111 Political Science I	2½	1
Year III		
15.112 Economics II¶	2	2
15.312 Economic History I	2	1
Year IV		
15.113 Economics III**	2	1
15.243 Economic Development§	2	0
Humanities I‡	1	½
Year V		
15.303 Economic History II	2	0
15.313 Economic History III	2	0
Economics Option†	2	0
Year VI		
15.304 Economic History IV	6	0
15.193 Thesis	—	—
Year VII		
15.213 History of Economic Thought§	2	0
15.193 Thesis	—	—
Humanities II‡	1	½

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* Students with mathematical aptitude are advised to take 10.001 Mathematics I or 10.021 Mathematics IT. They must subsequently take either 15.422 Statistical Analysis I or 15.401 Business Statistics in lieu of the Economics Option.
† See Rule 16, pp. 103-105.
‡ See Rule 7, p. 65.
§ See Rule 17 for prerequisite requirements, pp. 105-107.
¶ Subject to the approval of the Head of the School, this subject may be replaced by 15.102 Economics II.
** Subject to the approval of the Head of the School, this subject may be replaced by 15.103 Economics III.

TABLE XIV

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

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.111 Accounting I	3	1
15.101 Economics I	2	1
10.001 Mathematics I *or*		
15.471 Mathematics for Commerce*	4	2
Humanities I†	1	$\frac{1}{2}$
Year II		
15.102 Economics II	2	2
15.422 Statistical Analysis I	2	2
10.111 Pure Mathematics II *or*		
10.121 Pure Mathematics II (Higher)*	3	2
Humanities II†	1	$\frac{1}{2}$
Year III		
15.103 Economics III	2	1
15.423 Statistical Analysis II	3	1
15.433 Applied Statistics	3	1
15.193 Thesis	—	—

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* Students who take Mathematics for Commerce in Year I must in Year II replace 10.111 Pure Mathematics II with a Group I Economics Option (See Rule 16) **plus** a General Option (See Rule 8).

† See Rule 7, p. 64.

TABLE XV

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

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.111 Accounting I	3	1
15.101 Economics I	2	1
Year II		
10.001 Mathematics I *or*		
15.471 Mathematics for Commerce*	4	2
Humanities I†	1	$\frac{1}{2}$
Year III		
10.111 Pure Mathematics II *or*		
10.121 Pure Mathematics II (Higher)*	3	2
Humanities II†	1	$\frac{1}{2}$
Year IV		
15.102 Economics II	2	2
15.422 Statistical Analysis I	2	2
Year V		
15.103 Economics III	2	1
15.423 Statistical Analysis II	3	1
15.193 Thesis	—	—
Year VI		
15.433 Applied Statistics	3	1
15.193 Thesis	—	—

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* Students who take Mathematics for Commerce in Year I must in Year II replace 10.111 Pure Mathematics II with a Group I Economics Option (See Rule 16) **plus** a General Option (See Rule 8).

† See Rule 7, p. 65.

TABLE XVI

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

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.111 Accounting I	3	1
15.101 Economics I	2	1
10.001 Mathematics I *or*		
15.471 Mathematics for Commerce*	4	2
Humanities I‡‖	1	½
Year II		
10.111 Pure Mathematics II *or*		
10.121 Pure Mathematics II (Higher)*	3	2
15.112 Economics II†	2	2
15.422 Statistical Analysis I	2	2
Humanities II‖	1	½
Year III		
15.113 Economics III‡ *or*		
15.173 Economics IIIM	2	1
15.423 Statistical Analysis II	3	1
Economics Option I§	2	0
Economics Option II§	2	0
15.193 Thesis	—	—
Year IV		
15.434 Econometrics	2	1
15.433 Applied Statistics *or*		
15.443 Mathematical Economics	2	0
15.424 Seminar in Statistics	2	0
15.193 Thesis	—	—

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* Students who have taken Mathematics for Commerce in Year I must substitute for Pure Mathematics II a General Option **plus** one subject chosen from the list of Economics Options in Rule 16, pp. 103-105.

† With the permission of the Head of School this subject may be replaced by 15.102 Economics II.

‡ With the permission of the Head of School this subject may be replaced by 15.103 Economics III. For entry to 15.173 Economics IIIM students must have passed 10.111 Pure Mathematics II or 10.121 Pure Mathematics II (Higher).

§ Students may satisfy the requirements of both Economics Options I and II by passing 10.112 Pure Mathematics III. The Economics Options I and II will be chosen from the list of subjects in Rule 16, pp. 103-105.

‖ See Rule 7, p. 65.

TABLE XVII

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

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.111 Accounting I	3	1
15.101 Economics I	2	1
Year II		
10.001 Mathematics I *or*		
15.471 Mathematics for Commerce*	4	2
Humanities I‖	1	½
Year III		
10.111 Pure Mathematics II *or*		
10.121 Pure Mathematics II (Higher)*	3	2
Humanities II‖	1	½
Year IV		
15.112 Economics II†	2	2
15.422 Statistical Analysis I	2	2
Year V		
15.423 Statistical Analysis II	3	1
15.113 Economics III‡ *or*		
15.173 Economics IIIM‡	2	1
Year VI		
Economics Option I§	2	0
Economics Option II§	2	0
15.434 Econometrics	3	0
15.193 Thesis	—	—
Year VII		
15.433 Applied Statistics *or*		
15.443 Mathematical Economics	2	0
15.424 Seminar in Statistics	2	0
15.193 Thesis	—	—

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* Students who have taken Mathematics for Commerce in Year I must substitute for Pure Mathematics II a General Option **plus** one subject chosen from the list of Economics Options in Rule 16, pp. 103-105.

† With the permission of the Head of School this subject may be replaced by 15.102 Economics II.

‡ With the permission of the Head of School this subject may be replaced by 15.103 Economics III. For entry to 15.173 Economics IIIM students must have passed 10.111 Pure Mathematics II or 10.121 Pure Mathematics II (Higher).

§ Students may satisfy the requirements of both Economics Options I and II by passing 10.112 Pure Mathematics III. The Economics Options I and II will be chosen from the list of subjects in Rule 16, pp. 103-105.

‖ See Rule 7, p. 65.

TABLE XVIII

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

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.111 Accounting I	3	1
15.101 Economics I	2	1
15.401 Business Statistics	2	1
Plus one of the following three subjects		
12.001 Psychology I	3	2
14.211 Commercial Law	2	1
54.111 Political Science I	2½	1
Year II		
15.102 Economics II	2	2
15.552 Industrial Law I	3	0
15.502 Industrial Relations I	2	0
Humanities I*	1	½
Humanities II*	1	½
Year III		
15.103 Economics III	2	1
12.651 Psychology (Industrial Relations) *or*	3	0
15.553 Industrial Law II	2	0
15.503 Industrial Relations II	2	1
Economics Option I†	2	0
Economics Option II†	2	0

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* See Rule 7, p. 65.
† To be chosen from Group II of the Economics Options listed in Rule 16, pp. 103-105.
‡ Students who have passed 15.501 General Law before March, 1968, will be exempted from 14.211 Commercial Law. Students who have passed 12.101 Psychology before March, 1968, will be exempted from 12.001 Psychology I. Students who passed 15.602 Industrial Relations II before March, 1968, must take 15.600 Industrial Relations bridging course to convert this to 15.503 Industrial Relations II unless they have also passed 15.611 Seminar in Industrial Relations.

TABLE XIX

BACHELOR OF COMMERCE — PASS DEGREE
INDUSTRIAL RELATIONS‡ — PART-TIME COURSE.

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.111 Accounting I	3	1
15.101 Economics I	2	1
Year II		
15.401 Business Statistics	2	1
Plus one of the following three subjects		
12.001 Psychology I	3	2
14.211 Commercial Law I	2	1
54.111 Political Science I	2½	1
Year III		
15.102 Economics II	2	2
Humanities I*	1	½
Humanities II*	1	½
Year IV		
15.552 Industrial Law I	3	0
15.502 Industrial Relations I	2	0
Year V		
15.103 Economics III	2	1
15.503 Industrial Relations II	2	1
Year VI		
15.553 Industrial Law II *or*	2	0
12.651 Psychology (Industrial Relations)	3	0
Economics Option I†	2	0
Economics Option II†	2	0

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* See Rule 7, p. 65.
† To be chosen from Group II of the Economic Options listed in Rule 16, pp. 103-105.
‡ Students who have passed 15.501 General Law before March, 1968, will be exempted from 14.211 Commercial Law. Students who have passed 12.101 Psychology before March, 1968, will be exempted from 12.001 Psychology I. Students who passed 15.602 Industrial Relations II before March, 1968, must take 15.600 Industrial Relations bridging course to convert this to 15.503 Industrial Relations II unless they have also passed 15.611 Seminar in Industrial Relations.

TABLE XX

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

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.111 Accounting I	3	1
15.101 Economics I	2	1
15.401 Business Statistics	2	1
Plus one of the following three subjects		
12.001 Psychology I	3	2
14.211 Commercial Law	2	1
54.111 Political Science I	2½	1
Year II		
15.102 Economics II *or*		
15.112 Economics II	2	2
15.512 Industrial Relations I	2	1
15.552 Industrial Law I	3	0
Humanities I*	1	½
Humanities II*	1	½
Year III		
15.103 Economics III *or*		
15.113 Economics III	2	1
15.513 Industrial Relations II	2	1
12.651 Psychology (Industrial Relations) *or*	3	0
15.553 Industrial Law II	2	0
Economics Option I†	2	0
Economics Option II†	2	0
Year IV		
15.504 Industrial Relations III	4	0
Economics Option III†	2	0
15.193 Thesis	—	—

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* See Rule 7, p. 65.

† To be chosen from Group II of the Economics Options listed in Rule 16, pp. 103-105.

‡ Students who have passed 15.501 General Law before March, 1968, will be exempted from 14.211 Commercial Law. Students who have passed 12.101 Psychology before March, 1968, will be exempted from 12.001 Psychology I. Students who passed 15.602 Industrial Relations II before March, 1968, must take 15.600 Industrial Relations bridging course to convert this to 15.503 Industrial Relations II unless they have also passed 15.611 Seminar in Industrial Relations.

TABLE XXI

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

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.111 Accounting I	3	1
15.101 Economics I	2	1
Year II		
15.401 Business Statistics	2	1
Plus one of the following three subjects		
12.001 Psychology I	3	2
14.211 Commercial Law	2	1
54.111 Political Science I	2½	1
Year III		
15.102 Economics II *or*		
15.112 Economics II	2	2
15.512 Industrial Relations I	2	1
Year IV		
15.103 Economics III *or*		
15.113 Economics III	2	1
15.552 Industrial Law I	3	0
Humanities I*	1	½
Year V		
12.651 Psychology (Industrial Relations) *or*	3	0
15.553 Industrial Law II	2	0
15.513 Industrial Relations II	2	1
Humanities II*	1	½
Year VI		
15.504 Industrial Relations III	4	0
15.193 Thesis	—	—
Year VII		
15.193 Thesis (continued)	—	—
Economics Option I†	2	0
Economics Option II†	2	0

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* See Rule 7, p. 65.

† To be chosen from Group II of the Economics Options listed in Rule 16, pp. 103-105.

‡ Students who have passed 15.501 General Law before March, 1968, will be exempted from 14.211 Commercial Law. Students who have passed 12.101 Psychology before March, 1968, will be exempted from 12.001 Psychology I. Students who passed 15.602 Industrial Relations II before March, 1968, must take 15.600 Industrial Relations bridging course to convert this to 15.503 Industrial Relations II unless they have also passed 15.611 Seminar in Industrial Relations.

TABLE XXII

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

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
12.001 Psychology I	3	2
14.111 Accounting I	3	1
15.101 Economics I	2	1
Humanities I*	1	½
Year II		
12.012 Psychology II	3	5
15.102 Economics II	2	2
Humanities II*	1	½
Economics Option I†	2	0
Year III		
15.103 Economics III	2	1
12.013 Psychology III§	4	5
Economics Option II†	2	0
General Option‡	2	0

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* See Rule 7, p. 65.
† To be chosen from the Economics Options listed in Rule 16, pp. 103-105.
‡ See Rule 8, p. 66.
§ Students are required to undertake such additional field work and clinical studies, averaging two hours per week, as may be prescribed by the Head of the School of Applied Psychology.

TABLE XXIII

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

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.111 Accounting I	3	1
15.101 Economics I	2	1
Year II		
12.001 Psychology I	3	2
Humanities I*	1	$\frac{1}{2}$
Year III		
15.102 Economics II	2	2
Economics Option I†	2	0
Year IV		
12.012 Psychology II	3	5
15.103 Economics III	2	1
Year V		
12.013 Psychology III§	4	5
Year VI		
General Option‡	2	0
Economics Option II†	2	0
Humanities II*	1	$\frac{1}{2}$

---

* See Rule 7, p. 65.

† To be chosen from the Economics Options listed in Rule 16, pp. 103-105.

‡ See Rule 8, p. 66.

§ Students are required to undertake such additional field work and clinical studies, averaging two hours per week, as may be prescribed by the Head of the School of Applied Psychology.

TABLE XXIV

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

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
12.001 Psychology I	3	2
14.111 Accounting I	3	1
15.101 Economics I	2	1
Humanities I*	1	½
Year II		
12.012 Psychology II	3	5
15.112 Economics II§	2	2
Humanities II*	1	½
Economics Option†	2	0
Year III		
15.113 Economics III¶	2	1
12.013 Psychology III**	4	5
General Option‡	2	0
Year IV		
12.024 Psychology	2	4
12.601 Thesis	—	—

TABLE XXV

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

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.111 Accounting I	3	1
15.101 Economics I	2	1
Year II		
12.001 Psychology I	3	2
Humanities I*	1	$\frac{1}{2}$
Year III		
15.112 Economics II§	2	2
Humanities II*	1	$\frac{1}{2}$
Economics Option	2	0
Year IV		
12.012 Psychology II	3	5
15.113 Economics III¶	2	1
Year V		
12.013 Psychology III**	4	5
Year VI		
12.024 Psychology	2	4
General Option‡	2	0
12.601 Thesis	—	—

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* See Rule 7, p. 65.

† To be chosen from the Economics Options listed in Rule 16, pp. 103-105.

‡ See Rule 8, p. 66.

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

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

**Students are required to undertake such additional field work and clinical studies, averaging two hours per week, as may be prescribed by the Head of the School of Applied Psychology.

TABLE XXVI

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

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.111 Accounting I	3	1
15.101 Economics I	2	1
14.211 Commercial Law	2	1
Plus one of the following five subjects		
15.401 Business Statistics	2	1
10.001 Mathematics I	4	2
10.011 Higher Mathematics I	4	2
10.021 Mathematics II	4	2
15.471 Mathematics for Commerce	4	2
Year II		
15.102 Economics II	2	2
9.541 Wool I	2	3
9.551 Wool Production‡	2	0
Option I†	2	0
Humanities I*	1	½
Year III		
15.103 Economics III	2	1
9.521 Wool Textiles	2	0
Option II†	2	0
Option III†	2	0
Humanities II*	1	½

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* See Rule 7, p. 65.

† To be chosen from the list below except that students must take 15.401 Business Statistics in lieu of Option I if they have not taken it in first year.
  9.542 Wool II
  9.002 Wool Technology
  28.101 Principles of Marketing
  28.102 Case Studies in Marketing
  24.002 Behavioural Science.
  10.111 Pure Mathematics II
  15.422 Statistical Analysis I
  15.423 Statistical Analysis II
  15.233 Public Finance and Financial Policy
  15.253 Economics of Industry and Labour
  14.332 Operations Research in Business
  14.112 Accounting II
  14.113 Accounting III
  14.322 Data Processing and Information Systems
  14.402 Organization Theory
  14.321 Business Finance

‡ Students who passed **both** 9.011 Sheep Production and 9.111 Sheep Husbandry before March, 1968, will be exempted from the subject Wool Production.

TABLE XXVII

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

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.111 Accounting I	3	1
15.101 Economics I	2	1
Year II		
14.211 Commercial Law	2	1
Plus one of the following five subjects		
15.401 Business Statistics	2	1
10.001 Mathematics I	4	2
10.011 Higher Mathematics I	4	2
10.021 Mathematics IT	4	2
15.471 Mathematics for Commerce	4	2
Year III		
15.102 Economics II	2	2
9.551 Wool Production‡	2	0
Humanities I*	1	½
Year IV		
9.541 Wool I	2	3
15.103 Economics III	2	1
Year V		
9.521 Wool Textiles	2	0
Option I†	2	0
Humanities II*	1	½
Year VI		
Option II†	2	0
Option III†	2	0

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* See Rule 7, p. 65.

† See footnote marked (†) under Table XXVI.

‡ Students who passed **both** 9.011 Sheep Production **and** 9.111 Sheep Husbandry before March, 1968, will be exempted from the subject Wool Production.

16. Economics Options

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

GROUP 1†

Subject	*Hours per week*
10.001 Mathematics I*	6
10.011 Higher Mathematics I*	6
10.021 Mathematics IT*	6
10.111 Pure Mathematics II	5
10.121 Pure Mathematics II (Higher)	6
10.112 Pure Mathematics III	5
10.122 Pure Mathematics III (Higher)	7
10.311 Theory of Statistics I‡	7
10.321 Theory of Statistics I (Higher)	8
10.312 Theory of Statistics II	8
10.322 Theory of Statistics II (Higher)	9
12.001 Psychology I*	5
12.012 Psychology II	8
14.112 Accounting II	4
14.113 Accounting III	4
14.202 Corporation Law	2
14.211 Commercial Law*	3
14.212 Administrative Law	2
15.302 Economic History I	3
15.422 Statistical Analysis I	4
15.423 Statistical Analysis II	4

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

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

‡ Only students who have passed 10.001 Mathematics I or 10.011 Higher Mathematics I, or have obtained Credit or Higher in 10.021 Mathematics IT, may take this option.

Subject	Hours per week
15.433 Applied Statistics	3
15.471 Mathematics for Commerce*	6
15.502 Industrial Relations I*	2
15.552 Industrial Law I*	2
15.553 Industrial Law II	2
27.041 Geography IA*	5
51.111 History I*	3
51.112 History II (Pass)	3
51.122 History II (Honours)	4
51.113 History IIIA (Pass)	3
51.123 History IIIA (Honours)	4
51.133 History IIIB (Honours)	3
51.114 History IV (Honours)	2
52.111 Philosophy I*	4
52.112 Philosophy II (Pass)	4
52.122 Philosophy II (Honours)	5
52.113 Philosophy IIIA (Pass)	4
52.123 Philosophy IIIA (Honours)	6
52.133 Philosophy IIIB (Honours)	6
53.111 Sociology I*	4
53.112 Sociology II (Pass)	$4\frac{1}{2}$
53.122 Sociology II (Honours)	$6\frac{1}{2}$
53.113 Sociology IIIA (Pass)	3
53.123 Sociology IIIA (Honours)	6
53.143 Sociology IIIB (Honours)	6
54.111 Political Science I*	$3\frac{1}{2}$
54.112 Political Science II (Pass)	3
54.122 Political Science II (Honours)	5
54.113 Political Science IIIA (Pass)	3
54.123 Political Science IIIA (Honours)	5

GROUP II†

15.193 Thesis	—
15.213 History of Economic Thought	2
15.223 Comparative Economic Systems	2

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* Introductory subjects, see Rule 17 (i), and footnote on previous page.
† Not all these subjects will necessarily be offered each year.

15.233 Public Finance and Financial Policy	2
15.243 Economic Development	2
15.253 Economics of Industry and Labour	2
15.273 International Economics	2
15.303 Economic History II	2
15.434 Econometrics	3
15.443 Mathematical Economics	2
15.503 Industrial Relations II	2

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

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

(i) Only one introductory subject (subjects without pre-requisites as indicated in the table by an asterisk) may be chosen from Group 1 except that students who first enrolled in the Economics Course before 1965 or who transferred to the Economics course before 1966 may choose up to two introductory subjects from Group I.

(ii) Unless special permission to the contrary is granted by the Head of the School of Economics, students in the Economics course must choose at least two subjects from Group II. Permission will be readily granted to students who elect to take two or more mathematics subjects from Group 1 (see also (vii) below).

(iii) Only one of the subjects from each of the following pairs will count towards the Degree:

10.001 Mathematics I and 15.471 Mathematics for Commerce

15.401 Business Statistics and 15.422 Statistical Analysis I.

15.501 General Law and 14.211 Commercial Law I.

(iv) Part I of any subject is a prerequisite for Part II of that subject and Part II is a prerequisite for Part III, except that Accounting II is not a prerequisite for Accounting III.

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

Subject	Prerequisite
All Group II subjects in Rule 16	15.102 Economics II *and*
	15.103 Economics III (Corequisite)
15.302 Economic History I	15.101 Economics I
15.402 Econometric Methods	15.101 Economics I *and*
	15.401 Business Statistics *or*
	15.422 Statistical Analysis I
15.422 Statistical Analysis I	10.001 Mathematics I *or*
	10.011 Higher Mathematics I *or*
	10.021 Mathematics IT *or*
	15.471 Mathematics for Commerce
15.433 Applied Statistics*	15.422 Statistical Analysis I *and*
	15.423 Statistical Analysis II
15.434 Econometrics	15.422 Statistical Analysis I *and*
	15.423 Statistical Analysis II
15.443 Mathematical Economics	*Either* 10.001 Mathematics I *and*
	10.111 Pure Mathematics II *or*
	15.471 Mathematics for Commerce

(vi) A student who passed one of the following subjects before March 1967 will be deemed to have passed in two Economics Options and a student who passed in two of these subjects before March 1967 will be deemed either to have passed in four Economics Options or in the first year elective and three Economics Options.

Subject	Hours per week
10.001 Mathematics I	6
10.111 Pure Mathematics II	5
10.121 Pure Mathematics II (Higher)	6
10.112 Pure Mathematics III	5
10.122 Pure Mathematics III (Higher)	7
10.311 Theory of Statistics I	7
10.321 Theory of Statistics I (Higher)	8
10.312 Theory of Statistics II	8
10.322 Theory of Statistics II (Higher)	9
15.471 Mathematics for Commerce	6

(vii) If a student in the Economics courses passes 10.111 Pure Mathematics II or 10.121 Pure Mathematics II (Higher) or 10.311 Theory of Statistics I or 10.321 Theory of Statistics I (Higher) he or she will be exempted from the General Option. If a student in the Economics or Statistics courses passed 10.112 Pure Mathematics III or 10.122 Pure Mathematics III (Higher) he or she may count it as two Economics Options.

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* 15.433 Applied Statistics and 15.422 Statistical Analysis II are co-requisite in Year III of the full-time course in Statistics.

(viii) Honours students who choose mathematical subjects need not take them at Honours standard. However, subject to the permission of the Head of the School of Mathematics, they may take 10.111 Pure Mathematics II and 10.112 Pure Mathematics III at Honours standard.

(ix) Students who take a Mathematics Option as part of their first year (or second stage) programme, and where their course does not prescribe that they must proceed to 15.422 Statistical Analysis I, are strongly advised to proceed to 15.422 Statistical Analysis I. It should also be noted that 10.001 Mathematics I and 10.111 Pure Mathematics II or 15.471 Mathematics for Commerce, are prerequisites for 15.443 Mathematical Economics.

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

Students who have discontinued their courses but are readmitted after 1965 must complete the requirements for the degree as set out in one of the Tables VI to XXIX. They will not be treated as transition students. However, they may apply to the Head of the School of Economics for exemption from one or more subjects in recognition of subjects passed prior to 1963.

DEPARTMENT OF MARKETING

19. Courses in Marketing

Subject to Rule 6, the degree requirements for the course in Marketing are set out in tabular form as follows:

Table **XXX**   Pass Degree. Marketing—Full-time Course.
Table **XXXI**   Pass Degree. Marketing—Part-time Course.

TABLE XXX

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

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.111 Accounting I	3	1
14.211 Commercial Law	2	1
15.101 Economics I	2	1
Plus any one of		
15.401 Business Statistics*	2	1
10.001 Mathematics I	4	2
15.471 Mathematics for Commerce	4	2
Year II		
12.691 Behavioural Science	4	0
15.102 Economics II	2	2
28.101 Principles of Marketing	2	0
28.102 Case Studies in Marketing	2	0
Special Option I:—		
One of the following:—		
14.112 Accounting II	3	1
14.113 Accounting III	3	1
14.301 Production	2	0
14.321 Business Finance	2	0
15.422 Statistical Analysis I	2	2
53.111 Sociology I	4	0
or Any other approved University subject		
Year III		
15.103 Economics III	2	1
28.113 Marketing Management	2	2
28.133 Marketing Research	3	0
Humanities I†	1	½
Humanities II†	1	½
Special Option II:—		
One of the following:—		
14.402 Organisation Theory	2	0
15.433 Applied Statistics	3	1

* Students who do not take 15.401 Business Statistics must take 15.422 Statistical Analysis I or 15.401 Business Statistics as Special Option I.
† See Rule 7, p. 65.

TABLE XXXI

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

Subject	Min. hours per week for 3 terms	
	Lectures	Tutorials
Year I		
14.111 Accounting I	3	1
15.101 Economics I	2	1
Year II		
14.211 Commercial Law	2	1
Plus any one of		
15.401 Business Statistics*	2	1
10.001 Mathematics I	4	2
15.471 Mathematics for Commerce	4	2
Year III		
15.102 Economics II	2	2
28.101 Principles of Marketing	2	0
Special Option I:—		
One of the following:—		
14.112 Accounting II	3	1
14.113 Accounting III	3	1
14.301 Production	2	0
14.321 Business Finance	2	0
15.422 Statistical Analysis I	2	2
53.111 Sociology I	4	0
or Any other approved University subject		
Year IV		
12.691 Behavioural Science	4	0
28.102 Case Studies in Marketing	2	0
Humanities I†	1	½
Year V		
15.103 Economics III	2	1
28.133 Marketing Research	3	0
Humanities II†	1	½
Year VI		
28.113 Marketing Management	2	2
Special Option II:—		
One of the following:—		
14.402 Organisation Theory	2	0
15.433 Applied Statistics	3	1

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* Students who do not take 15.401 Business Statistics must take 15.422 Statistical Analysis I or 15.401 Business Statistics as Special Option I.

† See Rule 7, p. 65.

THE DEGREE OF MASTER OF COMMERCE

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

Conditons for Award

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

2. (i) An applicant for registration for the degree shall have been admitted to the degree of Bachelor of Commerce in the University of New South Wales or to an appropriate degree of any other approved University.

   (ii) In exceptional cases a person may be permitted to register as a candidate for the degree if he submits evidence of such academic and professional attainments as may be approved by the Professorial Board on the recommendation of the Faculty of Commerce (hereinafter referred to as "the Faculty").

3. Notwithstanding any other provisions of these conditions the Faculty may require an applicant to demonstrate fitness for registration by carrying out such work and sitting for such examinations as the Faculty may determine.

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

5. An approved applicant 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;

and shall pay such fees as may be determined from time to time by the Council.* Registration as a student working externally will be permitted only in cases where adequate arrangements can be made for external supervision. Course work cannot be taken externally.

6. The requirements for the Degree of Master of Commerce may be satisfied in either of two ways. Candidates who have a distinguished first degree and who provide evidence of research ability may be permitted to present themselves for examination by thesis only. Other candidates shall be required to follow a programme which places less emphasis on research and more on formal instruction.

7. A candidate presenting himself for examination by thesis only shall, upon application for registration, submit the title and outline of the proposed field of research. The research and investigation shall be carried out under the direction of a supervisor appointed by the Faculty and the results thereof shall be embodied in a thesis. No candidate shall be considered for the award of the degree until the lapse of six complete terms from the date on which the registration becomes effective, save that in the case of a 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 Faculty, be reduced by up to three terms.

8. A candidate following a formal course of study leading to the degree shall:—

    (a) undertake a course of formal study prescribed by Faculty as set out in the "Course Requirements for the Master

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* See pp. 32-33 for Postgraduate Course fees.

of Commerce Degree" (pages 113-116), save that a candidate who has obtained an appropriate degree at the honours level may be given credit for honours course work. The course of formal study will extend over two full-time or three part-time years;

(b) pass all examinations prescribed by the Faculty.

(c) submit a report on a topic approved by Faculty. The report will normally be submitted at the end of the second full-time or third part-time year.

9. (a) Every candidate shall submit three copies of the thesis or report. All copies shall be presented in a form which complies with the requirements of the University for the preparation and submission of higher degree theses.† A candidate may submit also for examination any work he has published whether or not such work is related to the thesis.

(b) It shall be understood that the University retains the three copies of the thesis or report submitted for examination and is free to allow the thesis or report to be consulted or borrowed. Subject to the provisions of the Copyright Act 1912 (as amended) the University may issue the thesis or report in whole or in part, in photostat or microfilm or other copying medium.

10. For each candidate's thesis or report there shall be two examiners appointed by the Professorial Board on the recommendation of the Faculty, one of whom shall in the case of a thesis, be an external examiner.

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† See pp. 122-123.

COURSE REQUIREMENTS FOR THE DEGREE OF MASTER OF COMMERCE

School of Accountancy

ACCOUNTANCY GRADUATE COURSE (MASTER OF COMMERCE)

The course will be conducted on a full-time basis over two years or on a part-time basis over three years. The formal study programme consists of:

(a) five subjects selected from the following list; *or*

(b) four subjects selected from the list, together with one other subject selected from any of the Master of Commerce subjects offered in the Faculty; *or*

(c) four subjects selected from the list, together with two approved final year subjects from the undergraduate courses of the Schools of Accountancy or Economics.

The selected programme must include one of the undermentioned combinations of subjects, which will normally be taken in the first year;

(a) 14.163/1 Financial Accounting Theory and 14.902G Corporate Organisation and Accounting; *or*

(b) 14.163/2 Managerial Accounting Theory and 14.902G Controllership.

The selection of the remaining three subjects must be approved by the Head of the School of Accountancy. Prerequisites for the course subjects are listed but exemption from the prerequisites may be granted by the Head of the School of Accountancy where he is satisfied that the candidate is adequately prepared for the subject by reason of other studies or experience.

Subject	Hours	Prerequisite
14.163/1 Financial Accounting Theory	2	14.113 Accounting III
14.901G Corporate Organisation and Accounting	2	14.113 Accounting III
14.163/2 Managerial Accounting Theory	2	14.112 Accounting II

14.902G Controllership	2	14.112 Accounting II *and* 14.113 Accounting III
14.903G Contemporary Auditing Problems	2	14.131 Auditing and Internal Control
14.904G Studies in Taxation	2	14.201 Taxation Law and Practice
14.905G Operations Research	2	10.001 Mathematics I *or* 15.471 Mathematics for Commerce
14.906G Information Systems	2	14.322 Data Processing and Information Systems
10.001 Mathematics I	6	—

School of Economics

The courses in Economics and Econometrics leading to the degree of Master of Commerce may be taken on a full-time basis over two years, or on a part-time basis over three years.

ECONOMICS GRADUATE COURSE (MASTER OF COMMERCE)

In all subjects of the full-time and part-time courses the division between lectures and seminars, and even the number of hours is to be flexible and may vary from term to term. However, the number of hours per subject per week will not be less than two or more than four.

The subjects listed in the left-hand column below have as prerequisites those listed in the right-hand column.

Subject	*Prerequisite*
15.134G Economic Theory A	—
15.144G Economic Theory B	10.001 Mathematics *or* 15.474G Mathematics for Economists (co-requisite)
15.474G Mathematics for Economists	—
15.105G Welfare Economics	15.134G Economic Theory A
15.115G Industrial Economics	15.134G Economic Theory A
15.125G Economic Policy	15.134G Economic Theory A *and* 15.144G Economic Theory B

FULL-TIME COURSE
FIRST YEAR
(30 weeks' full-time course)

15.134G Economic Theory A
15.144G Economic Theory B
10.001   Mathematics I *or*
10.021   Mathematics IT *or*
15.474G Mathematics for Economists*

SECOND YEAR
(30 weeks' full-time course)
(i) *Any two of*

15.105G Welfare Economics
15.115G Industrial Economics
15.125G Economic Policy
    (ii) Report

PART-TIME COURSE

The part-time course requires attendance at the University for one afternoon each week in the second and third years.

FIRST YEAR
(30 weeks' part-time course)

15.134G Economic Theory A
10.001   Mathematics I *or*
10.021   Mathematics IT *or*
15.474G Mathematics for Economists*

SECOND YEAR
(30 weeks' part-time course)

15.144G Economic Theory B
15.105G Welfare Economics *or* 15.115G Industrial Economics

THIRD YEAR
(30 weeks' part-time course)
(i) One subject not previously taken chosen from

15.105G Welfare Economics
15.115G Industrial Economics
15.125G Economic Policy
    (ii) Report

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* Students who have previously taken 10.001 Mathematics I must substitute another subject nominated by the Head of the School of Economics.

ECONOMETRICS GRADUATE COURSE
(MASTER OF COMMERCE)

FULL-TIME COURSE
FIRST YEAR
(30 weeks' full-time course)

15.434	Econometrics*	3
15.443	Mathematical Economics†	2
	Option‡	

SECOND YEAR
(30 weeks' full-time course)

15.435G Advanced Econometrics	3
15.445G Advanced Mathematical Economics	3
Report	

PART-TIME COURSE

The part-time course requires attendance at the University for one afternoon each week in the second and third years.

FIRST YEAR
(30 weeks' part-time course)

15.443 Mathematical Economics†	2
Option‡	

SECOND YEAR
(30 weeks' part-time course)

15.434 Econometrics*	3
15.445G Advanced Mathematical Economics	3

THIRD YEAR
(30 weeks' part-time course)

15.435G Advanced Econometrics	3
Report	

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* 15.423 Statistical Analysis II is a prerequisite for this subject.
† 10.111 Pure Mathematics II or 10.121 Pure Mathematics II (Higher) is a prerequisite for this subject.
‡ To be nominated by the Head of the School of Economics in the light of the student's interests.

THE DEGREE OF MASTER OF BUSINESS
ADMINISTRATION

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

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

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

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

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

Graduates wishing to be admitted to the programme should

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

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

Conditions for Award

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

2. An applicant for registration for the degree—
   (i) shall have been admitted to a degree in the University of New South Wales or other approved University;
   (ii) may be required if deemed necessary by the Faculty of Commerce (hereinafter referred to as "the Faculty") to complete such preliminary courses at a requisite standard at the University of New South Wales or other approved University as from time to time may be approved by the Faculty on the recommendation of the Head of the School of Business Administration;
   (iii) shall have satisfied the Faculty that he is fitted to undertake postgraduate study in business administration.

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

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

5. An approved applicant shall pay such fees as may be determined from time to time by the Council.*

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* See pp. 32-33 for Postgraduate Course fees.

6. To qualify for the degree a candidate shall—

    (i) undertake the formal course of study which if undertaken on a full-time basis, shall normally be completed within two years, or if undertaken on a part-time basis shall normally be completed within three years;

    (ii) Pass all examinations prescribed by the Faculty; and

    (iii) Complete under supervision a written report on a project demonstrating originality and approved by Faculty on the recommendation of the Head of the School of Business Administration.

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

8. The report on the project shall be examined by two examiners appointed by the Professorial Board on the recommendation of the Faculty.

9. A candidate may be required to attend for an oral examination at a time and place nominated by the University.

COURSE DETAILS

Class Hours

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

Prerequisite Courses

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

Course of Study

(i)   FULL-TIME CANDIDATES

FIRST YEAR*   Hours per week
                                                                 for 3 terms

24.001G Organisation and Management Theory   3
24.002G Behavioural Science   3
24.003G Quantitative Methods   2
24.004G Management Accounting   2
24.005G Social Framework of Business   1
24.006G Business Economics   2
24.007G Production   1
24.008G Marketing   2
                                                                 ───
                                                      Total   16
                                                                 ───

SECOND YEAR   Hours per week
                                                                 for 3 terms

24.009G Business Policy   6
24.010G International Business   1
24.105G Social Framework of Business   1
                                                                 ───
                                                                  8

Together with *two* electives chosen from the follow-
ing†:—

24.203G Advanced Quantitative Methods ....   2 hours
24.204G Advanced Management Accounting   2 hours
24.208G Advanced Marketing ....   2 hours
24.211G Finance ....   2 hours
24.212G Business Planning ....   2 hours
24.213G Business and Law ....   2 hours
24.214G Employee Relations ....   2 hours
24.215G Business History ....   2 hours   4
24.217G Small Business ....   2 hours
                                                                 ───
                                                      Total   12
                                                                 ───

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

(ii)   PART-TIME CANDIDATES

FIRST YEAR   Hours per week
                                                                 for 3 terms

24.001G Organisation and Management Theory   3
24.002G Behavioural Science   3
24.004G Management Accounting   2
24.005G Social Framework of Business   1
                                                                 ───
                                                      Total   9
                                                                 ───

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

SECOND YEAR

Hours per week
for 3 terms

24.003G Quantitative Methods	2
24.006G Business Economics	2
24.007G Production	1
24.008G Marketing	2
24.010G International Business	1
24.105G Social Framework of Business	1
Total	9

THIRD YEAR

Hours per week
for 3 terms

24.009G Business Policy		6
Together with *two* electives chosen from the following*:—		
24.203G Advanced Quantitative Methods	2 hours	
24.204G Advanced Management Accounting	2 hours	
24.208G Advanced Marketing	2 hours	
24.211G Finance	2 hours	
24.212G Business Planning	2 hours	
24.213G Business and Law	2 hours	
24.214G Employee Relations	2 hours	
24.215G Business History	2 hours	
24.217G Small Business	2 hours	4
Total		10

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

Project

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

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* Subject to teaching programmes being available.

THE DEGREE OF DOCTOR OF PHILOSOPHY

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

PREPARATION AND SUBMISSION OF THESES FOR HIGHER DEGREES

1. Every candidate for the degree of Master shall submit to the Registrar three copies of the thesis and supporting work. All copies of the thesis 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.

2. Every candidate for the degree of Doctor of Philosophy shall submit to the Registrar four copies of the thesis and supporting work. All copies of the thesis shall contain a short abstract of the thesis comprising not more than 300 words.

3. Every candidate for the degree of Doctor of Medicine shall submit to the Registrar four copies of the thesis and supporting work. All copies of the thesis shall contain a short abstract of the thesis comprising not more than 400 words which inter alia shall indicate wherein the thesis has made an original contribution.

4. The specifications currently approved for higher degree theses are as follows:

   (a) All copies of the thesis shall be in double spaced typescript.

   (b) The size of the paper shall be quarto (approximately 10 in. x 8 in.) except for drawings and maps on which no restriction is placed.

   (c) The margins on each sheet shall be not less than $1\frac{1}{2}$ in. on the left-hand side, $\frac{1}{2}$ in. on the right-hand side, 1 in. at the top and $\frac{3}{4}$ in. at the bottom.

   (d) There shall be a title sheet showing thesis title, author's name, degree and date of submission.

   (e) Pages shall be numbered consecutively.

   (f) Diagrams, charts, etc., must not be submitted on the back of typed sheets.

   Unless otherwise specifically instructed by the supervisor, diagrams, charts, etc., should be included where possible 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 on the back inside cover of the thesis binding. Folded diagrams or charts included in the text should be arranged so as to open out to the top and right.

5. The original copy of the thesis for deposit in the Library shall be bound in accordance with the following specifications:—

The thesis shall be bound in boards, covered with blue or green bookcloth or backray, or other binding fabric. The bound volume shall be lettered on the spine as follows:

(a) At the bottom and across — UNSW or if the volume is too thin for this — U
NSW

(b) $2\frac{1}{2}$ in. from the bottom and across, with the degree and year of the thesis, for example—
MSc
1960

(c) Evenly spaced between the statement of the degree and the year and the top of the spine the name of the author, first initials and then the surname, reading upwards in one line.

No further lettering or any decoration is required on the spine or anywhere else on the binding. In the binding of theses which include mounted photographs, folded graphs and so on, leaves at the spine shall be packed to ensure even thickness of the volume. The Library copy of the thesis shall be bound by one of a panel of approved bookbinders, each of whom is aware of the University's requirements. Names of approved bookbinders may be secured from the Examinations Branch.

The other copies of the thesis shall be bound in such a manner as allows their transmission to the examiners without possibility of their disarrangement.

6. The thesis and other relevant work may be submitted to the Registrar at any time during the year provided the candidate has completed the minimum period of registration. In order that a successful candidate may have a reasonable chance of having the degree conferred at one of the formal degree conferring ceremonies the candidate should arrange for the thesis and other relevant work to be in the hands of the Registrar at least fourteen weeks prior to the date of such ceremony.

ADMINISTRATIVE GRADUATE COURSE
(GRADUATE DIPLOMA)

In 1967 the University approved the introduction of a graduate diploma course in administration, which will be offered for the first time in 1968. The School of Business Administration administers the course, although other schools and faculties provide teaching service. The Graduate Diploma is governed by a Committee of Administrative Studies, within the Faculty of Commerce. Its members include representatives from faculties other than Commerce.

The primary objective of the course is the provision of an educational programme in administration appropriate to the needs of professional people either fully or partly engaged in administrative and managerial activities. It is oriented in particular to the needs of the practising architect, builder, engineer and accountant, who, for a variety of reasons, is unable to undertake the more comprehensive Master's Degree course in Business Administration.

The Graduate Diploma course in Administration extends over two years, and is offered on a part-time basis only.

*Admission requirements

An applicant for registration for the Graduate Diploma in Administration

(i) shall have been admitted to a degree in the University of New South Wales or other approved university or possess such professional qualifications as are approved by the Committee of Administrative Studies.

(ii) shall have satisfied the Committee of Administrative Studies that he has had adequate professional experience prior to his registering for admission to the course.

The University reserves the right to restrict the number of candidates which may be enrolled. Candidates are required to pass all prescribed examinations at the first attempt.

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* The complete conditions for the award of Graduate Diplomas are set out in Section C of the University Calendar.

Course Outline

FIRST YEAR
(30 weeks' part-time course)

	Hours per week for 3 terms
14.071G Management Accounting	2
24.501G Organisation and Management Theory	2
24.502G Behavioural Science	2
24.503G Economic and Financial Management	2
24.504G Quantitative Methods	1
	9

SECOND YEAR
(30 weeks' part-time course)

	Hours per week for 3 terms
24.505G Business Policy *plus*	2
Three electives	6
	8

The three electives, all of which will not be available in any one year, may be selected from the following:

	Hours per week for 3 terms
8.674G Civil Engineering Construction Management	2
14.072G Business Law	2
14.212 Administrative Law	2
15.502 Industrial Relations	2
24.507G Production Management	2
24.508G Office Management and Systems	2
24.509G Automatic Data Processing	2
24.510G Social Administration	2
24.511G Personnel Management	2
24.512G Small Business	2
28.101 Principles of Marketing	2
54.901G Public Administration	2
Architectural Management	2

Subject to the approval of the Head of the School of Business Administration, candidates may select any other appropriate university subject.

DETAILS OF SUBJECTS

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

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

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

SCHOOL OF WOOL AND PASTORAL SCIENCES

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

9.002 Seminar in Wool Technology

A survey of the growth and development of the wool fibre population and a detailed study of the standard objective measurement techniques used in wool testing.

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

9.521 Wool Textiles I

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

9.541   Wool I

The physical characteristics of greasy wool, component parts of the fleece and the wool product of Merino, British and Australian breeds. Wool classing and sorting.

9.542   Wool   II

The commercial techniques of wool buying, selling and Central classing. Composition of the Australian, New Zealand and South African wool clips. Acquisition and Reserve Price Schemes. The function of the Australian Wool Board and International Wool Secretariat.

9.551 Wool Production

A study of the principles of sheep production with emphasis on the Australian pastoral industry.

SCHOOL OF MATHEMATICS

10.001 Mathematics I

Calculus analysis, analytic geometry, linear algebra, an introduction to abstract algebra, an introduction to computer programming.

TEXT BOOKS

Beaumont, R. A. and Pierce, R. S. *The Algebraic Foundations of Mathematics.* Addison-Wesley.
Purcell, E. J. *Calculus with Analytic Geometry.* Appleton-Century-Crofts.

REFERENCE BOOKS

Ball, R. W. *Principles of Abstract Algebra.* Holt, Rinehart & Winston.
Coulson, A. E. *An Introduction to Matrices.* Longmans.
Keane, A. and Senior, S. A. *Complementary Mathematics.* Science Press.
McCoy, N. H. *Introduction to Modern Algebra.* Allyn and Bacon.
Rose, I. H. *Algebra: An Introduction to Finite Mathematics.* Wiley.
Shanahan, P. *Introductory College Mathematics.* Prentice-Hall.
Smith, W. K. *Limits and Continuity.* Collier-Macmillan. Paperback.
Taylor, H. E. and Wade, T. L. *University Freshman Mathematics.* Wiley.
Whitesitt, J. E. *Principles of Modern Algebra.* Addison-Wesley.

SUPPLEMENTARY READING LIST

Adler, I. *The New Mathematics.* Mentor Press.
Allendoerfer, C. B. and Oakley, C. O. *Principles of Mathematics.* McGraw-Hill.
Courant, R. and Robbins, H. *What is Mathematics,* Oxford University Press.
Sawyer, W. W. *A Concrete Approach to Abstract Algebra.* Freeman.
Sawyer, W. W. *Prelude to Mathematics.* Pelican.

10.011 Higher Mathematics I

Subject matter same as 10.001, but a more advanced course for suitably qualified students.

TEXT BOOKS

Courant, R. and John, F. *Introduction to Calculus and Analysis.* Wiley.
Blank, A. A. *Problems in Calculus and Analysis.* Wiley.
Beaumont, R. A. and Pierce, R. S. *The Algebraic Foundations of Mathematics.* Addison-Wesley.

REFERENCE BOOKS

As for 10.001 Mathematics I.

SUPPLEMENTARY READING LIST

As for 10.001 Mathematics I.

10.021 Mathematics IT

Subject matter same as 10.001, but subject designed for students not wishing to proceed with Mathematics beyond first year.

TEXT BOOK

Purcell, E. J. *Calculus with Analytic Geometry.* Appleton-Century-Crofts.

REFERENCE BOOKS

Allendoerfer, C. B. and Oakley, C. O. *Fundamentals of College Algebra.* McGraw-Hill.

Fine, N. J. *Introduction to Modern Mathematics.* Rand McNally & Co.

Johnson, W. G. and Zaccaro, L. N. *Modern Introductory Mathematics.* McGraw-Hill.

Nahikian, H. M. *Topics in Modern Mathematics.* Macmillan.

10.111 Pure Mathematics II

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

TEXT BOOKS

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

Protter, M. H. and Morrey, C. B. *Modern Mathematical Analysis.* Addison-Wesley.

REFERENCE BOOKS

Burkill, J. C. *Theory of Ordinary Differential Equations.* Oliver and Boyd.

Churchill, R. V. *Modern Operational Methods in Engineering.* McGraw-Hill.

Keane, A. *Integral Transforms.* Science Press.

Paige, L. J. and Swift, J. D. *Elements of Linear Algebra.* Ginn.

Pierce, B. O. *A Short Table of Integrals.* Ginn.

Silverman, R. A. *Introductory Complex Analysis.* Prentice Hall.

10.121 Pure Mathematics II (Higher)

This course is unlikely to be offered in 1968.

10.112 Pure Mathematics III

Algebra. Differential geometry. Foundations of mathematics. Partial differential equations. Hilbert and Banach spaces. Number theory and combinatorial analysis.

TEXT BOOKS

Griffin, H. *Elementary Theory of Numbers.* McGraw-Hill International Students Edition.

Miller, K. S. *Elements of Modern Abstract Algebra.* Harper International Students Reprint.

Ryser, H. *Combinatorial Analysis*, Carus Monograph Series. Wiley.

Willmore, J. J. *An Introduction to Differential Geometry*. Oxford University Press.

Simmons, G. F. *Introduction to Topology and Modern Analysis*. McGraw-Hill International Students Edition.

REFERENCE BOOKS

Birkhoff, G. S. and Rota, G. C. *Ordinary Differential Equations*. Ginn & Co.

Carslaw, R. S. and Jaeger, J. *Operational Methods in Applied Mathematics*. Dover.

Hall, M. *Combinatorial Analysis*. Blaisdell.

Hurewicz, W. *Lectures on Ordinary Differential Equations*. Wiley & Sons.

Jacobson, N. *Lectures in Abstract Algebra* (Vols. I and II). Van Nostrand.

Sneddon, I. N. *Elements of Partial Differential Equations*. McGraw-Hill.

van der Waerden, B. L. *Modern Algebra*. Ungar.

10.122 Pure Mathematics III (Higher)

Real variable theory. Measure and integration. Complex variable theory. Differential geometry and tensors. Group theory. Algebra. Topology, general and algebraic. Algebraic geometry. Partial differential equations. Foundations of mathematics.

TEXT BOOKS

Cartan, H. *Elementary Theory of Analytic Functions of one or several complex variables*. Addison-Wesley.

Herstein, I. N. *Topics in Algebra*. Blaisdell.

Rudin, W. *Real and Complex Analysis*. McGraw-Hill.

Sneddon, I. N. *Elements of Partial Differential Equations*. McGraw-Hill.

Willmore, J. J. *An Introduction to Differential Geometry*. Oxford.

REFERENCE BOOKS

Ahlfors, L. V. *Complex Analysis*. McGraw-Hill.

Birkhoff, G. S. and Rota, G. C. *Ordinary Differential Equations*. Ginn & Co.

Bateman, H. *Partial Differential Equations*. Cambridge University Press.

Coppel, W. A. *Stability and Asymptotic Behaviour of Differential Equations*. Heath.

Dugundji, J. *Topology*. Allyn and Bacon.

Hu, S. T. *Elements of General Topology*. Holden Day.

Hurewicz, W. *Lectures on Ordinary Differential Equations*. Wiley & Sons.

Ince, E. L. *Ordinary Differential Equations*. Dover.

Kelley, J. L. *General Topology*. Van Nostrand.

Lang, S. *Algebra*. Addison-Wesley.

Titchmarsh, E. C. *Theory of Functions*. Oxford University Press.

van der Waerden, B. C. *Modern Algebra*. Ungar.

Webster, A. G. *Partial Differential Equations in Mathematical Physics*. Dover.

10.311 Theory of Statistics I

An introduction to an axiomatic treatment of probability. Variates (univariates, multivariates, expectations, moment generating and characteristic functions). Standard distributions. Sampling distributions. Point estimation (moments, maximum likelihood, minimum χ^2, etc.). Confidence interval estimation, exact and approximate. Elementary Neyman-Pearson theory of tests of significance, standard significance tests. Regression (including curvilinear) on a single fixed variable.

INTRODUCTORY READING

Bross, I. D. J. *Design for Decision*. Macmillan.
Huff, D. *How to Lie with Statistics*. Gollancz.
Moroney, M. J. *Facts from Figures*. Pelican.
Tippett, L. H. C. *Statistics*. Oxford University Press.

TEXT BOOKS

Hogg, R. V. and Craig, A. T. *Introduction to Mathematical Statistics*. Macmillan, 2nd ed.
Kendall, M. G. and Stuart, A. *The Advanced Theory of Statistics*, Vols. I and II. Griffin.
Statistical Tables. University of N.S.W. Press.

REFERENCE BOOKS

Anderson, R. L. and Bancroft, T. A. *Statistical Theory in Research*. McGraw-Hill.
Goldberg, S. *Probability: An Introduction*. Prentice-Hall.
Mood, A. M. and Graybill, F. A. *Introduction to the Theory of Statistics*. McGraw-Hill.
Parzen, M. *Modern Probability Theory and its Applications*. Wiley.
Pearson, E. S. and Hartley, H. O. *Biometrika Tables for Statisticians*. Cambridge University Press.
Rao, C. R. *Advanced Statistical Methods in Biometric Research*. Wiley.

10.321 Theory of Statistics I (Higher)

10.311 at greater depth and covering a slightly wider field.
Text and Reference books as for 10.311.

10.312 Theory of Statistics II

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

INTRODUCTORY READING

Cox, D. R. *Planning of Experiments*. Wiley.

TEXT BOOKS

Cochran, W. G. and Cox, G. M. *Experimental Design. Wiley.*

Feller, W. *An Introduction to Mathematical Probability and its Applications,* Vol. I. Wiley.

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

Pearson, E. S. and Hartley, H. O. *Biometrika Tables for Statisticians.* Cambridge University Press.

REFERENCE BOOKS

Anderson, T. W. *An Introduction to Multivariate Statistical Analysis.* Wiley.

Bailey, N. J. T. *The Elements of Stochastic Processes with Applications to the Natural Sciences.* Wiley.

Cochran, W. G. *Sampling Techniques.* Wiley.

Cox, D. R. *Planning of Experiments.* Wiley.

Finney, D. J. *Statistical Methods for Biological Assay.* Griffin.

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

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

Mood, A. M. and Graybill, F. A. *Introduction to the Theory of Statistics.* McGraw-Hill.

Rao, C. R. *Advanced Statistical Methods in Biometric Research.* Wiley.

10.322 Theory of Statistics II (Higher)

10.312 at greater depth and covering a slightly wider field.
Text and reference books as for 10.312.

SCHOOL OF APPLIED PSYCHOLOGY

12.001 Psychology I

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

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

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

TEXT BOOKS

Part A—Theory
Whittaker, J. O. *Introduction to Psychology. Saunders,* 1965.
Whittaker, J. O. *Student's Workbook to accompany "Introduction to Psychology".* Saunders, 1965.

Part B—Practical
Anderson, B. F. *The Psychology Experiment.* Wadsworth, 1966.
Llewellyn, K. *Statistics for Psychology I.* Univ. N.S.W. Press, 1968.

REFERENCE BOOKS

Part A—Theory
Deese, J. *Principles of Psychology.* Allyn & Bacon, 1966.
Hilgard, E. R. and Atkinson, R. C. *Introduction to Psychology.* 4th ed. Harcourt, Brace & World, 1967.
Lindgren, H. C., Byrne, D. and Petrinovich, L. *Psychology: An Introduction to Behavioural Science.* Wiley, 1966.
McKeachie, W. J. and Doyle, C. L. *Psychology.* Addison-Wesley, 1966.
Morgan, C. T. and King, R. A. *Introduction to Psychology.* McGraw-Hill, 1966.
Munn, N. L. *Psychology.* Houghton Mifflin, 1966.
Morgan, C. T. *Physiological Psychology.* McGraw-Hill, 1964.
Scientific American, Readings from. *Frontiers of Psychological Research.* Freeman, 1964.

Part B—Practical
McCullough, C. and Van Atta, L. *Statistical Concepts.* McGraw-Hill, 1963.

12.012 Psychology II

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

Comprises a study of the development and structure of personality, psychological testing and associated practical work and statistics. In the theory lectures attention is given to the effects of interpersonal

relationships at successive stages of development; the influence of heredity and socio-economic factors upon personality variables, motivation theory within the framework of personality theory; approaches to the description of personality structure; and the administrative and theoretical aspects of psychological testing. The practical course illustrates the lecture course content and extends to practice in interviewing and in the administration and interpretation of personality and ability tests.

Part A—Personality

TEXT BOOKS

Sarason, I. G. *Personality: An Objective Approach.* Wiley, 1966, N.Y.

REFERENCE BOOKS

Blum, G. S. *Psychodynamics: the science of unconscious mental forces.* Wadsworth, 1966, California.

Hall, C. S. and Lindzey, G. *Theories of Personality.* Wiley, 1957, N.Y.

Lazarus, R. S. *Adjustment and Personality.* McGraw-Hill, 1961, N.Y.

Martin, W. and Stendler, C. R. *Readings in Child Development.* Harcourt Brace, 1961, N.Y.

Mednick, M. and Mednick, S. *Research in Personality.* Holt, Rinehart & Winston, 1964, N.Y.

McCurdy, H. G. *The Personal World.* Harcourt Brace, 1961, N.Y.

McNeil, E. B. *The Concept of Human Development.* Wadsworth.

Rosenblith, J. and Allinsmith, W. *The Causes of Behaviour.* Allyn & Bacon.

Sarnoff, I. *Personality Dynamics and Development.* Wiley, 1962, N.Y.

Vernon, P. E. *Personality Assessment.* Methuen, 1964, London.

Vernon, P. E. *Personality Tests and Assessments.* Methuen, 1953.

Part B—Psychological Statistics II

TEXT BOOK

Armore, S. J. *Introduction to Statistical Analysis and Inference.* Wiley, 1966.

REFERENCE BOOKS

Du Bois, P. H. *An Introduction to Psychological Statistics.* Harper, 1965.

Edwards, A. L. *Statistical Methods for the Behavioural Sciences.* Holt, 1954.

Ferguson, G. A. *Statistical Analysis in Psychology and Education.* McGraw-Hill, 1966.

Games, P. A. and Klare, G. R. *Elementary Statistics.* McGraw-Hill, 1967.

Guenther, W. C. *Concepts of Statistical Inference.* McGraw-Hill, 1965.

Guilford, J. P. *Fundamental Statistics in Psychology and Education.* McGraw-Hill, 1965.

McCollough, C. and Van Atta, L. *Statistical Concepts.* McGraw-Hill, 1963.

Peatman, J. G. *Introduction to Applied Statistics.* Harper, 1963.

Part C—Psychological Testing

TEXT BOOK

Anastasi, A. *Psychological Testing.* Macmillan, 1961.

REFERENCE BOOKS

Cronbach, L. J. *Essentials of Psychological Testing*. Harper, 1960.
Freeman, F. S. *Theory and Practice of Psychological Testing*. Holt, 1962.
Helmstadter, G. C. *Principals of Psychological Measurement*. Appleton, 1964.
Lyman, H. B. *Test Scores and What they Mean*. Prentice-Hall, 1963.
Nunnally, J. C. *Tests and Measurements*. McGraw-Hill, 1959.
Vernon, P. E. *Intelligence and Attainment Tests*. U.L.P., 1960.
Vernon, P. E. *The Measurement of Abilities*. U.L.P., 1956.
Vernon, P. E. *The Structure of Human Abilities*. Methuen, 1961.
Vernon, P. E. *Personality Tests and Assessments*. Methuen, 1953.
Test Manuals published by Australian Council for Educational Research.

12.013 Psychology III

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

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

The areas of special study will include the following, although not all may be available in any one year: Abnormal Psychology, Differential Psychology, Abilities and Cognition, Psychometrics, Child Psychology, Social Psychology, Learning, Perception, Motivation.

Part A—Psychological Statistics III

TEXT BOOK

McNemar, Q. *Psychological Statistics*. Wiley, 1962.

REFERENCE BOOKS

Detailed references will be given in lectures.

Part B Electives

Differential Psychology

Tyler, L. E. *The Psychology of Human Differences*. 3rd ed. Appleton-Century, 1965.

Abnormal Psychology

Kisker, G. W. *The Disorganized Personality*. McGraw-Hill, 1964.
Buss, A. H. *Psychopathology*. Wiley, 1966.
Goldstein, M. J. and Palmer, J. O. *The Experience of Anxiety*. 1964.

Child Psychology and Guidance

Mussen, P. H., Conger, J.J. and Kagan, J. *Child Development and Personality*. Second edition. Harper and Row, 1963.

Abilities and Cognition

Bruner, G. S., Goodnow, G. G. and Austin, G. A. *A Study of Thinking*. Wiley, 1956 (or paperback editions: Science Editions, 1965).
Vernon, P.E. *The Structure of Human Abilities*. Methuen, 1961

Psychometrics

Guilford, J. P. *Psychometric Methods.* McGraw-Hill, 1956.

Miller, George A. *Mathematics and Psychology.* Wiley, Paperback.

Social Psychology

Hollander, E. P. *Principles and Methods of Social Psychology.* New York, Oxford University Press, 1967.

<div align="center">OR*</div>

Jones, E. E. and Gerard, H. B. *Foundations of Social Psychology.* New York, Wiley, 1967.

Learning

Keller, F. S. *Learning: Reinforcement Theory.* Random House, N.Y., 1954.

Mednick, S. A. *Learning (Foundations of Modern Psychology Series).* Englewood Cliffs, N.J., Prentice-Hall, 1964.

Carroll, J. B. *Language and Thought.* Foundations of Modern Psychology Series. Englewood Cliffs, N.J., Prentice-Hall, 1964.

Perception

Dember, W. N. *The Psychology of Perception.* Holt & Co., N.Y., 1960.

Motivation

Murray, E. J. *Motivation and Emotion.* Prentice-Hall Foundations of Modern Psychology Series, 1964.

12.024 Psychology

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

TEXTBOOKS

Part A

Postman (Ed.). *Psychology in the Making.* Knopf.

Brown, Mandler, Hess and Galanter. *New Directions in Psychology 1.* Holt, Rinehart & Winston.

Barron, Olds, Dement and Edwards. *New Directions in Psychology II.* Holt, Rinehart & Winston.

Mandler, Mussen, Kogan and Wallach. *New Directions in Psychology III.* Holt, Rinehart & Winston.

Part B—Special Fields

To be determined in consultation with Head of School.

12.101 Psychology

Three hours' lectures per week.

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

For texts and reference books refer to those books listed for 12.001 Psychology, Part A, Theory.

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*Selection to be made in consultation with the Head of the School of Applied Psychology.

12.651 Psychology (Industrial Relations)

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

TEXT BOOKS

Brown, J. A. C. *Social Psychology of Industry*. Pelican, 1954.
Brown, W. B. *Exploration in Management*. Heinemann, 1960.
Lukert, R. *New Patterns of Management*.

REFERENCE BOOKS

American Management Association. *The Classics of Management*. A.M.A., 1957.
Bendix, R. *Work and Authority in Industry*. Harper Torch Books, N.Y., 1963.
Bronowski, J. and Mazlish, B. *The Western Intellectual Tradition*. Pelican, 1963.
Burnham, J. *The Managerial Revolution*. Pelican, 1943.
Hammond, J. L. and Hammond, B. *The Rise of Modern Industry*. Methuen, 1951.
I.L.O. *Some Aspects of Labour — Management Relations on the American Region*. Labour Management Relation Series No. II and IIA. Geneva, 1961, 1962.
Leavitt, I. H. J. *Managerial Psychology*. University of Chicago Press, 1958.
Marriott, R. *Incentive Payment Systems*. Staples, 1957.
Spriegal, R. and Myers, C. E. (eds.). *The Writings of the Gilbreths*. Irwin, 1953.
Viteles, M. *Motivation and Morale*. Staples, 1954.
Walker, K. F. *Research Needs in Industrial Relations*. Univ. of W.A. Press. Rev. edition, 1964.

12.691 Behavioural Science

Description and analysis of some of the variables from the behavioural sciences that are related to the functions of marketing, e.g., the importance of psychological aspects of individual differences, perception, learning, motivation and personality to an understanding of people and their roles as consumers. Consumer behaviour of individuals in primary and secondary groups. The adjustment of the person in groups and in man-machine systems — culture patterns, communications, leadership, thinking and deciding, social and rational models of man's behaviour, choice strategy and utility as factors in man's behaviour. The probabilistic pattern of perception, learning and thinking. The development of attitudes, interests, prejudices, frustrations and conflicts in individuals and groups. The growth of the family, and its needs. The course will consist of lectures, activity, demonstrations, films, case studies, practical field exercises and tests.

PRELIMINARY READING

Eysenck, H. J. *Uses and Abuses of Psychology*. Pelican.
Eysenck, H. J. *Sense and Nonsense in Psychology*. Pelican.
Eysenck, H. J. *Fact and Fiction in Psychology*. Pelican.
Munn, N. *Introduction to Psychology*. Houghton Mifflin.
Sprott, W. H. J. *Human Groups*. Pelican.

TEXT BOOKS

Argyris, C. *Integrating the Individual and the Organization*. Wiley.
Britt, S. H. *Consumer Behaviour and the Behavioural Sciences*. Wiley.
Crane, E. *Marketing Communications*. Wiley.

REFERENCE BOOKS

Bindra, D. and Stewart, J. *Motivation*. Pelican.
Bliss, P. *Marketing and Behavioural Sciences*. Allyn & Bacon.
Clark, L.(Ed.). *Consumer Behaviour*. Harper.
Fouraker, L. and Siegal. *Bargaining Behaviour*. McGraw-Hill.
Foss, B. M. *New Horizons in Psychology*. Pelican.
Haire, M. *Modern Organization Theory*. Wiley.
Jahoda, M. and Warren, N. *Attitudes*. Pelican.
Katona, G. *The Powerful Consumer*. McGraw-Hill.
Koch, S. *Psychology. A Study of a Science*. Vol. 6. McGraw-Hill.
Lazarfeld, P. F. and Rosenberg, M. *The Language of Social Research*. Free Press.
March and Simon. *Organizations*. Wiley.
Newman, J. W. *On Knowing the Consumer*. Wiley.
Semeonoff, B. *Personality Assessment*. Pelican.
Siegal, S. and Fouraker, L. *Bargaining and Group Decision Making*. McGraw-Hill.
Siegal, S., Siegal, A. E. and Andrews, J. M. *Choice Strategy and Utility*. McGraw-Hill.

SCHOOL OF ACCOUNTANCY

14.111 Accounting I

A survey of accounting in relation to its environment; basic accounting concepts, analysis, recording and reporting of transactions, accounting and control; the audit function; mechanization and data processing methods; problems of asset valuation; monetary assumptions; limitations of conventional financial statements; various forms of business organisation; raising and investment of funds; mathematical techniques; analysis and interpretation of accounting data; incidence of taxation; cost concepts; cost accounting and budgetary methods; internal performance reporting; profit planning.

PRELIMINARY READING

Yorston, R. K., Smyth, E. B. and Brown, S. R. *Elementary Accounting.* 4th ed. Law Book Co., 1965.

TEXT BOOKS

Yorston, R. K., Smyth, E. B. and Brown, S. R. *Accounting Fundamentals.* 6th ed. Law Book Co., 1965.

Fertig, P. E., Istvan, D. F. and Mottice, H. J. *Using Accounting Information, An Introduction.* Harcourt, Brace & World, 1965.

Accounting I Tutorial Exercises. The University of New South Wales Students' Union, 1966.

REFERENCE BOOKS

Burke, W. L. and Smyth, E. B. *Accounting for Management.* Law Book Co., 1966.

Gordon, M. J. and Shillinglaw, G. *Accounting: A Management Approach.* 3rd ed. Irwin, 1964.

Meigs, W. B. and Johnson, C. E. *Accounting: the Basis for Business Decisions.* McGraw-Hill, 1962.

Moore, C. E. and Jaedicke, R. K. *Managerial Accounting.* South Western, 1963.

Mathews, R. L. *Accounting for Economists.* 2nd ed. Cheshire, 1965.

14.112 Accounting II

Management accounting for purposes of inventory valuation and income determination, planning, control and decision making; relevance of income tax; historical cost accounting methods; job, process, joint and by-product costing; cost-volume-profit analysis; variable and relevant costing; budgets, standards, performance reports, variance analysis and internal control; rate of return analysis; data processing; machine accounting and systems design; statistical methods in relation to accounting; analysis of marketing and non-manufacturing costs.

TEXT BOOKS

Horngren, C. T. *Cost Accounting—A Managerial Emphasis.* 2nd ed. Prentice-Hall, 1967.

Burke, W. L. and Smyth, E. B. *Accounting for Management.* Law Book Co., 1966.

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

Accounting II Tutorial Exercises. The University of New South Wales Students' Union.

REFERENCE BOOKS

Matz, A., Curry, O. J. and Frank, G. W. *Cost Accounting.* 3rd ed. South Western, 1962.

Shillinglaw, G. *Cost Accounting, Analysis and Control.* Irwin, 1961.

Gillespie, C. M. *Standard and Direct Costing.* Prentice-Hall, 1962.

Welsch, G. A. *Budgeting—Profit Planning and Control.* 2nd ed. Prentice-Hall, 1964.

Massie, J. L. *Essentials of Management.* Prentice-Hall, 1964.

Schiff, M. and Benninger, L. J. *Cost Accounting.* 2nd ed. Ronald, 1963.

Yorston, Brown and Sainsbury. *Costing Procedures,* 4th ed. Law Book Co., 1966.

Horngren, C. T. *Accounting for Management Control: An Introduction.* Prentice-Hall, 1965.

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

Anton, H. R. and Firmin, P. A. *Contemporary Issues in Cost Accounting.* Houghton Mifflin, 1966.

McRae, T. W. *The Impact of Computers on Accounting.* Wiley, 1964.

Crowingshield, G. *Cost Accounting: Principles and Managerial Applications.* Feffer and Simons. International Students' Edition, 1962

Terrill, W. A. and Patrick, A. W. *Cost Accounting for Management.* Holt, Rinehart & Winston, 1965.

14.113 Accounting III

Corporation accounting is the major area of study. Topics given special emphasis will include corporation objectives and compliance with statutory requirements; company formation; statutory and non-statutory records; capital structure and gearing; fund raising and cost of capital; profit determination and measurement; taxation of corporate profits; price level changes; special problems of valuation including shares, goodwill and inventory; accounting for leases; company re-organisation, merger and take-over; the problem of asset valuation and income determination in relation to deceased estates; inter-corporate relationships; divisional and group organization; accounts of liquidators and receivers—comparison with bankruptcy procedure; analysis and appraisal of corporation reports; a review of current reporting practices; the statutory audit.

TEXT BOOKS

Yorston, R. K., Smyth, E. B. and Brown, S. R. *Advanced Accounting.* 6th ed., Vol. 1. Law Book Co., 1965.

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

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

Meigs, W. B., Johnson, C. E. and Keller, T. F. *Intermediate Accounting.* McGraw-Hill, 1963.

The Companies Act 1961. Government Printer, Sydney.

Accounting III Tutorial Exercises. The University of New South Wales Students' Union.

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

REFERENCE BOOKS

Moonitz, M. and Jordan, L. J. *Accounting: An Analysis of Its Problems.* Vols. I and II. Holt, Rinehart and Winston, 1964.

Foulke, R. A. *Practical Financial Statement Analysis.* 5th ed. McGraw-Hill, 1962.

Yorston, R. K., Fortescue, E. E. and Brown, S. R. *Australian Secretarial Practice.* 5th ed. Law Book Co., 1965.

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

Gynther, R. S. *Accounting for Price Level Changes—Theory and Procedures.* Pergamon, 1965.

Davidson, S., Green, D., Horngren, C. T. and Sorter, G. *An Income Approach to Accounting Theory.* Prentice-Hall, 1964.

Hendriksen, E. S. *Accounting Theory.* Irwin, 1965.

Accounting and Reporting Standards for Corporate Financial Statements. American Accounting Association, 1957 Revision.

Adamson, A. V. and Coorey, M. G. *The Valuation of Company Shares and Businesses.* 4th ed. Law Book Co., 1966.

Reporting the Financial Effects of Price Level Changes: Accounting Research Study No. 6. American Institute of Certified Public Accountants, N.Y., 1963.

"Cash Flow" Analysis and The Funds Statement: Accounting Research Study No. 2. American Institute of Certified Public Accountants, N.Y., 1961.

Reporting on Leases in Financial Statements: Accounting Research Study No. 4. American Institute of Certified Public Accountants, N.Y., 1962.

A Critical Study of Accounting for Business Combinations: Accounting Research Study No. 5. American Institute of Certified Public Accountants, N.Y., 1963.

Accounting Principles and Practices Discussed in Reports of Company Failures. Australian Society of Accountants, Jan., 1966.

Reports of investigations into affairs of companies—as prescribed by lecturer.

14.121 Government Accounting

An examination of the theory of fund accounting and its applications to governments and institutions. The governmental accounting will cover the accounts of Federal, State and Local Governments, social accounting, uniform accounting systems and the integration of the accounts of government business undertakings with those of the government. Institutional accounting will deal with the accounts of hospitals, universities and insurance companies.

TEXT BOOKS

Mikesell, R. M. and Hay, L. E. *Governmental Accounting.* 3rd ed., Irwin, 1961.

Mathews, R. L. *Accounting for Economists.* 2nd ed. Cheshire, 1965.

Edey, H. C. and Peacock, A. T. *National Income and Social Accounting.*
    Hutchinson University Library, 1965.
Brittain, Sir H. *The British Budgetary System.* Allen & Unwin, 1960.
Campbell, W. J. (ed.). *Australian State Public Finance.* Law Book Co.,
    1954.

REFERENCE BOOKS

Spann, R. N. (ed.). *Public Administration in Australia.* Government
    Printer, Sydney, 1965.
Vatter, W. J. *The Fund Theory of Accounting and its Implications for
    Financial Reports.* University of Chicago Press, 1959.
Department of Economic Affairs. *Government Accounting and Budget
    Execution.* United Nations, 1951.
Department of Economic Affairs. *Budgetary Structure and Classification
    of Government Accounts.* United Nations, 1951.
*Budgetary Papers and Auditor-General Reports of Commonwealth and
    New South Wales State Governments.*

14.131 Auditing and Internal Control

Integrated with accounting, where practicable, and will cover basic
auditing concepts, auditing principles and procedures and methods of
investigation. Topics will include the nature, scope and significance of
internal control, internal check and internal audit; vouching, checking,
verification of balance sheet items, the development of audit programmes,
investigations, reports. Attention will be given to trends and develop-
ments in the profession, modern techniques as applied to machine and
electronically processed accounting data, testing and sampling, the evolution
of auditing standards, professional ethics, social responsibilities of auditors.
Statutory requirements and case law decisions affecting auditors will
be examined.

TEXT BOOKS

Irish, R. A. *Auditing.* 3rd ed., Law Book Co., 1966.
Stettler, H. F. *Auditing Principles — Objectives, Procedures and Working
    Papers.* 2nd ed. Prentice-Hall, 1961.
Moore, F. E. and Stettler, H. F. *Accounting Systems for Management
    Control.* Irwin, 1963.
Mautz, R. K. and Sharaf, H. A. *The Philosophy of Auditing.* American
    Accounting Association, 1961.

REFERENCE BOOKS

Arkin, H. *Handbook of Sampling for Auditing and Accounting, Vol. 1:
    Methods.* McGraw-Hill, 1963.
Cadmus, B. *Operational Auditing Handbook.* The Institute of Internal
    Auditors, N.Y., 1964.
Dicksee, L. R. (Magee, B. ed.). *Dicksee's Auditing.* 17th ed., Gee & Co.,
    1951.
Holmes, A. *Auditing Principles and Procedure.* 6th ed., Irwin, 1964.
Leonard, W. P. *The Management Audit.* Prentice-Hall, 1962.
Johnson, J. T. and Brasseaux, J. H. *Readings in Auditing.* South Western,
    1961.

Mautz, R. K. *Fundamentals of Auditing.* Wiley, 1954.

Meigs, W. B. *Principles of Auditing.* 3rd ed., Irwin, 1964.

Ray, J. C. (ed.). *Independent Auditing Standards.* Holt, Rinehart & Winston, 1964.

Topham, A. F. (Schmittoff and Curry, eds.). *Palmer's Company Law.* 20th ed., Stevens, 1959.

Kaufman, F. *Electronic Data Processing and Auditing.* Ronald, 1961.

Brink, V. Z. (Revised by Cashin, J. A.). *Internal Auditing.* 2nd ed., Ronald, 1958.

14.151 Cost Accounting

The principles and practice of cost accountancy are examined with a view to developing effective administrative competence in planning and controlling business operations. Case study methods are employed extensively to apply cost concepts to business situations. Some case studies are conducted in actual industrial organizations by syndicates of students. Topics covered by the course include the evolution of cost accounting; current developments in the field; interrelationship of production, inventory and cost controls; application of budgetary control procedures; planning, installation and maintenance of accounting plans, including feasibility studies for data processing and uniform accounting.

PRELIMINARY READING

Jones, E. H. *Principles and Practice of Industrial and Commercial Organisation in Australia.* Law Book Co., 1957.

TEXT BOOKS

Bennett, E. D. *Cost Administration: Cases and Notes.* Prentice-Hall, 1960.

Gillespie, C. *Accounting Systems — Procedures and Methods.* 2nd ed., Prentice-Hall, 1961.

Gillespie, C. *Standard and Direct Costing.* Prentice-Hall, 1962.

Welsch, G. A. *Budgeting, Profit-Planning and Control.* 2nd ed., Prentice-Hall, 1964.

REFERENCE BOOKS

Aurner, R. R. *Effective Communication in Business.* 4th ed., South Western, 1963.

Batty, J. *Standard Costing.* MacDonald and Evans, 1960.

Bennett, C. W. *Standard Costs — How they Serve Modern Management.* Prentice-Hall, 1957.

Brummet, R. L. *Overhead Costing — The Costing of Manufactured Products.* University of Michigan, 1957.

Dauten, C. A. *Business Cycles and Forecasting.* 2nd ed., South-Western, 1963.

Devine, C. T. *Cost Accounting and Analysis.* Macmillan, 1950.

Dickey, R. I. (ed.). *Accountants' Cost Handbook.* 2nd ed., Ronald, 1960.

Moore, F. E. and Stettler, H. F. *Accounting Systems for Management Control.* Irwin, 1963.

Most, K. S. *Uniform Cost Accounting.* Gee & Co., 1961.

Smyth, R. L. *Management through Accounting.* Prentice-Hall, 1962.

Solomons, D. (ed.). *Studies in Costing.* Sweet and Maxwell, 1952.
Wright, W. *Direct Standard Costs.* McGraw-Hill, 1962.

14.161 Accounting Honours Seminar I

An examination of management and accounting. The problems and processes of management are related to the tools and techniques of accounting to develop a broad view of the functions and uses of management accounting. After surveying the literature of management and, in particular, the interest of accountants in management, some aspects of the management process are discussed in detail. These include decision-making, objectives, organization and staffing, planning, communication, motivation, measurement and control. Accounting methods are discussed in the context of the management background outlined above. Other disciplines are drawn upon in an attempt to critically evaluate the accounting methods which have been developed to assist management.

PRELIMINARY READING

Drucker, P. F. *The Practice of Management.* Mercury Books, 1961.
Drucker, P. F. *The Concept of the Corporation.* Mentor, 1964.

TEXT BOOKS

Koontz, H., and O'Donnel, C. (eds.). *Management: A Book of Readings.* McGraw-Hill, 1964.
Chamberlain, N. W. *The Firm: Micro Economic Planning and Action.* McGraw-Hill, 1962.
Massie, J. L. *Essentials of Management.* Prentice-Hall, 1964.
Thomas, W. E. (ed.). *Readings in Cost Accounting, Budgeting and Control.* 2nd ed., South Western, 1960.

REFERENCE BOOKS

Anton, H. R. and Firmin, P. A. (eds.). *Contemporary Issues in Cost Accounting.* Houghton Mifflin, 1966.
Pfiffner, J. M. and Sherwood, F. P. *Administrative Organisation.* Prentice-Hall, 1960.
Solomons, D. (ed.). *Studies in Costing.* Law Book Co., 1952.
Wolf, W. B. (ed.). *Management — Readings toward a General Theory.* Wadsworth, 1964.
Lemke, B. C. and Edwards, J. D. (eds.). *Administrative Control and Executive Action.* Merrill, 1961.
Churchman, C. W. and Ratoosh, P. (eds.). *Measurement: Definitions and Theories.* University of Chicago, 1959.
McGuire, J. W. (ed.). *Interdisciplinary Studies in Business Behaviour.* South Western, 1962.
Simon, H. A. *Administrative Behaviour.* 2nd ed., Macmillan, 1961.
Cyert, R. M. and March, J. G. *A Behavioural Theory of the Firm.* Prentice-Hall, 1963.
Mattessich, R. *Accounting and Analytic Methods.* Irwin, 1964.
Shillinglaw, G. *Cost Accounting.* Irwin, 1962.
Rubenstein, A. H. and Haberstroh, C. J. (ed.). *Some Theories of Organisation.* Irwin, 1960.
Thayer, L. O. *Administrative Communication.* Irwin, 1961.

14.162 Accounting Honours Seminar II

An appreciation of some of the fundamental problems in accounting. Emphasis is on the purpose and objectives of accounting procedures rather than on the procedures themselves. Topics covered include: measurement and accounting, problems confronting the accountancy profession, asset valuation, accounting and economic concepts of income, the objectives and means of accounting for fixed assets, current assets, liabilities and intangibles. The recommendations of professional bodies are critically assessed. The means of achieving accounting progress are examined.

TEXT BOOKS

Davidson, S., Green, D., Horngren, C. T. and Sorter, G. H. *An Income Approach to Accounting Theory*. Prentice-Hall, 1964.

Hendricksen, E. S. *Accounting Theory*. Irwin, 1965.

Jaedicke, R. K. and Sprouse, R. T. *Accounting Flows: Income, Funds and Cash*. Prentice-Hall, 1965.

Zeff, S. A. and Keller, T. F. (eds.). *Financial Accounting Theory—Issues and Controversies*. McGraw-Hill, 1964.

Statements on Accounting Principles and Recommendations on Accounting Practice. Institute of Chartered Accountants in Australia, 1966.

Accounting and Reporting Standards. American Accounting Association, 1957.

REFERENCE BOOKS

Bennett, J. W., Grant, J. McB. and Parker, R. H. *Topics in Business Finance and Accounting*. Cheshire, 1964.

Canning, J. B. *The Economics of Accountancy*. Ronald, 1929.

Baxter, W. T. and Davidson, S. (eds.). *Studies in Accounting Theory*. 2nd ed. Sweet and Maxwell, 1965.

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

Meigs, W. B., Johnson, C. E. and Keller, T. F. *Intermediate Accounting*. McGraw-Hill, 1963.

14.163 Accounting Honours Seminar III
14.163/1 Financial Accounting Theory

Accounting theory in general and external reporting. A thorough examination of problems associated with the development of accounting theory and a consideration of the manner in which accounting for an organisation can satisfy the information needs of those who have to make decisions concerning their future relations and associations with the organisation. An evaluation of the present pattern of external reporting and a consideration of various proposals for the improvement and extension of reporting practices.

The functions and definition of accounting; research methodology and accounting theory formation and development; the relation between internal and external information needs; the information needs of the various groups participating in the organisation; accounting evaluation of organisations and their managements; accounting for changes in the price level; the function and design of company annual reports; present legal and professional reporting requirements; company failures and accounting.

TEXT BOOKS

Vatter, W. J. *The Fund Theory of Accounting and Its Implications for Financial Reports.* University of Chicago, 1947.

Chambers, R. J. *Accounting, Evaluation and Economic Behaviour.* Prentice-Hall, 1966.

Jaedicke, R. K., Ijiri, Y, Nielson, O. (eds.). *Research in Accounting Measurement,* American Accounting Association, 1966.

Ijiri, Y. *The Foundations of Accounting Measurement.* Prentice-Hall, 1967.

Edwards, E. C. and Bell, P. W. *The Theory and Measurement of Business Income.* University of California Press, 1961.

Rose, H. *Disclosure in Company Reports.* Eaton Paper No. 1 Institute of Economic Affairs Ltd., 1963.

American Institute of Certified Public Accountants, N.Y. *Accounting Research Studies, Nos. 1-7.*

REFERENCE BOOKS

Canning, J. B. *The Economics of Accountancy.* Ronald, 1929.

Solomon, E. *The Management of Corporate Capital.* Glencoe, 1959.

Paton, W. A. *Accounting Theory.* Accounting Studies Press, 1962.

Cerf, A. R. *Corporate Reporting and Investment Decisions.* Public Accounting Research Program, Institute of Business and Economic Research, University of California, Berkeley, 1961.

Paton, W. A. and Littleton, A. C. *An Introduction to Corporate Accounting Standards.* American Accounting Association, Mono. No. 3.

Chambers, R. J. *Towards a General Theory of Accounting.* Australian Society of Accountants.

Littleton, A. C. and Zimmerman, V. K. *Accounting Theory: Continuity and Change.* Prentice-Hall, 1962.

Mautz, R. K. and Sharaf, H. *The Philosophy of Auditing.* American Accounting Association, 1961.

Churchman, C. W. *Prediction and Optimal Decision: Philosophical Issues of a Science of Values.* Prentice-Hall, 1961.

Churchman, C. W. and Ratoosh, P. (eds.). *Measurement: Definitions and Theories.* University of Chicago, 1959.

Prince, T. R. *Extension of the Boundaries of Accounting Theory.* South Western, 1963.

Sweeney, H. W. *Stabilized Accounting.* Holt, Rinehart and Winston, 1964.

Chambers, R. J. *The Functions and Design of Company Annual Reports.* Law Book Co., 1955.

Zeff, S. E. and Keller, T. F. *Financial Accounting Theory: Issues and Controversies.* McGraw-Hill, 1964.

Baxter, W. T. and Davidson, S. (eds.). *Studies in Accounting Theory.* Law Book Co., 1962.

Anton, H. R. *Accounting for the Flow of Funds.* Houghton Mifflin, 1962.

Moonitz M. and Littleton, A. C. *Significant Accounting Essays.* Prentice-Hall, 1965.

Deinzer, H. T. *Development of Accounting Thought.* Holt, Rinehart and Winston, 1965.

14.163/2 Managerial Accounting Theory

The ways in which accounting can be of assistance to management in the planning and control of the operations of an organisation. The tools and techniques of accounting related to the problems and processes of management.

Decision theory; the investment and replacement decision; planning and control; industrial dynamics and control; measurement and communication in decentralised organisations; cybernetics; information theory and systems.

TEXT BOOKS

Anthony, R. N., Dearden, J. and Vancil, R. F. *Management Control Systems.* Irwin, 1965.

Jerome, W. T. *Executive Control—The Catalyst.* Wiley, 1961.

Anton, H. R. and Firmin, P. A. (eds.). *Contemporary Issues in Cost Accounting.* Houghton Mifflin, 1966.

Bierman, H., Bonini, C. P., Fouraker, L. E. and Jaedicke, R. K. *Quantitative Analysis for Business Decisions.* Rev. ed. Irwin, 1965.

McDonough, A. M. and Garrett, L. J. *Management Systems.* Irwin, 1965.

Beer, S. *Cybernetics and Management.* English University Press, 1959.

REFERENCE BOOKS

Churchman, C. W., Ackoff, R. L. and Arnoff, E. L. *Introduction to Operations Research.* Wiley, 1957.

Morris, W. T. *The Analysis of Management Decisions.* Irwin, 1964.

Manne, A. S. *Economic Analysis for Business Decisions.* McGraw-Hill, 1961.

Bierman, H. Jr. and Smidt, S. *The Capital Budgeting Decision.* Macmillan, 1966.

Bierman, H. Jr. *Topics in Cost Accounting and Decisions.* McGraw-Hill, 1963.

Chamberlain, N. W. *The Firm: Micro-Economic Planning and Action.* McGraw-Hill, 1962.

Solomon, E. (ed.). *The Management of Corporate Capital.* Glencoe, 1959.

Vandell, R. F. and Vancil, R. F. *Cases in Capital Budgeting.* Irwin, 1962.

Anthony, R. N. *Planning and Control Systems—A Framework for Analysis.* Studies in Management Control, Harvard University, 1965.

Johnson, R. A., Kast, F. E. and Rosenzweig, J. E. *The Theory and Management of Systems.* McGraw-Hill, 1963.

Kozmetsky, G. and Kircher, P. *Electronic Computers and Management Control.* McGraw-Hill Paperbacks, 1956.

Prince, T. R. *Information Systems for Management Planning and Control.* Irwin, 1966.

Churchman, C. W. *Prediction and Optimal Decisions.* Prentice-Hall, 1961.

Mattessich, R. *Accounting and Analytical Methods.* Irwin, 1961.

Thomas, W. E. *Readings in Cost Accounting Budgeting and Control.* 2nd ed. South Western, 1960.

14.191 Thesis

For honours students in Accountancy.

14.201 Taxation Law and Practice

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 sales tax assessment and collection.

TEXT BOOKS

Bock, E. F. and Mannix, F. C. *Guide to Commonwealth Income Tax.* 13th ed. Butterworth, 1967.

Ryan, K. W. *Manual of Income Tax Law in Australia.* Law Book Co., 1965.

Income Tax and Social Services Contribution Assessment Act. Latest ed. Commonwealth Government Printer.

Income Tax (International Agreements) Act, 1953 (as amended to date). Commonwealth Government Printer.

REFERENCE BOOKS

Bock, E. F. and Mannix, F. C. *Gunn's Commonwealth Income Tax Law and Practice (and Service).* 8th ed. Butterworth & Co., 1966.

Challoner, N. E. and Greenwood, J. M. *Income Tax Law and Practice (Commonwealth) and Supplements.* 2nd ed. Law Book Co., 1962.

The Sales Tax Law, 1957. Commonwealth Government Printer.

High Court and Board of Review Decisions (as given by the lecturer during the year.)

14.202 Corporation Law

A study of general company law principles developed by the courts, particularly in relation to the effect of incorporation; the powers of companies and the doctrine of *ultra vires;* the duties and liabilities of promoters and their relationship between the company, directors, members and creditors; the duties of directors; the rights and duties of members; the raising and maintenance of capital. The effect on these general law principles of the Companies Act 1961 (as amended), especially in connection with the formation and registration of companies, shares, debentures and charges, management and administration, special investigations, arrangements and reconstructions, receivers and managers, official management and winding-up.

TEXT BOOKS

Yorston, R. K. and Brown, S. R. *Company Law.* 2nd ed. Law Book Co., 1964.

Gower, L. C. B. *Modern Company Law.* 2nd ed.., Stevens, 1957.

Companies Act, 1961—(as amended to date), N.S.W. N.S.W. Government Printer.

Sim, R. S. *Casebook on Company Law (including Australian supplement).* Butterworth, 1965.

REFERENCE BOOKS

Pennington, R. R. *Principles of Company Law*. Butterworth & Co., 1959.

Kavass, I. I. *Australian Supplement to the Principles of Modern Company Law by L. C. B. Gower*. Law Book Co., 1964.

Paterson, W. and Ednie, H. H. *Australian Company Law*. Butterworth & Co. (latest edition).

Wallace, G. and Young, J. McI. *Australian Company Law and Practice*. Law Book Co., 1965.

14.203 Trustee Law and Accounting

Both law and accounting elements. The relevant legal topics will be covered in the first part of the course, and their accounting application in the latter part.

The law element includes a discussion of the concept and creation of a trust; the rights and duties of trustees; an outline of the law of succession including intestacy; the powers and duties of executors; the rules of legal and equitable apportionment. A treatment of the law of bankruptcy primarily concerned with what constitutes an act of bankruptcy; debts provable in bankruptcy and their priority; the effect of bankruptcy on the property of a debtor; and the powers and duties of a trustee in bankruptcy.

The accounting element of the course will be concerned with the accounts of executors and trustees of estates of deceased persons; pension fund accounting; and accounting as related to trustees of bankrupt and insolvent estates.

TEXT BOOKS

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

Yorston, R. K., Smyth, E. B. and Brown, S. R. *Advanced Accounting. Vol. I*. 6th ed. Law Book Co., 1965.

Yorston, R. K. and Fortescue, E. E. *Australian Mercantile Law*. 13th ed. Law Book Co., 1965.

Hicks, E. L. *Accounting for the Cost of Pension Plans: Acounting Research Study No. 8.* American Institute of Certified Public Accountants, N.Y., 1965.

Bankruptcy Act, 1966. Commonwealth Government Printer.

Wills, Probate and Administration Act (N.S.W.) 1898 (as amended). N.S.W. Government Printer.

REFERENCE BOOKS

Meagher, R. P. and Trevorah, P. F. *Jacobs' Law of Trusts in N.S.W.* 2nd ed. Butterworth, 1967.

Parry, Sir D. H. *Law of Succession*. 4th ed. Sweet & Maxwell, 1961.

Manning, J. K. and Bohringer, L. G. *Australian Bankruptcy Law and Practice*. 3rd ed. Law Book Co., 1953.

14.211 Commercial Law*

A description of the Australian legal system with particular reference to the elements of law in New South Wales. This introduction serves as a background to the basic commercial law topics of contract, sale of goods, hire purchase, agency, partnership, negotiable instruments, bailments, insurance law, securities, testamentary dispositions, commercial arbitration, elements of bankruptcy law.

PRELIMINARY READING

Williams, G. L. *Learning the Law*. 7th ed. Stevens, 1963.

TEXT BOOKS

Cheshire, G. C. and Fifoot, C. H. S. *The Law of Contract*. 1st Aust. ed. Butterworth, 1966.
Yorston, R. K. and Fortescue, E. E. *Australian Mercantile Law*. 13th ed. Law Book Co., 1965.

STATUTES

Sale of Goods Act (N.S.W.), 1923-1953. N.S.W. Government Printer.
Hire Purchase Act (N.S.W.) 1960. N.S.W. Government Printer.
Partnership Act (N.S.W.) 1892. N.S.W. Government Printer.
Arbitration Act (N.S.W.) 1902 (as amended). N.S.W. Government Printer.
Bills of Exchange Act (Commonwealth) 1909-1958. Commonwealth Government Printer.
Bankruptcy Act (Commonwealth) 1966. Commonwealth Government Printer.
Trade Practices Act (Commonwealth). Commonwealth Government Printer, 1965.

REFERENCE BOOKS

Baalman, J. *Outline of Law in Australia*. 2nd ed. Law Book Co., 1955.
Hood Phillips, O. *A First Book of English Law*. 5th ed. Sweet & Maxwell, 1965.
Wynes, W. A. *Legislative, Executive and Judicial Powers in Australia*. 3rd ed. Law Book Co., 1961.
Schmitthoff, C. M. and Sarre, D. A. *Charlesworth's Mercantile Law*. 10th ed. Stevens, 1963.
Guest, A. G. *Anson's Law of Contract*. 22nd ed. Oxford University Press, 1964.
McGarvie, R. E., Pannam, C. L. and Hocker, P. J. *Cases and Materials on Contract*. Law Book Co., 1966.
Samek, R. A. *An Analytical Guide to Contract and Sale of Goods*. Law Book Co., 1963.
Helmore, B. A. *Personal Property and Mercantile Law in N.S.W.* 7th ed. Law Book Co., 1965.
Joske, P. E. *Sale of Goods and Hire-Purchase in Australia and New Zealand*. 2nd ed. Butterworth, 1961.
Sutton, K. C. T. *The Law of Sale of Goods in Australia and New Zealand*. Law Book Co., 1967.

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* Students may not count both 14.211 Commercial Law and 15.501 General Law towards the degree of Bachelor of Commerce.

Else-Mitchell, R. and Parsons, R. W. *Hire Purchase Law*. 4th ed. Law Book Co. (in course of publication).

Riley, B. B. *The Law Relating to Bills of Exchange in Australia*. 2nd ed. Law Book Co., 1964.

Higgins, P. F. P. *The Law of Partnership in Australia and New Zealand*. Law Book Co., 1963.

Meagher, R. P. and Trevorah, P. F. *Jacobs' Law of Trusts in N.S.W.* 2nd ed. Butterworth, 1967.

Parry, D. H. *Law of Succession*. 4th ed. Sweet & Maxwell, 1961.

14.212 Administrative Law

A comparative examination of Australian and English constitutional and administrative law. A study of the modern criticisms of the sovereignty of parliament; the problem of constitutional change; the freedom of citizens and the rule of law; the doctrine of the separation of powers as related to the main branches of government; the functions of the State; administrative law and the changes therein; executive power of the Crown; the judiciary; legislative and judicial powers of the Administration and their control; suits against the Administration; public corporations.

TEXT BOOKS

Friedman, N. G. and Benjafield, D. G. *Principles of Australian Administrative Law*. Law Book Co., 1962.

Brett, P. *Cases and Materials in Constitutional and Administrative Law*. Butterworth, 1962.

REFERENCE BOOKS

Chapman, B. *The Profession of Government*. Allen & Unwin, 1959

De Smith, S.A. *Judicial Review of Administrative Action*. Stevens, 1959.

Wynes, W. A. *Legislative, Executive and Judicial Powers in Australia*. Law Book Co., 1962.

14.301 Production

An analysis of the areas of a firm's operations which are concerned with the manufacturing, processing and procuring activities necessary to supply a product to consumers. Topics include the development of modern production, industrial management and organisation, manufacturing systems and procedures, production planning and control, product development and design, analysis of production problems, quality control, personnel management.

TEXT BOOK

Buffa, E. S. *Modern Production Management*. 2nd ed., Wiley, 1965.

REFERENCE BOOKS

Broom, H. N. *Production Management*. Irwin, 1962.

Drucker, P. F. *The Practice of Management*. Mercury, 1961.

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

Scheele, E. D. et al. *Principles and Design of Production Control Systems.* Prentice-Hall, 1960.

Moore, F. G. *Manufacturing Management.* 4th ed., Irwin, 1965.

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

14.321 Business Finance

Emphasis is given to the internal (management) aspects of corporation finance by contrast to the external view of finance which would concentrate upon the broader issues of institutions and policy. Attention is also given to the problems of the smaller business, and of the proprietary company. The course is concerned with the role and function of the financial executive, and his responsibilities in raising the needed funds and then ensuring that those funds are kept deployed or invested in a close approximation to an optimal plan. An introductory study is made of the origin and evolution of the modern large-scale corporation and its present-day role in society. Basic business finance forms an introduction; it is followed by a treatment in depth of financial decision-making, capital expenditure planning and control, and corporate investment and security analysis. Case-studies are employed to simulate decision-making situations.

PRELIMINARY READING

Robinson, R. I. and Johnson, R. W. *Self-Correcting Problems in Finance* (a practice work-book). Allyn & Bacon, 1966.

TEXT BOOKS

Weston, J. F. and Brigham, E. F. *Managerial Finance.* 2nd ed. Holt, Rinehart & Winston, 1966.

Graham, B., Dodd, D. L. and Cottle, S. *Security Analysis.* 4th ed. McGraw-Hill, 1962.

Wolf, H. A. and Richardson, L. (eds.). *Readings in Finance.* Appleton-Century-Crofts, 1966.

REFERENCE BOOKS

Archer, S. H. and D'Ambrosio, C. A. *Business Finance: Theory and Management.* Collier-Macmillan International, 1967.

Archer, S. H. and D'Ambrosio, C. A. *The Theory of Business Finance: A Book of Readings.* Collier-Macmillan International, 1967.

Beranek, W. *Analysis for Financial Decisions.* Irwin, 1963.

Bierman, H. J. and Smidt, S. *The Capital Budgeting Decision.* 2nd ed. Collier-Macmillan, 1966.

Friedland, S. *The Economics of Corporate Finance.* Prentice-Hall, 1966.

Gore, W. J. and Dyson, J. W. *The Making of Decisions.* Collier-Macmillan, 1964.

Hirst, R. R. and Wallace, R. H. (eds.). *Studies in the Australian Capital Market.* Cheshire, 1964.

Mason, E. S. *The Corporation in Modern Society.* Harvard University Press, 1961.

Mueller, G. *International Accounting.* Collier-Macmillan, 1967.

Taylor, W. B. *Financial Policies of Business Enterprise.* 2nd ed. Appleton-Century-Crofts, 1956.
Yorston, R. K., Fortescue, E. E. and Brown, S. R. *Australian Secretarial Practice.* 5th ed. Law Book Co., 1965.

14.322 Data Processing and Information Systems

An understanding of information theory concepts. An introduction to the problems and methods of data collection and processing, including analysis, design and application of information systems for management control. Electronic data processing with an introduction to programming, flow charting and coding.

TEXT BOOKS

McCarthy, E. J., McCarthy J. A. and Humes, D. *Integrated Data Processing Systems.* Wiley, 1966.

REFERENCE BOOKS

McRae, T. W. *The Impact of Computers on Accounting.* Wiley, 1964.
Laden, H. N., and Gildersleeve, T. R. *System Design for Computer Applications.* Wiley.
Davis, G. B. *An Introduction to Electronic Computers.* McGraw-Hill, 1965.

14.332 Operations Research in Business

An introduction to the principles and techniques of quantitative business analysis. Topics covered will include an introduction to probability theory, statistical decision theory, inventory and queuing models and mathematical programming.

TEXT BOOK

Bierman, H., Bonini, C. P., Fouraker, L. E. and Jaedicke, R. K. *Quantitative Analysis for Business Decisions.* Irwin, 1965.

REFERENCE BOOKS

Churchman, C. W., Ackoff, R. L. and Arnoff, E. F. *Introduction to Operations Research.* Wiley, 1957   .
Miller, D. N., and Starr, M. K. *Executive Decisions and Operations Research.* Prentice-Hall, 1960.
Evarts, H. F. *Introduction to PERT,* Allyn and Bacon, 1964.
Prichard, J. W., and Eagle, R. H. *Modern Inventory Management.* Wiley, 1965.
Morse, P. M. *Queues, Inventories and Maintenance.* Wiley, 1958.
Shuchman, A. *Scientific Decision Making in Business.* Holt, Rinehart, and Winston, 1963.

14.342 Development of Accounting Thought

A survey of the history of accounting thought and practice in ancient, mediaeval and modern times. The development of accounting for various forms of business entity and the evolution of proprietary, entity and

other major accounting concepts. The origin and development of some contemporary accounting problems, including income concepts, asset valuation, and accounting for price level changes, depreciation, liabilities and intangibles.

TEXT BOOKS

Littleton, A. C., and Yamey, B. S. *Studies in the History of Accounting.* Sweet & Maxwell, 1956.

Littleton, A. C., and Zimmerman, V. K. *Accounting Theory: Continuity and Change.* Prentice-Hall, 1962.

REFERENCE BOOKS

Baxter, W. T., and Davidson, S. *Studies in Accounting Theory.* 2nd ed. Sweet & Maxwell, 1962.

Brown, R. G., and Johnston, K. S. *Paciolo on Accounting.* McGraw-Hill, 1963.

Bursk, E. C., Clark, D. T., and Hidy, R. W. *The World of Business, Vol 1, Part II.* Simon & Schuster, 1962.

Deinzer, H. T. *Development of Accounting Thought.* Holt, Rinehart & Winston, 1965.

DeRoover, R. *The Rise and Decline of the Medici Bank, 1397-1464.* Harvard U.P., 1963.

Grady, P. *Inventory of Generally Accepted Accounting Principles for Business Enterprises.* American Institute Publishing Co., 1965.

Institute of Chartered Accountants in England and Wales. *The Earliest Books on Book-keeping, 1494-1683.* Institute of Chartered Accountants in England and Wales, 1963.

Lopez, R. S. *Medieval Trade in the Mediterranean World.* Columbia U.P., 1955.

Origo, I. *The Merchant of Prato.* Penguin, 1963.

Peragallo, E. *Origin and Evolution of Double Entry Bookkeeping.* American Institute of Certified Public Accountants, 1938.

No suitable text book in English being available on the early development of accountancy, printed notes and translations of relevant textual material will be available to students.

14.402 Organisation Theory

The concept of scientific management and its development as discussed in the works of Taylor, Fayol, Gilbreth, Mayo, Follett, Barnard and Simon. Formal organization structure with reference to the texts of Koontz and O'Donnell, and Newman. Organizations in terms of hierarchy of tasks, and the formal relationship existing between those who perform the tasks. Informal organization, and the significance which the study of human behaviour has upon informal structures. Organizations as information systems. The functions and the role of the manager. Techniques which are now available to managers in their organizing for goal achievement.

TEXT BOOKS

Newman, W. H. and Summer, C. E. *The Process of Management*. 2nd ed. Prentice-Hall, 1967.

Brown, J. A. C. *The Social Psychology of Industry*. Pelican, 1964.

REFERENCE BOOKS

Fayol, H. *General and Industrial Administration*. Pitman, 1949.

Urwick, L. F. *Elements of Administration*. Pitman, 1943.

Dale, E. *Management Theory and Practice*. McGraw-Hill, 1963.

Haire, M. (ed.). *Modern Organization Theory*. Wiley, 1959.

Likert, R. *New Patterns of Management*. McGraw-Hill, 1961.

Pugh, D. S. et al. *Writers on Organization*. Hutchinson, 1964.

Simon, H. A. *Administrative Behaviour*. Macmillan, 1947.

Wolf, W. *Management: Towards a General Theory*. Wadsworth, 1961.

Learned, E. P. and Sproat, A. T. *Organization Theory and Policy*. Irwin, 1966.

14.901G Corporate Organisation and Accounting

An integration of accounting and legal principles. Consideration of special problems of valuation and income determination. Matters arising in the take-over area with particular emphasis on organisation and planning of holding-subsidiary structures so as to achieve most effectively group objectives within the existing legal framework. Conversely, an examination of the trends away from group organisation towards integration by divisions.

The legal element will include consideration of the above matters within the context of income tax, land tax and stamp duty legislation and also the related responsibilities of company directors and officers.

TEXT BOOKS

Weinberg, M. A. *Takeovers and Amalgamations*. Sweet & Maxwell, 1963.

Hendriksen, E. S. *Accounting Theory*. Irwin, 1965.

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

Morrissey, L. E. *Contemporary Accounting Problems*. Prentice-Hall, 1964.

14.902G Controllership

Divided into two strands.

(1) A treatment in depth of long range planning, budgeting and standard costs; the planning, implementation and control of capital expenditures; and a consideration of the uses of accounting information and quantitative data as an aid to decision making in dynamic management situations.

(2) A practical exposition of the principal functions of the controller, structured largely on case studies supplemented by field work. An examination in depth of the organisation, staffing and appraisal of the accounting and information services, and the planning, design, installation and maintenance of the accounting system, procedures and processes in manufacturing and non-manufacturing enterprises.

TEXT BOOKS

Anton, H. R. and Firmin, P. A. *Contemporary Issues in Cost Accounting*. Houghon Mifflin, 1966.

Bierman, H. *Topics in Cost Accounting and Decisions*. McGraw-Hill, 1963.

Ewing, D. W. (ed.). *Long Range Planning for Management*. Rev. ed. Harper & Row, 1964.

Hassler, R. H. and Harlan, N. E. *Cases in Controllership*. Prentice-Hall, 1958.

Heckert, J. B. and Willson, J. D. *Controllership*. 2nd ed. Ronald Press, 1963.

Jerome, W. T. *Executive Control, The Catalyst*. 2nd ed. Wiley, 1963.

Wright, W. *Direct Standard Costs. McGraw-Hill,* 1962.

REFERENCE BOOKS

Gillespie, C. *Standard and Direct Costing*. Prentice-Hall, 1962.

Heckert, J. B. and Willson, J. D. *Business Budgeting and Control*. 3rd ed. Ronald, 1967.

Rossell, J. H. and Frasure, W. W. *Managerial Accounting*. Merrill, 1964.

Smith, R. L. *Management through Accounting*. Prentice-Hall, 1962.

Welsch, G. A. *Budgeting, Profit-Planning and Control*. 2nd ed. Prentice-Hall, 1964.

14.903G Contemporary, Auditing Problems

An examination of the functions of the auditor under statute and general law with particular reference to the different informational needs of the several classes of participants in a company.

Consideration of the practicability of extending the auditor's functions to include an appraisal of management's plans and predictions and an assessment of position, results and expectations for the better information of all readers of company accounting reports.

The adequacy of the present form of audit report. Reservations and qualifications in audit reports; special problems in the take-over and group accounting areas and in the verification of inventories and receivables; the auditor and company failures; the development of analytical auditing techniques.

The reading matter for this subject will consist mainly of articles published in accounting journals.

REFERENCE BOOKS

Skinner, R. M. and Anderson, R. J. *Analytical Auditing: An Outline of the Flow Chart Approach to Audits*. Pitman, Toronto, 1966.

Stettler, H. F. *Systems Based Independent Audits*. Prentice-Hall, 1967.

14.904G Studies in Taxation

Basically a discussion of selected case studies in tax planning involving a study and application of the relevant taxation laws.

The specific areas in which these problems will be set include principles

of income determination, incidence of tax on various tax entities, viz. companies, partnerships and trusts; taxation of superannuation funds; taxation of special businesses, including mining, petroleum and primary production; treatment of capital expenditure and depreciation allowances for taxation purposes; amortisation of industrial property and scientific research and development expenditure; Papua, New Guinea and overseas tax credits; international tax problems.

No text books are prescribed, as it is presumed that all students will have had some formal reading in the subject.

REFERENCE BOOKS

Bock, F. C. and Mannix, E. F. *Gunn's Income Tax Law and Practice*. 8th ed. Butterworth, 1966.

Challoner, N. E. and Greenwood, J. M. *Income Tax Law and Practice (Commonwealth)*. 2nd ed. Law Book Co., 1962.

Adams, P. R. *Australian Tax Planning with Precedents*. 2nd ed. Butterworth, 1967.

High Court and Board of Review Decisions. (as given by the lecturer during the year. Articles and other references in current journals).

14.905G Operations Research

The application of mathematical and statistical techniques to the solving of management problems. The structuring of the decision problem, mathematical model construction, mathematical programming, probability and statistical decision theory, inventory and queuing theory.

TEXT BOOKS

Bowman, E. H. and Fetter, R. B. *Analysis for Production and Operations Management*. 3rd ed. Irwin, 1967.

Churchman, C. W., Ackoff, R. L. and Arnoff, E. F. *Introduction to Operations Research*. Wiley, 1957.

REFERENCE BOOKS

Bierman, H., Bonini, C. P., Fouraker, L. E. and Jaedicke, R. K. *Quantitative Analysis for Business Decisions*. Rev. ed. Irwin, 1965.

Miller, D. W. and Starr, M. K. *Executive Decisions and Operations Research*. Prentice-Hall, 1960.

Morse, P. M. *Queues, Inventories and Maintenance*. Wiley, 1958.

14.906G Information Systems

Experience with commercial computer installation assumed. Concerned generally with information theory and systems but in particular with analysis of the information needs of an organisation and the design of a computer system to satisfy those needs. While emphasis on the development of an acceptable system, inclusion of discussion on how the computer system modifies traditional business organisations and accounting procedures. Special emphasis on statistical techniques which become feasible with the use of computers. Largely structured around a case study.

The effect of computers on business organisations; planning the design project; involvement of interested parties; systems development; information flow analysis; the use of sampling as an aid in design; data control; accounting and control; file design; an equipment selection run design; implementation.

TEXT BOOKS

Wineberg, G. *A PL/1 Primer*. McGraw-Hill, 1966.

Prince, D. R. *Information Systems for Management Planning and Control*. Irwin, 1966.

McDonough, A. M. and Garrett, L. J. *Management Systems*. Irwin, 1965.

REFERENCE BOOKS

Laden, H. W. and Gildersleeve, T. R. *System Design for Computer Applications*, Wiley, 1963.

Withington, F. G. *The Use of Computers in Business Organisations*, Addison-Wesley, 1966.

SCHOOL OF ECONOMICS

15.101 Economics I

An introduction to economic analysis, including the theory of the determination of prices and output of individual goods and services, the determination of the general price level, aggregate employment and national income, and the monetary and banking system, with particular reference to Australian institutions and economic policy.

PRELIMINARY READING

Heilbroner, R. L. *The Making of Economic Society*. Prentice-Hall, 1962.
Robinson, M. A., Morton, H. C., Calderwood, J. D. and Lamberton, D. M. *An Introduction to Economic Reasoning*. Australian Anchor Paperbacks, 1965.

TEXT BOOKS

Samuelson, P. A. *Economics: An Introductory Analysis*. 7th ed., McGraw-Hill, 1967, New York.
Robinson, R. *Study Guide to Accompany Samuelson: Economics*. 7th ed., McGraw-Hill, 1967, New York.
Haveman, R. H. and Knopf, K. A. *The Market System*. Wiley, 1966, New York.
Karmel, P. H. and Brunt, Maureen. *The Structure of the Australian Economy*. Cheshire, 1966, Melbourne.

REFERENCE BOOKS

Arndt, H. W. and Corden, W. M. (eds.). *The Australian Economy: A Volume of Readings*. Cheshire, 1963, Melbourne.
Arndt, H. W. and Harris, C. P. *The Australian Trading Banks*. 3rd ed., Cheshire, 1965, Melbourne.
Commonwealth of Australia. *Australian National Accounts: National Income and Expenditure*. Commonwealth Statistician.
Boulding, K. E. *Economic Analysis*. Vol. I: *Microeconomics*. Harper and Row, 1966, New York.
Dorfman, R. *Prices and Markets*. Prentice-Hall, 1967, Englewood Cliffs, N.J.
Grant, J. McB. and Hagger, A. J. (eds.). *Economics: An Australian Introduction*. Cheshire, 1964, Melbourne.
Leftwich, R. H. *The Price System and Resource Allocation*. Revised ed., Holt, Rinehart and Winston, 1961, New York.
Commonwealth of Australia. *National Income and Expenditure*. Latest ed., Govt. Printer.
Perkins, J. O. N. *Anti-cyclical Policy in Australia Since 1960*. Melbourne U.P., 1965.
Sayers, R. S. *Modern Banking*. 6th ed., Clarendon Press, 1964, Oxford.
Schultze, C. L. *National Income Analysis*. 2nd ed. Prentice-Hall, 1967, Englewood Cliffs, N.J.
Sirkin, G. *Introduction to Macroeconomic Theory*. Revised ed., Irwin, 1965, Homewood, Ill.
Tew, B. *Wealth and Income*. 4th ed., Melbourne U.P., 1964.

15.102 Economics II

Microeconomic theory, a critical review of empirical studies of pricing policy, the theory of comparative advantage in international trade and trade policy, the theory of aggregate output and employment.

TEXT BOOKS

Dorfman, R. *Prices and Markets.* Prentice-Hall, 1967.

Dernburg, T. F. and McDougall, D. M. *Macroeconomics.* International Student Edition, McGraw-Hill, 1963.

Due, J. F. and Clower, R. W. *Intermediate Economic Analysis.* 5th ed., Irwin, 1966.

Kenen, P. *International Economics.* 2nd ed., Prentice-Hall, 1966.

REFERENCE BOOKS

* Harcourt, G. C., Karmel, P. H. and Wallace, R. H. *Economic Activity.* C.U.P., 1967.

* Stigler, G. J. *The Theory of Price.* 3rd ed., Macmillan, 1966.

Friedman, M. *Price Theory.* Aldine, 1962.

Mansfield, E. (ed.). *Monopoly Power and Economic Performance.* Norton, 1964.

Cohen, K. J. and Cyert, R. M. *Theory of the Firm: Resource Allocation in a Market Economy.* Prentice-Hall, 1965.

Ferguson, C. E. *Microeconomic Theory.* Irwin, 1966.

Hunter, A. (ed.). *The Economics of Australian Industry.* Melbourne U.P., 1963.

Scitovsky, T. *Welfare and Competition.* Allen and Unwin, 1952.

Watson, D. S. *Price Theory and its Uses.* Houghton Mifflin, 1963.

Watson, D. S. *Price Theory in Action: A Book of Readings.* Houghton Mifflin, 1965.

15.103 Economics III

Macroeconomic theory and policy, including the concept and measurement of national income, static and dynamic aspects of the theory of aggregate output, employment and the price level, inflation theory, aspects of cyclical fluctuations and economic growth, monetary and fiscal policy, and incomes policy with special reference to Australia.

PRELIMINARY READING

Harcourt, G. C., Karmel, P. H. and Wallace, R. H. *Economic Activity.* C.U.P., 1967.

TEXT BOOKS

Ackley, G., *Macroeconomic Theory.* Macmillan, 1961.

Matthews, R. C. O. *The Trade Cycle.* Cambridge U.P., 1960.

Arndt, H. W., and Corden, W. M. (eds.). *The Australian Economy: A Volume of Readings.* Cheshire, 1963.

Perkins, J. O. N. *Anti-cyclical Policy in Australia, 1960-1966.* 2nd ed., M.U.P., 1967.

REFERENCE BOOKS

Arndt, H. W., and Harris, C. P. *The Australian Trading Banks.* 3rd ed., Cheshire, 1965.

Bailey, M. J. *National Income and the Price Level.* McGraw-Hill, 1962.

Davidson, P., and Smolensky, E. *Aggregate Supply and Demand Analysis.* Harper & Row, 1963.

Dernburg, T. F., and McDougall, D. M. *Macroeconomics.* Rev. ed., McGraw-Hill, 1963.

Duesenberry, J. S. *Business Cycles and Economic Growth.* McGraw-Hill, any edition.

Hagger, A. J. *The Theory of Inflation.* Melbourne U.P., 1964.

Hansen, A. H. *Business Cycles and National Income.* Norton, 1951.

Hansen, A. H. *A Guide to Keynes.* McGraw-Hill, 1953.

Hicks, J. R. *A Contribution to the Theory of the Trade Cycle.* Oxford U.P., 1950.

Isaac, J. E. and Ford, G. W. (eds.). *Australian Labour Economics: Readings.* Sun Books, 1967.

Keynes, J. M. *The General Theory of Employment, Interest and Money.* Paperback ed., Macmillan, 1961.

15.104 Advanced Economic Analysis

A survey of advanced economic theory.

The reading matter for this subject will consist mainly of articles published in learned journals.

15.112 Economics II (Honours)

The content of this subject includes that of 15.102 Economics II as well as additional and more advanced work in both Micro and Macro Analysis.

TEXT BOOKS

Dernburg, T. F. and McDougall, D. M. *Macroeconomics.* International Student Edition, McGraw-Hill, 1963.

Ferguson, C. E. *Microeconomic Theory.* Irwin, 1966.

Meier, G. M. *International Trade and Development.* Harper and Row, International Student Reprint, 1964.

REFERENCE BOOKS

Harcourt, G. C., Karmel, P. H. and Wallance, R. H. *Economic Activity.* C.U.P., 1967.

Stigler, G. J. *The Theory of Price.* 3rd ed., Macmillan, 1966.

Friedman, M. *Price Theory.* Aldine, 1962.

Mansfield, E. (ed.). *Monopoly Power and Economic Performance.* Norton, 1964.

Cohen, K. J. and Cyert, R. M. *Theory of the Firm: Resource Allocation in a Market Economy.* Prentice-Hall, 1965.

Hunter, A. (ed.). *The Economics of Australian Industry.* Melbourne U.P., 1963.

Scitovsky, T. *Welfare and Competition.* Allen and Unwin, 1952.

Archibald, G. C. and Lipsey, R. G. *An Introduction to the Mathematical Treatment of Economics*. Weidenfeld and Nicolson, 1967.

Vickrey, W. S. *Microstatics*. Harcourt, Brace and World, 1964.

Baumol, W. J. *Economic Theory and Operations Analysis*. 2nd ed., Prentice-Hall, 1965.

Boulding, K. E. and Stigler, G. J. (eds.). *Readings in Price Theory*. Allen and Unwin, 1953.

Heflebower, R. B. and Stocking, G. W. (eds.). *Readings in Industrial Organization and Public Policy*. Irwin, 1958.

15.113 Economics III (Honours)

Includes 15.103 Economics III as well as additional and more advanced work in macroeconomic analysis.

TEXT AND REFERENCE BOOKS

As for 15.103, with the additional text:

Mueller, M. G. (ed.). *Readings in Macroeconomics*. Holt, Rinehart and Winston, 1966.

15.173 Economics 3M

(Not offered in 1968)

An alternative to 15.113 Economics III for students who have passed 10.111 Pure Mathematics II or 10.121 Pure Mathematics II (Higher). The syllabus of 15.113 will be covered using mathematical techniques.

15.213 History of Economic Thought

A selective survey of the development of Economic ideas from about the mid-eighteenth century to the early twentieth. Particular attention is focused on (a) Origin and evolution of modern economic analysis, (b) part played by the social and philosophical ideas in the formation of economic thought, and (c) the influence of economic events on the developments of economic ideas and *vice versa*.

PRELIMINARY READING

Gill, R. T. *Evolution of Modern Economics*. Prentice-Hall, 1967.

Redford, A. *The Economic History of England: 1760-1860*. Longmans, 1962.

TEXT BOOKS

Wilson, G. W. (ed.). *Classics of Economic Theory*. Indiana U.P., 1964.

Spengler and Allen (eds.). *Essays in Economic Thought*. Rand-McNally, 1960.

REFERENCE BOOKS

Krupp, S. R. (ed.). *The Structure of Economic Science*. Prentice-Hall, 1966.

Letwin, W. *The Origins of Scientific Economics*. Methuen, 1963.

Blaug, M. *Economic Theory in Retrospect*. Heineman, 1962.

Taylor, O. H. *A History of Economic Thought*. McGraw-Hill, 1960.

Roll, E. *A History of Economic Thought*. Faber, 1963.

Robbins, L. *The Theory of Economic Policy*. Macmillan, 1953.
Samuels, W. J. *The Classical Theory of Economic Policy*. World, 1966.
Mitchell, W. C. *Types of Economic Theory*. 2 vols. Kelly, 1967.
Sweezy, P. *The Theory of Capitalist Development*. Dobson, 1962.
Robinson, J. *An Essay on Marxian Economics*. Macmillan, 1966.
Marx, K. and Engels, F. *The Communist Manifesto*. Appleton-Century-Crofts, 1955.
Hutcheson, T. W. *A Review of Economic Doctrines*. Clarendon Press, 1953.
Seligman, B. *Main Currents in Modern Economics*. Free Press, 1962.
Rogin, L. *The Meaning and Validity of Economic Theory*. Harper, 1956.

15.223 Comparative Economic Systems (Subject to revision early 1968)

The manner in which different economic systems solve the basic economic problems, including both theories and empirical studies on the operation of the different systems. Consideration will be given to the extent to which institutional and historical differences affect decision making and the choice of objectives and instruments of economic policy and planning. A critical appraisal of the efficiency of resource allocation in different economies will be made.

PRELIMINARY READING

Hoover, C. B. *The Economy, Liberty and the State*. Doubleday Anchor, 1960.
Turgeon, L. *The Contrasting Economies: A Study of Modern Economic Systems*. Allyn & Bacon, 1963.

TEXT BOOKS

Bornstein, M. (ed.). *Comparative Economic Systems, Models and Cases*. Irwin, 1965.
Schumpeter, J. A. *Capitalism, Socialism and Democracy*. Allen & Unwin, Reprint, 1961.
Wiles, P. J. D. *The Political Economy of Communism*. Blackwell, 1962.

REFERENCE BOOKS

Allen, G. C. *Japan's Economic Recovery*. Oxford U.P., 1958.
Galbraith, J. K. *The Affluent Society*. Penguin Books in association with Hamish Hamilton, Reprint, 1962.
Hackett, J. and Hackett, A. M. *Economic Planning in France*. Allen & Unwin, 1964.
Halm, G. N. *Economic Systems: A Comparative Analysis*. Rev. ed. Holt, Rinehart and Winston, 1962.
Hansen, A. H. *The American Economy*. McGraw-Hill, 1957.
Karmel, P. H. and Brunt, M. *The Structure of the Australian Economy*. Cheshire, 1962.
Nove, A. *The Soviet Economy*. Allen & Unwin, The Minerva Series No. 6, 1962.
Waterson, A. *Planning in Yugoslavia: Organisation and Implementation*. Johns Hopkins, 1962.
Wellisz, S. *The Economics of the Soviet Bloc*. McGraw-Hill, 1964.
Worswick, G. D. N. and Ady, P. H. *The British Economy in the Nineteen-Fifties*. Oxford U.P., 1962.

Choh-Ming Li. *Industrial Development in Communist China.* Praeger, Paperback ed., 1964.
Reddaway, W. B. *Development of the Indian Economy.* Irwin, Paperback ed., 1962.
Donnethorne, Audrey. *China's Economic System.* Allen and Unwin, 1967.

15.233 Public Finance and Financial Policy

The theory of the public sector; the working of financial institutions, monetary and fiscal policy.

PRELIMINARY READING
Eckstein, O. *Public Finance.* Prentice-Hall, 1967.

TEXT BOOKS
Downing, R. I. (and others). *Taxation in Australia.* Melbourne U.P., 1964.
Hirst, R. R. and Wallace, R. (eds.). *Studies in the Australian Capital Market.* Cheshire, 1964.
Musgrave, R. A. *The Theory of Public Finance.* McGraw-Hill, 1956.
Smith, W. L. and Teigen, R. L. (eds.). *Readings in Money, National Income and Stabilization Policy.* Irwin, 1965.

REFERENCE BOOKS
Buchanan, J. M. *The Public Finances.* Irwin. 2nd ed., 1965.
Commonwealth of Australia. *Annual Budget Speeches* and Statements referred to in the Budget Speech.
Crutchfield, J. A. Henning, O. N. and Pigott, W. (eds.). *Money, Financial Institutions and the Economy.* Prentice-Hall, 1965.
Due, J. F. *Government Finance.* Irwin, 3rd ed., 1963.
Gurley, J. G. and Shaw, E. S. *Money in a Theory of Finance.* Brookings, 1960.
Holmes, A. S. *Flow of Funds, Australia, 1953-54 and 1957-58.* Reserve Bank of Australia (Staff Paper), 1961.
Levy, M. E. *Fiscal Policy, Cycles and Growth.* National Industrial Conference Board, New York, 1963.
Matthews, R. *Public Investment in Australia.* Cheshire, 1967.
Musgrave, R. A. and Sharp, S. C. (eds.). *Readings in the Economics of Taxation.* Allen & Unwin, 1958.
Musgrave, R. A. and Peacock, A. T. *Classics in the Theory of Public Finance.* Macmillan, 1958.
Oliver, F. R. *The Control of Hire Purchase.* Allen & Unwin, 1961.
Prest, W. *Public Finance.* Weidenfeld & Nicholson, 3rd ed., 1967.
Smithies, A. and Butters, J. K. (eds.). *Readings in Fiscal Policy.* (American Economic Association). Irwin, 1955.
Thorn, R. S. *Monetary Theory and Policy.* Random House, 1966.
Herber, B. P. *Modern Public Finance.* Irwin, 1967.
Johansen, L. *Public Economics.* North Holland Publishing Company, 1965.

15.243 Economic Development

An examination of the theory and facts about the principal determinants of economic development and growth in both underdeveloped and advanced countries, and the policy problems of accelerating growth in each case.

TEXT BOOK

Higgins, B. *Economic Development.* Constable, 1959, London.

REFERENCE BOOKS

Brenner, Y. S. *Theories of Economic Development and Growth.* Allen & Unwin, 1966, London. (Minerva Paperback, No. 17).

Enke, S. *Economics for Development.* Prentice-Hall, 1963, Englewood Cliffs, N.J.

Fei, J. C. H. and Ranis, G. *Development of the Labour Surplus Economy.* Irwin, 1964, Homewood, Ill.

Galbraith, J. K. *The Underdeveloped Country.* C.B.C., 1965, Toronto.

Galbraith, J. K. *Economic Development in Perspective.* Harvard U.P., 1962, Cambridge, Mass. *or* 1964 edition under the title *Economic Development.*

Gutmann, P. (ed.). *Economic Growth: An American Problem.* Prentice-Hall, 1965, Englewood Cliffs, N.J.

Hagen, E. E. *On the Theory of Social Change.* Dorsey, 1962, Homewood, Ill.

Hamberg, D. *Economic Growth and Instability.* Norton, 1956, N.Y.

Hirschman, A. O. *The Strategy of Economic Development.* Yale U.P., 1958, New Haven.

Hoselitz, B. F. (ed.). *Theories of Economic Growth.* Paperback, Free Press, 1960, Glencoe.

Lewis, W. A. *Development Planning.* Allen & Unwin, 1966, London.

Lewis, W. A. *The Theory of Economic Growth.* Allen & Unwin, 1955, London.

Meade, J. E. *A Neo-Classical Theory of Economic Growth.* Rev. ed. Allen & Unwin, 1962, London.

Meier, G. M. *International Trade and Development.* Harper & Row, 1963, N.Y.

Robinson, E. A. G. *Problems in Economic Development.* Macmillan, 1964, London.

Rostow, W. W. *The Stages of Economic Growth.* Cambridge U.P., 1960, Cambridge.

Schumpeter, J. A. *The Theory of Economic Development.* Oxford U.P., 1961, N.Y. (Galaxy Paperback).

Tawney, R. H. *Religion and the Rise of Capitalism.* Penguin, 1926, London. (Pelican Paperback A23).

Weber, M. *The Protestant Ethic and the Spirit of Capitalism.* Allen & Unwin, 1930, London. (Unwin University Books, Paperback reprint).

15.253 Economics of Industry and Labour

Topics in microeconomics including industrial organization in Australia and the economics of research and development; the quality and deployment of the labour force, wage fixing and the Australian labour market.

PRELIMINARY READING

Dunlop, J. T. *Labour Economics.* Prentice-Hall, 1967.
Pen, J. *Harmony and Conflict in Modern Society.* McGraw-Hill, 1966.
Goldsmith, M. and MacKay, A. *The Science of Science.* Pelican, 1966.

TEXT BOOKS

Isaac, J. E. and Ford, G. W. (eds.). *Australian Labour Economics: Readings*. Sun Books, 1967.

Alderson, W., Terpstra, V. and Shapiro, S. J. *Patents and Progress*. Irwin, 1965.

Chamberlain, N. W. *Private and Public Planning*. McGraw-Hill, 1965.

Lamberton, D. M. *The Theory of Profit*. Blackwell, 1965.

REFERENCE BOOKS

Isaac, J. E. and Ford, G. W. (eds.). *Australian Labour Relations: Readings*. Sun Books, 1966.

Wootton, Barbara. *The Social Foundations of Wages Policy*. 2nd ed. Unwin University Books, 1962.

Bakke, E. W., Kerr, C. and Anrod, C. W. (eds.). *Unions, Management and the Public*. 3rd ed. Harcourt, Brace and World, 1967.

Cartter, A. M. *Theory of Wages and Employment*. Irwin, 1959.

Schultz, G. P. and Aliber, R. Z. (eds.). *Guidelines, Informal Controls, and the Market Place*. University of Chicago Press, 1966.

Commonwealth Statistician. *Labour Report*. Latest edition.

Nelson, R. R., Peck, M. J. and Kalachek, E. D. *Technology, Economic Growth and Public Policy*. Brookings, 1967.

Universities-National Bureau Committee for Economic Research. *The Rate and Direction of Inventive Activity*. Princeton U.P., 1962.

Burke, John (ed.). *The New Technology and Human Values*. Wadsworth, 1966.

Burns, T. and Stalker, G. M. *The Management of Innovation*. Tavistock, 1961.

Galbraith, J. K. *The New Industrial State*. Houghton Mifflin, 1967.

Organisation for Economic Co-operation and Development. *The Residual Factor and Economic Growth*. Paris, 1964.

Penrose, Edith. *The Theory of Growth of the Firm*. Blackwell, 1959.

Hunter, A. (ed.). *The Economics of Australian Industry*. Melbourne U.P., 1963.

Kamerschen, D. R. (ed.). *Readings in Microeconomics*. World Publishing Company, 1967.

Ross, A. M. (ed.). *Industrial Relations and Economic Development*. Macmillan, 1966.

Bain, J. S. *Barriers to New Competition*. Harvard, 1956.

Cohen, K. J. and Cyert, R. M. *Theory of the Firm: Resource Allocation in a Market Economy*. Prentice-Hall, 1965.

Mansfield, E. (ed.). *Monopoly Power and Economic Performance*. Norton, 1964.

15.263 International Economics

The theory of the balance of payments, the pure theory of international trade and theoretical aspects of policies affecting international trade, contemporary problems in international economics, including the international monetary system and the development of regional trading areas. Particular attention will be paid to the Australian balance of payments in the context of developments in world trade and the growth of the Australian economy.

PRELIMINARY READING

Brown, A. J. *Introduction to the World Economy*. Rev. ed. Unwin University Books, 1965.

Johnson, H. G.* *The World Economy at the Crossroads*. Oxford U.P., 1965.

*Students should purchase and read this book before lectures commence; it will be used as a text also.

TEXT BOOKS

Johnson, H. G. *Economic Policies toward Less Developed Countries*. Brookings Inst., Praeger Paperback, 1967.

Kindleberger, C. P. *International Economics*. 3rd ed. Irwin, 1963.

McColl, G. D. *The Australian Balance of Payments*. Melbourne U.P., 1965.

Meier, G. M. *International Trade and Development*. Harper and Row, International Student Reprint, 1964.

REFERENCE BOOKS

Commonwealth Statistician. *Australian Balance of Payments*. Latest edition.

Commonwealth Statistician. *Overseas Investment in Australia*. Latest edition.

G.A.T.T. *International Trade*. Annually.

International Monetary Fund. *Annual Report*. Annually.

United Nations. *International Compensations for Fluctuations in Commodity Trade*. 1961, New York.

American Economic Association. *Readings in the Theory of International Trade*. Allen & Unwin, 1950.

Arndt, H. W. and Corden, W. M. (eds.). *The Australian Economy*. Cheshire, 1963.

Balassa, B. *Trade Prospects for Developing Countries*. Irwin, 1964.

Baldwin, R. E. et al. *Trade, Growth and the Balance of Payments*. 1965, North Holland.

Caves, R. E. *Trade and Economic Structure*. Harvard U.P., 1960.

Corden, W. M. *Recent Developments in the Theory of International Trade*. Princeton U.P., 1965.

Haberler, G. *Survey of International Trade Theory*. 2nd ed. Princeton U.P., 1961.

Hunter, A. (ed.). *The Economics of Australian Industry*. Melbourne U.P., 1963.

Jensen, F. B. and Walter, I. *Readings in International Economic Relations*. Ronald Press, 1966.

Johnson, H. G. *International Trade and Economic Growth*. Unwin University Books, 1958.

Johnson, H. G. *Money, Trade and Economic Growth*. 2nd ed. Allen & Unwin, 1964.

Kemp, M. C. *The Pure Theory of International Trade*. Prentice-Hall, 1964.

Little, I. M. D. and Clifford, J. M. *International Aid*. Allen & Unwin, 1965.

Machlup, F. *International Monetary Economics*. Unwin University Books, 1966.

Machlup, F. *Plans for Reform of the International Monetary System*. Rev. ed. Princeton U.P., 1964.

Maizel, A. *Industrial Growth and World Trade*. Cambridge U.P., 1963.
Meade, J. E. *Theory of International Economic Policy*. Oxford U.P., 1951 and 1955.
Meade, J. E. *A Geometry of International Trade*. Allen & Unwin, 1952.
Nurkse, R. *Patterns of Trade and Development*. Blackwell, 1961.
Ohlin, B. *Interregional and International Trade*. Harvard U.P., 1957.
Vanek, J. *International Trade: Theory and Economic Policy*. Irwin, 1962.
Yeager, L. B. *International Monetary Relations*. Harper and Row, 1966.

15.302 Economic History I

Modern economic history. Emphasis will be laid upon the Industrial Revolution of the eighteenth century in England and the subsequent spread of industrialisation.

PRELIMINARY READING

Gill, R. T. *Economic Development: Past and Present*. McGraw-Hill, 1967.

TEXT BOOKS

Allen, G. C. *A Short Economic History of Japan*. Unwin Univ. Paperback, 1962.
Court, W. H. B. *A Concise Economic History of Britain: From 1750 to Recent Times*. Cambridge U.P. Paperback, 1964.
ˣDeane, P. *The First Industrial Revolution*. Cambridge U.P., 1965.
Flinn, M. W. *Origins of the Industrial Revolution*. Longmans, 1966.
ˠHenderson, W. O. *The Industrial Revolution on the Continent*. Cass, 1967, London.
Mantoux, P. *The Industrial Revolution in the Eighteenth Century*. Cambridge U.P. Paperback, 1964.
Supple, B. *The Experience of Economic Growth*. Random House Paperback, 1966.

REFERENCE BOOKS

Ashworth, W. *An Economic History of England, 1870-1939*. Methuen, 1960.
Ashworth, W. *A Short History of the International Economy*. Longmans, 1962.
Ashton, T. S. *An Economic History of England: The 18th Century*. Methuen, 1964.
Chambers, J. D. and Mingay, G. E. *The Agricultural Revolution, 1750-1880*. Batsford, 1966.
Checkland, S. G. *The Rise of Industrial Society in England*. Longmans. 1964.
ˣ Clapham, J. *Economic Development of France and Germany*. Cambridge U.P., 1963.
Deane, P. and Cole, W. A. *British Economic Growth, 1688-1959*. Cambridge U.P., 1962.
Dillard, D. *Economic Development of the North Atlantic Community*. Prentice-Hall, 1967.
ˣHabbakuk, H. J. and Postan, M. (eds.). *The Cambridge Economic History of Europe, Vol. VI*. Cambridge U.P., 1965.
Hughes, T. P. (ed.). *The Development of Western Technology since 1500*. Macmillan, 1964.

Kindleberger, C. D. *Economic Growth in France and Britain.* Harvard U.P., 1964.

Landes, D. (ed.). *The Rise of Capitalism.* Macmillan, 1966.

Lockwood, W. W. *The Economic Development of Japan.* Oxford U.P., 1955.

Moller, H. (ed.). *Population Movements in Modern European History.* Macmillan, 1964.

Pollard, S. *The Genesis of Modern Management: A Study of the Industrial Revolution in Great Britain.* Edward Arnold, 1964.

Smith, T. C. *Political Change and Industrial Development in Japan, Government Enterprise, 1868-1900.* Oxford U.P., 1958.

Stolper, G. *German Economy, 1870-1940: Issues and Trends.* Allen & Unwin, 1940.

Warner, C. K. (ed.). *Agrarian Conditions in Modern European History.* Macmillan, 1966.

15.312 Economic History I

Includes 15.302 Economic History I, as well as additional and more advanced work in some aspects of the material treated in the pass course. Students must attend lectures in 15.302 and special honours seminars.

TEXT AND REFERENCE BOOKS

See Text and Reference book lists for 15.302. Additional texts for the honours part of the course will be indicated by the Lecturer-in-charge at the beginning of 1968.

15.303 Economic History II

The Economic History of Australia

TEXT BOOKS

Butlin, N. *Investment in Australian Economic Development, 1861-1900.* Cambridge U.P., 1964.

Clark, C. M. H. *Sources of Australian History.* World's Classics.

Fitzpatrick, B. *British Empire in Australia, 1834-1939.* Melbourne U.P., 1949.

REFERENCE BOOKS

Aitken, H. G. (ed.). *The State and Economic Growth.* N.Y. Social Science Research Council, 1959.

Barnard, A. *The Australian Wool Market, 1840-1900.* Melbourne U.P., 1958.

Barnard, A. (ed.). *The Simple Fleece.* Melbourne U.P., 1962.

Barnard, A. *Visions and Profit.* Melbourne U.P., 1961.

Butlin, N. G. *Australian Domestic Product, Investment and Foreign Borrowing, 1861-1938-39.* Cambridge U.P., 1962.

Butlin, S. J. *Foundations of the Australian Monetary System, 1788-1851.* Melbourne U.P., 1953.

Butlin, S. J. *Australian and New Zealand Bank.* Longmans Green, 1961.

Butlin, S. J. *War Economy, 1939-42.* Australian War Memorial, 1955.

Clark, C. M. H. *Select Documents in Australian History, Vol. I.* Angus and Robertson, 1950.

Clark, C. M. H. *Select Documents in Australian History, Vol. II.* Angus and Robertson, 1955.

Dunsdorf, E. *The Australian Wheat-Growing Industry.* Melbourne U.P., 1956.

Fitzpatrick, B. *British Imperialism and Australia, 1788-1833.* Allen & Unwin, 1939.

Goodwin, C. D. W. *Economic Inquiry in Australia.* Duke U.P., 1966.

Hunter, A. (ed.). *The Economics of Australian Industry: Studies in Environment and Structure.* Melbourne U.P., 1963.

Medgwick, R. B. *Immigration into Eastern Australia, 1788-1851.* Longmans, 1937.

Mills, R. C. *The Colonization of Australia, 1829-42.* Sidgwick and Jackson, 1915.

O'Brien, E. *The Foundation of Australia.* Angus and Robertson, 1950.

Roberts, S. H. *History of Australian Land Settlement.* Macmillan-Melbourne U.P., 1924.

Roberts, S. H. *The Squatting Age in Australia.* Melbourne U.P., 1965.

Shann, E. *An Economic History of Australia.* Cambridge U.P., 1938.

Shann, E. and Copland, D. B. *The Battle of the Plans.* Angus and Robertson, 1931.

Wood, G. L. *Borrowing and Business in Australia.* Oxford U.P., 1930.

15.313 Economic History III

North American Economic History. (Available for Honours Students only).

Texts and References available on application to the Lecturer-in-charge.

15.304 Economic History IV

This subject will not be offered in 1968.

15.401 Business Statistics

The general objective of this subject is to acquaint students with some of the simpler statistical concepts and to help them develop a critical approach to the use of numerical data. The subject includes the following topics: random sampling; averages; variations; confidence intervals; elementary probability; testing hypotheses; principles of sampling and their applications in auditing, quality control and market research; correlation and regression; time series and index numbers.

PRELIMINARY READING

Moroney, M. J. *Facts from Figures.* Pelican, any edition.

TEXT BOOKS

Spiegal, M. R. *Theory and Problems of Statistics.* Schaum, 1961.

Yamane, T. *Statistics: An Introductory Analysis.* 2nd ed. Harper and Row.

Yamane, T. *Problems to Accompany "Statistics: An Introductory Analysis".* 2nd ed. Harper and Row.

Barraclough, Sir Henry. *Abridged Mathematical Tables.* Angus and Robertson.

REFERENCE BOOKS

Camm, F. J. *A Refresher Course in Mathematics*. George Newnes, any edition.

Cyert, R. M. and Davidson, H. J. *Statistical Sampling for Accounting Information*. Prentice-Hall, 1962.

Hoel, P. G. *Elementary Statistics*. Wiley, 1960.

Kendall, M. G. and Buckland, W. R. *Dictionary of Statistical Terms*. Oliver & Boyd, any edition.

Neter, J. and Wassermann, W. *Fundamental Statistics for Business and Economics*. Allyn and Bacon, 1961.

Slonim, M. J. *Sampling in a Nutshell*, Simon and Schuster, 1960.

Stephen, F. J. and McCarthy, P. J. *Sampling Opinion*. Wiley Science Editions, 1963.

Suits, D. B. *Statistics: An Introduction to Quantitative Economic Research*. Rand McNally, 1963.

15.402 Econometric Methods

Decision theory, linear multiple regression with emphasis on problems in using this technique with economic data, linear programming.

TEXT BOOKS

Klein, L. R. *Introduction to Econometrics*. Prentice-Hall, 1962.

Green, P. E. and Tull, D. S. *Research for Marketing Decisions*. Prentice-Hall, 1966.

Battenby, A. *Mathematics in Management*. Pelican, 1966.

15.422 Statistical Analysis I

A formal presentation of the theory of probability and statistical inference. The theory will be presented at a sufficiently advanced level to serve as a sound basis for the subsequent study of its application to economic problems.

TEXT BOOKS

Feller, W. *An Introduction to Probability Theory and its Application*, Vol. I. Wiley, 1959.

Freund, J. E. *Mathematical Statistics*. Prentice-Hall, 1962.

Hogg, R. V. and Craig, A. T. *Introduction to Mathematical Statistics*. 2nd ed. Collier-Macmillan, 1965.

REFERENCE BOOKS

Kendall, M. G. and Stuart, A. *Advanced Theory of Statistics, Vol. I*. Griffin, 1958.

Parzen, E. *Modern Probability Theory and its Applications*. Wiley, 1960.

15.423 Statistical Analysis II

This subject provides a detailed treatment of linear statistical models. Considerable attention is given to recent work in econometrics.

TEXT BOOKS

Graybill, F. A. *An Introduction to Linear Statistical Models*. Vol. I. McGraw-Hill, 1961.

Johnston, J. *Econometric Methods*. McGraw-Hill, 1964.

REFERENCE BOOKS

Anderson, T. W. *Introduction to Multivariate Statistical Analysis*. Wiley, 1958.

Malinvaud, E. *Statistical Methods of Econometrics*. North-Holland Pub. Co., Amsterdam, 1966. (Distributors for U.S. and Canada are Rand McNally & Co., Chicago).

15.433 Applied Statistics

Introduction to statistical decision theory and to the techniques of social sampling.

TEXT BOOKS

Raiffa, H. and Schlaifer, R. *Applied Statistical Decision Theory*. Latest edition, Harvard U.P.

Cochran, W. G. *Sampling Techniques*. 2nd ed. Wiley.

15.431 Econometrics

Selected topics from statistical decision theory, statistical programming, time series analysis, estimation and testing of econometric models.

TEXT BOOK

Malinvaud, E. *Statistical Methods of Econometrics*. North-Holland Pub. Co., Amsterdam, 1966.

15.443 Mathematical Economics

Activity analysis and its application to the theory of the firm, general equilibrium theory, growth theory and welfare economics.

TEXT BOOKS

Dorfman, R. Samuelson, P. A. and Solow, R. *Linear Programming and Economic Analysis*. McGraw-Hill, 1961.

Henderson and Quandt. *Microeconomic Theory*. McGraw-Hill, 1958.

REFERENCE BOOKS

Chenery, H. and Clark, P. *Inter-Industry Economics*. Wiley, 1959.

Gale, D. *The Theory of Linear Economic Models*. McGraw-Hill, 1960.

15.471 Mathematics for Commerce

Calculus up to partial derivatives and Jacobians. Simple ordinary differential equations. Linear difference equations. Elementary matrix algebra. Systems of linear differential and difference equations.

This subject will not be offered in 1968.

15.500 Industrial Relations Bridging Course

For details apply to the School of Economics.

15.502 Industrial Relations I

The rules of the workplace, their formulation, enforcement and modi-
fication. These rules are framed within three contexts—technical, market
or budget, and socio-political. The groups concerned with rule-making
develop ideologies to support their rules and institutions. The structure,
government, goals and methods of these institutions are studied in some
detail.

Industrial relations systems are studied at three levels—the firm, the
industry and the nation. Throughout the course emphasis is placed on
factors causing changes in a system. Examples will be drawn mainly
from the systems of Australia and Britain or the United States.

PRELIMINARY READING

Ramsay, R. A. *Managers and Men*. Ure Smith, 1966.
Sutcliffe, J. T. *A History of Trade Unionism in Australia*. Macmillan,
1967.

TEXT BOOKS

Estey, M. *The Unions: Structure, Development and Management*.
Harcourt Brace, 1967.
Ford, G. W. and Matthews, P. W. D. (eds.). *Trade Unions in Australia*.
Sun Books, 1967.
Isaac, J. E. and Ford, G. W. (eds.). *Australian Labour Relations: Readings*.
Sun Books, 1966.
Walker, K. F. *Australian Industrial Relations Systems*. 2nd ed. Harvard
U.P., 1968.

REFERENCE BOOKS

Dunlop, J. T. *Industrial Relations Systems*. Henry Holt, 1958.
Kornhauser, A., Dubin, R. and Ross, A. M. (eds.). *Industrial Conflict*.
McGraw-Hill, 1954.
Pen, J. (trans by Preston, T. S.). *Harmony and Conflict in Modern
Society*. McGraw-Hill, 1966.
Allen, V. L. *Militant Trade Unionism*. Merlin Press, 1967.
Barbash, J. *Structure, Government and Politics of American Unions*.
Random House, 1967.
Isaac, J. E. and Ford, G. W. (eds.). *Australian Labour Economics:
Readings*. Sun Books, 1967.
Bakke, E. W., Kerr, C. and Anrod, C. W. (eds.). *Unions, Management
and the Public*. 3rd ed. Harcourt Brace, 1967.
Lester, R. A. (ed.). *Labour Readings on Major Issues*. Random House,
1965.

15.503 Industrial Relations II

Comparative industrial relations systems, with emphasis on the diversity
of ideas, beliefs, institutions, problems and solutions in industrial relations
systems in countries with differing economic, social and political systems,
and in different stages of development.

One term each will be devoted to the study of (a) systems at the level of the firm and the industry; (b) differing national systems; (c) the process of change in industrial relations.

PRELIMINARY READING

Kerr, C. *Labor and Management in Industrial Society*. Anchor Books, 1964.

Flanders, A. *Industrial Relations: What is Wrong with the System?* Faber and Faber, 1965.

Friedland, W. H. *Unions and Industrial Relations in Underdeveloped Countries*. Cornell University, 1963.

TEXT BOOKS

Sayles, L. R. and Strauss, G. *The Local Union*. Rev. ed. Harcourt, Brace and World, 1967.

Flanders, A. *The Fawley Productivity Agreements: A Case Study of Management and Collective Bargaining*. Faber and Faber, 1964.

Flanders, A. *Collective Bargaining: Prescription for Change*. Faber and Faber, 1967.

Ross, A. M. (ed.). *Industrial Relations and Economic Development*. Macmillan, 1966.

REFERENCE BOOKS

Blauner, R. *Alienation and Freedom: The Factory Worker and His Industry*. University of Chicago Press, 1964.

Gouldner, A. W. *Patterns of Industrial Bureaucracy*. Free Press, Glencoe, 1954.

Lupton, T. *On the Shop Floor: Two Studies of Workshop Organization and Output*. Pergamon, 1963.

Sulten, P. E. *The Disenchanted Unionist*. Harper and Row, 1963.

Bonwick, G. J. *Automation on Shipboard*. Macmillan, 1967.

Burke, J. G. (ed.). *The New Technology and Human Values*. Wadsworth, 1966.

Fensham, P. J. and Hooper, D. *The Dynamics of a Changing Technology*. Tavistock Publications, 1964.

Somers, G. G., Cushman, E. L. and Weinberg, N. (eds.). *Adjusting to Technological Change*. Harper and Row, 1963.

Stieber, J. (ed.). *Employment Problems of Automation and Advanced Technology: An International Perspective*. Macmillan, 1966.

Barkin, S., Meyers, F. and Kassalow, E. M. (eds.). *International Labor*. Harper and Row, 1967.

Galenson, W. (ed.). *Labor and Economic Development*. Wiley, 1959.

Galenson, W. (ed.). *Labor in Developing Countries*. California U.P., 1962.

Ghosh, S. *Trade Unionism in the Underdeveloped Countries*. Bookland Private, 1960, Calcutta.

Kerr, G, et al. *Industrialism and Industrial Man*. 2nd ed. Oxford Galaxie, 1964.

Millen, B. *The Political Role of Labor in Developing Countries*. Brookings Institution, 1963.

Roberts, B. C. and L. Grayfie de Bellecombe. *Collective Bargaining in African Countries*. Macmillan, 1967.

15.512 Industrial Relations I

Includes 15.502 Industrial Relations I as well as more advanced work on some aspects of the pass course. Additional reading for the honours part of the course will be announced in lectures.

15.513 Industrial Relations II

Includes 15.503 Industrial Relations II as well as more advanced work on some aspects of the pass course. Additional reading for the honours part of the course will be announced in lectures.

15.504 Industrial Relations III

A critical examination of the methodology of industrial relations covering such topics as the extent and depth of existing knowlelge, the formulation of meaningful problems, the establishment of criteria for assessing various systems, the possibility of general theories, the relationship of the subject to other fields of knowledge such as economics, sociology, psychology, politics and law. This will be followed with detailed studies of particular issues.

TEXT BOOKS

Walker, K. F. *Research Needs in Industrial Relations.* Rev. ed. Cheshire, 1964, Melbourne.

Derber, M. *Research in Labor Problems in the United States.* Random House, 1967, New York.

15.552 Industrial Law I

Introduction to law, the Australian Federal system, interpersonal legal relations in industry.

TEXT BOOKS

Mansfield, Cooper and Wood. *Outlines of Industrial Law.* Butterworths, 1966.

Glass and McHugh. *The Liability of Employers.* Law Book Co., 1966.

REFERENCE BOOKS

Lloyd, Dennis. *The Idea of Law.* Penguin, 1964.

Harding, Alan. *A Social History of English Law.* Pelican, 1966.

Derham, Maher and Waller. *An Introduction to Law.* Law Book Co., 1966.

Plucknett, T. F. T. *A Concise History of the Common Law.* Butterworths, 1956.

Archer, Peter. *The Queen's Courts.* Pelican, 1963.

Allen, C. K. *Law in the Making.* Oxford, 1964.

Windeyer, W. J. V. *Lectures on Legal History.* Law Book Co., 1957.

Baalman, John. *Outline of Law in Australia.* Law Book Co., 1955.

Sykes, E. I. *The Employer, the Employee and the Law.* Law Book Co., 1964.

Dias and Hughes. *Jurisprudence.* Butterworths, 1964.

Kiralfy, A. K. *The English Legal System*. Sweet and Maxwell, 1960.

Lane, P. H. *Australian Constitutional Law*. Law Book Co., 1964.

Wynes, W. A. *Legislative, Executive and Judicial Powers in Australia*. Law Book Co., 1962.

Else-Mitchell (ed.). *Essays on the Australian Constitution*. Law Book Co., 1961.

Fleming, J. G. *The Law of Torts*. Law Book Co., 1965.

Sykes, E. I. *Strike Law in Australia*. Law Book Co., 1960.

Munkman, John. *Employers' Liability*. Butterworths, 1962.

Wedderburn, K. W. *The Worker and the Law*. Pelican, 1965.

Post-Graduate Lectures in Industrial Law. University of Sydney Law School, 1967.

Boulter, M. *Workers' Compensation Practice in New South Wales*. Law Book Co., 1966.

Mills, C. P. *Workers' Compensation Law—N.S.W.* Butterworths, to be published 1968.

15.553 Industrial Law II

The law of Industrial Relations, that is the law which deals primarily with the collective relationships of employers and employees. The subject covers the constitutional background, particularly the Commonwealth "labour" powers, inconsistency between Commonwealth and State laws and the use of Commonwealth judical power in labour regulation. Its main field is a survey of the Commonwealth and State industrial arbitration systems operating in New South Wales, dealing with the structure, procedures and powers of the various tribunals. In particular it examines such matters as wage fixation, hours regulation, employment of females and young persons.

This course also includes a study of the law relating to strikes, lock-outs and other forms of industrial action, both under the industrial arbitration statutes and elsewhere.

Finally, it includes a short comparative survey of industrial relations law in New Zealand, the United Kingdom and the United States of America.

PRELIMINARY READING

Sykes, E. I. *The Employer, the Employee and the Law*. Law Book Co., 1960.

Williams, Glanville L. *Learning the Law*. Latest edition, Stevens.

TEXT BOOK

O'Dea, R. *Industrial Relations in Australia*. West Publishing Corp. Pty. Ltd., 1965.

REFERENCE BOOKS

Nolan and Cohen. *Federal Industrial Law*. 3rd ed., Butterworth, 1963.

Nolan and Cohen. *N.S.W. Industrial Law*. 2nd ed. Butterworth, 1960.

Else-Mitchell, R. (ed.). *Essays on the Australian Constitution*. Law Book Co., 1961.

Falcone, N. S. *Labor Law*. Wiley, 1962.

Lane, P. H. *Some Principles and Sources of Australian Constitutional Law*. Law Book Co., 1964.

Sykes, E. I. *Strike Law in Australia*. Law Book Co., 1960.

Kahn-Freund, O. (ed.). *Labour Relations and the Law*. Stevens, 1965.

Flanders and Clegg (eds.). *The System of Industrial Relations in Great Britain*. Blackwell, 1963.

Woods, N. S. *Industrial Conciliation and Arbitration in New Zealand*. Government Printer, Wellington, 1963.

Wedderburn, K. W. *The Worker and the Law*. Penguin Books, 1965.

15.134G Economic Theory A*

Scope and method, micro economic theory, including production and processing theory.

15.144G Economic Theory B*

Macro economic theory, including Keynesian equilibrium theory, long-run equilibrium and short-run disequilibrium dynamics.

15.474G Mathematics for Economists*

Calculus up to partial derivatives, simple differential equations, linear difference equations, elementary matrix algebra, convex functions and sets.

15.105G Welfare Economics*

Theoretical welfare economics, including aspects of public finance.

15.115G Industrial Economics*

Economic problems encountered at the level of plants, firms and industries as well as the managerial and public policies affecting them.

15.125G Economic Policy*

Commercial policy, stabilization policy, the policies for economic growth.

15.435G Advanced Econometrics*

More advanced topics in the field covered by 15.434 Econometrics.

15.445G Advanced Mathematical Economics*

More advanced topics in the field covered by 15.443 Mathematical Economics.

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* Text and Reference book lists available on application to the School of Economics.

SCHOOL OF BUSINESS ADMINISTRATION

(i) SUBJECTS FOR MASTER OF BUSINESS ADMINISTRA-
TION

24.001G Organisation and Management Theory

The course will be presented in two main sections, Organisation Theory and Management Theory. It will be prefaced by an examination and evaluation of the contributions to theory of such writers as F. W. Taylor, H. Fayol, E. Mayo, L. F. Urwick, M. P. Follett, and C. Barnard. Then will follow an analysis of organisation under the following headings: the organisation and its goals; the organisation as a system; the organisation as a structure; organisational planning; the informal structure; the tools of organisational analysis. Under management theory students will be required to examine the functions of the manager, his role in organisational integration, criteria for measuring managerial performance, and the concept of professional management.

TEXT BOOKS

Newman, W. H. and Summer, F. E. *The Process of Management.* Rev. ed., Prentice-Hall, New Jersey, 1967.

Etzioni, A. *Complex Organizations—A Sociological Reader.* Holt, Rinehart and Winston, N.Y., 1965.

March, J. G. and Simon, H. A. *Organizations.* Wiley, N.Y., 1958.

Craig, H. *Australian Case Studies in Business Administration.* 2nd ed., Law Book Co., Sydney, 1966.

REFERENCE BOOKS

Barnard, C. I. *The Functions of the Executive.* Harvard U.P., Harvard, 1964.

Fayol, H.   *General and Industrial Administration.* Pitman,   London, 1949.

Blau, P. and Scott, W. F.   *Formal Organizations—A Comparative Approach.*   Chandler Publishing, San Francisco, 1962.

Argyris, C. *Interpersonal Competence and Organizational Effectiveness.* Irwin, Illinois, 1962.

Blake, R. and Mouton, J.   *The Managerial Grid.*   Gulf Publishing, Houston, 1964.

Brown, J. A. C. *The Social Psychology of Industry.* Pelican, 1963.

Katz, D. and Kahn, R. *The Social Psychology of Organizations.* Wiley, N.Y., 1966

Gore, W. J. *Administrative Decision Making.* Wiley, N.Y., 1964.

24.002G Behavioural Science

This strand will introduce students to the psychological and sociological factors affecting organisational behaviour in general, and the individual and the group in particular. Organisations are viewed as human systems subject to the interplay of individual and group psychological factors under varying conditions of constraint. The course will begin with a general introduction to psychology with special emphasis on individual

differences, perception, learning and motivation. It will deal briefly with the determinants of behaviour, the basic processes of personality development, and learning theory.

Students will then be introduced to a study of individual and group relations within the organisation. This part of the course will be directed towards the following main areas: the individual and his place in the organisation, informal organisation and its relations with the formal structure, group dynamics, systems and sub-systems, individual and group motivation, communications within the organisation, leadership theory, the nature of authority, human engineering principles, human behaviour in marketing situations, techniques of personnel control.

TEXT BOOKS

Argyris, C. *Integrating the Individual and the Organisation.* Wiley, 1964.

McGregor. *The Human Side of the Enterprise.*

March and Simon. *Organisational Behaviour.* Organizations.

Bass, B. *Organizational Psychology.* Allyn & Bacon Inc., 1966.

Zajonc. *Social Psychology: an Experimental Approach.* Wadsworth, 1966.

Cattell, R. B. *The Scientific Analysis of Personality.* Pelican, 1965.

Edholm, O. G. *The Biology of Work.* W.U.L., 1967.

REFERENCE BOOKS

Argyris, C. *Personality and the Organisation.*

Bass, B. *Leadership, Psychology and Organisational Behaviour.* Harper, 1960.

Ferber and Wales. *Motivation and Market Behaviour.* Irwin.

Gilmer, Von Haller. *Industrial Psychology.* Wiley, 1961.

McCormick. *Human Engineering.* McGraw-Hill.

Shartle, G. L. *Executive Performance and Leadership.* Staples, 1957.

Stagner, R. *The Psychology of Industrial Conflict.* Wiley, N.Y., 1956.

Thorndike, E. L. *Personnel Selection.* Wiley, 1949.

24.003G Quantitative Methods

This strand will be concerned with the methodology of a quantitative approach to decision making in complex situations. It will consist of the presentation of the decision making process in a logical manner introducing the concepts of scientific method and of statistical and mathematical techniques as they become applicable. A broad outline of the strand is: *Problem Formulation* requiring an analysis of the overall operation resulting in the determination of objectives, the selection of suitable measures of effectiveness and system parameters. *Model Construction* requiring first the search for a relationship between the measure of effectiveness and the set of system parameters, and second the quantification of the model requiring the introduction of statistical techniques. *Model Solving* requiring the optimisation of the measure of effectiveness with respect to the set of system parameters using analytical and enumerative techniques and vicarious experimentation. *Electronic Data Processing* covering an introduction to the use of EDP in business situations and decision problem areas.

TEXT BOOKS

Ackoff, R. L. *Scientific Method: Optimising Applied Research Decisions.* Wiley, N.Y., 1962.

Goetz, W. E. *Quantitative Methods: A Survey and Guide for Managers.* McGraw-Hill, N.Y., 1965.

Martin, E. W. *Electronic Data Processing—An Introduction.* Rev. ed., Irwin, Illinois, 1965.

Neter, J. and Wasserman, W. *Fundamental Statistics for Business and Economics.* 3rd ed., Allyn & Bacon, Boston, 1966.

REFERENCE BOOKS

Bierman, H. et al. *Quantitative Analysis for Business Decisions.* Irwin, Illinois, 1965.

Howell, J. E. and Teichroew, D. *Mathematical Analysis for Business Decisions.* Irwin, Illinois, 1963.

Kurnow, E. et al. *Statistics for Business Decisions.* Irwin, Illinois, 1959.

McMillan, C. and Gonzalez, R. F. *Systems Analysis: A Computer Approach to Decision Models.* Irwin, Illinois, 1965.

Moroney, M. J. *Facts from Figures.* Pelican, 1962.

Morris, W. *The Analysis of Management Decisions.* Irwin, Illinois, 1964.

Suchman, A. *Scientific Decision Making in Business.* Holt, Rinehart & Winston, N.Y., 1963.

Teichroew, D. *An Introduction to Management Science: Deterministic Models.* Wiley, N.Y., 1964.

24.004G Management Accounting

The subject will be divided into two main areas:
1. Initially the student will be provided with an introduction to accounting concepts and the mechanics of double entry and historical recording. Instruction will be given in the preparation of accounting reports and data with emphasis on accounting for administrative needs.
2. The second part of the subject will consist of an introduction to the principles and practices of finance and their applications in business administration.

Throughout this subject considerable use of the case method will be made and it is expected that the student will become aware of the practical implications of what he has learnt and proficient in his use of accounting and financial techniques.

TEXT BOOKS

Fertig, Paul E., Istvan, D. F. and Mottice, H. J. *Using Accounting Information.* Harcourt, Brace and World, 1965.

Hunt, P., Williams, C. M. and Donaldson, G. *Basic Business Finance.* 3rd ed., Irwin, 1966.

REFERENCE BOOKS

Burke, W. L. and Smyth, E. B. *Accounting for Management.* Law Book Co., 1966.

Chambers, R. J. et al. (eds.). *The Accounting Frontier.* F. W. Cheshire, 1965.

Chambers, R. J. *Financial Management.* 3rd ed., Law Book Co., 1967.
Gordon, M. J. and Shillinglaw, G. *Accounting—A Management Approach.* 3rd ed., Irwin, 1964.
Mathews, R. *Accounting for Economists.* F. W. Cheshire, 1962.
Walker, E. W. and Baughn, W. H. *Financial Planning and Policy.* Student ed., Harper & Rowe, 1964.
Yorston, R. K. and Brown, S. R. *Company Law,* 2nd ed., Law Book Co., 1965.
Yorston, R. K., Smyth, E. B. and Brown, S. R. *Accounting Fundamentals.* 6th ed., Law Book Co., 1965.

24.005G and 24.105G Social Framework of Business

The first part of this course is concerned with analysing the significance of those institutions which have a direct impact on the modern business organisation. The role of government, the public service and the other administrative arms of government in modern society will be examined, and in particular within the Australian context. The role of trade unions and employer organisations and the impact of like voluntary institutions on business will also be examined. The social status of the modern corporation will be analysed, and with it the obligations of business in the modern economy. The social responsibilities of the corporation and of its managers to the various groups in society will be viewed.

In the second part of the course students will be expected to examine in detail the phenomenon of the American New Deal and the changes which have overtaken the American economy during the last half century. The nature of modern capitalism will be reviewed, together with the impact upon it of Marxism and other forms of political socialism.

TEXT BOOKS

Bronowski, J. and Mazlich, B. *The Western Intellectual Tradition.* Pelican, 1963.
Kardiner, A. and Preble E. *They Studied Man.* Mentor Paperbacks, N.Y., 1961.
Jones, P. d'A. *The Consumer Society.* Pelican, 1965.
Spann, R. N. (ed.). *Public Administration in Australia.* Government Printer, 1961, Sydney.
Nye, R. B. and Morpurgo, J. E. *The Growth of the U.S.A.* Pelican. 1965.
Mayer, H. (ed.). *Australian Politics—A Reader.* Cheshire, Melbourne, 1966.
Crisp, L. F. *Australian National Government.* Longmans, Melbourne, 1965.

REFERENCE BOOKS

Cochran, T. C. *American Business System—A Historical Perspective 1900-1955.* Harper & Row, N.Y., 1957.
Horne, D. *The Lucky Country.* Penguin, 1966.
Pringle, J. D. *The Australian Accent.* Chatto & Windus, London, 1959.
Miller, J. D. B. *Australian Government and Politics.* Duckworth, London, 1961.

Karmel and Brunt. *The Structure of the Australian Economy*. Cheshire, Melbourne, 1966.

Condliffe, J. B. *The Development of Australia*. Ure Smith, 1964.

Hunter, A. (ed.) *The Economics of Australian Industry*. M.U.P., 1963.

Wilkes, J. and Benson, S. E. *Trade Unions in Australia*. Angus & Robertson, Sydney, 1959.

McGregor, Craig. *Profile of Australia*. Hodder & Stoughton, London, 1966.

Caiden, C. *The Commonwealth Bureaucracy*, M.U.P., 1967.

Kuhn, A. *The Study of Society*. Irwin-Dorsey, Illinois, 1963.

Galbraith, J. K. *The Affluent Society*. Pelican, 1963.

Wernette, J. P. *Government and Business*. MacMillan, N.Y., 1964.

McGuire, J. W. *Business and Society*. McGraw-Hill, N.Y., 1963.

Blau, P. M. *Bureaucracy in Modern Society*. Random House, N.Y., 1962.

Ruitenbeek, H. M. *The Individual and the Crowd*. Mentor Paperback, N.Y., 1965.

Riesman, D. et al. *The Lonely Crowd*. Doubleday-Anchor Paperback, N.Y., 1955.

Parsons, T. (ed.). *Theories of Society, Vols. I and II*. The Free Press. Glencoe, 1961.

Clark, M. *A Short History of Australia*. Mentor, Sydney, 1965.

24.006G Business Economics

Business Economics may be defined as the integration of economic theory and business practice for the purpose of facilitating decision making and forward planning by management in the face of uncertainty. The subject will cover macro-economics discussing such topics as national income, business cycles and economic policy from the point of view of the economic environment of the firm. It will also cover selected topics from micro-economics such as production theory, price theory and capital budgeting. The final section of the course will briefly survey forecasting methods.

PRELIMINARY READING

Karmel, P. H. and Brunt, M. *The Structure of the Australian Economy*. Cheshire, Melbourne, 1962.

Harcourt, G. C. Karmel, P. H. and Wallace, R. H. *Economic Activity*. Cambridge U.P., 1967.

Downing, R. I. *National Income and Social Accounts*. M.U.P.

TEXT BOOKS

Colberg, M. R., Forbush, D. R. and Whitaker, G. R. *Business Economics* 3rd ed., Irwin, 1964.

Lewis, J. P. and Turner, R. C. *Business Conditions Analysis*. 2nd ed., McGraw-Hill.

REFERENCE BOOKS

Gordon, R. A. *Business Fluctuations*. Harper International Student Reprint, Tokyo, 1961.

Tew, B. *Wealth and Income*, 4th ed., M.U.P., 1964

Baumol, W. J. *Economic Theory and Operations Analysis*. Prentice-Hall, N.Y., 1965.

Arndt, H. W. and Corden, W. M. (eds.). *The Australian Economy*. Cheshire, Melbourne, 1963.

Clough, D. J. *Concepts in Management Science*. Prentice-Hall, N.Y. 1963.

Dean, Joel. *Managerial Economics*. Prentice-Hall, N.Y., 1951.

Due, J. F. and Clower, R. W. *Intermediate Economic Analysis*. Irwin, Illinois, 1961.

Hunter, A. (ed.). *The Economics of Australian Industry*. M.U.P., 1963.

Spencer, M. Y. et al. *Business and Economic Forecasting*. Irwin, Illinois, 1961.

Watson, D. S. *Price Theory and Its Uses*. Houghton Mifflin, Boston, 1963.

Hirst, R. R. and Wallace, R. H. (eds.). *Studies in the Australian Capital Market*. Cheshire, Melbourne, 1964.

McColl, G. D. *The Australian Balance of Payments*. M.U.P., 1965.

Chamberlain, N. W. *The Firm: Micro-economic Planning and Action*. McGraw-Hill, N.Y., 1962.

Marris, R. *The Economics of Capital Utilisation*. Cambridge U.P., London, 1964.

24.007G Production

This strand will be concerned with organisation of the production department and engineering—economic analysis such as plant location, plant layout, product scheduling and lead-time, equipment replacement theory and depreciation and purchasing policies compared with manufacturing policies. The principles and techniques of methods engineering introducing the planning and installation of manufacturing plants; techniques of work measurement, of methods improvement, work simplification and work design.

Production planning, control system and cost analysis covering job lot production, repetitive batch production and continuous line production; factors involved in the manufacture of selective engineering components and inter-changeable engineering components.

Principles and techniques of quality control, sampling and control charting. Solution techniques for inventory, queueing, scheduling and allocation problems in the manufacturing activity.

TEXT BOOKS

Broom, H. N. *Production Management.* Rev. ed., Irwin, Illinois, 1967.

Buffa, E. S. *Modern Production Management,* 2nd ed. Wiley International ed., N.Y., 1965.

Schriber, A. N. et al. *Cases in Manufacturing Management.* McGraw-Hill, N.Y., 1965.

REFERENCE BOOKS

Bowman, E. H. and Fetter, R. B. *Analysis for Production Management.* Rev. ed., Irwin, Illinois, 1961.

Buchanan, R. H. and Sinclair, C. G. *Costs and Economics of the Australian Process Industries.* West, Sydney, 1964.

Eilon, S. *Elements of Production Planning and Control.* MacMillan, N.Y., 1962.

Garrett, L. J. and Silva, M. *Production Management Analysis.* Harcourt, Brace and World, N.Y., 1966.

Magee, J. F. *Production Planning and Inventory Control.* McGraw-Hill, N.Y., 1958.

McGarrah, R. E. *Production and Logistics Management.* Wiley, N.Y., 1963

Moroney, M. J. *Facts from Figures.* Pelican, 1962.

Neibel, B. W. *Motion and Time Study.* 3rd ed., Irwin, Illinois, 1962.

Timms, H. L. *The Production Function in Business.* Rev. ed., Irwin, 1966.

24.008G Marketing

This strand is concerned with providing the student with an understanding of the principles of marketing and introducing him to the problems of marketing management. Part 1 of the course will be concerned with the marketing environment and how that environment creates management problems. This section of the course will cover an introduction to the marketing problem, analysis of market transactions and a study of consumer behaviour. Parts 2 and 3 of the course will be concerned with the approach to the solution of marketing management problems. This section of the course will deal with the specific areas of product planning, pricing, channels of distribution, promotion (personal and non-personal), organisation and finally control. Throughout the course there will be an emphasis on marketing policy and the importance of public and private institutions in the formation of marketing policy.

TEXT BOOKS

Cateora, P. R. and Richardson, L. *Readings in Marketing.* Appleton-Century-Crofts, 1967.

Oxenfeldt, A. R. *Executive Action in Marketing.* Wadsworth Pub. Co., California, 1966.

Weinstein, A. K. *Marketing: The Management Way.* West, Sydney, 1967.

REFERENCE BOOKS

Alderson, W. *Dynamic Marketing Behaviour.* Irwin, Illinois, 1965.

Alderson, W. and Green, P. *Planning and Problem Solving in Marketing.* Irwin, Illinois, 1964.

Berelson, B. and Steiner, G. *Human Behaviour: An Inventory of Scientific Findings.* Harcourt, Brace & World, 1964.

Britt, S. H. (ed.) *Consumer Behaviour and the Behavioural Sciences.* Wiley, 1966.

Britt, S. and Boyd, H. *Marketing Management and Administrative Action.* Student ed., McGraw-Hill, 1963.

Harper, D. V. *Price Policy and Procedure.* Harcourt, Brace & World, 1966.

Howard, J. *Marketing Management Analysis and Planning.* Student ed., Irwin, Illinois, 1963.

Katona, G. *The Powerful Consumer.* McGraw-Hill.

Levitt, T. *Innovation in Marketing.* McGraw-Hill.

Nicosia, F. *Consumer Decision Processes.* Prentice-Hall 1966.

Pessemier, E. A. *New Product Decisions.* McGraw-Hill, 1966.

Reichard, R. *Practical Techniques of Sale Forecasting.* McGraw-Hill, 1966.

Staut and Taylor. *A Managerial Introduction to Marketing.* Prentice-Hall, 1965.

24.009G Business Policy

This strand is an important one in the teaching of business administration because it brings together other strands, integrating them and applying the various analytical tools discussed elsewhere, to situations in which policy for the organisation as a whole has to be formulated, decisions taken and carried into effect. It is not only advisable but highly desirable that students should be introduced at this stage in the programme to a comprehensive range of business policy cases. These will be drawn from many sources—from textual case studies, from the Harvard series and from local examples. Students will be expected to analyse the cases placed before them and to present their own solutions to the problems raised, make the appropriate decisions and outline the subsequent procedures in implementation. A projection of the policies selected will be required together with their expected results.

TEXT BOOKS

Learned, E. P., Christensen, C. R. and Andrews, K. R. *Problems of General Management.* Irwin, 1961.

Smith, G. A. Jnr., and Christensen, C. R. *Policy Formulation and Administration.* Revised ed., Irwin, 1962.

Craig, H. F. *Australian Case Studies in Business Administration.* Law Book Co., 1962.

REFERENCE BOOKS

Harvard Business School *Case Studies.*
Reports of the Commonwealth Tariff Board.
Reports of the Commonwealth Conciliation and Arbitration Commission.
Reports of State Wage Fixing and Conciliation Tribunals.

24.010G International Business

This course is designed to introduce students to an understanding of the ramifications of international business in general and of the international business corporation in particular. Modern society has become accustomed to the phenomenon of the business corporation with operating and/or trading branches in many countries. In particular the role of the American, British and German based international corporations will be studied from the standpoint of their trading philosophies, their financial, production and marketing policies, as well as their attitudes to the national economies in which they have sought domicile. The problems such corporations have raised, as well as solved, will be examined.

PRELIMINARY READING
Heilbroner, R. L. *The Great Ascent: The Struggle for Economic Development in Our Time.* Harper Torchbook, N.J., 1963.

TEXT BOOKS
Farmer, R. N. and Richman, B. M. *International Business: An Operational Theory.* Irwin, Illinois, 1966.
Hess, J. M. and Cateora, P. R. *International Marketing.* Irwin, Illinois, 1966.
Martyn, H. *International Business Principles and Problems.* Free Press of Glencoe, N.Y., 1964.

REFERENCE BOOKS
Barlow, E. H. *Management of Foreign Manufacturing Subsidiaries.* Harvard Business School, 1953.
Brannon, T. R. and Hodgson, F. X. *Overseas Management.* McGraw-Hill, N.Y., 1965.
Farmer, R. N. and Richman, B. M. *Comparative Management and Economic Progress.* Irwin, Illinois, 1965.
McCreary, E. A. *The Americanisation of Europe.* Doubleday, N.Y., 1964.

24.203G Advanced Quantitative Methods

This course will pursue in depth special aspects of particular problems already introduced during the first year, or, as the case may be, second year strand.

TEXT BOOKS
McKinsey, J. C. *Introduction to the Theory of Games.* McGraw-Hill, N.Y., 1952.
Schlaifer, R. *Probability and Statistics for Business Decisions.* International Student ed., McGraw-Hill, N.Y., 1959.

REFERENCE BOOKS
Hadley, G. *Introduction to Probability and Statistical Decision Theory.* Holden-Day, San Francisco, 1967.
Isaacs, R. *Differential Games.* Wiley, N.Y., 1965.
Von Neuman and Morgenstern. *Theory of Games and Economic Behaviour.* Science ed., Wiley, N.Y., 1964.
Williams, J. D. *The Compleat Strategyst.* Rev. ed., McGraw-Hill, N.Y., 1966.

24.204G Advanced Management Accounting

This course will pursue in depth special aspects of particular problems already introduced during the first year, or, as the case may be, second year strand.

24.208G Advanced Marketing

Pursues in depth special aspects of particular problems already introduced during the first year, or, as the case may be, second year strand.

TEXT BOOKS

Boyd, H. and Westfall, R. *Marketing Research Text and Cases.* Rev. ed., Irwin, Illinois, 1964.

Boyd, H. and Newman, J. (eds.) *Advertising Management, Selected* Readings. Irwin, Illinois, 1965.

Harper, D. V. *Price Policy and Procedure.* Harcourt, Brace & World, 1966.

Schwartz, G. (ed.) *Science in Marketing.* Wiley, N.Y., 1965.

REFERENCE BOOKS

Banks, S. *Experimentation in Marketing.* McGraw-Hill, 1965.

Cox, K. (ed.) *Readings in Market Research.* Appleton-Century-Crofts, 1967.

Cox, R., Alderson, W. and Shapiro, S. *Theory in Marketing.* Second series, Irwin, 1964.

Crane, E. *Marketing Communications: a Behavioural Approach to Men, Messages and Media.* Wiley, 1965.

Crisp, R. D. *Marketing Research.* McGraw-Hill, 1957.

Green, P. and Tull, D. *Research for Marketing Decisions.* Prentice-Hall, 1966.

Kish, L. *Survey Sampling.* Wiley, 1965.

Lucas, D. and Britt, S. *Measuring Advertising Effectiveness.* McGraw-Hill, 1963.

Mulvihill, D. and Paranka, A. *Price Policies and Practices.* Wiley, 1967.

Schreier, F. *Modern Marketing Research: A Behavioural Science Approach.* Wadsworth Pub. Co., California, 1963.

Stanton, W. and Buskirk, R. *Management of the Sales Force.* Rev. ed., Irwin, 1964.

Starch, D. *Measuring Advertising Readership and Results.* McGraw-Hill, 1966.

Stern, M. *Marketing Planning.* McGraw-Hill, 1966.

Wasson, C. *The Strategy of Marketing Research.* Appleton-Century-Crofts, 1964.

Zacher, R. V. *Advertising Techniques and Management.* Rev. ed., Irwin, 1967.

24.211G Finance

Introduction to the principles and practices of finance and their application in business administration. Problems of short and long-term debt and capital financing; methods of security distribution; financial

expansion and reorganisation; the operation of specialised financial institutions; the money market; and other related topics will be discussed. Analysis of long-term investment opportunities, including criteria for selection; the use of time-adjusted figures; the consideration of uncertainty will be included in the course.

TEXT BOOKS

Lindsay, J. R. and Sametz, A. W. *Financial Management: An Analytical Approach.* Rev. ed., Irwin, 1967.

Lerner, E. M. and Carleton, W. T. *A Theory of Financial Analysis.* Harcourt, Brace and World, 1966.

REFERENCE BOOKS

Johnson, R. W. *Financial Management.* 3rd ed., Allyn & Bacon, 1966.

Graham, Dodd and Cottle. *Security Analysis.* 4th ed., McGraw-Hill, 1962.

Tew and Henderson. *Studies in Company Finance.* Cambridge, 1959.

Solomon, E. (Ed.) *The Management of Corporate Capital.* Free Press of Glencoe, 1959.

Robinson, R. *Money and Capital Markets.* McGraw-Hill, 1964.

Osborn, R. C. *Business Finance—A Management Approach.* Appleton-Century-Crofts, 1965.

Weston, J. F. and Brigham, E. F. *Managerial Finance,* 2nd ed., Holt, Rinehart & Winston, 1966.

Merrett, A. J. and Sykes, A. *The Finance and Analysis of Capital Projects.* Longmans, 1962.

Robichek, A. A. and Myers, S. C. *Optimal Financing Decisions.* Prentice-Hall, 1965.

Frederickson, E. B. *Frontiers of Investment Analysis.* International Textbook, 1965

Wu, H. K. and Zakon, A. *Elements of Investments.* Holt, Rinehart & Winston, 1964.

Lerner, E. *Readings in Financial Analysis and Investment Management.* Irwin, 1963.

24.212G Business Planning

Designed to examine the basic concepts underlying short and long-range business planning. It will consider various techniques of forecasting, as well as procedures and controls required for effective implementation.

Also examines the problems associated with organisation for planning, including the degree of formalisation required, and the qualifications and experience needed by planning personnel.

TEXT BOOKS

Scott, B. *Long-Range Planning in American Industry.* American Management Association, 1965.

REFERENCE BOOKS

Steiner, G. A. (ed.). *Managerial Long-Range Planning.* McGraw-Hill, N.Y., 1963.

Drucker, Peter. *Managing for Results.* Heineman, London, 1964.
Payne, B. *Planning for Company Growth.* McGraw-Hill, 1964.
Ewing, D. W. (ed.). *Long-Range Planning for Management.* Revised ed.,
    Harper International Student Reprint, Tokyo, 1964.

24.213G Business and Law

The impact of law on business is an overlapping of and controlling
factor on various strands dealt with in this course. The effect of the law
as a directing or inhibiting influence will affect consideration in the fields
of Management, Accounting and Finance, Social Framework of Business,
Marketing, Business Planning, International Business, Employee Relations
and Business History.

Certain Acts will be discussed as to the broad principles and background
thereof in order to indicate the correlation between social and legislative
development affecting management in aspects of planning, recording and
negotiating.

Whilst this cannot, and does not attempt to be more than a brief
examination of legal principles, the broad relationship between business
and the law is fundamental to management.

TEXT BOOKS

Baalman, J. *Outline of Law in Australia.* Law Book Co., 1955.
Yorston, R. K. and Brown, S. R. *Company Law in Australia.* Law Book
    Co., 1964.
Yorston, R. K. and Fortescue, E. E. *Australian Secretarial Practice.* 5th
    ed., Law Book Co., 1965.
O'Dea, R. *Industrial Relations in Australia.* West Publishing Corp., Syd-
    ney, 1965.

REFERENCE BOOKS

Else-Mitchell, R., and Parsons, R. W. *Hire Purchase Law.* 3rd ed., Law
    Book Co., 1961.
Pannam, C. L. and Haynes, J. D. *The Law of Money Lending.* Law
    Book Co., 1965.
Australian Law Journal. 1957/58, Vol. 31, pps. 267-291.

24.214G Employee Relations

This strand will examine recruitment policies and practices, selection
methods, induction training and education (educational psychology and
method, e.g., case studies, programmed learning, sensitivity training);
wage and salary administration; the New South Wales and Commonwealth
systems of conciliation and arbitration; regulation by Statute of the
employer-employee relationships; the organisation and policies of employer
associations and Trade Unions; staff counselling and appraisal. The
atypical employee. State and community agencies and services. Company
medical programmes. Stimulating innovation and enterprise.

TEXT BOOKS

Kindall, A. F. *Personnel Administration: Principles and Cases.* Revised
    ed., Irwin, 1964.

Calhoon, R. P. *Managing Personnel.* Harper International Student Reprint, 1963.

O'Dea, R. *Industrial Relations in Australia.* West Publishing Corp., 1965.

REFERENCE BOOKS

Yuill, B. *Supervision: Principles and Techniques.* West Publishing Corp., Sydney, 1965.

Leavitt, H. J. *Managerial Psychology.* Phoenix Books, Chicago U.P., 1963.

Spann, R. N. (ed.). *Public Administration in Australia.* N.S.W. Government Printer, 1960.

Walker, K. P. *Industrial Relations in Australia.* Harvard U.P., 1956.

24.215G Business History

This strand will be concerned with an examination of the historical evolution of modern business. Attention will be paid to the nature and role of business in the pre-industrial age. Special emphasis will be given to its evolution since 1750. Students will be required to study, as special areas, the evolution of business since 1750 in the United Kingdom, since 1850 in the United States, and since 1900 in Australia. Some evaluation will be offered of what is sometimes called the business society.

This subject will not be offered in 1968.

24.217G Small Business

The purpose of this course is to relate the general principles and practices of management to typical situations met in the small business and its environment. A great number of businesses in Australia are small, with less than 100 employees. Experience in Australia and particularly in countries overseas such as Japan and U.S.A. suggests that there is considerable difference in emphasis between the problems of the small and of the large business. The course considers the main problems most certain to be faced by an entrepreneur beginning or buying a small business and those likely to be experienced in its day-to-day conduct and as the business grows. Australian and overseas case studies are used extensively throughout the course.

PRELIMINARY READING

Brodribb, L. A. *The Australian Manual of Small Business Practice.* Rydges, 1967.

TEXT BOOK

Hosmer, W. A., Tucker, F. L. and Cooper, A. C. *Small Business Management.* Irwin, Illinois, 1966.

REFERENCE BOOKS

Christensen, R. *Management Succession in Small and Growing Enterprises.* Harvard Univ., 1953.

Hoad, W. *Third Small Business Case Book.* Ann Arbor, Michigan, 1955.

Krentzman, H. C. *Administrative Management for Small Business.* U.S. Govt. Printing Office, Washington, 1965.

Miller, H. *The Way of Enterprise.* Deutsch, London, 1963.

Proxmire, W. *Can Small Business Survive?* Regner, Chicago, 1964.

Smith, Bennett and Fells. *Outlook for the Small Business.* The Bow Group, 1961.

Publications of the Small Business Administration of the U.S.A.

(ii) SUBJECTS FOR ADMINISTRATIVE GRADUATE COURSE (GRADUATE DIPLOMA)

8.674G Civil Engineering Construction Management

Nature and sources of law. Interpretation of documents. Evidence. Technical opinions. Company Law. Industrial Law and Arbitration. Insurance Law and Insurance. Local Government Law. Contract Law. Types of contracts and contract documents. Contracting ethics. Supervision and administration of contracts. Bonding of contractors. Powers and duties of an engineer. Works supervision. Plant control and maintenance. Safety. Construction labour problems and industrial relations. Personnel management in construction. Staff training and the role of the Project Engineer. Ergonomics, work study and incentive schemes. Project capitalisation, project financing and project budgeting.

14.071G Management Accounting

Critical aspects of financial accounting, cost accounting and financial management are examined as a coherent whole enabling the collection and presentation of planning and control information in the form most suitable for solving particular administrative problems while ensuring long-term stability and optimum profitability. Topics include: accounting conventions and organisation for management accounting; classification of costs; historical and predictive accounting; budgetary planning and control; capital budgeting and capital project evaluation; obtaining and controlling permanent, medium and short-range capital; cost-volume-profit relationships; marginal costs-credit control; communication.

14.072G Business Law

Introduction to the law, including discussion of the sources of law in New South Wales. General principles of law of contract; aspects of commercial law including sale of goods, negotiable instruments, commercial arbitration, insurance law; and introduction to bankruptcy and company law.

24.501G Organisation and Management Theory

Reviews and examines the structure of organisation; the theory on which the structure is based; organisation planning; communication within the organisation; information systems; the process of decision-making. Management is viewed in the light of growth of ideas on the nature of management; the principles of management; the role of the manager and his part in the administrative process.

24.502G Behavioural Science

Human development; motivation; individual and group behaviour; organisation and communication; tests and testing; personal adjustment and mental hygiene; authority and responsibility; the nature of informal organisation and its place in organisation theory; response; adjustment and organisational personality.

24.503G Economic and Financial Management

Covers (i) Australian and International economic institutions and fiscal and monetary policy, (ii) those basic economic concepts which are directly relevant to day-to-day business decisions about costs and prices, (iii) an examination of the theory of financial analysis.

24.504G Quantitative Methods

Formulation of the problem requiring an analysis of the overall operation, which should result in a determination of objectives, and the selection of a suitable measure of effectiveness, or variables and system parameters. Construction of the model requiring the search for a relationship between the measure of effectiveness and the set of variables and system parameters. Quantification of the model requiring the introduction of statistical techniques. Solution from the model requiring the optimisation of the measure of effectiveness in terms of the system parameters using mathematical techniques. Electronic Data Processing covering an introduction to the use of E.D.P. in business situations.

24.505G Business Policy

Analysis of administrative cases drawn from published and unpublished sources in the fields of management, organisation, finance, personnel relations, marketing and production. Students are required to examine cases drawn from actual administrative situations and to present their analysis under the direction of a case leader.

24.507G Production Management

The development, design, operation and control of production systems form the basis of this course and include:—
The management of the production of goods and services—history and nature, its role in business organisation; types of production pro-

cesses; the design of physical facilities, plant location and layout, job design and measurement; design of the information flow system, its integration into a unified control system, sales-production co-ordination, cost control. The application of analytical tools such as inventory theory and linear programming is considered.

24.508G Office Management and Systems

Designed for the actual and potential office manager, and includes some aspects of management plus systems design and analysis. Covers office organisation, staffing, control and communication; paper flow; data flow; manual, mechanical and electronic data processing; management of records; sources and uses of information; data input analysis, d ta output analysis; office layout. Students will be required to carry out practical work in the form of written assignments and case studies.

24.509G Automatic Data Processing

The role of systematic information in management; development of equipment for processing information. Introduction to data processing method (a) system study, (b) determining information needs, (c) system design, (d) programming methods. Managing the development of systems; managing data processing operations; exploiting data processing in the management of organisations.

24.510G Social Administration   .

The organisation of society for social security, health and welfare. Processes of policy formation by and through a variety of social institutions; identification, description and analysis of social needs, issues involved in decision making, the ways and means by which choices and policy are translated into social provisions, administration of services and assessment of their functioning and the extent to which aims of policy are achieved.

24.511G Personnel Management

Recruitment, selection, promotion, job evaluation and salary adminis-tration, education, training, placement policies, incentive schemes, staff reporting and counselling, appraisal and control of personnel.

24.512G Small Business

Main problems most certain to be faced by an entrepreneur beginning or buying a small business and those problems likely to be experienced in its day-to-day conduct as the business grows. Australian and overseas case studies are used extensively throughout the course.

54.901G Public Administration

Administrative behaviour and the role and functions of the administrator in the public sector of the economy. Problems associated with decision-making and policy-formulation. Institutions of goverment, with special attention to the Australian environment. These include the role of the national parliament and its various executive organs, namely the cabinet, the Commonwealth public service and the Commonwealth statutory bodies. The nature of Australian federalism, together with the role of the state parliaments and their executive organs.

The Australian constitution in light of changed and changing economic circumstances in Australia. Administrative law, and financial, political and economic relationships between the three principal levels of government in Australia, national, state and local. The impact of pressure groups on government. Recruitment and personnel policies and practices.

SCHOOL OF GEOGRAPHY

Geography is the study of variations from place to place on the earth's surface arising from the spatial relationships of the phenomena which make up man's world. Geography courses in Commerce will emphasise human geography — the study of where and how man lives and of his activities in relation to the environment.

Geography is being introduced in the Faculty of Commerce in 1968, and second and third year courses are being planned for 1969 and 1970.

27.041 Geography IA

Treats the elements of geography with emphasis on human geography. Climate, shown as an expression of the energy balance of the atmosphere, provides a key to the major natural zones, within which landforms, soils and the major types of vegetation are studied. The ecosystem concept illustrates the interaction of physical and biological elements in this framework. The structure and patterns of the main types of agricultural and manufacturing production are discussed. Relationships between selected primitive societies and their environment are studied. The character, origins and functions of the main types of rural and urban settlements are reviewed. Transport and population geography are treated briefly. Interpretative regional studies of south-east Australia and South-East Asia serve to illustrate the interplay of geographic factors. Practical classes deal with the use of maps and air photos and with the analysis and illustration of geographic data.

Three one-day excursions are an essential part of the course.

TEXT BOOKS

Hare, F. K. *The Restless Atmosphere.* Hutchinson.

Strahler, A. N. *Physical Geography.* International edition, Wiley.

Alexander, J. W. *Economic Geography.* Prentice-Hall.

Forde, C. D. *Habitat, Economy and Society.* Methuen Paperback.

Chisholm, M. *Rural Settlement and Land Use.* Hutchinson.

Estall, R. C. and Buchanan, R. O. *Industrial Activity and Economic Geography.* Hutchinson.

Monkhouse, F. J. and Wilkinson, H. R. *Maps and Diagrams.* Methuen Paperback.

Coggins, R. F. and Hefford, R. K. *The Practical Geographer.* 2nd ed. Longmans.

In addition, all students should possess a modern atlas such as Fullard, H. and Darby, H. C. *The University Atlas.* Philip, *OR*

The Oxford Atlas. O.U.P.

Students will be required to purchase topographic and geologic maps of the Sydney area.

REFERENCE BOOKS

Wooldridge, S. W. and East, W. G. *The Spirit of Geography.* Hutchinson.

Chorley, C. H. and Haggett, P. *Frontiers in Geographical Teaching.* Methuen.

Tweedie, A. D. *Water and the World*. Nelson Paperback.

Leeper, G. W. *Introduction to Soil Science*. Melbourne U.P.

Odum, E. P. *Ecology*. Modern Biology Series.

CSIRO. *The Australian Environment*. Melbourne U.P.

Gourou, P. *The Tropical World*. Longmans.

Mountjoy, A. B. *Industrialisation and Under-Developed Countries*. Hutchinson.

Roepke, H. G. (ed.). *Readings in Economic Geography*. Wiley.

Rutherford, J., Logan, M. I. and Missen, G. J. *New Viewpoints in Economic Geography*. Martindale Press.

Mayer, H. H. and Kohn, C. F. (eds.). *Readings in Urban Geography*. Chicago U.P.

Wagner, F. L. and Mikesell, M. W. *Readings in Cultural Geography*. Chicago U.P.

Fisher, C. A. *Southeast Asia*. Methuen.

Department of National Development. *Atlas of Australian Resources*.

NOTE:

(1) Geography students will be required to purchase equipment and maps for laboratory classes. Cost approximately $12.00.

(2) Two Geography excursions must be attended. Cost, $4.00.

DEPARTMENT OF MARKETING

28.101 Principles of Marketing

A study of marketing structure, organization and behaviour; marketing institutions, functions and channels of distribution; policies and methods in the distribution of consumer and industrial goods; costs and efficiency; public and private regulations.

TEXTBOOKS

Battersby, A. *Mathematics in Management.* Pelican, 1966. 658.0184/21
Holloway, R. J. and Hancock, R. S. *The Environment of Marketing Behaviour.* Wiley, 1964. 658.8/68
Stanton, W. *Fundamentals of Marketing,* 2nd ed., McGraw-Hill, 1967.
Zaltman, G. *Marketing: Contributions from the Behavioural Sciences.* Harcourt, Brace & World. 1965. 658.8/78

REFERENCE BOOKS

Belshaw, C. S. *Traditional Exchange and Modern Markets.* Prentice-Hall, 1965. 380.1/4 A-F
Beshers, O. M. *Population Processes in Social Systems.* Free Press, 1967.
Britt, S. H. and Boyd, H. W. *Marketing Management and Administrative Action.* McGraw Hill, 1963. 658.8/59 A
Carson, D. *International Marketing, a Comparative Systems Approach.* Wiley, 1967. 658.8/97 A-J
Cyert, R. M. and March, J. G. *A Behavioural Theory of the Firm.* Prentice Hall, 1963. 330N/90
Cox, R. *Distribution in a High Level Economy.* Prentice-Hall, 1965. 658.8/90n
Field, G. A. Douglas, J. and Tarpey, L. X. *Marketing Management, a Behavioural Systems Approach.* Merrill, 1966. 658.8/89 A-J
Fisk, G. *Marketing Systems, an Introductory Analysis.* Harper & Row, 1967. 658.8/92 A-J
Hoover Award for Marketing. *Australian Marketing Projects.* 1961 and subsequent years.
Rogers, E. *Diffusion of Innovation.* Free Press, 1962. 301.24/24 A-F
Walters, S. G., Snider, M. D. and Sweet, M. L. *Readings in Marketing,* South-Western Publishing Co., 1962. 658.8/39 A-F

28.102 Case Studies in Marketing

Designed to be taken concurrently with 28.101 Principles of Marketing or as a second course for non-marketing majors. Through the use of case studies the students will be able to pursue in detail the fundamentals they learn in Principles of Marketing. Cases will be assigned to run concurrently with the material being covered in Principles. Part one of the strand will look at cases dealing with the institutions of marketing and analysis of consumer behaviour. Cases in part two will cover the functional management problem areas. Cases dealing with marketing policy will be employed in part three of the strand.

TEXT BOOKS

Bursk, E. C. *Text and Cases in Marketing*. Prentice-Hall, 1962.
Otteson, S. F., Panschar, W. G. and Patterson, J. M. *Marketing, the Firm's Viewpoint*. Students' Edition. Collier-MacMillan, 1966.
Schnelle, K. E. *Case Analysis and Business Problem Solving*. McGraw-Hill, 1967.

REFERENCE BOOKS

Boyd, H. W. and Clewett, R. M. *Contemporary American Marketing*. Rev. ed. Irwin, 1962.
Britt, S. H. *Consumer Behaviour and the Behavioural Sciences*. Wiley, 1966.
Britt, S. H. and Boyd, H. W. *Marketing Management and Administrative Action*. McGraw-Hill, 1963.
Stanton, W. *Fundamentals of Marketing*. 2nd ed.. McGraw-Hill, 1967.

28.113 Marketing Management

Decision making in marketing management, analysis of the marketing structure, marketing channels and marketing institutions in developing effective marketing programmes. Determination of advertising, distribution, product planning and pricing policies. Selecting, training, organizing and supervising the sales force. Analysis of marketing management procedures to be supplemented with the case study method.

TEXT BOOKS

Alderson, W. and Green, P. E. *Planning and Problem Solving in Marketing*, Irwin, 1964.
Clewett, R.M., Westfall, R. and Boyd, H. W. *Cases in Marketing Strategy*, Rev. ed., Irwin, 1964.
Kotler, P. *Marketing Management*. Prentice-Hall, 1967.

REFERENCE BOOKS

Cateora, P. R. and Richardson, L. *Readings in Marketing*, Appleton-Century-Crofts, 1967.
Day, R. L. *Marketing Models, Quantitative and Behavioural*. International Textbooks, 1964.
Gist, R. R. *Management Perspectives in Retailing*. Wiley, 1967.
Leighton, D. S. R. *International Marketing, Text and Cases*. McGraw-Hill, 1966.
Magee, J. *Physical Distribution Systems*. McGraw-Hill, 1967.
McNeal, J. V. *Readings in Promotion Management*. Appleton-Century-Crofts, 1966.
Nicosia, F. *Consumer Decision Processes*. Prentice-Hall, 1966.
Pessemier, E. A. *New-Product Decisions*. McGraw-Hill, 1966.
Stern, M. E. *Marketing Planning, A Systems Approach*. McGraw-Hill, 1966.

28.133 Marketing Research

Concerned with the effective use of marketing information in business decision making. Covers the development of some areas of quantitative model building in marketing, with particular emphasis on decision

theory. Includes a comprehensive discussion of the tools and techniques of market research as they apply in consumer and industrial marketing. Wherever possible, case material will be introduced to highlight the problems involved in relating research to the final decision.

TEXT BOOKS

Battersby, A. *Mathematics in Management.* Pelican, 1966.

Boyd, H. W. and Westfall, R. *Marketing Research.* Rev. ed., Unwin, Illinois, 1964.

Cox, K. R. (ed.) *Readings in Market Research.* Appleton-Century-Crofts, 1967.

Green, P. E. and Tull, D. S. *Research for Marketing Decisions.* Prentice-Hall, 1966.

REFERENCE BOOKS

Argyle, M. *The Scientific Study of Social Behaviour.* Methuen, 1957.

Banks, S. *Experimentation in Marketing.* McGraw-Hill, 1965.

Frank, R. E., Kuehn, A. A. and Massy, W. F. *Quantitative Techniques in Marketing Analysis.* Irwin, 1962.

Grossock, M. M. (ed.). *Understanding Consumer Behaviour.* Christopher Publishing, 1964.

Howard, J. A. *Marketing Theory.* Allyn and Bacon, 1965.

Kish, L. *Survey Sampling.* Wiley, 1965.

Klein, L. E. *Introduction to Econometrics.* Prentice Hall, 1962.

Phillips, B. S. *Social Research—Strategy and Tactics.* MacMillan, 1966.

SCHOOL OF POLITICAL SCIENCE

Courses in the School of Political Science are concerned with the study of political ideas, institutions and activity in such a way as to encourage a critical understanding of the problems and processes of government and politics in different societies and at different times, and of some of the main theories that have been developed to account for, and sometimes to advocate, these governmental forms and actions.

54.111 Political Science 1

Students are given some idea of the range and variety of political studies, the nature of politics and political science, and of problems in the analysis of institutions and processes of government, and there is also a general study of Australian government and of some special issues and problems in Australian politics.

TEXT BOOKS

Andrews, W. G. (ed.) *Constitution and Constitutionalism.* 2nd ed., Van Nostrand, 1963.

Crisp, L. F. *Australian National Government.* Longmans, 1967.

Dahl, R. *Modern Political Analysis.* Prentice-Hall, 1964.

Frankel, J. *International Relations.* Oxford U.P., 1964.

Mayer, H. *Australian Politics,* 2nd ed., Cheshire, 1967.

Miller, J. D. B. *The Nature of Politics.* Pelican, 1965.

Sawer, G. *Australian Government Today.* Melbourne U.P., 1963.

Wheare, K. C. *Modern Constitutions.* Oxford Paperbacks University Series, Opus 11, 1966.

REFERENCE BOOKS

*Miller, J. D. B. *Australian Government and Politics.* Duckworth, 3rd ed., 1964.

*Wheare, K. C. *Legislatures.* Oxford U.P., 1963

*Wilkes, J. (ed.) *Forces in Australian Politics.* Angus & Robertson, 1965.

Birch, A. H. *Representative and Responsible Government.* Allen & Unwin, 1964.

Burns, C. *Parties and People.* M.U.P., 1961.

Crick, B. *In Defence of Politics.* Pelican, 1964.

Davies, A. F. *Australian Democracy.* Longmans, 1964.

Davis, S. R. *The Government of the Australian States.* Longmans, 1960.

Encel, S. *Cabinet Government in Australia.* M.U.P., 1962.

Field, G. C. *Political Theory.* Methuen, 1964.

Forell, C. R. *How we are governed.* Cheshire, 1964.

Frankel, J. *International Relations,* Oxford U.P., 1964.

Friedrich, C. J. *An Introduction to Political Theory.* Harper & Row, 1967.

Greenwood, G. (ed.). *Australia, a Social and Political History.* Angus & Robertson, 1955.

Horne, D. *The Lucky Country.* Penguin, 1964.

Jennings, I. *The Queen's Government.* Pelican, 1954.

Jennings, I. *The British Constitution.* Cambridge U.P. 4th ed., 1961.

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* Strongly recommended.

Joske, P. E. *Australian Federal Government.* Butterworths, 1967.

Jupp, J. *Australian Party Politics.* M.U.P., 1964.

Menzies, R. G. *Central Power in the Australian Commonwealth.* Cassell, 1967.

Millar, T. B. *Australia's Defence.* M.U.P., 1965.

Partridge, P. H. Monograph No. 2 — *The Rights of the Citizen.* Australian Institute of Political Science.

Rawson, D. W. *Australia Votes.* M.U.P., 1961.

Rawson, D. W. *Labor in Vain?* Longmans, 1966.

Rorke, J. (ed.). *Aspects of Australian Government.* Tutorial Classes Department, University of Sydney, 2nd ed., 1964.

Sawer, G. *Cases on the Constitution of the Commonwealth of Australia.* 3rd ed., Law Book Co., Sydney, 1964.

Teichmann, M. E. *Aspects of Australia's Defence.* Monash, 1966.

Wilkes, J. (ed.). *Communism in Asia — A Threat to Australia?* Australian Institute of Political Science, Angus & Robertson, 1967.

54.112 Political Science II

The government and politics of the United States and of Soviet Russia, including reference to ideas of constitutionalism and democracy in America and to Marxist theory and practice in Russia, and to the foreign policy of both countries.

TEXT BOOKS

(a) *American Government and Politics.*

Griffith, E. S. *The American System of Government.* Methuen, 1964, (paperback).

Potter, A. M. *American Government and Politics.* Faber, 1959, (paperback).

Young, W. H. (ed.). *Ogg and Ray's Essentials of American Government.* 9th ed., Appleton Century-Crofts, 1963.

(b) *Russian Government and Politics*

Andrews, William G. (ed.). *Soviet Institutions and Policies — Inside Views.* Van Nostrand, 1966, (paperback).

Braham, Randolph L. (ed.). *Soviet Politics and Government.* Alfred Knopf, 1965, (paperback).

Meyer, Alfred G. *The Soviet Political System.* Random House, New York, 1965.

Schapiro, Leonard. *The Government and Politics of The Soviet Union.* 2nd ed., Hutchinson University Library, 1967, (paperback).

REFERENCE BOOKS

(a) *American Government and Politics.*

A. Strongly recommended books.

(1) *Hard cover editions:*

Adrian, C. R. and Press, C. *The American Political Process.* McGraw-Hill, 1965.

Burns, J. M. *The Deadlock of Democracy.* Prentice-Hall, 1963.

Burns, J. M. and Peltason, J. W. *Government by the People.* 6th ed., Prentice-Hall, 1966.

Irish, M. D. and Prothro, J. W. *The Politics of American Democracy.* 3rd ed., Prentice-Hall, 1965.

Vile, M. J. C. *The Structure of American Federalism.* Oxford U.P., 1961.
White, T. H. *The Making of the President, 1960.* Athenaeum House, 1961.
White, T. H. *The Making of the President, 1964.* Athenaeum House, 1965.
(2) *Paperback editions:*
McConnell, G. *The Modern Presidency.* St. Martin's Press, New York, 1967.
Morris. *Basic Documents in American History.* Van Nostrand (Anvil).
Rossiter, C. *Parties and Politics in America.* Cornell U.P., 1960.
Swisher, C. B. *Historic Decisions of the Supreme Court.* Van Nostrand (Anvil).

B. Other recommended references.

(1) *Hard cover editions:*

Bailey, S. K. and Samuel, H. D. *Congress at Work.* Holt, 1953 (or later).
Congress and the Nation 1945-1964. Congressional Quarterly Service, Washington, 1965. (Library Ref. No. Q320.973).
Carr, Bernstein, M. H. and Murphy, W. F. *American Democracy in Theory and Practice.* 3rd ed., Holt Rinehart & Winston, 1965.
Coyle, D. C. *The U.S. Political System.* New American Library, 1961.
Dunham, A. and Kirland, P. B. (eds.). *Mr. Justice.* Chicago U.P., 1964.
The Federalist Papers. Everyman or any other complete edition.
Key, V. O. *Politics, Parties and Pressure Groups.* 5th ed., Crowell, 1964.
Lubell, S. *The Future of American Politics.* Harper, 1952.
Mason, A. T. and Beaney, W. M. *The Supreme Court in a Free Society.* Prentice-Hall, 1959.
Maurois, A. *A New History of the U.S.A.* Weidenfeld and Nicolson, 1964.
Myrdal, G. *An American Dilemma.* Harper, 1944.
Ogg, F. A. and Ray, R. A. *American Government.* Appleton, 1962.
Stannard, H. M. *The Two Constitutions.* Black, 1950.

(2) *Paperback editions:*

de Tocqueville, A. *Democracy in America,* best edition edited by Phillips Bradley, Vintage Paperbacks, 2 vols., 1960.
Neudstadt, R. *Presidential Power.* Signet Book, 1960.

(b) *Russian Government and Politics.*

A. *Strongly recommended books.*

(1) *Hard cover editions:*

Fainsod, M. *How Russia is Ruled.* Harvard, 2nd ed., 1963.
Macridis, R. C. and Ward, R. E. *Modern Political Systems — Europe.* Prentice-Hall, New Jersey, 1963. (V. V. Aspaturian, "The Soviet Union").
Ionescu, G. *The Politics of the European Communist States.* Weidenfeld & Nicolson, 1967.

(2) *Paperback editions:*

Carew-Hunt, R. N. *The Theory and Practice of Communism.* Pelican Books, 1963.
Cole, J. P. *Geography of the U.S.S.R.* Pelican, 1967.
Dallin, A. and Westin, F. (eds.). *Politics in the Soviet Union — 7 Cases.* Harcourt, Brace & World, 1966.
East, W. Gordon. *The Soviet Union.* Van Nostrand, New Jersey, 1963.

McNeal, R. H. (ed.). *International Relations Among Communists*. Prentice-Hall, 1967.

Ritvo, H. *The New Soviet Society*. (1961 Program of the C.P.S.U.), The New Leader, New York, 1962 (or any other edition of the Program).

Schapiro, L. *The Communist Party of the Soviet Union*. Methuen, London, 1963.

Scott, D. J. R. *Russian Political Institutions*. Allen & Unwin, 3rd ed., 1965.

Swearer, H. R. *The Politics of Succession in the U.S.S.R.* Little, Brown & Co., 1964.

B. *Other recommended references.*

(1) *Hard cover editions:*

Acton, H. B. *The Illusion of the Epoch*. Cohen and West, 1962.

Carmichael, J. *A Short History of the Russian Revolution*. Nelson, 1966.

Carr, E. H. *A History of Soviet Russia*. 8 vols., Macmillan, 1950. (Vols. 1-3, *The Bolshevik Revolution*, available in Pelican Books, 1966).

Chamberlin, W. H. *The Russian Revolution*. 2 vols., Macmillan, 1935.

Denisov, A. and Kirichenko, M. *Soviet State Law*. Foreign Languages Publishing House, Moscow, 1960.

Fainsod, M. *Smolensk Under Soviet Rule*. Harvard U.P., 1958.

Kennan, G. *Russia and the West under Lenin and Stalin*.

Leonhard, W. *The Kremlin Since Stalin*. Oxford U.P., 1962.

Meyer, A. G. *Communism*. Random House, 2nd ed., 1963.

Miller, J. D. B. and Rigby, T. H. *The Disintegrating Monolith*. A.N.U. Canberra, 1965.

Pipes, R. (ed.). *The Russian Intelligentsia*. Columbia U.P., 1961.

Seton-Watson, G. H. N. *The Pattern of Communist Revolution*. 2nd ed., Methuen, London, 1960.

Ulam, A. *Lenin and the Bolsheviks*. Secker & Warburg, 1966.

Utechin, S. V. *Russian Political Thought*. Dent, 1963.

(2) *Paperback editions:*

Daniels, R. V. *A Documentary History of Communism*. 2 vols., Random House, 1962.

Feuer, L. (ed.). *Marx and Engels — Basic Writings on Politics and Philosophy*. Doubleday Anchor, 1959.

Kochan, L. *The Making of Modern Russia*. Pelican Books, 1963.

McNeal, R. H. (ed.). *The Russian Revolution — Why Did The Bolsheviks Win?* Holt, Rinehart, 1963.

Nove, A. *The Soviet Economy*. Allen & Unwin, 2nd ed., 1965.

Plamenatz, J. *German Marxism and Russian Communism*. Longmans, 1961.

Schwartz, H. *The Soviet Economy Since Stalin*. Lippincott, 1965.

Kennan, G. *Russia and the West under Lenin and Stalin*. Hutchinson, 1960.

54.122 Political Science II (Distinction)

British and American liberal-democratic thought and its Marxist critics in the nineteenth and twentieth centuries. Students should consult the School for reading lists and other details.

Particulars of other courses offered by the School of Political Science will be found in the *Handbook* of the Faculty of Arts or may be obtained from the School.

DEPARTMENT OF GENERAL STUDIES*
(HUMANITIES SUBJECTS)

11.011H History of Fine Arts

An outline of the development of nineteenth and twentieth century painting and sculpture. Follows the movements concerned in the development of modern art from the stylistic background of the European tradition to contemporary works. Development of some phases of painting and sculpture during the Ancient, Medieval and Renaissance epochs. The influence of religious, economic and social factors on the more important works of the period.

TEXT BOOKS

Lake, C. and Maillard, R. *A Dictionary of Modern Painting.* Methuen, 1964.

Newton, E. *European Painting and Sculpture.* Penguin (Pelican Books A.82).

Read, H. *The Meaning of Art.* Penguin, 1951 (Pelican Books, A213).

REFERENCE BOOKS

Seuphor, M. *A Dictionary of Abstract Painting.* Methuen, 1963.

Seuphor, M. *The Sculpture of this Century.* Zwemmer, 1959.

Brion, M. *Art Since 1945.* Thomas and Hudson, London, 1959.

Ragnar, M. *Modern Painting.* Skira, 1960.

Mathey, F. *The World of the Impressionists.* Thomas and Hudson, 1961.

Vasari, G. *Lives of the Painters, Sculptors and Architects.* Dent and Sons, 1949. (Everymans Library).

Berenson, B. *Italian Painters of the Renaissance.* Phaidon, 1952.

De Wald, E. T. *Italian Painting 1200-1600.* Holt, Rinehart and Winston, 1962.

Burchhardt, J. *The Civilisation of the Renaissance in Italy.* Phaidon, 1944.

Goldscheider, L. *The Painting and Sculpture of Michelangelo.* Phaidon, ca. 1960.

Gardner, Helen. *Art Through the Ages.* Bell & Sons, London, 1953.

Vivas, E. and Krieger, M. *The Problems of Aesthetics.* Holt, Rinehart and Winston, 1960.

Reading lists are issued progressively during the course.

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* Details of advanced electives offered by the Department will be found in the University *Calendar,* or may be obtained on application to the office of the Department.

11.021H History of Architecture

The role of the architect; architecture as an art, a science, and a practical profession; the origins of architectural form in ancient civilizations, and the development of these forms throughout the Middle Ages and the Renaissance; the effects of the Industrial Revolution and its aftermath, and the growth of modern architecture; the development of an Australian idiom in architecture and building.

TEXT BOOKS
Pevsner, N. *An Outline of European Architecture.* Pelican, 1963.
Richards, J. M. *An Introduction to Modern Architecture.* Pelican, 1963.
Boyd, R. *The Walls Around Us.* Cheshire, 1962.

REFERENCE BOOKS
A list will be issued early in the lecture series.

26.301 Music

A brief survey of music from the earliest times of documented history to the present day in the context of particular societies and periods. Many of the recorded examples used will be European music of a kind normally heard in the concert hall, but wherever possible European art music will be presented in juxtaposition with the practice of traditional or folk music of all continents (including the music of the Australian Aborigines) and with the high art music of Asian countries. Includes continuity of improvisational methods from early periods to the development of jazz, and samples of the latest developments in contemporary music (including electronic music). Musical training is not a prerequisite.

TEXT BOOKS
Harman, A. and Mellers, W. *Man and His Music: The Story of Musical Experience in the West.* Barrie and Rockliff, London, 1962.
Covell, R. *Australia's Music: Themes of a New Society.* Sun Books, Melbourne, 1967.

REFERENCE BOOKS
Chailley, J. *40,000 Years of Music.* Macdonald, London, 1964.
Dart, T. *The Interpretation of Music.* Hutchinson, London, 1960.
Hartod, H. (ed.). *European Music in the Twentieth Century.* Penguin, London, 1961.
Lang, P. H. *Music in Western Civilisation.* Dent, London, 1942.
Mellers, W. *Music in a New Found Land.* Barrie and Rockliff, London, 1964.
Nettl, B. *Folk and Traditional Music of the Western Continents.* Prentice-Hall, New Jersey, 1965.
Sachs, C. *The Wellsprings of Music.* McGraw-Hill, New York, 1965.

26.501 English

Basically, the course will aim at stimulating an interest in literature, through a study of twentieth century texts having a more or less common theme — "the human condition". The tutorials will be used in the main

for an examination of the informative, persuasive, and imaginative uses of the English language, and for group discussions of the set texts.

TEXT BOOKS

Lawrence, D. H. *Sons and Lovers.*
Hemingway, Ernest. *A Farewell to Arms.*
Malraux, A. *Man's Estate.*
Camus, Albert. *The Outsider.*
Golding, William. *Lord of the Flies.*
McCullers, Carson. *The Ballad of the Sad Café* (the ballad only).
Warren, Robert Penn, and Erskine, Albert. *Short Story Masterpieces.*
O'Neill, Eugene. *The Emperor Jones.*
Williams, Tennessee. *A Streetcar named Desire.*
Williams, Tennessee. *The Glass Menagerie.*
Miller, Arthur. *Death of a Salesman.*
Bolt, Robert. *A Man For All Seasons.*
Three Australian Plays. Penguin.
   All the texts are available in paperback editions, but any complete edition will do.
   The Emperor Jones and *The Glass Menagerie* may be available in the one paperback (Modern Library) with the title *Six Modern American Plays.*

26.511 History ("The World in the Twentieth Century")

The following course will consist of thirty lectures and fifteen tutorials and will be a general survey of the main aspects of world history in our own times. It begins with a review of a relatively settled world in which Europe is the centre, its internal balance of power still virtually intact; the British Empire is at its height; Africa and parts of Asia are divided amongst the Europeans; U.S.A. has become a great power with strategic frontiers pushed far beyond her shores; and nationalism in the Arab world has not yet awakened.

The main topics will be: the rise of Japan; the Chinese Revolution; the causes, nature and effects of the two World Wars; the Russian Revolution; the Treaty of Versailles; the League of Nations and U.N.O.; Fascism and National Socialism; America between the wars; the Cold War; Stalinism and the changing nature of Communism; the twilight of Imperialism; movements towards European unity after 1945; Asian and African nationalism; and Australia's place in the modern world.

TEXT BOOKS

FitzGerald, C. P. *The Birth of Communist China.* Penguin, 1965.
Thomson, David. *England in the Twentieth Century.* Penguin, 1965.
Wiskemann, Elizabeth. *Europe of the Dictators, 1919-1945.* Fontana History of Europe, Collins, 1966.
von Laue, T. *Why Lenin? Why Stalin? A Reappraisal of the Russian Revolution, 1900-1930.* Lippincott, New York, 1964.
Crozier, Brian. *South East Asia in Turmoil.* Penguin, 1966.
Henderson James L. (ed.). *Since 1945, Aspects of Contemporary World History.* Methuen, 1966.

26.521 Philosophy

An introduction to formal logic and to problems and methods of philosophy. Elementary logic is taught in tutorial classes where students are encouraged not only to understand formal features of Aristotelian and modern logic, but also to apply what they have learnt to thought and language of the everyday world. Elementary philosophy is taught by means of lectures and tutorials, and deals firstly with the nature and methods of philosophy as contrasted with other forms of inquiry, and secondly, with some of the major problems of philosophic interest, such as the relation between language and the world; the nature of knowledge and truth; the concepts of *determinism* and *free-will;* the relation between the mental and the physical parts of Man; and the existence of God.

TEXT BOOKS

Hamblin, C. L. *Elementary Formal Logic.* Hicks Smith.
Hospers, J. *Introduction to Philosophical Analysis.* Routledge and Kegan Paul.

26.541 Political Science

Term 1 — A general introduction to Political Science, taking Miller: *The Nature of Politics* as the main text. Each lecturer deals in his own way with such general notions as the nature of politics, the scope of the study, political system, state, law, power, authority, rights, etc.

Terms II and III — These lectures deal with 3 political systems, Britain, Australia and the U.S.A., using them to exemplify some general questions about politics, and to bring out the variety of ways in which problems of representative government may be tackled.

The following subjects will be dealt with in such a way as to bring out their similarities and differences in the three systems under review:

Constitutions and Constitutionalism — General considerations — relation of constitutionalism to other political concepts discussed; constitutionalism and democracy; separation of powers — legislature, executive, judiciary; federal and unitary constitutions; origins and development; interpretations and amendment.

Parliamentary and Presidential Systems — Monarchy and republic; Prime Minister and President; Parliament and Congress — structure; powers; electoral processes; fixed and limited terms; the process of legislation; the formation of the executive government — Cabinet and Ministry; the bureaucracy.

Parties — The legal status of parties; the place of parties in representative systems; party structure and organisation in the three countries; party leadership; "machine" politics; parties and democracy.

Public Opinion and Government — Discussion of the views in Birch: *Representative and Responsible Government,* especially Part I and Part V.

TEXT BOOKS

Miller, J. D. B. *The Nature of Politics.* Penguin, 1966.

Sawer, G. *Australian Government Today.* Melbourne, 9th ed., 1967, (paperback).

Griffith, J. *The Australian System of Government.* University Paperback, 1967.

Moodie, G. *The Government of Britain.* University Paperback, 1965.

REFERENCE BOOK

Birch, A. H. *Representative and Responsible Government: An Essay on the British Constitution.*

26.571 An Introduction to Modern Drama

This course considers various styles of drama and their methods of social and personal statement. Emphasis is on contemporary drama; but, to clarify the development of forms of dramatic expression, study is made of peak periods and styles of the past, as well as of theatre and stage design. Through critical examination of plays in performance at the Old Tote Theatre, students can enjoy direct experience of live theatre. Some use also is made of films and recordings. This course is offered only to students of Faculties other than the Arts Faculty.

TEXT BOOKS

Sophocles. *Theban Plays.* Penguin.

Barnet (ed.). *Genus of the Early English Theatre.* Mentor.

Strindberg. *Six Plays* (trans. Sprigge). Doubleday Anchor.

Ibsen. *Last Plays* (trans. Paulson). Bantam.

Chekhov. *Plays.* Penguin.

Sokel (ed.). *Anthology of German Expressionist Drama.* Doubleday Anchor.

Three German Plays. Penguin.

Absurd Drama. Penguin.

New American Drama. Penguin.

Plus other plays to be prescribed.

26.601 History of Technology

Designed to show that the development of the human race is closely linked with technological change. Every major development is to be seen against the historical background of the times and the changing socio-economic pattern. The subject will be dealt with in the following historical periods: (i) Prehistoric Times. (ii) The early civilizations of Mesopotamia, Egypt, India and China. (iii) Classical Antiquity. (iv) Islamic Times and the Middle Ages. (v) Renaissance and the Age of Enlightenment. (vi) The beginning of the Industrial Revolution.

TEXT BOOK

Forbes, R. J. and Dijksterhuis, E. J. *History of Science and Technology.* 2 vols., Penguin.

REFERENCE BOOK

Singer, C. and Holmyard, J. *History of Technology.* O.U.P., 1957.

TIMETABLE

In general, subjects are arranged in numerical order, under the heading of the School concerned. Humanities subjects appear at the end of the table. The times at which subjects not included in this list are available may be ascertained on application to the School or Department concerned.

The times shown are provisional and are subject to alteration. Students must consult the notice-boards for information about any alterations to the Timetable.

The inclusion of a subject in this list does not necessarily mean that it will be offered. If there are insufficient enrolments for particular subjects, these subjects may not be offered. Where alternative times are shown, such subjects may not be offered more than once if there are insufficient enrolments.

The final allocation of students to particular tutorials will be made on enrolment and cannot be varied thereafter except with the permission of the Head of School concerned.

A Timetable showing room numbers will be posted on notice-boards before first term begins.

School of Mathematics

Subject	Lectures	Tutorials
10.001 Mathematics I	W.12-1, Th.12-1, 2-3, F.11-12 or M.10-11, T.4-5, Th.-10.11, F.10-11	To be allocated
	Evening classes are also held for 10.001 Mathematics I on Tuesday, Wednesday, Thursday and Friday evenings 6-9 p.m., and on Wednesday and Thursday afternoons, 2-5 p.m. The course can be covered by attending two of such three-hour sessions. Students should consult the School of Mathematics when planning their timetable.	
10.011 Higher Mathematics I	W.12-1, Th.12-1, 2-3, F.11-12 Classes for 10.011 Higher Mathematics I are also held on Tuesday evening, 6-9 p.m., and Thursday afternoon, 2-5 p.m. The course can be covered by attending these two sessions.	To be allocated
10.021 Mathematics IT	M.10-11, T.4-5, Th.10-11, F.10-11 There are no evening classes for 10.021 Mathematics IT	To be allocated
10.111 Pure Mathematics II	T.9-10, 11-12, Th.2-5 or M. 6-8, W. 6-8 or M. 6-8, Th. 3-5 or T. 9-10, 11-12, W. 6-8	T. 10-11 or Th. 2-3 M. 5.30-6 or 8-8.30 Students wishing to take mixed day/ evening sessions should consult the School of Mathematics for tutorial allocation.
10.121 Pure Mathematics II (Higher)	Will be conducted in 1968 only if sufficient students offer themselves for this course.	
10.112 Pure Mathematics III	M. 11-12, T. 9-10, W. 11-12, Th. 10-11	T. 10-11
10.122 Pure Mathematics III (Higher)	Lecture/tutorial times to be allocated. Students wishing to take this course should consult the School of Mathematics.	

School of Applied Psychology

Subject	Lectures	Tutorials
12.001 Psychology I	M. 10-11, T. 11-12, W. 12-1; *or*	—
	M. 3-4, T. 12-1, Th. 10-11; *or*	—
	M. 7.30-9.30, T. 6-7	—
	Practical: M. 11-1; *or* T. 11-1; *or*	—
	T. 2-4; *or* W. 11-1; *or* Th. 11-1 *or*	—
	Th. 4-6; *or* F. 11-1; *or* T. 7-9; *or* F. 6-8	—
12.012 Psychology II	Theory: M. 12-1, T. 2-3; *or* W. 11-12,	—
	Th. 2-3; *or* M. 6-7, T. 6-7	—
	Psych. Stats.: M. 2-3; *or* Th. 12-1; *or*	—
	F. 12-1; *or* T. 7-8	—
	Practical (2 hours) and Tutorial (1 hour):	
	To be arranged; alternative times avail-	
	able.	—
	Psych. Testing: T. 3-5; *or* Th. 3-5;	
	or M. 7-9	
12.013 Psychology III		
(also 12.023 Psychology III Old Course)	Times to be arranged.	—
12.651 Psychology (Industrial Relations)	W. 5-6, F. 5-7	—
12.691 Behavioural Science (Marketing)	W. 2-4, Th. 11-1; *or* M. 6-8, T. 6-8	—

School of Accountancy

Subject	Lectures	Tutorials
14.111 Accounting I A*	M. 10-11, T. 10-11 Th. 9-10	T. 3-4 or Th. 3-4 or F. 10-11 or F. 11-12
B*	M. 4-5, T. 4-5 Th. 4-5	F. 12-1 or F. 2-3 or F. 3-4 or F. 4-5
C*	M. 5-6, T. 5-6, Th. 5-6	T. 6-7 or T. 7-8 or Th. 7-8
D*	M. 7-8, Th. 7-8, F. 7-8	Th. 5-6 or Th. 8-9 or F. 6-7
E*	M. 8-9, Th. 8-9, F. 6-7	M. 5-6 or M. 7-8 or F. 7-8
F*	M. 7-8, T. 6-7, Th. 7-8	M. 8-9 or T. 5-6 or T. 8-9
14.112 Accounting II A	M. 2-3, T. 2-3, Th. 2-3	M. 11-12 or T. 4-5 or Th. 4-5
B	M. 5-6, T. 5-6, W. 5-6 ⎱	M. 8-9 or T. 5-6 or
C	M. 7-8, T. 7-9 ⎰	W. 6-7 or W. 7-8
14.113 Accounting III	T. 4-5, W. 11-1	M. 11-12 or M. 12-1 or T. 12-1 or Th. 12-1
	T. 6-7, W. 6-8	T. 8-9 or W. 5-6 or W. 8-9 or Th. 7-8
14.121 Government Accounting	W. 6-8	—
14.131 Auditing and Internal Control	T. 3-4, Th. 3-4 or T. 5-6 Th. 5-6 or T. 7-8, Th. 7-8	—
14.151 Cost Accounting	T. 6-7, Th. 7-9	—
14.161 Accounting Honours Seminar I	W. 10-11 or W. 5-6	—
14.162 Accounting Honours Seminar II	Th. 4-5 or Th. 5-6	—

* A and B are alternative groups for students in full-time courses, C, D, E. and F are alternative groups for students in part-time courses. Students must select the same groups for 14.111 Accounting I and 15.101 Economics I.

School of Accountancy (continued)

Subject	Lectures	Tutorials
14.163/1. Accounting Honours Seminar III/1 (Financial Accounting Theory)	T. 11-12, Th. 11-12 or T. 6-7, Th. 6-7	— —
14.163/2. Accounting Honours Seminar III/2 (Managerial Accounting Theory)	T. 12-1, Th. 12-1 or T. 7-8, Th. 7-8	— —
14.201 Taxation Law and Practice	T. 2-3, Th. 2-3 or T. 5-6† Th. 5-6† or T. 6-7, Th. 6-7	— —
14.202 Corporation Law	M. 12-1, W. 12-1 or M. 5-6 W. 5-6 or M. 6-7, W. 6-7	
14.203 Trustee Law and Accounting	T. 6-8	
14.211 Commercial Law	T. 12-1, W. 12-1 or T. 6-7, W. 7-8	M. 10-11 or M. 12-1 or T. 10-11 or T. 11-12 or W. 9-10 or W. 10-11 or Th. 11-12 or Th. 12-1 M. 6-7 or M. 8-9 or T. 7-8 or T. 8-9 or W. 5-6
14.212 Administrative Law	T. 7-8, W. 6-7	—
14.301 Production	T. 3-4, Th. 3-4 or T. 7-8, Th. 6-7	—
14.321 Business Finance	M. 4-5, W. 11-12 or M. 5-6, W. 5-6 or M. 7-8, W. 7-8	— — —
14.322 Data Processing and Information Systems	T. 3-4, Th. 3-4 or T. 5-6, Th. 5-6 or T. 7-8, Th. 7-8	—

† Subject to the availability of staff.

School of Accountancy (continued)

Subject	Lectures	Tutorials
14.332 Operations Research in Business	T. 2-3, Th. 2-3 or T. 6-7, Th. 7-8	— —
14.342 Development of Accounting Thought	T. 7-9	—
14.402 Organisation Theory	M. 6-8	—
14.901G Corporate Organisation and Accounting	T. 7-9	—
14.902G Controllership	T. 6-7, Th. 6-7	—
14.903G Contemporary Auditing Problems	Not available 1968	—
14.904G Studies in Taxation	Th. 7-9	—
14.905G Operations Research	Not available 1968	—
14.906G Information Systems	T. 8-9, Th. 8-9	—

School of Economics

Subject	Lectures	Tutorials
15.101 Economics I	M. 3-4, Th. 10-11	M. 10-11 or M.12-1 or M. 2-3 or W. 9-10 or W. 10-11 or F. 12-1 or F. 2-3 or F. 3-4
	or M. 6-7, Th. 6-7	M. 7-8 or M. 8-9 or Th. 5-6 or Th. 7-8 or Th. 8-9 or F. 5-6 or F. 6-7

Subject	Lectures	Tutorials
15.102 Economics II	M. 3-4, T. 12-1	T. 10-11 and Th. 10-11 or T. 11-12 and Th. 11-12 or T. 2-3 and Th. 2-3 or T. 3-4 and Th. 3-4
	or M. 6-7, Tu. 6-7	M. 5-6 and W. 5-6 or M. 7-8 and W. 7-8 or M. 8-9 and W. 8-9
15.103 Economics III	T. 11-12, Th. 9-10	W. 9-10 or W. 10-11 or W. 11-12 or F. 10-11 or F. 11-12 or F. 12-1
	or T. 7-8, Th. 6-7	T. 6-7 or T. 8-9 or Th. 5-6 or Th. 7-8 or Th. 8-9
15.104 Advanced Economic Analysis	To be arranged	
15.112 Economics II	M. 3-4, T. 12-1 or M. 6-7, T. 6-7	M. 11-12* and Th. 12-1* M. 7-8* and W. 8-9*
15.113 Economics III	T. 11-12, Th. 9-10 or T. 7-8, Th. 6-7	Th. 7-8*
15.173 Economics IIIM	Not available 1968	
15.213 History of Economic Thought	M. 2-4 or M. 6-8	—
15.223 Comparative Economic Systems	T. 2-4 or T. 6-8	—
15.233 Public Finance and Financial Policy	F. 11-1 or F. 6-8	—
15.243 Economic Development	Th. 11-1 or Th. 6-8	—

* Tutorials may last more than one hour and students should not make commitments for the ensuing hour.

Subject	Lectures	Tutorials
15.253 Economics of Industry and Labour	T. 11-1 *or* T. 6-8	—
15.263 International Economics	W. 10-12 *or* W. 6-8	—
15.302 Economic History I	F. 3-5 *or* F. 6-8	T. 2-3 *or* T. 7-8 *or* T. 8-9 *or* F. 2-3 *or* F. 5-6
15.312 Economic History I	To be arranged	—
15.303 Economic History II	T. 3-5	—
15.313 Economic History III	To be arranged	—
15.304 Economic History IV	Not available 1968	—
15.401 Business Statistics	M. 11-12, W. 11-12	T. 9-10 *or* T. 10-11 *or* T.11-12 *or* T. 2-3 *or* T. 3-4 *or* T. 4-5 *or* Th. 9-10 *or* Th. 11-12 *or* Th. 12-1 *or* Th. 2-3 *or* Th. 3-4
	or M. 7-8, W. 6-7	T. 5-6 *or* T. 6-7 *or* T. 7-8 *or* T. 8-9 *or* W. 5-6 *or* W. 7-8
15.471 Mathematics for Commerce	Not available 1968	
15.402 Econometric Methods	W. 7-8, F. 7-8	W. 12-1 *or* W. 8-9 *or* F. 6-7
15.422 Statistical Analysis I	T. 7-9, Th. 6-8	—
15.423 Statistical Analysis II	T. 5-7, W. 6-8	—
15.424 Seminar in Statistics	To be arranged	—
15.433 Applied Statistics	To be arranged	—
15.434 Econometrics	To be arranged	—
15.443 Mathematical Economics	Not available 1968	—

Subject	Lectures	Tutorials
15.500 Industrial Relations—Bridging Course	To be arranged	—
15.502 Industrial Relations I	T. 7-9	—
15.512 Industrial Relations I	T. 7-9	To be arranged
15.503 Industrial Relations II	Th. 7-9	—
15.513 Industrial Relations II	Th. 7-9	To be arranged
15.504 Industrial Relations III	T. 11-12.30, T. 3-5	—
15.552 Industrial Law I	W. 6-8	—
15.553 Industrial Law II	M. 6-8	—
15.134G Economic Theory A	To be arranged	—
15.144G Economic Theory B	To be arranged	—
15.474G Mathematics for Economists	M. 6-9	—
15.105G Welfare Economics	To be arranged	—
15.115G Industrial Economics	F. 2-4	F. 5-6
15.125G Economic Policy	M. 1-30-3.30	M. 3-30-4.30
15.435G Advanced Econometrics	Not available 1968	—
15.445G Advanced Mathematical Economics	Not available 1968	

School of Business Administration

Subject	Lectures	Tutorials
First Year Part-Time		
24.001G Organization and Management Theory	M. 2-5 *or* Tues. 6-9	—
24.002G Behavioural Science	M. 2-5 *or* 6-9	—
24.004G Management Accounting	M. 6-8 *or* W. 6-8	—
24.005G Social Framework of Business I	M. 1-2	—
Second Year Part-Time		
24.003G Quantitative Methods	M. 7-9 and Th. 2-4 *or* W. 7-9 and Th. 4-6 } 2nd half of year	— —
24.006G Business Economics	M. 7-9 and Th. 2-4 *or* W. 7-9 and Th. 4-6 } 1st half of year	— —
24.007G Production	Th. 7-9 (First half of year)	—
24.008G Marketing	Th. 2-4 *or* Th. 4-6	—
24.010G International Business	Th. 7-9 (Second half of year)	—
24.105G Social Framework of Business II	M. 6-7 *or* W. 6-7	—
Third Year Part-Time		
24.009G Business Policy	T. 6-9 and Th. 6-9	—
24.203G Advanced Quantitative Methods	T. 3-5	—
24.208G Advanced Marketing	T. 1-3	—

Subject	Lectures	Tutorials
24.211G Finance	T. 1-3	—
24.212G Business Planning	T. 1-3	—
24.213G Business & Law	T. 3-5	—
24.214G Employee Relations	T. 3-5	—
24.217G Small Business	T. 1-3	—

First Year—Full-time

Subject	Lectures	Tutorials
24.001G Organization and Management Theory	M. 2-5 *or* T. 6-9	—
24.002G Behavioural Science	M. 2-5 *or* 6-9	—
24.003G Quantitative Methods	M. 7-9 and Th. 2-4 *or* W. 7-9 and Th. 4-6 (2nd half of year)	— —
24.004G Management Accounting	M. 6-8 *or* W. 6-8	—
24.005G Social Framework of Business I	M. 1-2	—
24.006G Business Economics	M. 7-9 and Th. 2-4 *or* W. 7-9 and Th. 4-6 (1st half of year)	— —
24.007G Production	Th. 7-9 (1st half of year)	—
24.008G Marketing	Th. 2-4 *or* Th. 4-6	—

Subject	Lectures	Tutorials
Second Year Full-Time		
24.009G Business Policy	T. 6-9 and Th. 6-9	—
24.010G International Business	Th. 7-9 (2nd half of year)	—
24.105G Social Framework II	M. 6-7 *or* W. 6-7	—
24.208G Advanced Marketing	T. 1-3	—
24.212G Business Planning	T. 1-3	—
24.211G Finance	T. 1-3	—
24.217G Small Business	T. 1-3	—
24.203G Advanced Quantitative Methods	T. 3-5	—
24.213G Business and Law	T. 3-5	—
Diploma of Administration		
14.071G Management Accounting	W. 2-4	—
24.501G Organization and Management Theory	W. 4-6	—
24.502G Behavioural Science	W. 7-9	—
24.504G Quantitative Methods	Th. 6-7	—
24 503G Economic and Financial Management	Th. 7-9	—

Department of Marketing

Subject	Lectures	Tutorials
28.101 Principles of Marketing	W. 11-12, F. 4-5 *or* W. 6-7, F. 6-7	—
28.102 Case Studies in Marketing	W. 9-10, F. 9-10 *or* W. 12-1, F. 12-1 *or* M. 8-9 T. 8-9 *or* W. 6-7, F. 6-7 *or* W. 7-8, F. 7-8	—
28.113 Marketing Management	W. 11-1, F. 2-4 *or* W. 6-8, F. 6-8	—
28.133 Marketing Research	W. 7-8, Th. 7-9, F. 7-8	—

School of Geography

27.041 Geography IA	W. 3-4, Th. 4-5 and Practical W. 1-3 *or* W. 4-6 *or* Th. 9-11 or Th. 2-4 or F. 9-11	1 Tutorial to be arranged

School of English

50.111 English I	W. 11-12, Th. 11-12, F. 11-12	} Consult School of English
50.112 English II	T. 11-12, W. 11-12, Th. 9-10	

School of History

51.111 History I	T. 10-11, F. 10-11	} Consult School of History
52.112 History II	M. 12-1, Th. 2-3	

School of Philosophy

Subject	Lectures	Tutorials
52.111 Philosophy I	M. 10-11, W. 10-11, Th. 3-4	GRP. A F. 12-1 GRP. B F. 2-3
52.112 Philosophy II	Various alternatives—consult School of Philosophy.	

School of Sociology

53.111 Sociology I	M. 12-1, T. 12-1	Consult School of Sociology
53.112 Sociology II	Various alternatives—consult School of Sociology.	

School of Political Science

54.111 Political Science I	W. 4-5, Th. 4-5, F. 12-1 or W. 6-8, Th. 7-8	Consult School of Political Science
54.112 Political Science II	M. 3-4, W. 2-3	

School of History and Philosophy of Science

52.111 History and Philosophy of Science I	M. 9-10, T. 9-10, F. 9-10	Consult School of History & Philosophy of Science.
62.112 History and Philosophy of Science II	M. 4-5, T. 4-5, F. 4-5	

Department of General Studies*

Subject	Lectures	Tutorials
11.011H History of Fine Arts	F. 9-10	F. 10-11
11.021H History of Architecture	Th. 4-5	Th. 3-4
26.301 Music	M. 9-10 or T. 9-10 or M. 6.30-7.30 or Th. 6-7	Mon. 10-11 T. 10-11 M. 5.30-6.30 Th. 7-8
26.501 English	Th. 2-3 or F. 9-10 or T. 7-8 or Th. 7-8	Th. 3-4 F. 11-12 T. 8-9 Th. 8-9
26.511 History	M. 9-10 or T. 10-11 or F. 9-10 or M. 6-30-7.30 or M. 6-7	M. 10-11 T. 9-10 F. 10-11 M. 5.30-6.30 W. 6-7
26.521 Philosophy	M. 10-11 or T. 9-10 or F. 9-10 or M. 6.30-7.30 or Th. 6-7	M. 9-10 T. 10-11 F. 10-11 M. 5.30-6.30 Th. 7-8

* In all General Studies subjects students must attend tutorials once a fortnight.
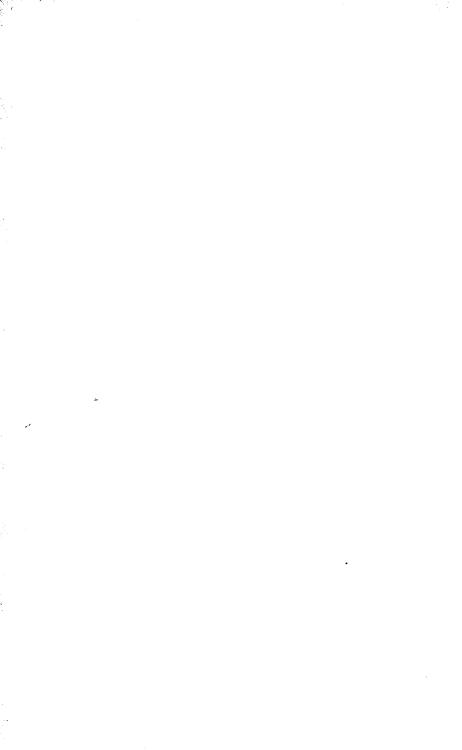
Department of General Studies (continued)*

Subject	Lectures	Tutorials
26.541 Political Science	T. 9-10 *or* F. 9-10 *or* Th. 6-7 *or* M. 6-7	T. 10-11 F. 10-11 Th. 7-8 W. 6-7
26.571 Introduction to Modern Drama	M. 4-5	Th. 10-11
26.601 History of Technology	M. 9-10 *or* M. 6.30-7.30	M. 10-11 M. 5.30-6.30

* In all General Studies subjects students must attend tutorials once a fortnight.

STUDENT'S TIMETABLE

Time	Monday	Tuesday	Wednesday	Thursday	Friday
9-10					
10-11					
11-12					
12-1					
1-2					
2-3					
3-4					
4-5					
5-6					
6-7					
7-8					
8-9					

THE UNIVERSITY OF NEW SOUTH WALES

REVISED FEES
EFFECTIVE FROM 1st JANUARY, 1967

Introductory Note

At the end of 1966, the schedule of fees payable for both undergraduate and post-graduate courses was revised. The new schedule is set out in the following pages. It should be noted that details of fees listed in this booklet supersede the fees listed in the 1967 University Calendar, all Faculty Handbooks, etc.

G. L. Macauley,
REGISTRAR.

(a) Courses in the Faculties of Applied Science, Architecture, Engineering, Medicine (Bachelor of Science (Medicine) Course only) and Science, and degree courses in Industrial Arts and Sheep and Wool Technology.

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

A full-time course fee will be charged for any term where more than 15 hours' per week instruction, etc., is involved.

  (i) Full-time Course Fee (more than 15 hours' attendance per week)—$110 per term.
   In courses in which the Third Term is limited to five weeks of formal studies the fee for this term is $55.
  (ii) Part-time Course Fee—over 6 hours' and up to 15 hours' attendance per week—$55 per term.
  (iii) Part-time Course Fee—6 hours' or less attendance per week—$28 per term.
  (iv) Course Continuation Fee—A fee per annum of $23 (no term payment) is payable by:
   (a) students who have once been enrolled for a thesis and have only that requirement outstanding, or
   (b) students given special permission to take annual examinations without attendance at the University. (Students in this category are not required to pay the subscriptions to the University Union, the Students' Union, the Sports Association and the Library fee.)

(b) Commerce Courses.

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

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

  (i) Full-time Course Fee (more than 11 hours' attendance per week)—$92 per term.
  (ii) Part-time Course Fee—over 4 hours' and up to 11 hours' attendance per week—$55 per term.
  (iii) Part-time Course Fee—4 hours' or less attendance per week—$28 per term.
  (iv) Course Continuation Fee—A fee per annum of $23 (no term payment) is payable by:
   (a) students who have once been enrolled for a thesis and have only that requirement outstanding, or
   (b) students given special permission to take annual examinations without attendance at the University. (Students in this category are not required to pay the subscriptions to the University Union, the Students' Union, the Sports Association and the Library fee.)

Diploma in Hospital Administration.

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

(c) Arts Courses* and the Degree Course in Social Work.
- (i) Pass—$84 per annum per subject.
  or $28 per term per subject.
- (ii) Distinction Subjects or Honours—an additional $26 per annum per subject in which distinction or honours are taken in student's second and third years and $110 per subject per annum in the fourth year.

(d) Medical Course leading to degree of M.B.B.S.

Year 1	per term	$110
Year 2	per term	$110
Year 3	per term	$107
Year 4	per term	$110
Year 5	per term	$101
Year 6	per term	$65
1967 only		
Year 6	per term	$83

Note: In the case of students in the clinical years of the Medical Course, the proposed new rates are the same as for a full-time course with more than 15 hours' attendance per week, namely, $110 per term, from which has been deducted amounts to be collected by the University on behalf of the teaching hospitals for cost of residence.

(e) Miscellaneous Subjects.
- (i) Undergraduate subjects taken as "miscellaneous subjects" (i.e., not for a degree or diploma) or to qualify for registration as a candidate for a higher degree are assessed where they appear only in an Arts course (except where approved as the humanities component in another course) according to paragraph (c) "Arts courses" above. Where the distinction section only of an Arts subject is taken the fee payable is the subject fee for a pass Arts subject. All other subjects taken as miscellaneous subjects are assessed according to paragraph (a) "Courses in the Faculties of Applied Science, etc." above.

  In cases where a student takes a programme of miscellaneous subjects from more than one of the categories referred to above, the fees are assessed in accordance with paragraph (a) "Courses in the Faculties of Applied Science, etc." above.

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* Students transferring from the Arts course to a course other than Arts and claiming credit for subjects taken in the Arts course will have their fees for these subjects re-assessed retrospectively to conform with those payable for the course to which they transfer.

(ii) Students given approval to enrol in a miscellaneous subject or subjects in addition to being enrolled in a course are assessed according to the total hours of attendance as if the additional subject formed part of the course.

OTHER FEES

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

Matriculation Fee—payable at the beginning of first year	$7
Library Fee—annual fee	$12

Student Activities Fees.

University Union*—annual subscription	$12
Sports Association*—annual subscription	$2
Students' Union—annual subscription	$4
Miscellaneous—annual fee	$10
Total	$28

Graduation or Diploma Fee—$7 payable at the completion of the course.

Depending on the course being taken, students may also be required to pay:—

Applied Psychology Kit Hiring Charge—$2 per kit. Additional payment for breakages and losses in excess of $1 may be required.

Biochemistry Kit Hiring Charge—$4 per kit. Additional payment for breakages and losses in excess of $1 may be required.

Chemistry Kit Hiring Charge—$4 per kit. Additional payment for breakages and losses in excess of $1 may be required.

Excursion Fee—$2 per subject (Biology, Botany, Zoology, Entomology).†

Anatomy Dissection Manual and Histology Slides deposit—$10. (Refundable on return in satisfactory condition.)

Pathology Instrument Kit—$10. (Refundable on return in satisfactory condition.)

SPECIAL EXAMINATION FEES

Deferred examination—$5 for each subject.

Examinations conducted under special circumstances—$7 for each subject.

Review of examination result—$7 for each subject.

* Life members of these bodies are exempt from the appropriate fee or fees.
† Students in the original Applied Biology degree course pay an excursion fee of $1 per subject for Botany, Zoology and Entomology.

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LATE FEES

First Enrolments.

Fees paid on the late enrolment session and before
    commencement of term $6
Fees paid during the 1st and 2nd weeks of term $12
Fees paid after the commencement of the 3rd week of
    term with the express approval of the Registrar and
    Head of the School concerned $23

Re-Enrolments.

First Term:
    Failure to attend enrolment centre during enrolment
      week $6
    Fees paid after the commencement of the 3rd week
      of term to 31st March $12
    Fees paid after 31st March where accepted with the
      express approval of the Registrar $23

Second and Third Terms:
    Fees paid in 3rd and 4th weeks of term $12
    Fees paid thereafter $23
    Late lodgement of Application for Admission to
      Examinations (late applications will be accepted
      for three weeks only after the prescribed dates) $5

WITHDRAWAL FROM COURSE

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

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

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

The Library fee is an annual fee and is not refundable where notice of withdrawal is given after the commencement of First Term.

On notice of withdrawal, a partial refund of the Student Activities Fees is made on the following basis:—

    University Union—$2 in respect of each half term.

    University of New South Wales Students' Union—where notice is given prior to the end of the fifth week of first term, $2; thereafter no refund.

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

    Miscellaneous—where notice is given prior to 30th April, $5; thereafter no refund.

POST-GRADUATE FEES

Basis of Fee Assessment.

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

(a) Courses for the degrees of Master of Technology, Master of Business Administration, and Master of Hospital Administration.

    (i) Registration Fee $5

    (ii) Graduation Fee $7

    (iii) Course Fee—calculated on the basis of a term's attendance at the rate of $6 per hour per week. Thus the fee for a programme requiring an attendance of 24 hours per week for the term is $144.

        For the Master of Hospital Administration a special course fee per term of $46 applies in Term 3 of first year and Term 1 of second year when attendance at the University is limited.

    (iv) Thesis or Project Fee—$35.

        (An additional fee of $23† is payable by students who have completed their final examinations for the degree but have not completed the thesis or project for which they have been previously enrolled.)

(b) Master of Education.

Fees are payable from the commencement date of a candidate's registration and remain payable until the candidate's thesis is presented to the Examinations Branch.

Thesis plus Formal Courses in Two Subjects.

    (i) Registration Fee $5

    (ii) Course Fee—per subject $36

    (iii) Internal Full-time Student Annual Thesis Fee* $69

    (iv) Internal Part-time Student Annual Thesis Fee* $36

    (v) External Student Annual Thesis Fee*† $23

    (vi) Final Examination (including Graduation Fee) $35

Project plus Formal Courses in Four Subjects.

    (i) Registration Fee $5

    (ii) Course Fee—per subject $36

    (iii) Project Fee—Internal Student (at the time of first enrolment in the project) $23

    (iv) Project Fee—Internal Student (for each† subsequent enrolment in the project) $23

    (v) Project Fee—External Student—per annum $23

    (vi) Graduation Fee $7

* The Annual Thesis Fee is payable in any year in which a candidate is formally enrolled in the thesis.
† Students paying this fee who are not in attendance at the University are not required to pay the Student Activities Fees or the Library Fee.

(c) Graduate Diploma Courses

    (i) Registration Fee $5

    (ii) Award of Diploma Fee $7

    (iii) Course Fee—calculated on the basis of a term's attendance at the rate of $6 per hour per week. Thus the fee for a programme requiring an attendance of 24 hours per week for the term is $144.

    (iv) Thesis or Project Fee—$35.

        (An additional fee of $23† is payable by students who have completed their final examinations for the diploma but have not completed the thesis or project for which they have been previously enrolled. This fee of $23 also applies to students taking the course for the Graduate Diploma in Librarianship who have not completed assignments.)

† Students paying this fee who are not in attendance at the University are not required to pay the Student Activities Fees or the Library Fee.

(d) Diploma in Education.

    (i) Registration Fee $5

    (ii) Award of Diploma Fee $7

    (iii) Course Fee—per annum $330, or $110 per term.

(e) Miscellaneous Subjects.

Post-graduate subjects taken as "Miscellaneous Subjects" (i.e., not for a degree or diploma) or to qualify for registration as a candidate for a higher degree are assessed on the basis of a term's attendance at the rate of $6 per hour per week. Thus the fee for a subject requiring an attendance of 2 hours per week for the term is $12 per term.

OTHER FEES

In addition to the course fees set out above, students in categories (a), (b), (c) and (d) are required to pay:—

    *Library Fee** — Annual Fee $12

    *Student Activities Fees**—

        University Union† — annual subscription $12

        Sports Association† — annual subscription $2

        Students' Union† — annual subscription $4

        Miscellaneous—annual fee $10

        Total $28

Examinations conducted under special circumstances—$7 for each subject.

Review of examination result—$7 for each subject.

* External students are not required to pay these fees.
† Life members of these bodies are exempt from the appropriate fee or fees.

LATE FEES

First Term:

Fees paid from commencement of 3rd week of term
to 31st March $12

Fees paid after 31st March where accepted with the
express approval of the Registrar (see above) $23

Second and Third Terms:

Fees paid in 3rd and 4th weeks of term $12

Fees paid thereafter $23

Late lodgement of application for admission to exam-
inations. (Late applications will be accepted for
three weeks only after the prescribed dates) $5

Withdrawal:

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

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

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

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

University Union—$2 in respect of each half-term.

University of New South Wales Students' Union—$2 where notice is given prior to the end of the fifth week of First Term.

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

Miscellaneous—where notice is given prior to 30th April, $5; thereafter no refund.

RESEARCH DEGREES — FEES

(a) Master of Architecture, Arts, Building, Commerce, Engineering*, Librarianship, Science* or Surveying.

Fees are payable from the commencement date of a candidate's registration and remain payable until the candidate's thesis is presented to the Examinations Branch.

(i) Qualifying Examination $12

(ii) Registration Fee $5

* Candidates registered under the conditions governing the award of this degree without supervision will pay the following fees:—

Registration fee $5.

Examination of thesis $69.

They are not required to pay the Student Activities Fees or the Library Fee.

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(iii)	Internal Full-time Student Annual Fee	$69
	Internal Full-time Student Term Fee	$23
(iv)	Internal Part-time Student Annual Fee	$36
	Internal Part-time Student Term Fee	$12
(v)	External Student Annual Fee*	$23
(vi)	Final Examination (including Graduation fee)	$35

(b) Master of Surgery.

(i)	Qualifying Examination	$12
(ii)	Registration Fee	$12
(iii)	Annual Fee	$69
(iv)	Final Examination (including Graduation fee)	$69

(c) Doctor of Medicine.

(i)	Qualifying Examination	$12
(ii)	Registration Fee	$12
(iii)	Annual Fee	$69
(iv)	Final Examination (including Graduation fee)	$69

(d) Doctor of Philosophy.

(i)	Qualifying Examination	$12
(ii)	Registration Fee	$5
(iii)	Annual Fee	$69
(iv)	Final Examination (including Graduation fee)	$48

(e) Doctor of Science, Doctor of Letters.

(i)	Registration Fee	$73

(f) Miscellaneous Subjects.

Post-graduate subjects taken as "Miscellaneous Subjects" (i.e., not for a degree or diploma) or to qualify for registration as a candidate for a higher degree are assessed on the basis of a term's attendance at the rate of $6 per hour per week. Thus the fee for a subject requiring an attendance of 2 hours per week for the term is $12 per term.

Research.

(i)	One day per week—per annum	$23
(ii)	Two or three days per week—per annum	$46
(iii)	Four or five days per week—per annum	$69

Other Fees

In addition to the fees set out above, all students in the categories (a) to (d) are required to pay:—

Library Fee — Annual Fee		$12

Student Activities Fees—

University Union† — annual subscription	$12
Sports Association† — annual subscription	$2
Students' Union† — annual subscription	$4
Miscellaneous — annual fee	$10
Total	$28

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* Students in this category are not required to pay the Student Activities Fees or the Library Fee.
† Life members of these bodies are exempt from the appropriate fee or fees.

Late Fees

Initial Registration—

Fees paid from commencement of sixth week after date of offer of registration to end of eighth week $12

Renewal at Commencement of each Academic Year—

Fees paid from commencement of third week of term to 31st March $12

Fees paid after 31st March where accepted with the express approval of the Registrar $23

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