

Student Course Handbook 2023

Diploma of Business (Higher Education)

Diploma of Engineering (Higher Education)

Diploma of Information Technology (Higher Education)



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Welcome from the Dean

Welcome to Federation University Australia and, more particularly, the Global Professional School (GPS). I hope you enjoy your time studying with us and find it a rewarding experience.

At Federation, we believe that education extends far beyond the classroom. We hope you'll take the time to explore your passions, challenge your limits, and make connections that will last a lifetime.

Both your academic team, who you will get to know in class, and the support staff here at Federation, are available to answer any questions you may have. They are a fantastic resource for you as you transition into university life. We also have a wealth of information for you online – browse the GPS student resources webpage (www.federation.edu.au/gps) and the Federation Current Students Hub for handy links to recreational opportunities, support services, and the essential administrative information you need to know (<https://federation.edu.au/current-students>).

I encourage you to embrace every opportunity that Federation offers you, I wish you every success in your course, and look forward to watching your growth as you progress through your studies.

Associate Professor Jason Giri
Dean, Global Professional School

A message from your Course Coordinator

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Email: jason.rogers2@federation.edu.au



Congratulations on your decision to join the Global Professional School, I am thrilled that you have chosen to study with us.

I encourage you to make the most of this opportunity and embrace University life here on campus – we are a diverse, vibrant community that is eager to welcome you. Take the time to get to know your classmates, your teaching staff, and the wider Federation community, and take advantage of the excellent facilities and student groups on campus.

It is important for you to understand the requirements of your course, beginning with the most fundamental information – at Federation we use the terms ‘courses’ and ‘units’ when we talk about your studies. Your course is the Diploma, and your units are the subjects you study within your Diploma. In the following pages you will learn more about the rules surrounding your individual course, so make sure you read them carefully.

I hope you enjoy your studies, and your time with Federation. You have opened the door to a world of opportunities, experiences, and friendships, and we are excited to see where it takes you.

Jason Rogers

Course Coordinator, Global Professional School

Diploma of Business (Higher Education)

Course code: GB1 | CRICOS code:109401M (Mt Helen)

Overview

The Diploma of Business (Higher Education) is a contemporary course, developed in collaboration with industry and designed to meet the needs of businesses now and into the future. As markets change, businesses face the need to adapt to take advantage of new opportunities that stem from new technologies and markets.

Objectives

By studying this course, you should:

- Develop fundamental knowledge and skills in core business areas necessary for development and growth of the business.
- Develop an understanding of the current business environment and the future of business environment.
- Learn the leadership and human interaction skills needed to successfully lead organisations in contemporary business environment.
- Develop strong strategic, entrepreneurial and innovation skills necessary to lead in contemporary business environment.
- Develop academic study skills and techniques for future progression into higher education.

Course structure

You must complete the below 8 units to complete the Diploma of Business (Higher Education). The order you study them will depend on the semester you commence your studies; enrolment structures are available on the GPS Student Resources webpage: www.federation.edu.au/gps.

- | | |
|---------------------------------------|--------------------------------------|
| ✓ GPENT1501 Creativity and Innovation | ✓ GPACC1508 Principles of Accounting |
| ✓ GPMGT1501 Management Principles | ✓ GPECO1509 Principles of Economics |
| ✓ GPMGT1502 Contemporary Business | ✓ GPGEN1502 Business Statistics |
| ✓ GPMKT1501 Introduction to Marketing | ✓ GPLAW1502 Fundamentals of Law |

Pathways from the Diploma

Upon successful completion of all your units, you will graduate with your Diploma of Business (Higher Education), but did you know that you can also continue your studies by jumping straight into the second year of a Bachelor of Business? You will need to submit an application to receive a formal offer though! Domestic students should apply via <https://apply.federation.edu.au/> and our international students who have not received a packaged offer should apply via <https://student-federation.studylink.com/>.

Progress Rules

There are rules that govern your progression in your course. We review the results of all students when they are published each semester and will contact you if your results fit one of the categories below. Our goal is your success, and we are here to support you every step of the way.

Term Commendation: Students that achieve a grade of High Distinction (HD) in at least half of the units they study in a teaching period and receive nothing less than a Distinction (D) in remaining units in that teaching period will receive a letter of commendation from their School.

Intervention Counselling: Students that fail one unit will be informed about the various support services available at Federation, so they can seek advice on how to address the issues that contributed to the result, and be provided with information on how to update their enrolment, if they need to.

Unsatisfactory: Students who fail in more than 50% of the units in which they are enrolled in any semester will be regarded as having unsatisfactory progress.

Any student who has not passed a unit after two attempts will be regarded as having unsatisfactory progress.

Exclusion / Suspension: Any student who has unsatisfactory progress, as per the above definitions, in two consecutive semesters, may be excluded from the course for a period of up to two years.

Any student who has not passed a unit after three attempts may be excluded from the course for a period of up to two years.

These students will be asked to show cause why they should not be excluded from the course. Unless a satisfactory response is received by the Academic Progress Committee the student may be excluded from the course for a period of up to two years.

Degree with Distinction: Students who receive a GPA of at least 6.5 will be eligible for a degree with distinction.

Diploma of Engineering (Higher Education)

Course code: GN1 | CRICOS code: 109400A (Mt Helen)

Overview

The Diploma of Engineering (Higher Education) is a highly innovative program with a real edge for those wanting to continue to study and work in the Engineering field. It builds a foundation in Engineering and allows you to engage in professional practices whilst focusing on the theories required to extend your knowledge.

Objectives

By studying this course, you should:

- Develop fundamental knowledge and skills in core areas of Engineering.
- Develop professional and problem-solving skills, while gaining an understanding of and engaging with the social, environmental, and economic development of their communities.
- Demonstrate an understanding of the process of becoming Engineers whose attributes coincide with the AQF level 5 and graduate characteristics.
- Develop academic study skills and techniques for future progression into higher education.

Course structure

You must complete the below 8 units to complete the Diploma of Engineering (Higher Education). The order you study them will depend on the semester you commence your studies; enrolment structures are available on the GPS Student Resources webpage: www.federation.edu.au/gps.

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| ✓ GPENG1001 Professional Engineering | ✓ GPENG1004 Engineering Design & Drafting |
| ✓ GPENG1002 Engineering Physics | ✓ GPENG1005 Engineering Mechanics |
| ✓ GPENG1003 Materials in Engineering | ✓ GPENG1006 Engineering Computer Modelling |
| ✓ GPMAT1001 Modelling and Change | ✓ GPMAT1011 Linear Algebra & Probability |

Pathways from the Diploma

Upon successful completion of your Diploma, you may continue to study at Federation University, jumping straight into the second year of a Bachelor of Engineering (Honours), eventually completing the undergraduate with both the Bachelor and Diploma (Higher Education) qualifications. You will need to submit an application to receive a formal offer though! Domestic students should apply via <https://apply.federation.edu.au/> and our international students who have not received a packaged offer should apply via <https://student-federation.studylink.com/>.

Progress Rules

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Term Commendation: Students that achieve a grade of High Distinction (HD) in at least half of the units they study in a teaching period and receive nothing less than a Distinction (D) in remaining units in that teaching period will receive a letter of commendation from their School.

Intervention Counselling: Students that fail one unit will be informed about the various support services available at Federation, so they can seek advice on how to address the issues that contributed to the result, and be provided with information on how to update their enrolment, if they need to.

Unsatisfactory: Students who fail in more than 50% of the units in which they are enrolled in any semester will be regarded as having unsatisfactory progress.

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Degree with Distinction: Students who receive a GPA of at least 6.5 will be eligible for a degree with distinction.

Diploma of Information Technology (Higher Education)

Course code: GC1 | CRICOS code: 109402K (Mt Helen)

Overview

The Diploma of Information Technology (Higher Education) is a highly innovative program with a real edge for those wanting to continue to study and work in Information Technology. It builds a foundation in IT and extends your knowledge to give you a solid grasp on the key skills that continue to be in big demand from employers.

Objectives

By studying this course, you should:

- Develop fundamental knowledge and skills in core areas of information technology.
- Identify, analyse, research, and design appropriate implementation of current and evolving information technology systems.
- Implement the process of reflection on theoretical knowledge and relate it to professional practice.
- Critique, reflect and recognise the ethical and social implications of IT.
- Be able to initiate, plan, execute, control and close team-based projects.
- Demonstrate sound written and oral communication skills.
- Apply their knowledge and skills with a sound level of personal integrity, autonomy, judgement, and flexibility.
- Develop academic study skills and techniques for future progression into higher education.

Course structure

You must complete the below 8 units to complete the Diploma of Information Technology (Higher Education). The order you study them will depend on the semester you commence your studies; enrolment structures are available on the GPS Student Resources webpage: www.federation.edu.au/gps.

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|--|---|
| ✓ GPSIT1001 Communications & Technology | ✓ GPSIT1103 Big Data Analytics |
| ✓ GPSIT1100 Understanding the Digital Revolution | ✓ GPSIT1104 Cloud and Enterprise Computing |
| ✓ GPSIT1101 IT Problem Solving | ✓ GPSIT2000 Mobile Development Fundamentals |
| ✓ GPSIT1102 Networking and Security | ✓ GPSIT2001 Game Development Fundamentals |

Pathways from the Diploma

Upon successful completion of your Diploma, you may continue to study at Federation University, jumping straight into the second year of a Bachelor of Information Technology, eventually completing the undergraduate with both the Bachelor and Diploma (Higher Education) degrees. You will need to submit an application to receive a formal offer though! Domestic students should apply via <https://apply.federation.edu.au/> and our international students who have not received a packaged offer should apply via <https://student-federation.studylink.com/>.

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- Exclusion / Suspension:** Any student who has unsatisfactory progress, as per the above definitions, in two consecutive semesters, may be excluded from the course for a period of up to two years.
- Any student who has not passed a unit after three attempts may be excluded from the course for a period of up to two years.
- These students will be asked to show cause why they should not be excluded from the course. Unless a satisfactory response is received by the Academic Progress Committee the student may be excluded from the course for a period of up to two years.
- Degree with Distinction:** Students who receive a GPA of at least 6.5 will be eligible for a degree with distinction.