UniFiji

The University of Fiji

"Fully-Registered University"

Handbook & Calendar 2017

The Global Path to Academic Excellence and Building a Knowledge-Based Society.

Handbook & Calendar 2017

Important Notice

The information contained in this Calendar is correct at the time of publication. The University reserves the right to change the information in here at any time.

All general correspondence should be addressed to:

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Saweni
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Saweni Campus
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Suva Campus
P O Box 4245
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Suva
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The University of Fiji acknowledges the authorization by the Vice-Chancellor of the University of the South Pacific for use of its Regulations to form UniFiji's Regulations either in part or in full text.

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Regulations

Support Services

2017 - Principal Dates

January

Sunday	1	New Year's Day - Public Holiday
Monday	2	New Year's Day - Public Holiday
Friday	6	Applications for MBA closes
Monday	16	Semester 1 Early Counselling & Enrolment: Suva Campus
Tuesday	17	Semester 1 Early Counselling & Enrolment: Suva Campus
Friday	20	Semester 1 Early Counselling & Enrolment: Saweni Campus
Saturday	21	Semester 1 Early Counselling & Enrolment: Saweni Campus
Monday	23	MBA Enrolment and Counselling starts
Monday	30	MBA Trimester 1 Lectures commence

February

Wednesday	1	Semester 1 Second Counselling & Enrolment: Suva Campus
Thursday	2	Semester 1 Second Counselling & Enrolment: Suva Campus
Friday	3	Semester 1 Second Counselling & Enrolment: Saweni Campus
Saturday	4	Semester 1 Second Counselling & Enrolment: Saweni Campus
Monday	13	GDLP Lectures Begin
	13	Orientation Saweni & Suva Campus
Tuesday	14	Lectures begin at Saweni & Suva Campus
Wednesday	15	Postgraduate Committee Meeting
Friday	24	Last day for withdrawal from Courses with tuition fee if paid
	24	Last day for change of Courses
	24	Last day for payment of fees or payment arrangements with Finance Office
	24	Senate Meeting

March

Friday	3	Last day for applications for UniFiji Students Loans Scheme
Tuesday	14	First Meeting of Graduation Committee
Monday	20	Medals and Prizes Committee Meeting
Saturday	11	Finance Committee/Physical Planning Committee Meeting
Saturday	25	Council Meeting
Tuesday	28	Second Meeting of the Graduation Committee

April

Monday	3	Mid-semester Break begins
Monday	10	Semester 1 restarts
Friday	14	Good Friday - Public Holiday
Saturday	15	Easter Saturday
Monday	17	Easter Monday - Public Holiday
Wednesday	19	Postgraduate Committee Meeting
Thursday	20	Rehearsal for Graduation
Friday	21	Graduation
Saturday	22	Application for MBA Trimester 2 closes
Monday	24	MBA Trimester 1 Exams start
Friday	28	Senate Meeting
Saturday	29	MBA Trimester 1 break begins

May

Monday	8	MBA Trimester 2 begins
Monday	29	Study week begins

June

Friday	2	Study week ends
Monday	5	Semester 1 Examination begins
Saturday	17	Semester Break begins
Monday	19	Secondary School visits commence
Saturday	24	Council Meeting
Friday	30	National Sports Day – Public Holiday

July

Monday	3	Senate to receive BOS reports and deliberate on student's performance
Friday	7	Open Day Saweni Campus / Suva Campus
Saturday	8	Open Day Saweni Campus / Suva Campus
Thursday	13	Semester 2 Counselling & Enrolment: Suva/Saweni Campus
Friday	14	Semester 2 Counselling & Enrolment: Suva/Saweni Campus
Saturday	15	Semester 2 Counselling & Enrolment: Saweni/Saweni Campus
Monday	17	Lectures Begin at both Campuses

Wednesday	19	Postgraduate Committee Meeting
Friday	28	Last day for withdrawal from Courses with tuition fee if paid
	28	Last day for change of Courses
	28	Last day for payment of fees or payment arrangements with Finance Office
Monday	31	MBA Trimester 2 Study break begins

August

Wednesday	2	Scholarship and loans committee meeting
	5	Deadline for MBA Trimester 3 applications for new students
Friday	11	Board of Studies
Monday	7	MBA Trimester 2 Exams Begin
Monday	14	MBA Trimester 2 break begins
Saturday	19	Finance and Physical Planning & Development Committee Meeting
Monday	21	MBA Trimester 3 Enrolment & Counselling
Friday	25	Senate Meeting
Monday	28	MBA Trimester 3 Lectures begin

September

Monday	4	Mid-semester Break
Thursday	7	Constitution Day – Public Holiday
Monday	11	Semester 2 restarts
Wednesday	13	Postgraduate Committee Meeting
Sunday	17	Census Night
Saturday	23	Council Meeting
Friday	29	Sir Moti Tikaram Public Lecture

October

Tuesday	10	Fiji Day – Public Holiday
Wednesday	11	Post Graduate Committee
Tuesday	17	Board of Studies to forward list of students completing their programme in Semester 1 for graduation
Thursday	19	Diwali – Public Holiday

November

Monday	6	Semester 2 Examination Begin
Friday	10	Senate Meeting
Monday	13	MBA Trimester 3 Study Break begins
Monday	20	MBA Trimester 3 Exams begin
Saturday	18	Finance and Physical Planning & Development Committee Meeting
Monday	20	UPSM Board of Studies to consider Year 6 results and forward list of graduating students to Vice-Chancellor to sign off for graduation
Monday	27	MBA Trimester 3 ends

December

Friday	1	Prophet Mohammed's Birthday
Saturday	2	Council Meeting
Friday	8	Graduation
Monday	11	Senate to receive BOS reports and deliberate on student's performance
Monday	25	Christmas Day – Public Holiday
Tuesday	26	Boxing Day – Public Holiday

The University of Fiji: Introduction

The University of Fiji was established in December 2004 by the Arya Pratinidhi Sabha of Fiji, in Saweni Lautoka to provide quality, affordable higher education to many of the students who could not afford to attend tertiary institutions located in Suva.

The University's second campus was set up in Samabula, Suva primarily to offer the LLB programme but now has expanded to provide other programmes including MBBS.

From its modest beginning, the University now provides students the opportunity to study in a wide range of programmes from undergraduate to postgraduate level.

Classes in various undergraduate programmes commenced in March 2005 with an intake of 174 students. Today, we have a student population of 2000 plus. The first graduation ceremony was held in 2008. Since 2013, The University of Fiji has been holding 2 graduation ceremonies per year. So far, 1595 students have completed their qualifications and have graduated.

The University of Fiji was officially dedicated to the people of Fiji in March 2006 by the Prime Minister, the Honourable Laisenia Qarase. During this ceremony, the late Dr. Umanand Prasad committed FJ$1 million towards the proposed School of Medicine at the University of Fiji, resulting in the establishment of Umanand Prasad School of Medicine & Health Sciences (UPSM&HS) in 2008.

Since its inception, the University had been operating as an entity of Shiksha (Fiji) Limited registered under the Company's Act (Cap 247). However, in August 2011 the University was brought under a decree (The University of Fiji Decree 26 of 2011). The objective of the University was to serve the post-secondary educational needs of the communities of Fiji and any other global communities that may wish to receive tertiary education at this University.

As the owner of the University of Fiji, Arya Pratinidhi Sabha of Fiji had funded the initial development of the University. This includes:

- Refurbishment of a hall, providing a 500 seat lecture theatre;
- Library;
- Continuing Education computer laboratory, four large tutorial rooms, computer control room, staff offices;
- A separate 2-storey building to house two large computer laboratories;
- A 4-level expansion of the initial building to meet the needs of the increased enrolment in 2007.

The University was also supported by the Rajendra-Sahay Trust which paid for a 12-

acre new site adjacent to the University building. The landowning Mataqali granted consent for the development of the University at the new site under a 99 year lease for education/civic use at a premium of FJ$100,000. The Saweni campus is being developed at this site in phases. The Umanand Prasad School of Medicine & Health Sciences (UPSM&HS) is the first building to be constructed on this site.

The first building to be constructed under the University's Campus Master Plan developed in 2009, is a 3-storey Information Resources Center which houses the University Library and Information Technology Laboratory.

Between 2012 and 2014, there were further extensions at Saweni Campus. These include additional recreational space for students, conference room, staff office space, refurbishment of the Finance Office, facility for in-house medical clinic, cafeteria, health and wellness fitness centre and space for Centre for Climate Change, Energy, Environment and Sustainable Development.
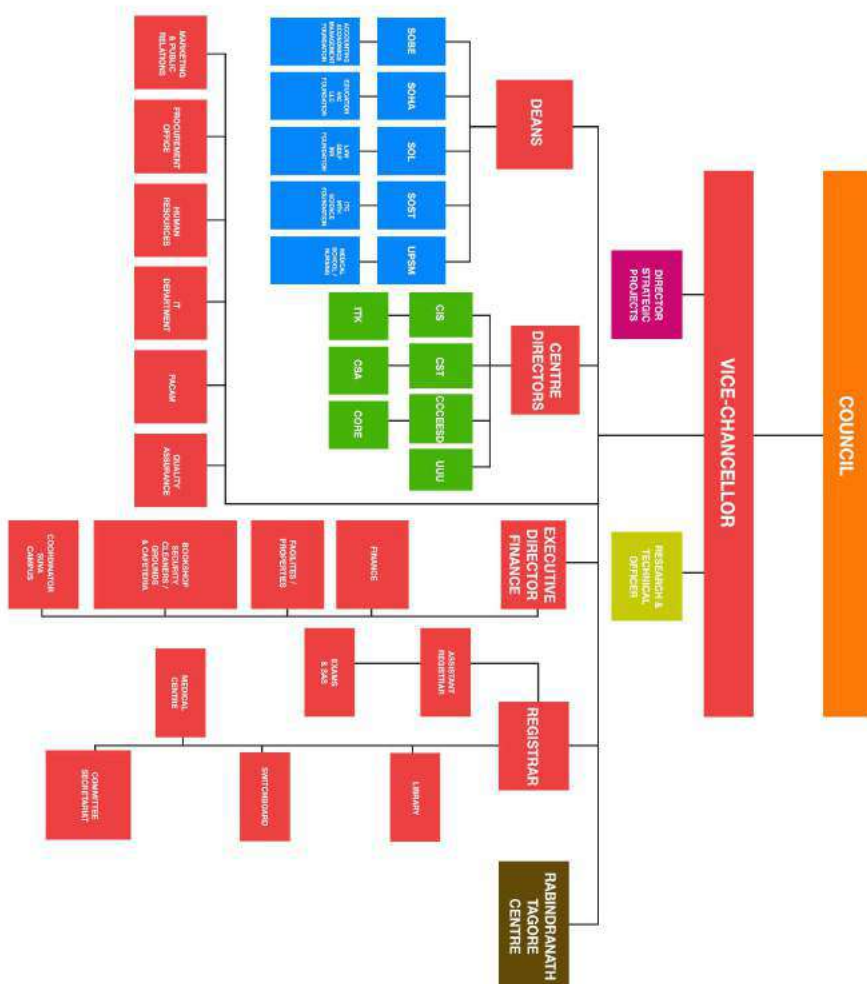
The University was granted recognition by the Fiji Higher Education Commission, through Certificate No. RCN0005/10 in August 2011. On 13 November 2014, the Fiji Higher Education Commission (FHEC) granted The University of Fiji a Provisional Registration (RGN0020/11), with November 13, 2016 as the expiry date. However, The University of Fiji fulfilled the FHEC's requirements and earned full registration on April 25, 2016 as a Local University. Since 2014, the National Toppers Scheme and Tertiary Scholarship and Loans Scheme (TSLS) have also become tenable at The University of Fiji.

The University employs approximately 174 staff at its Saweni and Samabula Campus, and thereby contributing towards Fiji's economy. The University has entered into arrangements for cooperation and collaboration within a number of Universities overseas and other institutions involved in higher education. In addition, the Rabindranath Tagore Centre is now a part of the University's establishment.

The University of Fiji gratefully acknowledges the funding grant it has been receiving annually from the Government of Fiji towards its operating costs, since 2009.

Organizational Structure and University Governance

The University is governed by an organizational structure captured in the Decree, and as approved by Council. Decision making at the University occurs through Council and Senate Committees, and one joint committee of Council and Senate.

Officers of the University

Chancellor
His Excellency, Sir Ratu Epeli Nailatikau
CF, LVO, OBE (Mil), OStJ, CSM, MSD, DU

Pro-Chancellor
Mr. Anil Tikaram
LLB Auckland

Vice-Chancellor
Professor Prem Misir
Ph.D Hull, MPH Manchester, M.Phil. Surrey, B.S.Sc (Honours) QUB-UK, FRSPH

Registrar
Ambassador Kamlesh Arya
PTC. NTC, DipEduAdm., B.A. S.Pac.., DipIR. Clyde, GDipSpEd. Burwood.

The Council

Ex-officio Members (Section 13(1) of the University of Fiji Decree 2011)

The Pro-Chancellor and Chair (Section 9(5) and Section 13(1) (a) of Decree)
Mr. Anil Tikaram

The Vice-Chancellor (Section 13(1)(b) of Decree)
Professor Prem Misir

Appointed Members (Section 13(2) of Decree)

Appointed by the Arya Pratinidhi Sabha of Fiji (7 members, Section 13(2)(a) of Decree)
Pt. Bhuwan Dutt
Mr. Arun Padarath
Pt. Narendra Prasad
Mr. Ravindra D Varman
Mr. Parnesh Sharma
Mr. Chandra Sen
Mr. Balwant Singh

Appointed by the stakeholders involved in the provision of post-primary education in Fiji (Section 13(2) (b) of Decree)
Mr. Uday Raju, Dakshina India Andhra Sangam
Mr. Agni Deo Singh, Fiji Teacher's Union
Mr. Dewan Chand Maharaj, Shree Sanatan Dharam Pratinidhi Sabha of Fiji
Mr. Dalabar Singh, Sikh Association of Fiji
Mr. Manhar Narsey, Gujarat Education Society
Ratu Meli N. Tora, Ba Provincial Council

The Permanent Secretary of Education or his or her representative (Section13(2) (b) of Decree)

A Professor appointed by the Senate (Section 13(2)(d) of Decree)
Professor Shawkat Ali

A registered student appointed by the Executive of the Students Association (Section 13(2) (e) of Decree)
Mr. Ziran Azad (President of the Students Association)

Elected Member (Section 13(3) of Decree)
An elected member elected by the non-professorial staff members from among themselves

Ms. Manpreet Kaur

Co-opted Members (not exceeding six members, co-opted by Council after consultation with the Sabha, Section 13(4) of Decree)

Mr. Govind Singh
Mrs. Savitri Chauhan
Ms. Sandhiya Goundar

Upon Invitation
Deans of Schools

Secretary to the Council
Registrar

In Attendance
Executive Director Finance

Committees of the Council

APPOINTMENTS COMMITTEE

Appointments below Associate Professor

Vice-Chancellor (Chair)
Dean of School where the appointment is being made
Head of Department where the appointment is being made
Dean of another School

Secretary - Human Resources Manager

In Attendance - Executive Director Finance

Appointments at Professor and Associate Professor Level

Vice-Chancellor (Chair)
Pro-Chancellor
Another member of Council
Dean of School where the appointment is being made
Dean of another School
A Professor from another University

Secretary - Human Resources Manager

In Attendance - Executive Director Finance

Appointments at Support Services Levels

Registrar (Chair)
Executive Director Finance
Head of Support Services where appointment is being made

Head of another Support Service

Secretary - Human Resources Manager

AUDIT COMMITTEE

One non-University of Fiji Staff Member of Council appointed by Council
Mr. Parnesh Sharma (Chair)
Four other persons from outside the University
Mr. Pushp Chand Raj
Mr. Balwant Chauhan

Secretary - A member of the Registrar's Staff

In Attendance

Vice-Chancellor
Registrar
Executive Director Finance

FINANCE COMMITTEE

A Member of Council appointed by the Council (Chair)
Mr. Ravindra Varman

Pro-Chancellor
Vice-Chancellor

Council members
Pt. Narendra Prasad
Mr. Arun Padarath - Chair of PPDC

A Member appointed by Senate

Secretary - A member of the Registrar's staff

In Attendance
Registrar
Executive Director Finance

PHYSICAL PLANNING & DEVELOPMENT COMMITTEE

A member of the Council appointed by the Council
Mr. Arun Padarath (Chair)

Pro-Chancellor
Vice-Chancellor
Chair of Finance Committee

Two Council members
Pt. Narendra Prasad
Mr. Uday Raju

One Representative from Senate
One Representative from the Students' Association
Registrar

Secretary - A member of the Registrar's staff

In Attendance
Chief Finance and Facilities Officer
UniFiji Electrician
UniFiji Plumber

SCHOLARSHIP & LOANS COMMITTEE

Pro-Chancellor (Chair)
One Member of Council
One Member of Senate
Registrar

Secretary - A member of the Registrar's staff

STAFF POLICY COMMITTEE

Ex-officio members
Vice-Chancellor (Chair)
Pro-Chancellor
Deans of Schools
One Centre Director
Chair of Finance Committee

Appointed member
One Representative of the Staff Association (SAUF)

Secretary - A member of the Registrar's staff

In Attendance
Registrar
Executive Director Finance

STAFF REVIEW/PROMOTIONS COMMITTEE

Vice-Chancellor (Chair)
Pro-Chancellor
Deans of Schools

A Member of Council who is not a staff of the University
Pt. Narendra Prasad
Mr. Ravindra Varman (alternate)

A Centre Director
Registrar
A staff member elected from among academic and academic-related staff
Mr. Ravineet Sami

Secretary - Human Resources Manager

In Attendance - Executive Director Finance

TENDER COMMITTEE

Pro-Chancellor (Chair)
Vice-Chancellor

A member of Council
Pt. Narendra Prasad
Chair of PPDC
Chair of Finance Committee

Secretary - A member of the Registrar's staff

In Attendance
Registrar
Executive Director Finance

Senate

Ex-Officio Members
Vice-Chancellor (Chair)
Deans of Schools
Professors

Appointed Members
Heads of Departments
Director of Foundation Studies
Coordinator of University Wide Programme
University Librarian
Director CIS

Elected Members
A staff elected by non-professorial staff
Mr. Usaia Gaunavou

Student Representative
A student representative appointed by the Student Council

Secretary – Registrar

In Attendance
Assistant Registrar
Manager IT Services
Team Leader QA
Human Resources Manager
Executive Director Finance
Marketing and Public Relations Officer
Research & Technical Officer

Committees of the Senate

EXTERNAL ADVISORS COMMITTEE

Vice-Chancellor (Chair)
Deans of Schools
Head of Department/Coordinator of Programme to which the External Advisor is to be appointed

Secretary - A member of Registrar's Staff

INFORMATION & COMMUNICATIONS TECHNOLOGY COMMITTEE

Vice-Chancellor or Nominee (Chair)
One Academic staff from each School
Head of CS/IT Department
Registrar
Manager IT Services
University Librarian
A student representative appointed by the Student Council

Secretary - A member of Registrar's staff

LIBRARY ADVISORY COMMITTEE

Vice-Chancellor's Nominee (Chair)
A Representative from each School
A Student Representative
Manager IT Services
University Librarian

Secretary - Senior Library Assistant

MEDALS AND PRIZES AWARD COMMITTEE

Registrar (Chair)
Dean of each School or Dean's nominee
Director Centre for iTaukei Studies
Director Foundation Studies
Secretary - A member of the Registrar's staff

POSTGRADUATE COMMITTEE
Vice-Chancellor or Nominee (Chair)
Deans of Schools
Two elected members of the academic staff
A Postgraduate Student

Secretary - A member of the Registrar's staff

PUBLICATIONS COMMITTEE
A Representative from each School
A Representative from the Centre of iTaukei Studies
A Nominee from Information Technology Services

Secretary - A member of Registrar's staff

RESEARCH COMMITTEE
Vice-Chancellor or Nominee (Chair)
Dean of each School or their Nominee
Two elected members of the academic staff
A/Prof. Wahab Ali
One to be elected
A Centre Director

Secretary - A member of Registrar's staff

SCHOOL BOARD OF STUDIES
Dean of School (Chair)
All full-time academic staff of the School
Part-time and temporary academic staff, if teaching at least one full semester course
Full-time senior technical staff and demonstrators in the School
Manager IT Services
University Librarian
A Student Representative

Secretary - School Administrative Assistant

BOARD OF STUDIES FOR CIS, FOUNDATION STUDIES AND UNIVERSITY WIDE PROGRAMME

Vice-Chancellor or Nominee (Chair)
University Wide Programme Coordinator
Director of Foundation Studies
Director of CIS
All full-time academic staff of the Centre/Department
Part-time and temporary academic staff, if teaching at least one full semester course
Full-time senior technical staff and demonstrators in the Centre/Department

Secretary - A Centre/Department Administrative Assistant

OFFICE UTILIZATION COMMITTEE

Executive Director Finance (Chair)
Manager IT Services
Facilities In-charge
Human Resource Manager

GRADUATION ORGANIZING COMMITTEE

Ex-Officio Members
Registrar (Chair)
Vice-Chancellor
Deans or his/her representative/HOD's/Centre Directors
Administrative Staff (PA/AA)
Executive Director Finance
Manager IT Services
Marketing and Public Relations Officer

Joint Committees of Senate and Council

HONORARY DEGREES NOMINATIONS COMMITTEE

Pro-Chancellor (Chair)
Vice-Chancellor
Two members of Council who are not staff of the University, appointed by the Council
Two members of the Senate appointed by the Senate from among the full Professors

Secretary - Registrar

Chancellors, Pro-Chancellors, Vice-Chancellors and Registrars

Chancellors

Na Turaga na Tui Vuda and Former President of the Republic of Fiji
Ratu Josefa Iloilovatu Uluivuda (2007 - 2011)

President (Retired) of the Republic of Fiji
His Excellency Ratu Epeli Nailatikau (2011-)

Pro-Chancellors

Mr. Anil Tikaram (2014 -)
Pt. Bhuwan Dutt (2005 - 2007, 2008 - 2013)

Vice-Chancellors

Professor Prem Misir (June 2015 -)
Professor Narendra Reddy (January 2015 – June 2015) – Acting
Professor Richard Kevin Coll (February 2014 – January 2015)
Associate Professor Chandra Dulare (December 2012 - January 2014)
Professor Mahendra Kumar (December 2011 - December 2012)
Professor Srinivasiah Muralidhar (2009 - 2011)
Professor Rajesh Chandra (2005 – 2008)

Registrars

Ambassador Kamlesh Arya (Dec 2012 -)
Mr. Tito Isala (2010 - 2012)
Ms. Sarojini Pillay (2005 - 2009)

Honorary Degree

The following persons have been awarded the Honorary Degree of Doctor of the University:

President of the Republic of Fiji
His Excellency Sir Ratu Epeli Nailatikau (2011)

Na Turaga na Tui Vuda and President of the Republic of Fiji
His Excellency Ratu Josefa Iloilovatu Uluivuda, (2008)

Staff of the University

OFFICE OF THE VICE-CHANCELLOR

Vice-Chancellor
Professor Prem *Misir Ph.D Hull, MPH Manchester, M.Phil. Surrey, B.S.Sc (Honours) QUB-UK, FRSPH*

Administrative Officer
Roshni Kiran *PGDip, PGCert, UniFiji*

Executive Director Finance
Ravineet Sami *M.Fin Mgt, TT, England, PGDip.,Dip. Proc.&Sup., CIPS, PGCDA., PGDip., S.Pac.*

Director Strategic Projects
Dr. Anshu Mala, *Ph.D. Melb, MA S.Pac, BA, S.Pac.*

Research and Technical Officer
Dr. Ajantha Perera, *Ph.D., LMU Germany, M.Sc., LMU Germany, B.Sc., Sheffield,UK.*

Manager Facilities
Namlesh Kumar, *B.Com. S. Pac*

Manager Information Technology Services
Edwin Liava'a, *BSc. S.Pac. Dip. TiHE*

Manager Human Resources
Vacant

Marketing and Public Relations Officer
Sangita S. Prasad, *PGDip, PGCert, UniFiji, B.Com. FNU*

Procurement Officer
Ashleen Prasad, *PGDip. B.Com. UniFiji*

Media Relations Officer
Sonal Shivangni, *BA, S.Pac.*

Quality Assurance and Assessment of Teaching and Learning Department
Vaciseva V Rabonu, *PGDip., BA., UniFiji*
Angeline Prasad, *PGDip., B.Com., UniFiji*
Doreen Reddy, *BSc., UniFiji*

University Wide Programme
Rosalie M. Palaroan, *AB.Pol.Sci., Dip.SpEd., M.Ed. Soc.Sci., Ed.D.Educ. Mgt., Phillippines*
Sandhiya Gounder, *MA. PGDip., BSc., UniFiji*

Manager PACAM Project
Anish Maharaj, *BSc., Dip, S.Pac.*

Student Counsellor
Zara Habib Singh, *Dip.IS & HDip.SE, Aptech Cert.CP&CS, Cert CD & EP, Aipc,*

Graphic Artist
Manaini Rokotuivuna, *CertIV, FNU*

Suva Campus Coordinator
Mohini Devi, *MEDL., PGDip., UniFiji, B.Ed., DipEd, S.Pac.*

Administrative Assistants – Suva Campus
Nikhat, *B.Com., S.Pac.*
Tajeshwari Devi, *HigherEdu.Dip., FNU*

IT Support Staff
Joel Anjaiya, *PGDipIT.,BIT., UniFiji*
Arjun Pillay, *BIT., UniFiji*
John Eastgate, *DipIT.,TAFENSW, MCP*
Emosi Fong, *DipBus., FNU*
Ronald Razneel Prasad, *Dip.IT., TPAF*

OFFICE OF THE REGISTRAR

Registrar
Ambassador Kamlesh Arya, *OF 'Arya Ratna', Dip EduAdm, BA S.Pac, DipiR Clyde, GDipSpEd Burwood*

Assistant Registrar
Sanjai Singh *MBA., PGDip., PGCert UniFiji*

Personal Assistant – Registrar
Vacant

University Librarian
Jose A. Poulose, *BA. MG, BLISc, MLISc Madurai Kamaraj, MA, MPhil Sree Sankaracharya*
Masiran Kutty, *DipLib/Info., CertPresch Teach., S.Pac.*
Mariam Bi, *Cert.Lib/Info., S.Pac.*
Lavenia Tunakau, *Cert.Lib/Info., S.Pac.*
Nazmun Nisha, *Cert.Lib/Info., S.Pac.*
Mereoni Chute, *Cert.Lib/Info., S.Pac.*

Receptionist
Sarin Kamal, *Adv. Dip (QM), TPAF*

University Nurse
Kamla Prasad, *Cert. Nursing and Obstetrics, FSN*

Student Academic Services
Roziya Aslam, *Dip. C/S., CSC*
Surekha Mishra, *BCom., S.Pac.*

Examination Office
Mala Devi Nand, *B.Com. FNU*
Shane Prasad, *Dip.Bus., Auck*

SCHOOL OF BUSINESS AND ECONOMICS

Dean
Ranasinghe M. W. Amaradasa, *Ph.D., W'gong, MSc., BSc., PDN, Sri Lanka*

Administrative Assistant
Karishma Archana Naidu, *PGDip.MGT., B.Com, UniFiji*

DEPARTMENT OF ACCOUNTING AND FINANCE

Head of Department
Sandhiya Roy, *PGDip BA., S.Pac., Fellow Mem-AABL*

Professor in Accounting
Ruvendra Nandan, *PhD Bristol, MA., PGDip S. Pac, BCom, Hons (Delhi) CPA, CA*

Lecturer
Emmanuel Iyabora, *MBA., BA, S.Pac., DipBusFin. SICHE*

Assistant Lecturers
Sandhiya Roy, *BA., PGDip S.Pac., Fellow Mem-AABL*
Mohammed Riaz Azam, *PGDip S.Pac., BCom., UniFiji*
Shivneil Kumar Raj, *PGDip., BCom., UniFiji*

DEPARTMENT OF ECONOMICS

Head of Department
Vacant

Professor/Associate Professor in Economics
Vacant

Senior Lecturer
Gyaneshwar Rao, *MA., PGDip., BA, S.Pac.*

Lecturer
Aruna Gounder, *BA S.Pac., MEcon Syd. – (On Study Leave)*

Assistant Lecturer
Priteshni P. Chand, *PGDip., UniFiji, BA., S.Pac.*
Amit Prakash, *PGDip., BA., S.Pac.*

Tutor
Nikeel Nishkar Kumar, *PGCert., B.Com., S. Pac.*

DEPARTMENT OF MANAGEMENT

Head of Department
Navneel Shalendra Prasad, *Ph.D, MBA., WUT, B.Com S.Pac.*

Associate Professor
Ranasinghe M. W. Amaradasa, *Ph.D W'gong, MSc., BSc., PDN, Sri Lanka*

Lecturer
Navneel Shalendra Prasad, *Ph.D, MBA., WUT, B.Com S.Pac.*
Avineel Avineet Kumar, *MBA., PGDipBA., PGDipMgt., B.Com, UniFiji*

Adjunct
Professor TJ Kamalanabhan, *Ph.D. (OP), M.Phil, M.A (Psychology), PGDBM, B.A (Psychology)*

MBA PROGRAMME

Director
Ranasinghe M. W. Amaradasa, *Ph.D., W'gong, MSc., BSc., PDN, Sri Lanka*

Professor
Narendra Reddy *Ph.D., Auck., MBA., NSW, BA S.Pac,*

SCHOOL OF HUMANITIES AND ARTS

Dean
Wahab Ali, *Ph.D UNE., MEd. (Maths.) Deakin, MEd., PGDipTT, PGDipEd, BEd, DipEdAdmin., S.Pac.*

Administrative Assistant
Shelly Reddy, *Dip Bus., FIT*

DEPARTMENT OF EDUCATION

Head of Department
Prathika Gounder, *MEd.,PCTT., PGDip., B.Ed S.Pac., Cert Couslg TPAF., Cert IV TAE APTC*

Professor
Vacant

Associate Professor
Wahab Ali, *Ph.D UNE., MEd. (Maths.) Deakin, MEd., PGDipTT, PGDipEd, BEd, DipEdAdmin., S.Pac.*

Adjunct Professor
Ruth Irwin, *PhD Glasgow, MA., BA., Auckland,*

Adjunct Associate Professor
Chris Boyle, *BA, PGCE, MSc, MSc, Ph.D., UK*
Charles Kivunja, *Ph.D,M.Ed, M.Agri, M.SC(Hons), B.A Hons ECO, Dip .Ed, AUS*

Adjunct Senior Lecturer
Anne Hume, *DipT, HTC.,DipES., UoW., BSc UOA., PGCertTT., MEd, EdD., UoW*

Adjunct Lecturer
Graeme Francis Bourke, *DipEd, BA, UoS., BA, PhD, UNE*

Lecturer
Atelini Coko Vesikula Bai, *PTC. LTC, PGDip., UniFiji., MEdL., PMCE.,UniFiji*
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Course Identification

All courses are assigned a code by which they are identified. The code consists of six characters of letters and numbers (except for those for MBBS degree and the GDLP). The first three letters of the code identify the academic discipline (such as BIO for Biology, or ITK for i-Taukei Language and Culture, or HIC for Hindi Language and Indian Culture) or the unit (such as the University Wide Programme) teaching the course (as in UUU200). The fourth character in the code, which may be a letter or a number, indicates the level of the course (for example, BIOF indicates a Biology course at the Foundation level, or for the Accounting course ACC208 the number 2 indicates that the course is at the second year of the Bachelor degree). The fifth character of the code normally indicates the area of study in the discipline. The sixth character simply denotes the number of the course in the series.

The academic disciplines may be identified from the course codes as follows:

Prefix	Discipline
ACC	Accounting
ALSB	Allied Subject
ANAT	Anatomy
BAPS	Basic Professional Skills
BIF	Business Informatics
BIO	Biology
BIOC	Biochemistry
BNUR	Nursing
CHE	Chemistry
CLSK	Clinical Skills
CMED	Community Medicine
CSA	Computer Science
ECO	Economics
ESC	Environmental Science
EDU	Education
ITK	i-Taukei Language and Culture
FMED	Forensic Medicine
GEO	Geography
HIC	Hindi Language and Indian Culture

HIS	History
IMED	Internal Medicine
INR	International Relations
ITC	Information Technology
LAW	Law
LAWD	Graduate Diploma in Legal Practice
LLC	Language, Literature and Communication
MBA	Master of Business Administration
MECT	Medicine Ethics, Culture & Terminology
MGT	Management
MICR	Microbiology
MTH	Mathematics
OBGY	Obstetrics & Gynaecology
PAED	Paediatrics
PATH	Pathology
PHRM	Pharmacology
PHY	Physics
PHYS	Physiology
PSYC	Psychiatry
SOP	Sociology and Politics
STS	Statistics
SURG	Surgery
UUU	University Wide Courses

Programmes of Study 2017

The programmes of study offered by the University and the units responsible for them are:

	SCHOOL OR OTHER UNIT RESPONSIBLE FOR TEACHING PROGRAMME	DEPARTMENT OR OTHER UNIT RESPONSIBLE FOR TEACHING PROGRAMME
UNDERGRADUATE PROGRAM		
Foundation Studies	Foundation Studies Programme	
Certificate in Information Technology	School of Science and Technology	Computer Science and Information Technology
Diploma in Accounting	School of Business and Economics	Accounting and Finance
Diploma in Economics	School of Business and Economics	Economics
Diploma in Environmental Science	School of Science and Technology	Science
Diploma in Hindi Language and Indian Culture	School of Humanities and Arts	Language, Literature and Communication
Diploma in Information Technology	School of Science and Technology	Computer Science and Information Technology
Diploma in i-Taukei Language and Culture	Centre for i-Taukei Studies	Centre for i-Taukei Studies
Diploma in Language and Literature	School of Humanities and Arts	Language, Literature and Communication
Diploma in Management	School of Business and Economics	Management
Diploma in Mathematics	School of Science and Technology	Mathematics
Diploma in Teaching i-Taukei Language, Literature, Communication and Culture	Centre for i-Taukei Studies	Centre for i-Taukei Studies
BA in i-Taukei Language Literature and Culture	Centre for i-Taukei Studies	Centre for i-Taukei Studies
BA i-Taukei and Management	Centre for i-Taukei Studies	Centre for i-Taukei Studies

BA in Hindi Language and Indian Culture	School of Humanities and Arts	Language, Literature and Communication
BA in Language and Literature	School of Humanities and Arts	Language, Literature and Communication
Bachelor of Teaching (Primary)	School of Humanities and Arts	Education
Bachelor of Business Informatics	School of Science and Technology	Computer Science and Information Technology
BCom. in Accounting	School of Business and Economics	Accounting and Finance
BCom. in Economics	School of Business and Economics	Economics
BCom. in Management	School of Business and Economics	Management
Bachelor of Environmental Science	School of Science and Technology	Science
Bachelor of Information Technology	School of Science and Technology	Computer Science and Information Technology
Bachelor of Laws	School of Law	School of Law
Graduate Diploma in Legal Practice	School of Law	School of Law
BSc in Biology	School of Science and Technology	Science
BSc in Chemistry	School of Science and Technology	Science
BSc in Information Technology	School of Science and Technology	Computer Science and Information Technology
BSc in Mathematics	School of Science and Technology	Mathematics
BSc in Physics	School of Science and Technology	Science
Bachelor of Medicine and Bachelor of Surgery (MBBS)	Umanand Prasad School of Medicine and Health Sciences (UPSM&HS)	UPSM&HS

POSTGRADUATE PROGRAMMES		
PG Certificate in Business Informatics	School of Science and Technology	Computer Science and Information Technology
PG Certificate in Business Administration (Specializations available: General Management, Human Resource Management, Tourism and Hospitality Management)	MBA Programme	MBA Programme
PG Certificate in Community/Family Medicine	Umanand Prasad School of Medicine and Health Sciences (UPSM&HS)	UPSM&HS
PG Certificate in International Relations	School of Law	International and Regional Affairs
PG Certificate in Peacekeeping	School of Law	International and Regional Affairs
Graduate Diploma in Teaching	School of Humanities and Arts	Education
PG Diploma in Business Administration (Specializations available: General Management, Human Resource Management, Tourism and Hospitality Management)	MBA Programme	MBA Programme
PG Diploma in Business Informatics	School of Science and Technology	Computer Science and Information Technology
PG Diploma in Economics	School of Business and Economics	Economics
PG Diploma in Education	School of Humanities and Arts	Education
PG Diploma in Educational Leadership	School of Humanities and Arts	Education
PG Diploma in Energy and Environment	School of Science and Technology	Science
PG Diploma in Education Studies	School of Humanities andArts	Education

PG Diploma in Hindi Literature	School of Humanities and Arts	Language, Literature and Communication
PG Diploma in Governance and Public Policy	University Wide Programme	University Wide Programme
PG Diploma in International Relations	School of Law	International and Regional Affairs
PG Diploma in Language and Literature (English)	School of Humanities and Arts	Language, Literature and Communication
PG Diploma in Leadership and Management	School of Humanities and Arts	Education
PG Diploma in Management	School of Business and Economics	Management
PG Diploma in Mathematics	School of Science and Technology	Mathematics
PG Diploma in Professional Accounting	School of Business and Economics	Accounting and Finance
PG Diploma in Teaching English as a Second Language (TESL)	School of Humanities and Arts	Language, Literature and Communication
MA in Governance and Public Policy	University Wide Programme	University Wide Programme
Master of International Relations and Diplomacy	School of Law	International and Regional Affairs
MA in Language and Literature (English)	School of Humanities and Arts	Language, Literature and Communication
M.Com. in Accounting	School of Business and Economics	Accounting and Finance
M.Com. in Economics	School of Business and Economics	Economics
M.Com. in Management	School of Business and Economics	Management
Master of Educational Leadership	School of Humanities and Arts	Education
Master of Information Technology	School of Science and Technology	Computer Science and Information Technology
MSc in Information Technology	School of Science and Technology	Computer Science and Information Technology
MSc in Mathematics	School of Science and Technology	Mathematics
MSc in Renewable Energy Management	School of Science and Technology	Science

Master of Laws	School of Law	School of Law
Master of Teaching	School of Humanities and Arts	Education
Master of Arts in TESL	School of Humanities and Arts	Language, Literature and Communication
Master of Business Administration (Specializations available: General Management, Human Resource Management, Tourism and Hospitality Management)	MBA Programme	MBA Programme
Master of Nursing	Umanand Prasad School of Medicine and Health Sciences (UPSM&HS)	UPSM&HS
Post Masters Certificate in Education	School of Education	Education
Doctor of Philosophy (PhD) in Accounting	School of Business and Economics	Accounting and Finance
Doctor of Philosophy (PhD) in Computer Science/Information Technology	School of Science and Technology	Computer Science/Information Technology
Doctor of Philosophy (PhD) in Economics	School of Business and Economics	Economics
Doctor of Philosophy (PhD) in Education	School of Humanities and Arts	Education
Doctor of Philosophy (PhD) in English Literature	School of Humanities and Arts	Language, Literature and Communication
Doctor of Philosophy (PhD) in International Relations	School of Law	School of Law
Doctor of Philosophy (PhD) in Management	School of Business and Economics	Management
Doctor of Philosophy (PhD) in Pure and Applied Mathematics	School of Science and Technology	Mathematics
Doctor of Philosophy (PhD) in Pure and Applied Statistics	School of Science and Technology	Mathematics
Doctor of Philosophy (PhD) in Women's Writing	School of Humanities and Arts	Language, Literature and Communication
Doctor of Education (EdD)	School of Humanities and Arts	Education

Academic Terms

The following glossary will help students understand terms commonly used at The University of Fiji.

Term	Definition
Academic Programme:	Programme of study with combination of courses or requirements leading to a degree (e.g. Bachelor of Arts) or other qualification or a Diploma or a Certificate.
Academic Term:	The academic year of the University of Fiji runs from February to November and is divided into two semesters of teaching or, in the case of the MBA, three trimesters or, in case of MBBS as year-long teaching period.
Admission:	Allows persons entry, based on established entry requirements, to undertake a specific programme of study.
Assessment:	Method of measuring students' performance in a course.
Class:	Scheduled teaching activity which involves face-to-face contact (e.g. lectures, tutorials and laboratories).
Compulsory Course:	A course students must pass.
Contact Hours:	Number of hours per week a student spends in class (e.g. lectures, tutorials, workshops and laboratories) in the presence of a lecturer or tutor.
Continuous Assessment:	Either (a) the level of a student's performance in a course work (see definition of course work) or (b) course work.
Course:	A distinct study unit in an academic discipline, with unique combination of course code, credit points and other attributes, which with other approved courses make up an academic programme (see

definition of academic programme).

Course Code:	Code assigned to individual courses to identify them in the University record system.
Course Outline:	Details of a course including its objectives, content, teaching methodology, what constitutes coursework and the schedule for handing in student work for marking, test schedule and the allocation of marks between coursework and the final examination.
Course Work:	Assignments, essays, tests, practicals including field trips or tutorial work done by students throughout the course that count together with an end of semester examination towards the final grade.
Credit:	Recognition given towards meeting the requirements of the degree or other qualifications.
Credit Point:	All programmes at the University work on a credit point system where one year of full time study is 120 credit points, with 60 credit points per semester. Hence, a 3-year degree comprises 360 credit points, a 4-year degree comprises 480 credit points and so on. If there are 4 courses of equivalent workload per semester or full time study, each course counts 15 credit points; where there are 3 courses, each course will count 20 credit points; where there are 2 courses each course will count 30 credit points, and where there is 1 course (e.g., a thesis), the course will count 60 credit points. For MBBS, 120 credit points are shared by all the individual courses of that particular ear. The total workload for 120 credit points for a year of study represents the total notional time commitment from a full time student over a year of study that is needed to achieve the learning outcomes for a programme of study. One credit point is based on 15 hours of learning, meaning 120 credits equates to 1800 hours of learning annually. This

time commitment is spread across a number of activities. This varies depending on the topic and mode of delivery, but may comprise any of: face-to-face or video conference lectures, tutorials, workshops, practical classes, online interactions (postings, blogs etc), field trips, clinical work, self-study, revision, and all assessment activities including tests, essays and examinations.

Cross Credit:

A course that is credited as a pass for a similar course passed for another programme of study at this or at another University. It is also not unusual to award a single cross credit for two or more passes in related courses.

Department:

The main administrative unit, normally an academic discipline, or a School (e.g. the Department of Science in the School of Science and Technology).

Discipline:

A field of study such as Mathematics, Management or Economics.

Double Major:

Two majors (see definition of major) usually from different disciplines within one programme.

Elective Course:

A course a student chooses to complete the requirements for his/her degree, but which is not a service course or one of the courses required for the major or minor.

Enrolment:

Student enrolment at the University of Fiji commences with a formal application followed by an offer letter after assessment of the information provided. The offer letter invites the applicant to a face-to-face enrolment and counselling by the staff of the respective Schools, including course advice. Once the courses have been assigned, all applications require the endorsement of the Registrar and followed by payment of the Registration fees through the Finance Office. Upon payment or agreement of a payment plan, the student is provided with a University ID Card, and registration is complete, meaning the applicant

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becomes a bona fide student of the University. Students who fail to complete the above process are not recognised as students of the University and are not permitted to attend classes, submit assessment items, or sit examinations.

Grade Point Average (GPA): See Unsatisfactory Progress Regulations in this Calendar.

Major: Approved courses normally from the discipline which provide the main focus of same study or specialisation in a degree.

Minor: Approved courses, fewer in number than for a major and from a discipline other than those the major, which make up the degree.

Minimum Marks: The required specified minimum standard performance in a course as set out in of clause 6 of the Assessment Regulations.

Payment of Fees: To be a bona fide student entitled to study at the University of Fiji all students must complete registration and pay the registration fee. Students who fail to complete the above process are not recognised as students of the University and are not permitted to attend classes, submit assessment items, or sit examination. Upon registration students are provided with an invoice detailing all fees including tuition fees, and the due date. Students thereafter are sent reminders to pay, until the due date. If students face financial difficulties they are required to make approved time payment arrangements with the Finance Office to ensure they meet their financial obligations. Students cannot graduate and will not be provided with academic transcriptions unless all fees are cleared.

Plagiarism: See Plagiarism and Dishonest Regulations section in this Calendar Practice.

Prerequisite:	A course which must be successfully completed before a student can undertake a particular course, normally at a higher level.
Programme:	See Academic Programme.
Registration:	The process, by which a person completes a formal application, receives an offer letter, obtains counselling and course advice obtains endorsement of the Registrar, and pays the Registration Fee.
School:	The main academic unit of the University. Within each School, there are Departments.
Semester/Trimester/Yearlong:	Standard teaching terms of the University. Each semester has a 14-week teaching period, excluding the mid-semester break, study week and assessment period. Trimester is one of the three terms in which an academic year is divided. Yearlong courses cover 32 weeks.
Service Course:	A compulsory course in a discipline other than the discipline of the student's major or minor courses. A service course must be completed before higher level courses can be attempted.
Testamur:	Official University certificate which confirms successful completion of a programme of study.
Tutorials:	Small group learning sessions additional to lectures.
Unsatisfactory Progress:	See Unsatisfactory Progress Regulations Section in this Calendar.

Foundation Studies

The Foundation Studies programme is equivalent to the Fiji Year 13 Examination or Year 13 in New Zealand and Australian secondary schools. It provides an alternative pathway to degree studies for students who leave secondary school after successfully completing the Fiji School Leaving Certificate (FSLC) in Year 12 or Year 12 in New Zealand and Australia or the Pacific Senior Secondary Certificate (PSSC). The PSSC is taken by students in Form 6 in Tonga, Samoa, Solomon Islands, Kiribati, Vanuatu, Tuvalu and Nauru.

The students have to meet the individual programme/streams requirements. Under unclassified studies, students are entitled to enrol in their preferred undergraduate course.

Admission to the Foundation Studies Programme from the FSLC is a minimum of 200 marks from four subjects with at least 50% in English. In addition, those who are 21 years of age and over can gain admission with standing and enrol as mature level students.

The Foundation Studies Programme is available in four strands, namely: Commerce, Information Technology/Mathematics, Social Science and Science.

Details of the courses in each strand are:

Commerce

Semester One	Semester Two
ACCF11 Accounting I	ACCF12 Accounting II
ECOF11 Economics I	ECOF12 Economics II
LLCF11 English and Study Skills I	MTHF12 Mathematics II
MTHF11 Mathematics I	LLCF12 English and Study Skills II
CSAF11 Computer Foundations	

Information Technology / Mathematics

Semester One	Semester Two
CSAF11 Computer Foundations I	CSAF12 Computer Foundations II
MTHF11 Mathematics I	MTHF12 Mathematics II
LLCF11 English and Study Skills 1	LLCF12 English and Study Skills II
One Optional Course	One Optional Course

Social Science

Semester One	Semester Two
HISF11 History 1	HISF12 History II
GEOF11 Geography 1	GEOF12 Geography II
LLCF11 English and Study Skills 1	LLCF12 English and Study Skills II
CSAF11 Computer Foundations	HICF12/ITKF12 Hindi II/ i-Taukei Language II
HICF11/ITKF11 Hindi 1/ i-Taukei Language 1	MTHF13 Mathematics for Social Science

Science Option 1

Semester One		Semester Two	
BIOF11 Biology 1		BIOF12 Biology II	
CHEF11 Chemistry 1	Any 2	CHEF12 Chemistry II	Any 2
PHYF11 Physics 1		PHYF12 Physics II	
MTHF11 Mathematics 1		MTHF12 Mathematics II	
LLCF11 English and Study Skills 1		LLCF12 English and Study Skills II	
CSAF11 Computer Foundations			

Science (Option 2)

Semester One	Semester Two
BIOF11 Biology 1	BIOF12 Biology II
CHEF11 Chemistry 1	CHEF12 Chemistry II
PHYF11 Physics 1	PHYF12 Physics II
MTHF11 Mathematics 1	MTHF12 Mathematics II
LLCF11 English and Study Skills 1	LLCF12 English and Study Skills II

Programme Structures

Unclassified Studies Programme

The Unclassified Studies option at the University also enables students to take Foundation courses in subjects they have not passed in Year 13, while also enrolling in degree courses in subjects they have passed at Year 13 level.

For admission to degree studies, students will need to pass seven (7) courses, including both English and Study Skills I and English and Study Skills II.

SCHOOL OF BUSINESS AND ECONOMICS

Department of Accounting and Finance

The Department of Accounting and Finance offers the following programmes:

Undergraduate programmes

- Diploma in Accounting

- Bachelor of Commerce (Single Major in Accounting)

- Bachelor of Commerce (Double Major in Accounting)

Diploma in Accounting

The Diploma in Accounting programme consists of 16 courses with 15 credit point each, amounting to 240 credit points in total. Students must complete all compulsory courses and a total of 30 credit points from two elective courses.

Admission Requirement
Persons shall be eligible to be admitted to study for a Diploma in Accounting if they have:
1. Obtained the appropriate University Foundation Certificate; or

2. Passed Fiji Year 13 Examination with an aggregate of at least 200 marks in 4 subjects with a minimum of 50% in English; or

3. Passed any examination deemed by the University to be equivalent to the University Foundation Education certificate.

Year 1 Semester 1

Course Title	Credit Point
ACC101 Accounting 1	15
MTH101 Mathematics for Commerce	15
LLC101 English for Academic Purposes	15
ECO102 Microeconomics I	15

Year 1 Semester 2

Course Title	Credit Point
ACC102 Accounting 2	15
ACC110 Introduction to Accounting Packages	15
ACC103 Introduction to Commercial Law	15
UUU100 Social Research	15

Year 2 Semester 1

Course Title	Credit Point
ACC201 Management Accounting	15
ACC203 Corporate Accounting	15
ITK111 Spoken i-Taukei Language for Beginners/HIC111 Spoken Hindi for Beginners	15
ECO202 Microeconomics II/ITC213 Systems Analysis and Modelling	15

Year 2 Semester 2

Course Title	Credit Point
ACC205 Law of Association	15
ACC208 Business Finance	15
UUU200 Contemporary Fiji	15
ITC208 System Project and Quality Management	15

Bachelor of Commerce (Single major in Accounting)

The Bachelor of Commerce in Accounting programme consists of 24 courses amounting to 360 credit points. Students must complete all compulsory courses and a total of 60 credit points from four elective courses.

Admission Requirement
Persons shall be eligible to be admitted to study for a Bachelor of Commerce in Accounting if they have:
1. Passed the University Foundation Programme; or

2. Passed Fiji Year 13 Examination with an aggregate of at least 200 marks in 4 subjects with a minimum of 50% in English; or

3. Passed any examination deemed by the University to be equivalent to the University Foundation Education certificate.

Year 1 Semester 1

Course Title	Credit Point
ACC101 Accounting 1	15
MTH101 Mathematics for Commerce	15
LLC101 English for Academic Purposes	15
ECO102 Microeconomics I	15

Year 1 Semester 2

Course Title	Credit Point
ACC102 Accounting 2	15
ACC103 Introduction to Commercial Law	15
ACC110 Introduction to Accounting Packages	15
UUU100 Social Research	15

Year 2 Semester 1

Course Title	Credit Point
ACC201 Management Accounting	15
ACC203 Corporate Accounting	15
ECO202 Microeconomics II/ITC213 Systems Analysis and Modelling	15
ITK111 Spoken i-Taukei Language for Beginners/HIC111 Spoken Hindi for beginners	15

Year 2 Semester 2

Course Title	Credit Point
ACC205 Law of Association	15
ACC208 Business Finance	15
ECO203 Basic Econometrics/ITC208 System Project and Quality Management	15
ACC 207 Business Research	15

Year 3 Semester 1

Course Title	Credit Point
ACC308 Taxation Law and Practice	15
ACC302 Management Information Systems	15
ITC326 Three Dimensional Designs/ ITC334 Cloud Computing / ITC336 Networking System/ITC346 Special Topic in AI	15
UUU200 Contemporary Fiji	15

Year 3 Semester 2

Course Title	Credit Point
ACC304 Auditing and Assurance Services	15
ACC301 Accounting Theory and Applications	15
ECO302 Public Finance/ ECO305 Agricultural Economics	15
UUU300 Governance and Ethics	15

Bachelor of Commerce (Double major in Accounting)

The Bachelor of Commerce in (Double major in Accounting) programme consists of 24 courses amounting to 360 credit points. Students must complete all compulsory courses and a total of 45 credit points from three elective courses.

Bachelor of Commerce (Accounting & Economics)

Year 1 Semester 1

Course Title	Credit Point
ACC101 Accounting 1	15
MTH101 Mathematics for Commerce	15
LLC101 English for Academic Purposes	15
ECO102 Microeconomics I	15

Year 1 Semester 2

Course Title	Credit Point
ACC102 Accounting 2	15
ACC110 Introduction to Accounting Packages	15
ECO101 Macroeconomics I	15
UUU100 Social Research	15

Year 2 Semester 1

Course Title	Credit Point
ACC201 Management Accounting	15
ACC203 Corporate Accounting	15
EC0202 Microeconomics II	15
UUU200 Contemporary Fiji	15

Year 2 Semester 2

Course Title	Credit Point
ACC208 Business Finance	15
ECO201 Macroeconomics II	15
ECO203 Basic Econometrics	15
ACC207 Business Research /ACC205 Law of Association	15

Year 3 Semester 1

Course Title	Credit Point
ACC308 Taxation Law and Practice	15
Any two from : ECO301 Monetary Economics/ ECO303 Applied Econometrics/ ECO306 International Economics	15
UUU300 Governance and Ethics	15

Year 3 Semester 2

Course Title	Credit Point
ACC304 Auditing and Assurance Services	15
ACC301 Accounting Theory and Applications	15
ECO302 Public Finance/ECO304 Economic Growth and Development/ ECO305 Agricultural Economics	15
ITK111 Spoken i-Taukei Language for Beginners/HIC111 Spoken Hindi for beginners	15

Bachelor of Commerce (Accounting & Management)

The Bachelor of Commerce in Accounting programme consists of 24 courses with 15 credit point each, amounting to 360 credit points. Students must complete all compulsory courses and 15 credit points from one elective.

Year 1 Semester 1

Course Title	Credit Point
ACC101 Accounting 1	15
MTH101 Mathematics for Commerce	15
LLC101 English for Academic Purposes	15
MGT101 Fundamentals in Management	15

Year 1 Semester 2

Course Title	Credit Point
ACC102 Accounting 2	15
ACC110 Introduction to Accounting Packages	15
MGT105 Organizational Behaviour	15
UUU100 Social Research	15

Year 2 Semester 1

Course Title	Credit Point
ACC201 Management Accounting	15
ACC203 Corporate Accounting	15
MGT205 Creativity, Innovations and Commercialization	15
UUU200 Contemporary Fiji	15

Year 2 Semester 2

Course Title	Credit Point
ACC208 Business Finance	15
MGT203 Operations & Supply Chain Management	15
MGT206 Marketing Principles and Strategies	15
ACC207 Business Research/ACC 205 Law of Association	15

Year 3 Semester 1

Course Title	Credit Point
ACC308 Taxation Law and Practice	15
ITK111 Spoken i-Taukei Language for Beginners/HIC111 Spoken Hindi for beginners	15
MGT302 Human Resources Management	15
UUU300 Governance and Ethics	15

Year 3 Semester 2

Course Title	Credit Point
ACC304 Auditing and Assurance Services	15
ACC301 Accounting Theory and Applications	15
MGT303 International Marketing	15
MGT310 Project Management	15

Bachelor of Commerce (Accounting & Information Technology)

The Bachelor of Commerce in Accounting programme consists of 24 courses, with 15 credit point each, amounting to 360 credit points. Students must complete all compulsory courses.

Year 1 Semester 1

Course Title	Credit Point
ACC101 Accounting 1	15

MTH101 Mathematics for Commerce/MTH113 Introduction to Statistics	15
LLC101 English for Academic Purposes	15
ITC115 Introduction to Software Engineering	15

Year 1 Semester 2

Course Title	Credit Point
ACC102 Accounting 2	**15**
ACC110 Introduction to Accounting Packages	**15**
ITC106 Programming Concepts and Construct/ ITC104 Database Systems	**15**
UUU100 Social Research	**15**

Year 2 Semester 1

Course Title	Credit Point
ACC201 Management Accounting	15
ACC203 Corporate Accounting	15
ITC203 System and Software Architecture/ ITC215 Data Structures and Algorithms/ ITC221 Computer Applications in Art and Design/ ITC251 Data Warehousing / ITC262 Professional Practice in IT	15
UUU200 Contemporary Fiji	15

Year 2 Semester 2

Course Title	Credit Point
ACC208 Business Finance	15
Two units out of: ITC208 Systems Project and Quality Management/ ITC 263 Security and Support in IT/ ITC216 Software Design and Programming/ ITC224 Virtualization and Animation	15
ACC 207 Business Research/ACC 205 Law of Association	15

Year 3 Semester 1

Course Title	Credit Point
ACC308 Taxation Law and Practice	15
Two units out of : ITC355 Business Intelligence / ITC314 Web Design and Programming/ ITC325 Games Programming Techniques/ ITC 362 System and Network Administration	15
UUU300 Governance and Ethics	15

Year 3 Semester 2

Course Title	Credit Point
ACC304 Auditing and Assurance Services	15
ACC301 Accounting Theory and Applications	15
ITC326 Three Dimensional Designs/ITC312 Mobile Application Development/ITC333 Distributed Systems Technology/ ITC334 Cloud Computing	15
ITK111 Spoken i-Taukei Language for Beginners/HIC111 Spoken Hindi for beginners	15

Bachelor of Commerce (Accounting & Mathematics)

The Bachelor of Commerce in Accounting programme consists of 24 courses amounting to 360 credit points. Students must complete all compulsory courses.

Year 1 Semester 1

Course Title	Credit Point
ACC101 Accounting 1	15
MTH111 Calculus I and Linear Algebra	15
LLC101 English for Academic Purposes	15
ITC131 Software Constructs and Tools	15

Year 1 Semester 2

Course Title	Credit Point
ACC102 Accounting 2	15
ACC110 Introduction to Accounting Packages	15
MTH114 Calculus II and Differential Equations	15
UUU100 Social Research	15

Year 2 Semester 1

Course Title	Credit Point
ACC201 Management Accounting	15
ACC203 Corporate Accounting	15
MTH211 Advanced Calculus	15
MTH214 Linear Algebra	15

Year 2 Semester 2

Course Title	Credit Point
ACC208 Business Finance	15
MTH213 Applied Statistics I	15
UUU200 Contemporary Fiji	15
ACC207 Business Research/ ACC205 Law of Association	15

Year 3 Semester 1

Course Title	Credit Point
ACC308 Taxation Law and Practice	15
ACC302 Management Information Systems	15
MTH313 Applied Statistics II	15
UUU300 Governance and Ethics	15

Year 3 Semester 2

Course Title	Credit Point
ACC304 Auditing and Assurance Services	15
ACC301 Accounting Theory and Applications	15
MTH314 Real and Complex Analysis	15
ITK111 Spoken i-Taukei Language for Beginners/HIC111 Spoken Hindi for Beginners	15

Postgraduate Diploma in Accounting

Programme Requirements
The Postgraduate Diploma in Accounting programme consists of 4 courses amounting to 120 credit points.

Admission Requirements
To qualify for entry into Postgraduate Diploma in Accounting, candidates should possess either:
1. The Bachelors Degree of the University of Fiji with a GPA of at least 3.0 in the 200 and 300 level Accounting courses; or
2. A qualification obtained from another tertiary institution deemed by the Senate/ Academic Committee to be equivalent to the requirements set out in (1) above.

Compulsory Courses:
Professional Stream: ACC403, ACC402

Academic Stream: ACC401, ACC402, UUU407 or (any Educational Doctorate course)

Electives:
Two of: ACC401, UUU407 or any other postgraduate SOBE or SOHA units (Professional stream)

One of: ACC403 or any other postgraduate SOBE or SOHA unit (Academic stream).

Master of Commerce in Accounting

Programme Requirements
The Master of Commerce in Accounting programme consists of 4 courses amounting to 120 credit points and one major thesis component (ACC600) amounting to 120 credit points. Students can receive full credit for four courses completed as part of the Post Graduate Diploma of Accounting. An alternative option is that students may complete 5 courses amounting to 150 credit points plus one minor thesis ACC500 amounting to 90 credit points.

Admission Requirement
To qualify for entry into the Degree of Master of Commerce in Accounting, candidates should possess either:
1. Postgraduate Diploma in Accounting from the University of Fiji with a GPA of at least 3.0 in the PGD Courses; or
2. A professional qualification from another tertiary institute deemed by the Senate/ Academic Committee to be equivalent to the requirements set out in (1) above.

Compulsory Courses:
ACC600, ACC401, ACC402, UUU407

Electives:
ACC403 or any other postgraduate SOBE units

Doctor of Philosophy in Accounting (Not offered in 2017)

Programme Requirements
The PhD in Accounting consists of three years of study.

Admission Requirement
To qualify for entry into the Doctor of Philosophy (PhD) in Accounting, candidates must possess:
1. A Masters degree from the University of Fiji with a GPA of 3.0 average pass; or

2. A Bachelor of Commerce Degree in Accounting with a GPA of 4.0 or above;

3. A qualification obtained from another tertiary institution deemed by the Senate/ Academic Committee to be equivalent to the requirements set out in (1) above.

Compulsory Courses:
ACC700 PhD Thesis (360 credit points)

NOTE: UUU407 or (any Educational Doctorate course) must be studied if the student has not studied research methods at postgraduate level. UUU407 or (any Educational Doctorate course) should be studied before ACC700 or jointly with ACC700 in the first semester of enrolment in ACC700.

Department of Economics

The Department of Economics offers the following programmes:

Undergraduate programmes

- Diploma in Economics
- Bachelor of Commerce (Single Major in Economics)
- Bachelor of Commerce (Double Major in Economics)

Diploma in Economics

Programme Requirements: The Diploma in Economics programme consists of 16 course units amounting to 240 credit points. Students must complete all compulsory courses and five elective courses that carry a total of 75 credit points.

Admission Requirement
Persons shall be eligible to be admitted to study for a Diploma in Economics if they have:
1. Obtained the appropriate University Foundation Certificate; or

2. Passed Fiji Year 13 Examination with an aggregate of at least 200 marks in 4 subjects with a minimum of 50% in English; or

3. Passed any examination deemed by the University to be equivalent to the University Foundation Education certificate.

Year 1 Semester 1

Course Title	Credit Point
ECO102 Microeconomics I	15
LLC 101 English for Academic Purposes	15
MTH101 Mathematics for Commerce	15
ACC101 Accounting I/MGT101 Fundamentals of Management/ ITC 115 Introduction to software Engineering	15

Year 1 Semester 2

Course Title	Credit Point
ECO101 Macroeconomics I	15
UUU 100 Social Research	15
ITC 104 Database systems/ ACC110 Introduction to Accounting Packages	15
ACC102 Accounting II/ ITC104 Database Systems	15

Year 2 Semester 1

Course Title	Credit Point
ECO202 Microeconomics II	15
ACC201 Management Accounting / ACC203 Corporate Accounting	15
MGT204 Management of Industrial Relations/MGT205 Creativity, Innovation and Commercialisation ITC203 System and Software Architecture / ITC213 System Analysis and Modeling	15
ITK111 Spoken i-Taukei Language for Beginners/HIC111 Spoken Hindi for Beginners	15

Year 2 Semester 2

Course Title	Credit Point
ECO201 Macroeconomics II	15
ECO203 Basic Econometrics	15
UUU 200 Contemporary Fiji	15
ACC208 Business Finance / MGT203 Operations and Chain Supply Management / ITC208 Systems Project and Quality Management	

Bachelor of Commerce {Single major in Economics)

Programme Requirements: This Bachelor of Commerce programme consists of 24 course units amounting to 360 credit points. Students must complete all compulsory

courses and a total of 105 credit points from seven elective courses.

Admission Requirement

Persons shall be eligible to be admitted to study for a Bachelor of Commerce in Economics if they have:

1. Passed the University Foundation Programme; or

2. Passed Fiji Year 13 Examination with an aggregate of at least 200 marks in 4 subjects with a minimum of 50% in English; or

3. Passed any examination deemed by the University to be equivalent to the University Foundation Education certificate.

Year 1 Semester 1

Course Title	Credit Point
ECO102 Microeconomics I	15
LLC 101 English for Academic Purposes	15
MTH101 Mathematics for Commerce	15
ACC101 Accounting I/MGT101 Fundamentals of Management/ ITC 115 Introduction to software Engineering	15

Year 1 Semester 2

Course Title	Credit Point
ECO101 Macroeconomics I	15
UUU 100 Social Research	15
ITC104 Database Systems/ACC110 Introduction to Accounting Packages	15
ACC102 Accounting II/ ITC104 Database Systems	15

Year 2 Semester 1

Course Title	Credit Point
ECO202 Microeconomics II	15
ACC201 Management Accounting / ACC203 Corporate Accounting/ MGT205 Creativity, Innovation and Commercialisation /MGT204 Management of Industrial Relations/ ITC203 System and Software Architecture / ITC213 System Analysis and Modeling	15
UUU200 Contemporary Fiji	15
ITK111 Spoken i-Taukei Language for Beginners/HIC111 Spoken Hindi for Beginners	15

Year 2 Semester 2

Course Title	Credit Point
ECO201 Macroeconomics II	15
ECO203 Basic Econometrics	15
ECO207 Business Research	15
ACC208 Business Finance / MGT203 Operations and Chain Supply Management/ MGT206 Marketing Principles and strategies/ ITC208 Systems Project and Quality Management	15

Year 3 Semester 1

Course Title	Credit Point
MGT309 Strategic Management/ACC302 Management Information Systems	15
Any two from: ECO301 Monetary Economics /ECO306 International Economics/ ECO303 Applied Econometrics	15
UUU300 Governance and Ethics	15

Year 3 Semester 2

Course Title	Credit Point
Any two from: ECO302 Public Finance/ ECO305 Agricultural Economics/ ECO304 Economic Growth and Development	15
ACC301 Accounting Theory and Applications	15
Choose any one: ITC307 IT Project/ITC334 Cloud Computing/ ACC308 Taxation Law and Practice	15

Bachelor of Commerce (Economics & Accounting)

Year 1 Semester 1

Course Title	Credit Point
ECO102 Microeconomics I	15
ACC101 Accounting I	15
MTH101 Mathematics for Commerce	15
LLC 101 English for Academic Purposes	15

Year 1 Semester 2

Course Title	Credit Point
ECO101 Macroeconomics I	15
ACC102 Accounting II	15
ACC110 Introduction to Accounting Packages	15
UUU 100 Social Research	15

Year 2 Semester 1

Course Title	Credit Point
ECO202 Microeconomics II	15
ACC201 Management Accounting	15
ACC203 Corporate Accounting	15
UUU 200 Contemporary Fiji	15

Year 2 Semester 2

Course Title	Credit Point
ECO201 Macroeconomics II	15
ECO203 Basic Econometrics	15
ACC208 Business Finance	15
ECO 207 Business Research/ACC205 Law of Association	15

Year 3 Semester 1

Course Title	Credit Point
Any two from: ECO301 Monetary Economics/ ECO303 Applied Econometrics/ ECO306 International Economics)/ACC302 Management Information Systems	15
ACC308 Taxation Law and Practice	15
UUU 300 Contemporary Fiji	15

Year 3 Semester 2

Course Title	Credit Point
ACC301 Accounting Theory and Applications	15
ACC304 Auditing and Assurances Services	15
ECO302 Public Finance/ ECO305 Agricultural Economics/ ECO304 Economic Growth and Development	15
ITK111 Spoken i-Taukei Language for Beginners/HIC111 Spoken Hindi for Beginners	15

Bachelor of Commerce (Economics and Management)

Programme Requirements: This Bachelor of Commerce programme consists of 24 course units amounting to 360 credit points. Students must complete all compulsory courses.

Year 1 Semester 1

Course Title	Credit Point
ECO102 Microeconomics I	15
MGT101 Fundamentals of Management	15
ITC 100 Information Technology for the Workplace	15
MTH101 Mathematics for Commerce	15

Year 1 Semester 2

Course Title	Credit Point
ECO101 Macroeconomics I	15
MGT105 Organisational Behaviour	15
UUU 100 Social Research	15
LLC 101 English for Academic Purposes	15

Year 2 Semester 1

Course Title	Credit Point
ECO202 Microeconomics II	15
MGT204 Management of Industrial Relations /MGT205 Creativity, Innovations and Commercialisation/	15
UUU 200 Contemporary Fiji	15
ITK111 Spoken i-Taukei Language for Beginners/HIC111 Spoken Hindi for Beginners	15

Year 2 Semester 2

Course Title	Credit Point
ECO201 Macroeconomics II	15
ECO203 Basic Econometrics	15
MGT203 Operations and Supply Chain Management /ECO207 Business Research	15
MGT206 Marketing Principles and Strategies	15

Year 3 Semester 1

Course Title	Credit Point
MGT302 Human Resources Management	15
MGT309 Strategic Management	15
Any two from: ECO301 Monetary Economics/ ECO303 Applied Econometrics/ ECO306 International Economics	15

Year 3 Semester 2

Course Title	Credit Point
MGT303 International Marketing	15
UUU 300 Contemporary Fiji	15
Any two from: ECO302 Public Finance/ ECO305 Agricultural Economics/ECO304 Economic Growth and Development/ITC 334 Cloud Computing/ITC 391 Special Topic in ICT	15

Bachelor of Commerce (Economics and Information Technology)

Programme Requirements: This Bachelor of Commerce programme consists of 24 course units amounting to 360 credit points. Students must complete all compulsory courses.

Year 1 Semester 1

Course Title	Credit Point
ECO102 Microeconomics I	15
ITC100 Information Technology for the Workplace/ ITC115 Introduction to Software Engineering	15
MTH101 Mathematics for Commerce	15
LLC 101 English for Academic Purposes	15

Year 1 Semester 2

Course Title	Credit Point
ECO101 Macroeconomics I	15
ITC106 Programming Concepts and Construct	15
ITC104 Database Systems	15
UUU100 Social Research	15

Year 2 Semester 1

Course Title	Credit Point
ECO202 Microeconomics II	15
ITC213 System Analysis and Modelling	15
ITC203 System and Software Architecture/ ITC215 Data Structures and Algorithms/ ITC221 Computer Applications in Art and Design/ ITC251 Data Warehousing / ITC262 Professional Practice in IT	15
UUU200 Contemporary Fiji	15

Year 2 Semester 2

Course Title	Credit Point
ECO201 Macroeconomics II	15
ECO203 Basic Econometrics	15
ITC208 Systems Project and Quality Management/ ITC 263 Security and Support in IT/ ITC216 Software Design and Programming/ ITC224 Virtualisation and Animation	15
ITK111 Spoken i-Taukei Language for Beginners/HIC111 Spoken Hindi for Beginners	15

Year 3 Semester 1

Course Title	Credit Point
ITC355 Business Intelligence / ITC314 Web Design and Programming/ ITC325 Games Programming Techniques/ ITC 362 System and Network Administration	15
Any two from: ECO301 Monetary Economics /ECO303 Applied Econometrics/ ECO306 International Economics	15
UUU300 Governance and Ethics	15

Year 3 Semester 2

Course Title	Credit Point
ECO302 Public Finance /ECO305 Agricultural Economics/ECO304 Economic Growth and Development	15
ITC326 Three Dimensional Designs/ITC312 Mobile Application Development	15
ITC334 Cloud Computing	15
ITC307 IT Project/ ITC391 Special Project in ICT	15

Bachelor of Commerce (Economics and Mathematics)

Programme Requirements: The Bachelor of Commerce programme consists of 24 course units amounting to 360 credit points. Students must complete all compulsory courses.

Year 1 Semester 1

Course Title	Credit Point
ECO102 Microeconomics I	15
MTH111 Calculus I and Linear Algebra	15
ITC100 Information Technology for the workplace	15
LLC 101 English for Academic Purposes	15

Year 1 Semester 2

Course Title	Credit Point
ECO101 Macroeconomics I	15
MTH114 Calculus II and Differential Equations	15
UUU100 Social Research	15
ITK111 Spoken i-Taukei Language for Beginners/HIC111 Spoken Hindi for Beginners	15

Year 2 Semester 1

Course Title	Credit Point
ECO202 Microeconomics II	15
MTH211 Advanced Calculus	15
MTH214 Linear Algebra	15
UUU 200 Contemporary Fiji	15

Year 2 Semester 2

Course Title	Credit Point
ECO201 Macroeconomics II	15
ECO203 Basic Econometrics	15
MTH213 Applied Statistics I	15
ECO207 Business Research/ MTH 200 level unit	15

Year 3 Semester 1

Course Title	Credit Point
MTH312 Numerical Analysis and Optimisation	15
Any two from: ECO301 Monetary Economics/ ECO303 Applied Econometrics/ ECO306 International Economics	15
UUU300 Governance and Ethics	15

Year 3 Semester 2

Course Title	Credit Point
MTH314 Real and Complex Analysis	15
MTH 313 Applied Statistics II	15
Any two from: ECO302 Public Finance/ ECO305 Agricultural Economics/ECO304 Economic Growth and Development/ ITC334 Cloud Computing/ ITC391 Special Topic in ITC/ MTH315 Abstract Algebra	15

Postgraduate Programmes

Postgraduate Diploma in Economics

Programme Requirements: The Post graduate Diploma in Economics programme consists of four courses amounting to 120 credit points.

Admission Requirement

To qualify for entry into Postgraduate Diploma in Economics, candidates should possess either:

1. The Bachelors Degree of the University of Fiji with a GPA of at least 3.0 in the 200 and 300 level Accounting courses; or
2. A qualification obtained from another tertiary institution deemed by the Senate/ Academic Committee to be equivalent to the requirements set out in (1) above.

Compulsory Courses:
ECO401 Macroeconomic Analysis (30 credit points)
ECO402 Microeconomic Analysis (30 credit points)

Electives: Any two from:
ECO403 Advanced Econometrics (30 credit points)
ECO404 Development Economics (30 credit points)

ECO405 Special Topic I (30 credit points)
ECO406 Special Topic II (30 credit points)
UUU407 Advanced Research Methods or equivalent (30 credit points)

Master of Commerce in Economics

Programme Requirements: The Master of Commerce in Economics programme consists of Postgraduate Diploma in Economics and a major thesis or Postgraduate Diploma in Economics and two postgraduate courses in economics and a supervised research project/a minor thesis.

Admission Requirement

To qualify for entry into the Degree of Master of Commerce in Economics, candidates should possess either:
1. Postgraduate Diploma in Economics from the University of Fiji with a GPA of at least 3.0 in the PGD Courses; or
2. A professional qualification from another tertiary institute deemed by the Senate/ Academic Committee to be equivalent to the requirements set out in (1) above.

Doctor of Philosophy in Economics (Not enrolled in 2017)

Admission Requirements: The Doctor of Philosophy in Economics consisting of three years of study.

Admission Requirement
To qualify for entry into the Doctor of Philosophy (PhD) in Economics, candidates must possess:
1. A Masters degree from the University of Fiji with a GPA of 3.0 average pass; or

2. A qualification obtained from another tertiary institution deemed by the Senate/ Academic Committee to be equivalent to the requirements set out in (1) above.

Compulsory Course: ECO700 PhD Thesis (360 credit points)

Department of Management

The Department of Management offers the following programmes:

Undergraduate programmes

- Diploma in Management
- Bachelor of Commerce (Single Major in Management)
- Bachelor of Commerce (Double Major in Management)

Diploma in Management

The Diploma in Management programme consists of 16 units of courses amounting to 240 credit points. Students must complete all compulsory courses and a total 30 credit points from two electives.

Admission Requirement
Persons shall be eligible to be admitted to study for a Diploma in Management if they have:

1. Obtained the appropriate University Foundation Certificate; or

2. Passed Fiji Year 13 Examination with an aggregate of at least 200 marks in 4 subjects with a minimum of 50% in English; or

3. Passed any examination deemed by the University to be equivalent to the University Foundation Education certificate.

Year 1 Semester 1

Course Title	Credit Point
MGT101 Fundamentals of Management	15
UUU100 Social Research	15
1 x 100 level course (ACC/CSA/ITC/ECO/LLC)	15
LLC101 English for Academic Purposes	15

Year 1 Semester 2

Course Title	Credit Point
MGT105 Organisational Behaviour	15
MGT106 Eco Tourism	15
ECO102 Microeconomics I	15
ITK111 Spoken i-Taukei Language for Beginners/HIC111 Spoken Hindi for Beginners	15

Year 2 Semester 1

Course Title	Credit Point
MGT205 Creativity, Innovation and Commercialization	15
MGT204 Management of Industrial Relations	15
MGT 302 Human Resources Management	15
1 x 200 level course (ACC/CSA/ITC/ECO/LLC)	15

Year 2 Semester 2

Course Title	Credit Point
MGT 206 Marketing Principles and Strategies	15
MGT303 International Marketing	15
1 x 200 level course (ACC/CSA/ITC/ECO/LLC)	15
UUU200 Contemporary Fiji	15

Bachelor of Commerce (Single major in Management)

The Bachelor of Commerce in Management programme consists of 24 courses amounting to 360 credit points. Students must complete all compulsory courses and a total of 90 credit points from six electives.

Admission Requirement
Persons shall be eligible to be admitted to study for a Bachelor of Commerce in Management if they have:
1. Passed the University Foundation Programme; or

2. Passed Fiji Year 13 Examination with an aggregate of at least 200 marks in 4 subjects with a minimum of 50% in English; or

3. Passed any examination deemed by the University to be equivalent to the University Foundation Education certificate.

Year 1 Semester 1

Course Title	Credit Point
MGT101 Fundamentals of Management	15
MGT102 Introduction to Tourism Management	15
ACC101 Accounting I/ECO102 Microeconomics I/ITC115 Introduction to software Engineering/ITK101 Listening and Speaking iTaukei Language/LLC121 Introduction to Literary Genres	15
MTH101 Mathematics for Commerce	15

Year 1 Semester 2

Course Title	Credit Point
MGT105 Organisational Behaviour	15
MGT106 Eco Tourism	15
ACC102 Accounting II/ ECO101 Macroeconomics I/ITC104 Database systems / LLC122 Writing Fiji in the South Pacific/ITK202 i-Taukei Ceremonies, Protocols and Oral Traditions	15
UUU100 Social Research	15

Year 2 Semester 1

Course Title	Credit Point
MGT205 Creativity, Innovations and Commercialisation	15
MGT204 Management of Industrial Relations	15
LLC101 English for Academic Purposes	15
ACC201 Management Accounting/ACC203 Corporate Accounting / ECO202 Microeconomics II/ ITC203 System and Software Architecture / ITC213 System Analysis and Modelling / LLC211 The structure of Language/ITK201 Language in Cultural Context	15

Year 2 Semester 2

Course Title	Credit Point
MGT203 Operations and Supply Chain Management	15
MGT206 Marketing Principles and Strategies	15
MGT207 Business Research/ ITC208 Systems Project and Quality Management /ACC208 Business Finance / LLC212 Systematic Functional Grammar/ ITK204 Expressive and Performing Arts in i-Taukei Culture/ ECO201 Macroeconomics II	15
UUU200 Contemporary Fiji	15

Year 3 Semester 1

Course Title	Credit Point
MGT302 Human Resources Management	15
MGT309 Strategic Management	15
ACC302 Management Information Systems/ ECO301 Monetary Economics/ITC336 Networking System/ LLC301 Research Project in Language/Literature / ITK300 Research Project: Independent Project	15
ITK111 Spoken i-Taukei Language for Beginners/HIC111 Spoken Hindi for Beginners	15

Year 3 Semester 2

Course Title	Credit Point
MGT303 International Marketing	15
MGT310 Project Management	15
ACC301 Accounting Theory and Application/ ECO302 Public Finance/ITC307 IT Project/LLC ITK302 Vanua: Land and the People/LLC 321Poetry and Creative writing	15
UUU300 Governance and Ethics	15

Bachelor of Commerce (Double major in Management)

Bachelor of Commerce (Management and Accounting)

The Bachelor of Commerce programme consists of 24 course units amounting to 360 credit points. Students must complete all compulsory courses.

Year 1 Semester 1

Course Title	Credit Point
MGT101 Fundamentals of Management	15
MTH101 Mathematics for Commerce	15
ACC101 Accounting 1	15
LLC101 English for Academic Purposes	15

Year 1 Semester 2

Course Title	Credit Point
MGT105 Organisational Behaviour/MGT106 Ecotourism	15
ACC102 Accounting 2	15
ACC110 Introduction to Accounting Packages	15
UUU100 Social Research	15

Year 2 Semester 1

Course Title	Credit Point
MGT204 Management of Industrial Relations/MGT205 Creativity, Innovations and Commercialisation	15
ACC201 Management Accounting	15
ACC203 Corporate Accounting	15
UUU200 Contemporary Fiji	15

Year 2 Semester 24

Course Title	Credit Point
MGT203 Operations and Supply Chain Management	15
MGT206 Marketing Principles and Strategies	15
ACC208 Business Finance	15
MGT207 Business Research/ACC205 Law of Association	15

Year 3 Semester 1

Course Title	Credit Point
MGT302 Human Resources Management	15
MGT309 Strategic Management	15
ACC308 Taxation Law and Practice	15
ITK111 Spoken i-Taukei Language for Beginners/HIC111 Spoken Hindi for Beginners	15

Year 3 Semester 2

Course Title	Credit Point
MGT303 International Marketing / MGT310 Project Management	15
ACC301 Accounting Theory and Application	15
ACC304 Auditing and Assurance Services	15
UUU300 Governance and Ethics	15

Bachelor of Commerce (Management and Economics)

The Bachelor of Commerce programme consists of 24 course units amounting to 360 credit points. Students must complete all compulsory courses.

Year 1 Semester 1

Course Title	Credit Point
MGT101 Fundamentals of Management	15
ECO102 Microeconomics I	15
MTH101 Mathematics for Commerce	15
LLC101 English for Academic Purposes	15

Year 1 Semester 2

Course Title	Credit Point
MGT105 Organisational Behaviour/MGT106 Eco tourism	15
ECO101 Macroeconomics I	15
UUU100 Social Research	15
ITK111 Spoken i-Taukei Language for Beginners/HIC111 Spoken Hindi for Beginners	15

Year 2 Semester 1

Course Title	Credit Point
MGT204 Management of Industrial Relations	15
MGT205 Creativity, Innovations and Commercialisation	15
ECO202 Microeconomics II	15
UUU200 Contemporary Fiji	15

Year 2 Semester 2

Course Title	Credit Point
MGT206 Marketing Principles and Strategies / MGT203 Operations and Supply Chain	15
ECO201 Macroeconomics II	15
ECO203 Business Econometrics	15
MGT207 Business Research	15

Year 3 Semester 1

Course Title	Credit Point
MGT302 Human Resources Management / MGT309 Strategic Management	15
ECO301 Monetary Economics	15
ECO303 Applied Econometrics/ ECO306 International Economics	15
UUU300 Governance and Ethics	15

Year 3 Semester 2

Course Title	Credit Point
MGT310 Project Management	15
MGT303 International Marketing	15
ECO302 Public Finance	15
ECO304 Economic Growth and Development/ ECO305 Agricultural Economics	15

Bachelor of Commerce (Management and Information Technology)

Programme Requirements: The Bachelor of Commerce programme consists of 24 course units amounting to 360 credit points. Students must complete all compulsory courses.

Year 1 Semester 1

Course Title	Credit Point
MGT101 Fundamentals of Management	15
UUU100 Social Research	15
ITC100 Information Technology for the Workplace/ ITC115 Introduction to Software Engineering	15
MTH101 Mathematics for Commerce	15

Year 1 Semester 2

Course Title	Credit Point
MGT105 Organisational Behaviour	15
ITC104 Database Systems	15
LLC101 English for Academic Purposes	15
ITC106 Programming Concepts and Construct	15

Year 2 Semester 1

Course Title	Credit Point
MGT204 Management of Industrial Relations	15
MGT205 Creativity, Innovations and Commercialisation	15
ITC213 System Analysis and Modeling	15
ITC203 System and Software Architecture/ ITC215 Data Structures and Algorithms/ ITC221 Computer Applications in Art and Design/ ITC251 Data Warehousing	15

Year 2 Semester 2

Course Title	Credit Point
MGT206 Marketing Principles and Strategies / MGT203 Operations and Supply Chain	15
ITK111 Spoken i-Taukei Language for Beginners/HIC111 Spoken Hindi for Beginners	15
ITC208 Systems Project and Quality Management/ ITC263 Security and Support in IT/ ITC216 Software Design and Programming/ ITC224 Virtualisation and Animation	15
UUU200 Contemporary Fiji	15

Year 3 Semester 1

Course Title	Credit Point
MGT302 Human Resources Management	15
MGT309 Strategic Management	15
ITC355 Business Intelligence / ITC314 Web Design and Programming/ ITC325 Games Programming Techniques/ ITC362 System and Network Administration	15
UUU300 Governance and Ethics	15

Year 3 Semester 2

Course Title	Credit Point
MGT310 Project Management/ MGT303 International Marketing	15
ITC326 Three Dimensional Designs/ITC312 Mobile Application Development	15
ITC334 Cloud Computing/	15
ITC307 IT Project/ ITC391 Special Project in ICT/ MGT207 Business Research	15

Postgraduate Programmes

Postgraduate Diploma in Management

The Postgraduate Diploma in Management programme consists of 4 of the following courses amounting to 120 credit points.

List of Postgraduate Management courses	Credits
MGT401 Public Sector Management	30
MGT402 Advanced Marketing	30
MGT403 Entrepreneurship	30
MGT404 Change Management	30
MGT405/ UUU407 Advanced Research Methods	30
MGT406 Special Topic in Management	30
MGT407 Research Methodology	30
MGT410 Advanced Project Management	30

Master of Commerce in Management

The Master of Commerce in Management programme consists of Postgraduate Diploma in Management plus four more Postgraduate Management units, or

Postgraduate Diploma in Management plus two more Postgraduate units in Management and a supervised research project/ a minor thesis, or

Postgraduate Diploma in Management plus a full thesis. For thesis students MGT407 or equivalent is compulsory.

Doctor of Philosophy in Management

Doctor of Philosophy in Management consisting of three years of study.

MGT700 (for full time students)
MGT 700PT (for part time students)

Master of Business Administration (MBA Programme)

The School started teaching the MBA Programme in August 2010. The programme is designed to develop participants' skills for specialized executive positions in public and private sectors in a global environment.

The MBA Programme is offered in three areas of specializations: General Management, Human Resource Management, and Tourism and Hospitality Management.

The MBA degree is structured in a staircase arrangement so that it is possible to complete the Certificate first and have the courses passed for it credited to the Diploma, and courses for the Diploma credited towards the degree. Thus the three courses of the Certificate constitute one-half of the required six courses for the award of the Diploma, and the six courses of the Diploma make up half of the 12 courses required for graduation with the MBA degree.

Admission & Performance Requirements
All the applicants are enrolled at PG certificate level initially based on the following requirements (with effect from August 1, 2017).
   a) Hold a degree in any discipline and have at least three years of supervisory/ managerial experience.
   b) All candidates for the MBA programme shall be interviewed by the MBA selection Committee prior to admission to ascertain the suitability of the

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candidate for the programme.

c) All candidates will be enrolled at PG certificate level; they need to obtain GPA of 2.5 or above to proceed on to PG Diploma level. Those who wish to continue for MBA degree need to obtain GPA of 3.0 at PG Diploma level as in any other Master's Degree programme of the university.

MBA in General Management

List of MBA courses for General Management	Credits
MBA401 Pacific Business Environment	15
MBA402 Organisational Dynamics	15
MBA403 Managerial Economics	15
MBA404 Accounting for Managers	15
MBA405 Decision Analysis	15
MBA406 Human Resource Management	15
MBA407 Operations Management	15
MBA408 Marketing Management	15
MBA409 Financial Management	15
MBA410 Management Information Systems	15
MBA411 Legal Environment of Business	15
MBA412 Strategic Management	15

MBA in Human Resource Management

List of MBA courses for Human Resource Management	Credits
MBA401 Pacific Business Environment	15
MBA402 Organisational Dynamics	15
MBA403 Managerial Economics	15
MBA406 Human Resource Management	15
MBA407 Operations Management	15
MBA408 Marketing Management	15
MBA409 Financial Management	15
MBA411 Legal Environment of Business	15
MBA412 Strategic Management	15
MBA422 Employment and Industrial Relations	15
MBA424 Accounting for Human Resource Managers	15
MBA425 Human Resource Information Systems	15

MBA in Tourism and Hospitality Management

List of MBA courses for Tourism and Hospitality Management	Credits
MBA401 Pacific Business Environment	15
MBA402 Organisational Dynamics	15
MBA404 Accounting for Managers	15
MBA406 Human Resource Management	15
MBA407 Operations Management	15
MBA409 Financial Management	15
MBA410 Management Information Systems	15
MBA411 Legal Environment of Business	15
MBA412 Strategic Management	15
MBA435 Event and Festival Management	15
MBA437 Tourism Economics	15
MBA441 Tourism Marketing	15

In addition to the above, MBA candidates are allowed to drop any one to two units from the above list (subject to justification) and undertake "MBA 413 – Guided work study" and/or MGT 406 – Special Topic in Management. These units will be available only for the students who have completed Postgraduate Diploma in Business Administration. MBA 413 unit will have a pre-requisite of completion of a Research Methodology Course at postgraduate level.

A) Postgraduate Certificate Programme

Postgraduate Certificate in Business Administration (General Management)
Any THREE courses from the list of MBA courses in General Management.

Postgraduate Certificate in Business Administration (Human Resource Management)
THREE courses from the list of MBA courses in Human Resource Management, of which, a minimum of MBA 406 and one specialized course is required from MBA422, MBA424 and MBA425.

Postgraduate Certificate in Business Administration (Tourism and Hospitality Management)
THREE courses from the list of MBA courses in Tourism and Hospitality Management, of which, a minimum of one specialised course is required from MBA435, MBA 437 and MBA441.

B) Postgraduate Diploma Programme

Postgraduate Diploma in Business Administration (General Management)
Any six courses from the list of MBA courses in General Management

Postgraduate Diploma in Business Administration (Human Resource Management)
SIX courses from the list of MBA courses in Human Resource Management, of which, a minimum of MBA 406 and any one specialised courses is required from MBA422, MBA424 and MBA425.

Postgraduate Diploma in Business Administration (Tourism and Hospitality Management)
SIX courses from the list of MBA courses in Tourism and Hospitality Management, of which, a minimum of two specialised courses is required from MBA435, MBA437 and MBA441.

Master of Business Administration (MBA) Programme
The candidates who successfully complete 12 course units in respective one area of specialization will be eligible to graduate with MBA degree.

School of Humanities and Arts

School of Humanities and Arts

The School of Humanities and Arts is made up of the Department of Education and Department of Language, Literature and Communication.

Department of Education

Programme Structure

The Department of Education offers the following programmes of study:

- Bachelor of Teaching – Primary (In Service)
- Graduate Diploma in Teaching – Secondary
- Postgraduate Diploma in Education (when students complete 4 course work units)
- Master of Teaching
- Postgraduate Diploma in Educational Leadership (when students complete any 4 course work units)
- Master of Educational Leadership
- Postgraduate Diploma in Leadership and Management
- Postgraduate Diploma in Governance and Public Policy
- Master of Arts in Governance and Public Policy
- Post Masters Certificate in Education (when EdD students complete 4 course work units)
- Doctor of Education

Bachelor of Teaching (Primary) In-Service – 360 credit Points

The Bachelor of Teaching (Primary) is aimed at in- service primary teachers who have successfully completed Primary Teachers' Certificate or Diploma from a teacher training institution or equivalent. Such students are able to cross credit all 100 level courses and three 200 level courses towards their degree.

Admission Requirements

Teachers with a Primary Teachers' Certificate or Diploma from a teacher training institution or equivalent are eligible for cross credits. They must be practicing teachers in full-time employment or with continuing access to a school or other educational setting.

100 Level

All courses at 100 level get cross credits from the Diploma/Certificates in Primary Teaching Program offered at any recognised tertiary institution.

Course Title	Credit Point
EDU120 Child Growth & Development.	15
EDU121 Social Science Education 1	15
EDU122 Primary Science Education 1	15
EDU123 Primary Mathematics Education 1	15
EDU124 Primary Language Study 1	15
EDU125 Teaching & Learning in Primary Schools.	15
EDU126 Studies in Physical Education & Health.	15
EDU127 Professional Experience I	15

200 Level

Three courses at 200 level get cross credits from the Diploma/Certificates in Primary Teaching Program offered at any recognised tertiary institution and the student is required to do five 200 level courses (EDU220, EDU221, EDU222, EDU223, and EDU224).

Course Title	Credit Point
EDU220 Educational Psychology and the Teaching Learning Process	15
EDU221 Teacher Ethics and Virtues Education	15
EDU222 Diversity and Differentiated Learning: Educating Students with Diverse Abilities	15
EDU223 School Curriculum Planning and Delivery in Primary Schools	15
EDU224 i-Taukei Language and Conversational Hindi	15
EDU225 Music & Arts Curriculum.	15
EDU226 Curriculum Studies in Physical Education.	15
EDU227 Professional Experience II	15

300 Level

Students are required to complete all eight 300 level courses as stated below.

Course Title	Credit Point
EDU320 Monitoring Assessing and Evaluating Student Learning in Primary Schools	15
EDU321 PEMAC- Healthy Living and Family life Education	15
EDU322 Primary Numeracy and Literacy Education	15
EDU323 Primary Science and Social Science Education	15
EDU324 Educational Leadership Innovation and Technology	15
EDU325 School Administration Planning and Reporting	15
EDU326 Teacher as a Researcher: Fostering inquiry based Learning	15
EDU327 Professional Internship and Reflective Teaching	15

Graduate Diploma in Teaching – 120 credit points

The Graduate Diploma in Teaching programme consists of eight compulsory courses amounting to 120 credit points.

Admission Requirements

Bachelor's degree or a Vocational Diploma qualifies students to apply for the Graduate Diploma in Teaching. To qualify for the GDT programme, candidates will have a GPA of 3.0 in their undergraduate degree. Candidates need majors in two teaching subjects that are offered in secondary schools.

Semester 1

Course Title	Credit Point
EDU310 Addressing Curriculum Issues for the 21st Century Classrooms	15
EDU311 Contemporary Issues in Teaching and Learning in Pacific Island Countries	15
EDU312 Educational Psychology	15
EDU316 Professional Experience I	15

Semester 2

Course Title	Credit Point
EDU313 Monitoring Assessment and Evaluation	15
EDU314 Teaching as a Research and Action	15
EDU315 Planning for Teaching and Learning	15
EDU317 Professional Experience II	15

Postgraduate Diploma in Educational Leadership - 120 credit points

The Postgraduate Diploma in Educational Leadership programme consists of four courses amounting to 120 credit points. Students may complete any four of the following courses (EDU401, EDU402, EDU404, EDU405 EDU406 or EDU418,) to graduate with Postgraduate Diploma in Educational Leadership.

Admission Requirements

Candidates need a relevant Bachelors degree with a GPA of 3.0 and over. Students with a lower GPA may be provisionally enrolled in one course only. To progress further they will need to have a GPA of 3.0 or above. Candidates without a Bachelors degree must have a recognised teacher training qualification with at least 10 years of teaching/administrative/leadership experience may be admitted provisionally in one course only. To progress further they will need to have a GPA of 3.0 or above.

Course Title	Credit Point
EDU401 Educational Leadership for the 21st Century	30
EDU402 Organisational Management	30
EDU404 Leadership in Teaching, Learning & Assessment	30
EDU405 Contemporary Issues in Education in Fiji	30
EDU406 Educational Innovation & Change	30
EDU418 Research Methods in Education	30

Masters in Educational Leadership - 240 credit points

Students should have completed a Postgraduate Diploma in Educational Leadership worth 120 credit points. A further four compulsory courses completes the 240 credit points or 2 courses and a minor thesis completes the requirements of 240 credit points.

Admission Requirements

Students should have completed a Postgraduate Diploma in Educational Leadership with a GPA of at least 3.0 and over.

2 Research Projects or Minor Thesis

Course Title	Credit Point
EDU407 Independent Study I and	30
EDU408 Independent Study II or	30
EDU600 Minor Thesis	60

And two remaining compulsory courses from below:

Course Title	Credit Point
EDU401 Educational Leadership for the 21st Century	30
EDU402 Organisational Management	30
EDU404 Leadership in Teaching, Learning & Assessment	30
EDU405 Contemporary Issues in Education in Fiji	30
EDU406 Educational Innovation & Change	30
EDU418 Research Methods in Education	30

Postgraduate Diploma in Education - 120 credit points.

The Postgraduate Diploma in Education programme consists of four compulsory courses amounting to 120 credit points.

Admission Requirements

Candidates must have a relevant Bachelors degree with a GPA of 3.0 and over. Students with a lower GPA may be provisionally enrolled in one course only. To progress further they will need to have a GPA of 3.0 or above.

Course Title	Credit Point
EDU409 Framing Experience. Professional Self Evaluation and Planning	30
EDU418 Research Methods for Education	30
EDU411 Understanding the Social Context for Schools. Addressing Diversity in Schools and Classrooms	30
EDU412 Application of Theories of Teaching, Learning and Assessment to Classroom Practice.	30

Master of Teaching - 240 credit points

The Master of Teaching programme consists of four compulsory courses amounting to 240 credit points. Students should have completed a Postgraduate Diploma in Education.

Admission Requirements
Students should have a GPA of at least 3.0 and over in the Postgraduate Diploma in Education.

Internship

Course Title	Credit Point
EDU413 Internship A Teaching and Learning portfolio	30
EDU414 Internship B Leadership Portfolio	30

Minor Thesis or 2 Research Projects

Course Title	Credit Point
EDU407 Independent Study I and	30
EDU408 Independent Study II Or	30
EDU600 Minor Thesis	60

Postgraduate Diploma in Leadership and Management -120 credit points

The Postgraduate Diploma in Leadership and Management programme consists of four courses amounting to 120 credit points.

Admission Requirements
Candidates for admission to the Postgraduate Diploma in Leadership & Management programme must hold a recognised degree with a GPA of 3.0 and over. Students with a lower GPA may be provisionally enrolled in one course only. To progress further they will need to have a GPA of 3.0 or above.

Course Title	Credit Point
EDU401 Educational Leadership for the 21st Century	30
EDU402 Organisational Management	30
MGT401 Public Sector Management	30
MGT404 Change Management	30

Post Masters Certificate in Education - 240 credit points

The Post Masters Certificate in Education programme consists of four courses amounting to 240 credit points.

Admission Requirements

Candidate wishing to enroll for the Post Masters Certificate in Education programme must have a good Masters degree or with a substantial research component, evidence of active participation national/regional educational projects, and a broad teaching experience. Candidates to qualify for the programme should have a GPA of 3.0 of average pass.

Course Title	Credit Point
EDU780 Professional Workplace Culture and Learning	60
EDU781 Advanced Research methods for Education	60
EDU782 Paradigms and Professional Research	60
EDU783 Applying Research Methods in Educational/Research Proposal	60

Doctor of Education (EdD) - 360 credit points

The Doctor of Education programme consists of courses amounting to 360 credit points.

Admission Requirements

Students should have accumulated 240 credit points from the Post Masters Certificate in Education and complete the portfolio or Dissertation to accrue the additional 120 credit points. A candidate must obtain B+ (GPA 3.5) average in the four prescribed courses to advance to the thesis component.

Course Title	Credit Point
EDU784 (Thesis) Portfolio or Dissertation or Journal Articles at Doctoral Level	120

Department of Language, Literature and Communication

The Department of Language, Literature and Communication offers programmes at Diploma, Degree and Postgraduate levels.

- Basic Conversational English for Beginners

- Diploma in Language and Literature
- Bachelor of Arts (Single Major in Language and Literature)
- Bachelor of Arts (Double Major in Language and Literature)
- Postgraduate Diploma in Language & Literature (English)
- Postgraduate Diploma in Teaching English as a Second Language
- Master of Arts in Language & Literature (English)
- Master of Arts in Teaching English as a Second Language
- PhD in English Literature

Diploma in Language and Literature - 195 Credit Points

The Diploma in Language and Literature programme consists of 13 courses amounting to 195 credit points. Students must complete all compulsory courses.

Admission Requirement
Persons shall be eligible to be admitted to study for a Diploma in English Language and Literature if they have:
a) Obtained the appropriate University Foundation Certificate; or
b) Passed Fiji Year 13 Examination with an aggregate of at least 200 marks in 4 subjects with a minimum of 50% in English; or
c) Passed any examination deemed by the University to be equivalent to the University Foundation Education certificate.

Year 1 Semester 1

Course Title	Credit Point
LLC101 English for Academic Purposes *	15
LLC121 Introduction to Literary Genres	15
UUU100 Social Research	15
MGT101 Fundamentals of Management	15
ITK111 Spoken i-Taukei Language for Beginners/HIC111 Spoken Hindi for Beginners	15
LLC122 Writing Fiji in the South Pacific *	15

Year 1 Semester 2

Course Title	Credit Point
LLC101 English for Academic Purposes *	15
LLC111 Introduction to Linguistics	15
LLC122 Writing Fiji in the South Pacific *	15
ITC100 Information Technology for the Workplace	15
LLC222 Introduction to Women's Writing	15

Year 2 Semester 1

Course Title	Credit Point
LLC211 The Structure of Language	15
LLC221 Short Fiction & Literary Appreciation	15
LLC212 Systematic Functional Grammar	15
UUU200 Contemporary Fiji *	15

* LLC101 and LLC122 are offered in both semesters. Students are required to enrol in this course either in semester1 or semester 2.

Bachelor of Arts (Single Major in English Language and Literature) – 360 Credit Points

The Bachelor of Arts Single Major programme consists of 24 Courses amounting to 360 Credit Points. Students must complete all compulsory courses.

Major: English Language and Literature
Minor: Hindi

Admission Requirement
Persons shall be eligible to be admitted to study for a Bachelor of Arts in English Language and Literature if they have:
1. Passed the University Foundation Programme; or
2. Passed Fiji Year 13 Examination with an aggregate of at least 200 marks in 4 subjects with a minimum of 50% in English and Hindi ; or
3. Passed any examination deemed by the University to be equivalent to the University Foundation Education Certificate.

Year 1 Semester 1

Course Title	Credit Point
LLC101 English for Academic Purposes *	15
LLC121 Introduction to Literary Genres	15
HIC101 Speaking and Listening to Hindi	15
ITC100 Information Technology for the Workplace	15
ITK 111 Spoken iTaukei Language for Beginners/HIC111 Spoken Hindi for Beginners	15
LLC122 Writing Fiji in the South Pacific *	15

Year 1 Semester 2

Course Title	Credit Point
LLC101 English for Academic Purposes *	15
LLC111 Introduction to Linguistics	15
LLC122 Writing Fiji in the South Pacific *	15
HIC102 Reading and Writing Hindi	15
UUU100 Social Research	15

Year 2 Semester 1

Course Title	Credit Point
LLC211 The Structure of Language	15
LLC221 Short Fiction & Literary Appreciation	15
HIC212 Study and Critique of Hindi Cinema	15
UUU200 Contemporary Fiji *	15

Year 2 Semester 2

Course Title	Credit Point
LLC212 Sociolinguistics	15
LLC222 Introduction to Women's Writing	15
HIC221 Cultural Values in Literature 1: Oral Literature	15
UUU200 Contemporary Fiji *	15

Year 3 Semester 1

Course Title	Credit Point
LLC321 Poetry and Creative Writing	15
HIC311 Varieties of Hindi: Language in Cultural and Situational Contexts	15
HIC312 Translation Hindi/English/i-Taukei	15
LLC311 Second Language Learning: Theory and Practice	15
UUU300 Governance and Ethics *	15

Year 3 Semester 2

Course Title	Credit Point
LLC312 Second Language Teaching Methodology	15
LLC322 An Introduction to Postcolonial Writing: Theory and Text	15
LLC301 Research Project in Literature Language	15
LLC323 Drama and Literary Appreciation	15
UUU300 Governance and Ethics *	15

* LLC101, LLC122, UUU200 and UUU300 are offered in both semesters. Students are required to enrol in the four courses either in semester 1 or semester 2.

Bachelor of Arts (Double Major in Language and Literature and Hindi Language and Indian Culture) - 360 Credit Points

The Bachelor of Arts (Language and Literature and Hindi Language and Indian Culture) programme consists of 24 courses amounting to 360 Credit Points. Students must complete all compulsory courses.

Major 1: English Language and Literature Major 2: Hindi Language and Indian Culture

Admission Requirement
Persons shall be eligible to be admitted to study for a Bachelor of Arts in English Language and Literature if they have:

CXVMCDLXV)   passed the University Foundation Programme; or

CXVMCDLXVI)   passed Fiji Year 13 Examination with an aggregate of at least 200 marks in 4 subjects with a minimum of 50% in English and Hindi ; or

CXVMCDLXVII)   passed any examination deemed by the University to be equivalent to the University Foundation Education Certificate.

Year 1 Semester 1

Course Title	Credit Point
LLC101 English for Academic Purposes *	15
HIC101 Speaking and Listening to Hindi	15
ITC100 Information Technology for the Workplace	15
ITK111 Spoken i-Taukei Language for Beginners/HIC111 Spoken Hindi for Beginners	15
LLC122 Writing Fiji in the South Pacific	15

Year 1 Semester 2

Course Title	Credit Point
LLC101 English for Academic Purposes *	15
LLC111 Introduction to Linguistics	15
LLC122 Writing Fiji in the South Pacific	15
HIC102 Reading and Writing Hindi	15
UUU100 Social Research	15

Year 2 Semester 1

Course Title	Credit Point
LLC211 The Structure of Language	15
LLC221 Short Fiction & Literary Appreciation	15
HIC211 Structure of Hindi 1: Basic Grammar & Syntax	15
UUU200 Contemporary Fiji *	15

Year 2 Semester 2

Course Title	Credit Point
LLC213 English as a Second Language: Curriculum and Materials Writing/LLC222 Introduction to Women's Writing	15
HIC212 Study and Critique of Hindi Cinema	15
HIC221 Cultural Values in Literature 1: Oral Literature	15
UUU200 Contemporary Fiji *	15

Year 3 Semester 1

Course Title	Credit Point
LLC311 Second Language Learning: Theory & Practise/ LLC321 Poetry and Creative Writing	15
HIC311Varieties of Hindi: Language in Cultural and Situational Contexts	15
HIC321 Cultural Values in Literature II	15
LLC301 Research Project in Literature Language	15
UUU300 Governance and Ethics *	15

Year 3 Semester 2

Course Title	Credit Point
LLC312 Second Language Teaching Methodology/ LLC322 An Introduction to Postcolonial Writing: Theory and Text	15
LLC323 Drama and Literary Appreciation	15
HIC312 Translation Hindi/English/i-Taukei	15
HIC323 Study of Fiction: Short Stories and Novel	15
UUU300 Governance and Ethics *	15

* LLC101, LLC122, UUU200 and UUU300 are offered in both semesters. Students are required to enrol in the four courses either in semester 1 or semester 2

Bachelor of Arts (Double Major in English Language and Literature and i-Taukei) - 360 Credit Points

The Bachelor of Arts Double Major English Language and Literature and i-Taukei programme consists of 24 courses amounting to 360 Credit Points. Students must complete all compulsory courses.
Major 1: English Language and Literature
Major 2: i-Taukei Language and Culture

Admission Requirement
To qualify for Bachelor of Arts (Double Major in English Language and Literature and i-Taukei), candidates should have:
a) Passed the University Foundation Programme; or
b) Passed the Year 13 National Exam with an aggregate of 200 or above and a pass in English and i-Taukei; or
c) Successfully completed Foundation Studies with an average of B from a recognized University.

Year 1 Semester 1

Course Title	Credit Point
LLC101 English for Academic Purposes *	15
ITK101 Listening and Speaking i-Taukei Language	15
ITC100 Information Technology for the Workplace	15
ITK111/HIC111 Spoken Hindi for Beginners	15
LLC122 Writing Fiji in the South Pacific *	15

Year 1 Semester 2

Course Title	Credit Point
LLC101 English for Academic Purposes *	15
LLC111 Introduction to Linguistics	15
LLC122 Writing Fiji in the South Pacific *	15
ITK102 Reading and Writing i-Taukei Language 1	15
UUU100 Social Research	15

Year 2 Semester 1

Course Title	Credit Point
LLC211 The Structure of Language	15
LLC221 Short Fiction & Literary Appreciation	15
ITK201 Language in Cultural Context	15
ITK204 Expressive and Performing Arts in i-Taukei Language	15
UUU200 Contemporary Fiji *	15

Year 2 Semester 2

Course Title	Credit Point
LLC213 English as a Second Language: Curriculum and Materials Writing/ LLC222 Introduction to Women's Writing	15
ITK202 i-Taukei Ceremonies, Protocol and Oral Traditions	15
ITK203 Reading and Writing i-Taukei Language 11	15
UUU200 Contemporary Fiji *	15

Year 3 Semester 1

Course Title	Credit Point
LLC311 Second Language Learning: Theory & Practise/ LLC321 Poetry and Creative Writing	15
ITK300 Research Project: Independent Project/ITK301 Creating Literature in i-Taukei Language	15
ITK302 Vanua, Land and People	15
LLC301 Research Project in Literature Language	15
UUU300 Governance and Ethics *	15

Year 3 Semester 2

Course Title	Credit Point
LLC312 Second Language Teaching Methodology/ LLC322 An Introduction to Postcolonial Writing: Theory and Text	15
LLC323 Drama and literary appreciation	15
ITK306 Translation Theory and Practice	15
UUU300 Governance and Ethics *	15

* LLC101, LLC122, UUU200 and UUU300 are offered in both semesters. Students are required to enrol in the four courses either in semester 1 or semester 2.

Bachelor of Arts (Double Major in English Language and Literature and Management) - 360 Credit Points

The Bachelor of Arts Double Major English Language and Literature and Management) programme consists of 24 courses amounting to 360 Credit Points. Students must complete all compulsory courses.
Major 1: English Language and Literature
Major 2: Management

Admission Requirement
To qualify for Bachelor of Arts (Double Major in English Language and Literature and

Management), candidates should have:
- a) Passed the University Foundation Programme
- b) Passed the Year 13 National Exam with an aggregate of 200 or above and a pass in English and Accounting/Economics; or
- c) Passed any examination deemed by the University to be equivalent to the University Foundation Education Certificate; or
- d) Successfully completed Foundation Studies with an average of B from a recognized University.

Year 1 Semester 1

Course Title	Credit Point
LLC101 English for Academic Purposes *	15
MGT101 Fundamentals of Management	15
ITC100 Information Technology for the Workplace	15
HIC111 Spoken Hindi for Beginners/ ITK111 Spoken i-Taukei Language for Beginners	15
LLC122 Writing Fiji in the South Pacific	15

Year 1 Semester 2

Course Title	Credit Point
LLC101 English for Academic Purposes *	15
LLC111 Introduction to Linguistics	15
LLC122 Writing Fiji in the South Pacific	15
MGT105 Organizational Behaviour	15
UUU100 Social Research	15

Year 2 Semester 1

Course Title	Credit Point
LLC211 The Structure of Language	15
LLC221 Short Fiction & Literary Appreciation	15
MGT204 Management of Industrial Relations/ MGT205 Creativity, Innovations and Commercialisation	15
UUU200 Contemporary Fiji *	15

Year 2 Semester 2

Course Title	Credit Point
LLC213 English as a Second Language: Curriculum and Materials Writing/ LLC222 Introduction to Women's Writing	15
MGT206 Marketing Principles and Strategies	15
MGT203 Operation and Supply Chain Management	15
UUU200 Contemporary Fiji *	15

Year 3 Semester 1

Course Title	Credit Point
LLC311 Second Language Learning: Theory & Practice/ LLC321 Poetry and Creative Writing	15
MGT302 Human Resources Management	15
MGT309 Strategic Management	15
LLC301 Research Project in Literature Language	15
UUU300 Governance and Ethics *	15

Year 3 Semester 2

Course Title	Credit Point
LLC312 Second Language Teaching Methodology/ LLC322 An Introduction to Postcolonial Writing: Theory and Text	15
LLC323 Drama & Literary Appreciation	15
MGT303 International Marketing / MGT310 Project Management	15
UUU300 Governance and Ethics *	15

* LLC101, LLC122, UUU200 and UUU300 are offered in both semesters. Students are required to enrol in the four courses either in semester 1 or semester 2.

Bachelor of Arts (Double Major in English Language and Literature and Information Technology) – 360 Credit Points

The Bachelor of Arts Double Major English Language and Literature and Information Technology programme consists of 24 courses amounting to 360 Credit Points.
Students must complete all compulsory courses.
Major 1: English Language and Literature
Major 2: Information Technology

To qualify for Bachelor of Arts (Double Major in English Language and Literature and Management), candidates should have:

   a) passed the University Foundation Programme
      b) passed the Year 13 National Exam with an aggregate of 200 or above and a pass in English and Information Technology; or
      c) passed any examination deemed by the University to be equivalent to the University
      d) Successfully completed Foundation Studies with an average of B from a recognized University.

Year 1 Semester 1

Course Title	Credit Point
LLC101 English for Academic Purposes	15
LLC122 Writing Fiji in the South Pacific	15
ITC100 Information Technology for the Workplace	15
ITC103 Information System in an Organization/ ITC115 Introduction to Software Engineering	15
ITK 111/HIC111 Spoken Hindi for Beginner	15

Year 1 Semester 2

Course Title	Credit Point
LLC101 English for Academic Purposes	15
LLC111 Introduction to Linguistics	15
LLC122 Writing Fiji in the South Pacific	15
ITC106 Programming Concepts and Construct/ ITC104 Database Systems	15
UUU100 Social Research	15

Year 2 Semester 1

Course Title	Credit Point
LLC211 The Structure of Language	15
LLC221 Short Fiction & Literary Appreciation	15
ITC213 System Analysis and Modelling	15
ITC203 System and Software Architecture/ ITC215 Data Structures and Algorithms/ ITC221 Computer Applications in Art and Design / ITC251 Data Warehousing / ITC262 Professional Practice in IT	15
UUU200 Contemporary Fiji	15

Year 2 Semester 2

Course Title	Credit Point
LLC213 English as a Second Language: Curriculum and Materials Writing/LLC222 Introduction to Women's Writing	15
ITC208 Systems Project and Quality Management	15
ITC263 Security and Support in Information Technology ITC216 Software Design and Programming/ ITC224 Virtualization and Animation	15
UUU200 Contemporary Fiji	15

Year 3 Semester 1

Course Title	Credit Point
LLC311 Second Language Learning: Theory & Practice/ LLC321 Poetry and Creative Writing	15
LLC301 Research Project in Literature Language	15
ITC314 Web Design and Programming/ ITC325 Games Programming Techniques/ ITC362 System and Network Administration/ ITC355 Business Intelligence	15
UUU300 Governance and Ethics	15

Year 3 Semester 2

Course Title	Credit Point
LLC312 Second Language Teaching Methodology/ LLC322 An Introduction to Postcolonial Writing: Theory and Text	15
LLC323 Drama and Literary Appreciation	15
ITC326 Three Dimensional Designs/ITC312 Mobile Application Development/ITC333 Distributed Systems Technology	15
ITC326 Three Dimensional Designs/ITC312 Mobile Application Development/ITC333 Distributed Systems Technology	15
UUU300 Governance and Ethics	15

LLC101, UUU200 and UUU300 are offered in both semesters. Students are required to enrol in the three courses either in semester 1 or semester 2.

Postgraduate Diploma in English Literature - 120 Credit Points

The Postgraduate Diploma in English Literature programme consists of 4 courses amounting to 120 credit points. Students should complete any four courses to graduate with a Postgraduate Diploma in Language and Literature.

Admission Requirement
To qualify for entry into Postgraduate Diploma in English Literature Programme, candidates should possess either:
  a) The Degree of Bachelor of the University of Fiji with a GPA of at least 3.0 in the 200 and 300 level English Language and Literature courses; or
  b) A qualification obtained from another tertiary institution deemed by the Senate/ Academic Committee to be equivalent to the requirements set out in (a) above
  c) Students may also be considered who do not satisfy requirement in (a) and (b), but who can demonstrate that they have the experience or achievement relevant

to the proposed programme of study which the Senate deems to be sufficient for the candidate to pursue the postgraduate Diploma Programme at a satisfactory level.

Course Title	Credit Point
LLC401 Modern Fiction: Film & Text	30
LLC402 Poetry and Criticism	30
LLC421 Postcolonial Fiction: Theory & Discourse	30
LLC422 Research Project: Study of a Single Author	30
LLC423 Women's Writing: Theory & Text	30
LLC424 Creative Writing: Life Writing & Short Fiction	30

Master of Arts in English Literature - 240 Credit Points

Programme Requirements

The Master of Arts in English Literature programme consists of 2 courses and a Minor Thesis/2 Independent Projects amounting to 120 credit points. Students must have successfully completed Postgraduate Diploma in English Literature and the remaining 2 Courses and a Minor Thesis/2 Independent Projects to graduate with a Master of Arts in English Literature.

Course Title	Credit Point
LLC401 Modern Fiction: Film & Text	30
LLC402 Poetry and Criticism	30
LLC421 Postcolonial Fiction: Theory & Discourse	30
LLC422 Research Project: Study of a Single Author	30
LLC423 Women's Writing: Theory & Text	30
LLC424 Creative Writing: Life Writing & Short Fiction	30
LLC425 Independent Study I (Poetry) and LLC426 Independent Study II (Literary Contexts) or LLC600 Minor Thesis	60

Postgraduate Diploma in Teaching English as a Second Language - 120 Credit Points

The Postgraduate Diploma in Teaching English as a Second Language programme consists of 4 courses amounting to 120 credit points. Students should complete any four courses to graduate with Postgraduate Diploma in Teaching English as a Second Language.

Admission Requirement

To qualify for entry into Postgraduate Diploma in Teaching English as a Second Language, candidates should possess either:

1. the Degree of Bachelor of the University of Fiji with a GPA of at least 3.0 in the 200 and 300 level English Language and Literature courses; or
2. A qualification obtained from another tertiary institution deemed by the Senate/ Academic Committee to be equivalent to the requirements set out in (a) above.
3. Students may also be considered who do not satisfy requirement in (a) and (b), but who can demonstrate that they have the experience or achievement relevant to the proposed programme of study which the Senate deems to be sufficient for the candidate to pursue the postgraduate Diploma Programme at a satisfactory level.

Course Title	Credit Point
LLC411 Language Awareness and Language Issues	30
LLC412 The Second Language Learning Process	30
LLC413 Second Language Teaching Methodology	30
LLC414 Applications of TESL Methodology: Materials Design and Evaluation	30
EDU418 Inquiry in Educational Settings	30
LLC415 Language, Society and Education	30
LLC416 Teaching the Four Skills in English as a Second Language	30
LLC417 Research Topic in Teaching English as a Second Language	30

Master of Arts in Teaching English as a Second Language   - 240 Credit Points

The Master of Arts in Teaching English as a Second Language programme consists of 8 courses amounting to 240 credit points. Students should have completed all 8 courses to graduate with a Master of Arts in Teaching English as a Second Language.

Admission Requirement

To qualify for entry into Master in Teaching English as a Second Language, candidates should possess either:
a) Postgraduate Diploma in English Literature from the University of Fiji with a GPA of at least 3.0 in the PGD Courses; or
b) A professional qualification from another tertiary institute deemed by the Senate/ Academic committee to be equivalent to the requirements set out in (a) above.

Course Title	Credit Point
LLC411 Language Awareness and Language Issues	30
LLC412 The Second Language Learning Process	30
LLC413 Second Language Teaching Methodology	30
LLC414 Applications of TESL Methodology: Materials Design and Evaluation	30
EDU418 Inquiry in Educational Settings	30
LLC415 Language, Society and Education	30
LLC416 Teaching the Four Skills in English as a Second Language	30
LLC417 Research Topic in Teaching English as a Second Language	30

PhD in English Literature

The Doctor of Philosophy (PhD) in English Literature Programme consists of a dissertation of up to 80,000 words, amounting to 360 credit points

Admission Requirement

To qualify for entry into the Doctor of Philosophy (PhD) in English Literature Programme, candidates must possess:

a) A Masters degree from the University of Fiji with a GPA of 3.0 average pass; or
b) A qualification obtained from another tertiary institution deemed by the Senate/ Academic Committee to be equivalent to the requirements set out in (a) above.

Course Title	Credit Point
LLC700 Doctor of Philosophy (PhD) in English Literature	360

Hindi Language and Indian Culture

The Department of Language, Literature and Communication offers the Hindi Language and Indian Culture Programme at Diploma, Degree and Postgraduate Levels.

- Diploma in Hindi Language and Indian Culture
- Bachelor of Arts [Single Major in Hindi Language and Indian Culture]
- Bachelor of Arts [Double Major in Hindi Language and Indian Culture]
- Postgraduate Diploma in Hindi Literature

Diploma in Hindi Language and Indian Culture- 195 Credit Points

The Diploma in Hindi Language and Indian Culture programme consists of 13 courses amounting to 195 credit points. Students must complete all compulsory courses.

Admission Requirement

Persons shall be eligible to be admitted to study for a Diploma in English Language and Literature if they have:

a)   Obtain the appropriate University Foundation Certificate; or

b)   Passed Fiji Year 13 Examination with an aggregate of at least 200 marks in 4 subjects with a minimum of 50% in Hindi.

Year 1 Semester 1

Course Title	Credit Point
LLC101 English for Academic Purposes	15
HIC101 Speaking & Listening to Hindi	15
UUU100 Social Research	15
ITC100 Information Technology for the Workplace	15
ITK111 Spoken i-Taukei Language for Beginners	15

Year 1 Semester 2

Course Title	Credit Point
HIC102 Reading & Writing Hindi	15
HIC221 Cultural Values in Literature 1: Oral Literature	15
LLC122 Writing Fiji in the South Pacific	15
HIC222 Poetry and Drama in Hindi	15

Year 2 Semester 1

Course Title	Credit Point
HIC211 Structure of Hindi 1: Basic Grammar & Syntax	15
HIC212 Study and Critique of Hindi Cinema	15
HIC311 Varieties of Hindi: Language in Cultural Contexts	15
UUU200 Contemporary Fiji	15

Bachelor of Arts (Single Major in Hindi Language and Indian Culture) - 360 credit points

The Bachelor of Arts Single Major programme consists of 24 Courses amounting to 360 Credit Points. Students must complete all compulsory courses.

Admission Requirement

To qualify for Bachelor of Arts (Single Major in Hindi Language and Indian Culture), students should have:

•   Passed the Year 13 National Exam with an aggregate of 200 or above and a

pass in English and Hindi; or

- Passed the Year 13 National Exam with an aggregate of 230 or above and 40% or above in English and Hindi; or
- Successfully completed Foundation Studies with an average of B from a recognized University

Year 1 Semester 1

Course Title	Credit Point
LLC101 English for Academic Purposes*	15
HIC101 Speaking & Listening to Hindi	15
LLC121 Introduction to Literary Genres	15
ITC100 Information Technology for the Workplace	15
ITK111 Spoken i-Taukei Language for Beginners	15

Year 1 Semester 2

Course Title	Credit Point
HIC102 Reading & Writing Hindi	15
LLC122 Writing Fiji in the South Pacific	15
LLC213 English as a Second Language: Curriculum and Materials Writing/LLC222 Introduction to Women's Writing	15
UUU100 Social Research	15
LLC101 English for Academic Purposes*	15

Year 2 Semester 1

Course Title	Credit Point
HIC211 Structure of Hindi 1: Basic Grammar & Syntax	15
HIC212 Study and Critique of Hindi Cinema	15
LLC221 Short Fiction & Literary Appreciation	15
UUU200 Contemporary Fiji*	15

Year 2 Semester 2

Course Title	Credit Point
HIC221 Cultural Values in Literature 1: Oral Literature	15
HIC222 Poetry and Drama in Hindi	15
LLC222 Introduction to Women's Writing	15
UUU200 Contemporary Fiji*	15

Year 3 Semester 1

Course Title	Credit Point
HIC311 Varieties of Hindi: Language in Cultural and Situational Contexts	15
HIC312 Translation Hindi/English/i-Taukei	15
HIC322 Fiji Hindi Language and Literature	15
LLC321 Poetry and Creative Writing	15
UUU300 Governance and Ethics*	15
LLC301 Research Project in LLC	15

Year 3 Semester 2

Course Title	Credit Point
HIC321 Cultural Values in Literature II	15
HIC322 Fiji Hindi Language and Literature	15
HIC323 Study of Fiction: Short Stories and Novel	15
UUU300 Governance and Ethics*	15

* Note: LLC101, UUU200 and UUU300 are offered in both semesters. Students are required to enrol in these four courses either in Semester 1 or Semester 2.

Bachelor of Arts (Double major in Hindi Language and Indian Culture)
360 Credit Points

The Bachelor of Arts (Language and Literature and Hindi Language and Indian Culture) programme consists of 24 courses amounting to 360 Credit Points. Students must complete all compulsory courses.

Admission Requirement
To qualify for Bachelor of Arts (Double Major in Hindi Language and Indian Culture and English Language and Literature), candidates should have:
- Passed the Year 13 National Exam with an aggregate of 200 or above and a pass in Hindi and English; or
- Successfully completed Foundation Studies with an average of B from a recognized University.

Year 1 Semester 1

Course Title	Credit Point
LLC101 English for Academic Purposes*	15
HIC101 Speaking & Listening to Hindi	15
UUU100 Social Research	15
ITC100 Information Technology for the Workplace	15

ITK111 Spoken i-Taukei Language for Beginners	15
LLC122 Writing Fiji in the South Pacific	15

Year 1 Semester 2

Course Title	Credit Point
HIC102 Reading & Writing Hindi	15
LLC111 Introduction to Linguistics	15
LLC122 Writing Fiji in the South Pacific	15
UUU100 Social Research	15
LLC101 English for Academic Purposes*	15

Year 2 Semester 1

Course Title	Credit Point
HIC211 Structure of Hindi 1: Basic Grammar & Syntax	15
HIC212 Study and Critique of Hindi Cinema	15
LLC221 Short Fiction and Literary Appreciation	15
UUU200 Contemporary Fiji*	15

Year 2 Semester 2

Course Title	Credit Point
HIC221 Cultural Values in Literature 1: Oral Literature	15
LLC213 English as a Second Language: Curriculum and Materials Writing	15
LLC222 Introduction to Women's Writing	15
UUU200 Contemporary Fiji*	15

Year 3 Semester 1

Course Title	Credit Point
HIC311 Varieties of Hindi: Language in Cultural and Situational Contexts	15
HIC 312 Translation Hindi/English/i-Taukei	15
LLC301 Research Project in Literature/Language	15
LLC311 Second Language Learning: Theory & Practice/ LLC321 Poetry and Creative Writing	15
UUU300 Governance and Ethics*	15
LLC301 Research Project in LLC	15

Year 3 Semester 2

Course Title	Credit Point
HIC321 Cultural Values in Literature II	15
HIC323 Study of Fiction: Short Story and Novel	15
LLC312 Second Language Teaching Methodology/LLC322 An Introduction to Postcolonial Writing: Theory and Text	15
LLC323 Drama and Literary Appreciation	15
UUU300 Governance and Ethics*	15

*Note: LLC101, UUU200 and UUU300 are offered in both semesters. Students are required to enrol in the four courses either in Semester 1 or Semester 2.

Postgraduate Diploma in Hindi Literature - 120 credit points

The Postgraduate Diploma in Hindi Literature programme consists of 4 courses amounting to 120 credit points. Students should complete all 4 courses to graduate with a Postgraduate Diploma in Hindi Literature.

Admission Requirement

a) To qualify for entry into Postgraduate Diploma in Hindi Literature Programme, candidates should have The Degree of Bachelor of the University of Fiji with a GPA of at least 3.0 in the 200 and 300 level Hindi Language and Literature courses; or

b) A qualification obtained from another tertiary institution deemed by the Senate/Academic Committee to be equivalent to the requirements set out in (a) above.

c) Students may also be considered who do not satisfy requirement in (a) and (b), but who can demonstrate that they have the experience or achievement relevant to the proposed programme of study which the Senate deems to be sufficient for the candidate to pursue the postgraduate Diploma Programme at a satisfactory level.

Course Title	Credit Point
HIC401 Modern Hindi Fiction (Study of Novels and Short Stories)	30
HIC402 History of Hindi Literature : Ancient/Medieval / Modern	30
HIC403 Medieval and Modern Poetry	30
HIC404 Hindi Drama and Stage Craft	30

The Bachelor of Law (LLB) - 480 Credit Points

The Bachelor of Laws degree comprises 32 courses amounting to 480 credit points. In order to successfully complete the degree students must complete all 30 courses and a total of 2 electives with 15 credit points each.

Admission requirements
To enter the LLB, BCOM/LLB, BA/LLB, BIT/LLB persons must have:
- Passed the Fiji Year 13 Examination with 250 marks with 65% in English or ;
- Passed the University Foundation Programme; or have
- Admission with standing/mature entry.

Year 1 Law Courses
All Year 1 courses are compulsory. There are a total of 8 courses comprising 5 law courses and 3 non-law courses.

Course Title	Credit Point
LAW100 Sociology of Law	15
LAW101 Introduction to Law	15
LAW102 Legal Methods and Research	15
LAW103 Introduction to Criminal Law	15
LAW104 Law of Torts I	15

Non-Law Courses

Course Title	Credit Point
ITK111 Learning and Speaking i-Taukei Language or HIC111 Spoken Hindi for Beginners	15
LLC101 English for Academic Purposes	15
ITC100 Information Technology for the workplace	15

Year 2 Law Courses
There are 8 Year 2 law courses and all are compulsory.

Course Title	Credit Point
LAW201 Law of Torts II	15
LAW203 Law of Contract I	15
LAW204 Law of Contract II	15
LAW205 Constitutional Law	15
LAW207 Criminal Law and Procedure	15
LAW208 Property Law I	15
LAW209 Property Law II	15
LAW206 Administrative Law	15

Year 3 Law Courses

Students are required to complete 7 compulsory courses and 1 elective of their choice from the list of courses as stated below.

Compulsory Courses

Course Title	Credit Point
LAW318 Commercial Law	15
LAW303 Corporations, Insolvency and Liquidation Law	15
LAW306 Competition and Consumer Law	15
LAW307 Jurisprudence	15
LAW309 Family Law	15
LAW316 Principles of Equity, Trust and Succession Law	15
LAW322 Dispute Resolutions and Alternative Dispute Resolution	15

Year 4 Law Courses

Students are required to complete 7 compulsory courses & 1 elective of their choice from the list courses as stated below.

Compulsory Courses

Course Title	Credit Point
LAW302 Employment Law	15
LAW310 Revenue and Taxation Law	15
LAW311 Law of Evidence	15
LAW312 Legal Ethics, Governance and Public Accountability	15
LAW315 Civil Procedure	15
LAW324 Legal Drafting	15
LAW328 Advocacy Skills & Negotiation	15

Electives

Course Title	Credit Point
LAW300 Law Project	15
LAW325 Corruption Law	15
LAW326 Law of the Sea	15
LAW329 Migration Law	15
LAW 301 Intellectual Property	15
LAW319 Corporate Securities Law	15

LAW320 Banking and Finance Law	15
LAW323 Medical Law & Ethics	15
LAW304 Customary Law	15
LAW330 Military Law	15
LAW313 Environmental Law	15
LAW305 Public International Law and Human Rights	15
LAW314 International Trade Law	15

Bachelor of Law and Bachelor of Commerce (LLB/BCOM) - 600 credit points

This is double degree programme whereby students are to complete 30 Law courses together with 10 courses from a single major in any of the Bachelor of Commerce programme. All the compulsory courses from Year 1 to Year 4 complete the 30 Law courses. Therefore, students are not required to do an elective course if they are enrolled for the Double Degree programme.

Graduate Diploma in Legal Practice (GDLP) - 150 points

The Graduate Diploma in Legal Practice (GDLP) was introduced in 2012 and approved by the Board of Legal Education. It will prepare Law Graduates for the admission to the practice of Law in Fiji High Court. The course satisfies the practical training requirement for admission pursuant to the Legal Practitioners Decree 2009.

Admission requirements
Persons are eligible to be admitted to study for the Graduate Diploma in Legal Practice if they have:
- Obtained the degree of Bachelor of Laws (LLB) of the University of Fiji, or
- Obtained from some other recognised tertiary institution a qualification deemed by the Senate or its nominees to be equivalent to the requirements set out in option 1.

Courses
There are a total of 10 courses to fulfil a Graduate Diploma in Legal Practice over a period of 18 weeks. The programme is offered twice in an academic year subject to the number of students enrolling.

Course Title	Credit Point
LAWD01 Professional Conduct & Ethical Responsibility	15
LAWD02 Graduate & Lawyering Skills	15
LAWD03 Trust Accounting & Office Management	15
LAWD04 Conveyancing Skills & Practice	15
LAWD05 Family Law & Practice	15
LAWD06 Probate & Administration of Estates	15
LAWD07 Commercial Law & Practice	15
LAWD08 Criminal Litigation & Practice	15
LAWD09 Civil Litigation & Practice	15
LAWD10 Practical Placement in a recognized organization	15

Master of Laws (LLM) - 120 points

The Master of Laws programme was introduced and approved by the Higher Education Commission and the Board of Legal Education in 2014.

Admission requirements:
- Entry in Master of Law(LLM) programme normally requires a Law degree with at least a GPA of 3.5
- LLM by thesis only: an LLB degree or equivalent with a GPA of 4.0 or better or can provide evidence of at least 3 years professional or research experience deemed to be equivalent to such a GPA.
- In an exceptional case, the University may consider applications from persons who can demonstrate that they have the experience or achievements relevant to the LLM programme which the Senate or its delegate deems to be sufficient for the student to pursue at a satisfactory level.
- Each application is considered individually and recognition can be given to other extensive practical, professional or scholarly experience of an appropriate kind, such as:
    - Other degrees or qualifications
    - Research and writing (for example, published or unpublished articles)
    - Special training and/or expertise in a particular area
    - Appropriate work or other experience.
- It is important to provide supporting information and documents with your application (online or paper), together with any appropriate references or reports.

- Approval to enrol for an LLM by coursework or LLM by thesis depends on:
    - Qualifications
    - Ability to research and write independently at the required level
    - The acceptability of the proposed thesis project
    - The availability of resources
    - The ability of the Faculty to provide adequate supervision.
- A graduate from a University other than the University of Fiji, must submit a full certified transcript of his or her degree results, a research proposal and two academic writing samples with their application.
- Note: Attaining an LLM degree does not qualify a person to obtain admission to the High Court of Fiji as a Barrister and Solicitor.

The LLM programme is offered in two modes;

Master of Laws (coursework)

Students are to complete 8 courses. Of the 8 courses there is 1 compulsory course and 7 elective courses.

Compulsory Course

Course Title	Credit Point
LAW401 Legal Methodology and Research	15

Electives

Course Title	Credit Point
LAW400 Advanced Political Legal Theory	15
LAW402 Advanced Intellectual Property Law	15
LAW403 Advanced Dispute Resolution	15
LAW404 Insolvency and Liquidation Law and Practice	15
LAW405 Advanced Consumer and Competition Law	15
LAW406 International Commercial Law	15
LAW407 International and Comparative Labour Law	15
LAW408 International Environmental Law	15
LAW409 International Investment Law	15
LAW410 International Law: Pacific Puzzles	15
LAW411 Comparative Constitutional Law	15

Master of Laws (Thesis)

To complete a Master of Laws by Thesis (LAW412) students will be conducting supervised research leading to the preparation of a Thesis (including notes and bibliography) between 30,000 and 40,000 words in length; Plus:

LAW401 Legal Methodology and Research - Compulsory Course

Postgraduate International and Regional Relations Programme (INR)

The Postgraduate International and Regional Relations (INR) Programme (previously the Centre for International and Regional Affairs, CIRA) now comes under the School of Law. This Programme is unique in that it offers students, usually in the Services, including the Public Service, the opportunity to undertake courses of short/intensive duration to accommodate their work and overseas posting commitments.

From 2017 the INR course will be taught comprehensively at the Samabula Campus within the School of Law.

The qualifications achievable in the INR Programme are as follows:

1. Postgraduate Certificate in International Relations (PCIR)
2. Postgraduate Certificate in Peacekeeping (PCP)
3. Postgraduate Diploma in International Relations (PDIR)
4. Master of International Relations and Diplomacy (MAIRD)

The Postgraduate Certificate in International Relations programme consists of two courses from the Schedule of INR electives. It must include INR 401 (but only ONE of either INR404 or INR412).

Programme electives: INR402, INR403, INR404, INR405, INR406, INR407, INR408, INR409, INR410, INR411, INR412, INR413, INR414, INR415, MBA401.

Postgraduate Certificate in International Peacekeeping (PCP)

The Postgraduate Certificate in International Peacekeeping programme consists of 2 compulsory courses: INR403 and INR414.

Postgraduate Diploma in International Relations (PDIR)

The Postgraduate Diploma in International Relations will be awarded upon the successful completion of the Postgraduate Certificate in International Relations or Postgraduate Certificate in International Peacekeeping or their equivalent and any two additional courses from the Schedule of INR course offerings (but only ONE of either NR404 or INR412 except with permission).

Programme electives: INR402, INR403, INR404, INR405, INR406, INR407, INR408, INR409, INR410, INR411, INR412, INR413, INR414, INR415, and MBA401

Master of International Relations and Diplomacy (MAIRD)

The Master of International Relations and Diplomacy will be awarded upon the successful completion of:

Option 1
The Postgraduate Certificate in International Relations or Postgraduate Certificate in International Peacekeeping or their equivalent and any six additional courses from the Schedule of INR electives; OR

Option 2
The Post Graduate Diploma in International Relations or its equivalent and any four additional courses from the Schedule of INR electives; OR

Option 3
The Post Graduate Diploma in International Relations or its equivalent plus two additional courses from the schedule of INR electives and a minor thesis.

Programme Electives: INR402, INR403, INR404, INR405, INR406, INR407, INR408, INR409, INR410, INR411, INR412, INR413, INR414, INR415 and MBA401

Minor Thesis: INR500

School of Science & Technology

School of Science and Technology

Department of Computer Science/Information Technology

The Department of Computer Science /Information Technology offers the following programmes:

Undergraduate
- Certificate in Information Technology
- Diploma in Information Technology
- Bachelor of Business Informatics
- Bachelor of Information Technology (BIT)
- Bachelor of Science (Double Major in Information Technology)

Postgraduate
- Postgraduate Certificate in Business Informatics
- Postgraduate Diploma in Business Informatics
- Postgraduate Diploma in Information Technology
- Master of Science in Information Technology
- Master of Information Technology
- Doctor of Philosophy in Information Technology

Bachelor of Business Informatics (BBI)

Course Breakdown

Year 1 Semester 1

Course Title	Credit Point
ITC103 Information Systems in Organisations	15
ITC115 Introduction to Software Engineering	15
MGT101 Fundamentals of Management	15
LLC101 English for Academic Purposes (Elective 1)	15

Year 1 Semester 2

Course Title	Credit Point
ITC104 Database Systems	15
MGT105 Organisational Behaviour	15
MTH113 Introduction to Statistics	15
ITK111/HIC111Spokeni-Taukei Language for Beginners/ Spoken Hindi for Beginners (Elective 2)	15 15

Year 2 Semester 1

Course Title	Credit Point
ITC213 Systems Analysis and Modelling	15
ITC221 Computer Applications	15
BIF201 Business Technology	15
BIF202 Business Process Reengineering	15

Year 2 Semester 2

Course Title	Credit Point
ITC208 System Project and Quality Management	15
ITC263 Security and Support in IT	15
BIF204 Information Law/ ITC203 System and Software	15
ITC262 Professional Practices in IT	15

Year 3 Semester 1

Course Title	Credit Point
BIF301 Business Informatics A (Internship Units)	15
BIF303 Data Warehousing	15
BIF304 Business Intelligence Systems	15
ITC362 System and Network Administration	15

Year 3 Semester 2

Course Title	Credit Point
BIF302 Business Informatics B	15
BIF305 Social Informatics	15
BIF306 Special Topic in BI / ITC307 IT Project	15
BIF307 Remote Infrastructure Management	15

Bachelor of Information Technology (BIT)

Course Breakdown

Year 1 Semester 1

Course Title	Credit Point
ITC103 Information Systems in Organisations	15
ITC100 Information Technology for the Workplace	15
ITC115 Introduction to Software Engineering	15
LLC101 English for Academic Purposes (Elective 1)	15

Year 1 Semester 2

Course Title	Credit Point
MTH201 Discrete Mathematics	15
ITC106 Programming Concepts and Constructs	15
ITC104 Database Systems	15
ITK111/HIC111 Spoken i-Taukei Language for Beginners / Spoken Hindi for Beginners (Elective 2)	15

Year 2 Semester 1

Course Title	Credit Point
ITC203 System and Software Architecture	15
ITC213 System Analysis and Modelling	15
ITC251 Data Warehousing	15
Specialisation Elective 1 (ITC221/ITC215)	15

Year 2 Semester 2

Course Title	Credit Point
ITC263 Security and Support in IT	15
ITC208 Systems Project and Quality Management,	15
ITC262 Professional Practice in IT	15
Specialisation Elective 2 (ITC224/ITC216)	15

Year 3 Semester 1

Course Title	Credit Point
ITC314 Web Design and Programming	15
ITC355 Business Intelligence	15
ITC362 System and Network Administration	15
Specialisation Elective 3 (ITC325)	15

Year 3 Semester 2

Course Title	Credit Point
ITC307 IT Project	15
ITC334 Cloud Computing	15
ITC333 Distributed Systems Technology	15
Specialization Elective 4 (ITC326/ITC312)	15

Bachelor of Information Technology Specialisations

The BIT programme will have specialisation areas that will be available to students and will include these streams:

1. Software Engineering
ITC215   Data Structures and Algorithms
ITC216   Software Design and Programming
ITC325   Games Programming Techniques
ITC312   Mobile Application Development

2. Multimedia and Games
ITC221   Computer Application in Art and Design
ITC224   Virtualisation and Animation
ITC325   Games Programming Techniques
ITC326   Three Dimensional Designs

3. Network Systems
ITC235   System and Security in IT
ITC236   System and Network Admin
ITC335   Computer and Network Security
ITC336   Networking Systems

4. Intelligent Systems
ITC245   Artificial Intelligence Techniques
ITC246   Data Analytics
ITC345   Business Intelligence
ITC346   Special Topic in AI

5. Business Intelligence
ITC251   Data Warehousing
ITC252   Data Analytics- see ITC246
ITC355   Business Intelligence-see ITC345
ITC356   System and Software Architecture/ITC334 Cloud Computing

6. Cyber Security
ITC262   Professional Practice in IT
ITC263   Security and Support in IT
ITC361   Computer and Network Security
ITC391   Special Topics in ICT

7. BITGeneral-20 Core Units and then strictly 4 electives

Bachelor of Science (Single Major in Information Technology)

Course Breakdown

Year 1 Semester 1

Course Title	Credit Point
ITC100 Information Technology for the Workplace	15
ITC115 Introduction to Software Engineering	15
(2nd Minor) BIO 111 Animal Biology/ CHE111 Principles of Organic and Physical Chemistry/ PHY111 Physics 1/ MTH111 Calculus 1 and Linear Algebra	15
LLC101English for Academic Purposes	15

Year 1 Semester 2

Course Title	Credit Point
ITC106 Programming Concepts and Construct	15
ITK111/HIC111 Spoken i-Taukei Language for Beginners/ Spoken Hindi for Beginners	15
(2nd Minor) BIO112 Plant Biology/ CHE112 Principles of Organic Chemistry/ PHY112 Physics 2/ MTH114 Calculus II and Differential Equations (Minor)	15
UUU100 Social Research	15

Year 2 Semester 1

Course Title	Credit Point
ITC221 Computer Application in Art and Design/ ITC215 Data Structures and Algorithms/ ITC251 Data Warehousing	15
ITC203 System and Software Architecture	15
ITC213 System Analysis and Modelling	15
(2nd Minor) BIO211 Biodiversity and Conservation/ CHE211 Physical and Inorganic Chemistry/ PHY212 Atmospheric Physics/ MTH211 Advanced Calculus	15

Year 2 Semester 2

Course Title	Credit Point
ITC208 Systems Project and Quality Management	15
ITC263 Security and Support in IT	15
UUU200ContemporaryFiji*	15
ITC224 Virtualisation and Animation/ ITC216 Software Design and Programming for Beginners	15

Year 3 Semester 1

Course Title	Credit Point
ITC314 Web Design and Programming	15
ITC355 Business Intelligence/ ITC325 Games Programming Techniques/ ITC362 System and Network Administration	15
(2nd Minor) - (BIO 311 Research Topics in Plant Biology/ 314Evolutionary Biology/ESC 300 Natural Resource Management) / CHE 311 Qualitative and Quantitative Techniques / PHY313 Meteorological Physics/PHY315 Environmental Soil / MTH312 Numerical Analysis and Optimisation	15
UUU300 Governance and Ethics*	15

Year 3 Semester 2

Course Title	Credit Point
ITC307 IT Project	15
ITC334 Cloud Computing	15
(2nd Minor) - BIO 313 Marine Biology/ CHE 313 Applied and Environmental Chemistry/ ESC300 Natural Resource /Management / MTH314 Real and Complex Analysis	15
ITC312 Mobile Application Development/ ITC326 Three dimensional Designs/ ITC391 Special Topic in ICT	15

Bachelor of Science (Double major in Information Technology)

Year 1 Semester 1

Course Title	Credit Point
ITC100 Information Technology for the Workplace	15
ITC115 Introduction to Software Engineering	15
BIO 111 Animal Biology/ CHE111 Principles of Organic and Physical Chemistry/ PHY111 Physics 1/ MTH111 Calculus 1 and Linear Algebra	15
UUU100 Social Research	15

Year 1 Semester 2

Course Title	Credit Point
ITC106 Programming Concepts and Construct	15
ITK111/HIC111 Spoken i-Taukei Language for Beginners/ Spoken Hindi for Beginners	15
BIO112 Plant Biology/ CHE112 Principles of Organic Chemistry/ PHY112 Physics 2/ MTH114 Calculus II and Differential Equations	15
LLC101 English for Academic Purposes	15

Year 2 Semester 1

Course Title	Credit Point
ITC203 System and Software Architecture	15
BIO211 Biodiversity and Conservation/ CHE211 Physical and Inorganic Chemistry/ PHY212 Atmospheric Physics/ MTH211 Advanced Calculus	15
BIO214 Microbiology/ ITC213 Systems Analysis & Modelling/ PHY214 Physics of the Environment	15
UUU200 Contemporary Fiji*	15

Year 2 Semester 2

Course Title	Credit Point
ITC208 Systems Project and Quality Management	15
BIO212 Genetics CHE212 Organic and Analytical Chemistry/ PHY213 Quantum Physics/ MTH201 Discrete Mathematics	15
BIO213 Ecology/ ITC262 Professional Practice in IT	15
ESC201 Climate Change and Society / MTH214 Linear Algebra	15

Year 3 Semester 1

Course Title	Credit Point
ITC314 Web Design and Programming	15
ITC355 Business Intelligence	15
(BIO 311 Research Topics in Plant Biology/314Evolutionary Biology/ESC 300 Natural Resource Management) / CHE 311 Qualitative and Quantitative Techniques / PHY313 Meteorological Physics/PHY315 Environmental Soil / MTH312 Numerical Analysis and Optimisation	15
BIO 312 Physiology / CHE 311 Qualitative and Quantitative Techniques / PHY314 Electricity and Electronics / UU300 Governance and Ethics	15

Year 3 Semester 2

Course Title	Credit Point
ITC307 IT Project	15
ITC334 Cloud Computing/ CHE 312 Aquatic Chemistry/ PHY312 Renewable Energy Resources	15
BIO 313 Marine Biology/ CHE 313 Applied and Environmental Chemistry/ ESC300 Natural Resource /Management / MTH314 Real and Complex Analysis	15
UUU300 Governance and Ethics* / Abstract Algebra	15

* UUU200 and UUU300 are offered in both semesters. Students are required to enrol in the two courses either in Semester 1or Semester 2.

Certificate in Information Technology
Course Breakdown

Year 1 Semester 1

Course Title	Credit Point
ITC115 Introduction to Software Engineering	15
MGT101 Fundamentals of Management	15
ITC100 Information Technology for the Workplace	15

Year 1 Semester 2

Course Title	Credit Point
ITC263 Security and Support in IT	15
ITC106 Programming Concepts and Constructs	15
LLC101 English for Academic Purposes	15

Diploma in Information Technology
Course Breakdown

Year 1 Semester 1

Course Title	Credit Point
ITC115 Introduction to Software Engineering	15
MGT101 Fundamentals of Management	15
ITC100 Information Technology for the Workplace	15

Year 1 Semester 2

Course Title	Credit Point
ITC263 Security and Support in IT	15
ITC106 Programming Concepts and Constructs	15
LLC101 English for Academic Purposes	15

Year 2 Semester 1

Course Title	Credit Point
ITC314 Web Design and Programming	15
ITC213 System Analysis and Modelling	15
ITC215 Data Structures and Algorithms	15

Year 2 Semester 2

Course Title	Credit Point
ITC104 Database Systems	15
ITC208 Systems Project and Quality Management	15
ITK111 Spoken i-Taukei Language for Beginners/HIC111 Spoken Hindi	15

Postgraduate Certificate in Business Informatics

Completion of the following courses:

ITC103 Information Systems in Organisations
MGT101 Fundamentals of Management
ITC104 Database Systems
ITC115 Introduction to Software Engineering

Postgraduate Diploma in Business Informatics

3 courses from Year 1
3 courses from Year 2
2 courses from Year 3

Courses to be chosen from the following:

ITC103 Information Systems in Organisations
ITC104 Database Systems

ITC115 Introduction to Software Engineering
MGT101 Fundamentals of Management
MGT105 Organisation Behaviour
BIF201 Business Technology
BIF202 Business Process Engineering
BIF204 Information Law
ITC208 Systems Project and Quality Management
ITC213 System Analysis and Modelling
ITC263 Security and Support in Information Technology
ITC203 System and Software Architecture,
ITC251 Data Warehousing
BIF304 Business Intelligence Systems/ ITC345 Business Intelligence
BIF305 Social Informatics
BIF306 Special Topics in Business Informatics

Postgraduate Studies in Information Technology

Graduates with a degree in either a non IT-related area or an IT-related area may study for the degree of Master in Information Technology using one of the following pathways.

For candidates with an IT related degree

The following programmes offer graduates with IT related degree further in-depth specializations that will help in both industry work as well as academic research. Candidates with an IT related degree may study for the degree of Master of Information Technology EITHER entirely by coursework OR by coursework and a thesis.

Postgraduate Diploma in Information Technology

Any four postgraduate IT course from this list:
- ITC401 IT Project Management
- ITC402 Web Application Design and Implementation
- ITC403 Network Security
- ITC404 Advances in Software Engineering
- ITC405 Enterprise Database and Knowledge Base Systems
- ITC406 Mobile Networking and Applications
- ITC410 Supervised Project
- ITC415 Advanced Database and Data Warehousing

- ITC416 Advanced Business Intelligence Systems
- ITC431 Client Server Computing
- ITC451 Knowledge Management
- ITC461 Information Security
- ITC491 Research Methodology 1

Master of Information Technology by Coursework and Thesis

The requirements for the completion of the degree of Master of Information Technology by coursework and thesis are:

Any Six postgraduate IT courses from this list:
- ITC401 IT Project Management
- ITC402 Web Application Design and Implementation
- ITC403 Network Security
- ITC404 Advances in Software Engineering
- ITC405 Enterprise Database and Knowledge Base Systems
- ITC406 Mobile Networking and Applications
- ITC410 Supervised Project
- ITC415 Advanced Database and Data Warehousing
- ITC416 Advanced Business Intelligence Systems
- ITC431 Client Server Computing
- ITC451 Knowledge Management
- ITC461 Information Security
- ITC491 Research Methodology 1
  And a minor Thesis in IT:
- ITC500 Thesis

Master of Information Technology by Coursework

Any eight postgraduate IT courses from this list:
- ITC401 IT Project Management
- ITC402 Web Application Design and Implementation
- ITC403 Network Security
- ITC404 Advances in Software Engineering
- ITC405 Enterprise Database and Knowledge Base Systems
- ITC406 Mobile Networking and Applications
- ITC410 Supervised Project
- ITC415 Advanced Database and Data Warehousing
- ITC416 Advanced Business Intelligence Systems
- ITC431 Client Server Computing

- ITC451 Knowledge Management
- ITC461 Information Security
- ITC491 Research Methodology 1

Master of Science in Information Technology

Any six postgraduate IT courses from this list:
- ITC401 IT Project Management
- ITC402 Web Application Design and Implementation
- ITC403 Network Security
- ITC404 Advances in Software Engineering
- ITC405 Enterprise Database and Knowledge Base Systems
- ITC406 Mobile Networking and Applications
- ITC410 Supervised Project
- ITC415 Advanced Database and Data Warehousing
- ITC416 Advanced Business Intelligence Systems
- ITC431 Client Server Computing
- ITC451 Knowledge Management
- ITC461 Information Security
- ITC491 Research Methodology 1
  And a minor Thesis in IT:
- ITC500 Thesis

For candidates with non-IT related degree

This programme offers graduates in any discipline area the opportunity to study in an IT area that matches their work and educational needs.

Certificate in Information Technology
- Any three undergraduate course in IT plus
- ITC262–Professional Practice in IT (or another course if ITC262 taken as part of candidate's undergraduate degree)

Diploma in Information Technology
- Completion of Certificate in IT plus
- ITC208 Systems Project and Quality Management
- One Undergraduate IT course
- Three Undergraduate IT courses two of which may in exceptional cases be substituted by two postgraduate IT courses.

Master of Information Technology
- Completion of Diploma in IT; and
- Eight postgraduate courses in IT

Doctor of Philosophy in Information Technology
- Completion of the course ITC700PT PhD in Information Technology

Department of Mathematics

The Department of Mathematics offers the following undergraduate and postgraduate programmes:

Undergraduate
- Diploma in Mathematics
- Bachelor of Science (Double major in Mathematics)

Postgraduate
- Postgraduate Diploma in Mathematics
- Master of Science in Mathematics
- PhD in Mathematics

Diploma in Mathematics
The Diploma in Mathematics programme consists of 16 courses amounting to 240 credit points.

Year 1 Semester 1

Course Title	Credit Point
MTH111 Calculus I and Linear Algebra	15
ITC100 Information Technology for the Workplace	15
UUU100 Social Research	15
1 x 100 level elective course	15

Year 1 Semester 2

Course Title	Credit Point
MTH114 Calculus II and Differential Equations	15
LLC101 English for Academic Purposes	15
ITK111 Spoken i-Taukei Language for Beginners/HIC111 Spoken Hindi for Beginners	15
1 x 100 level elective course	15

Year 2 Semester 1

Course Title	Credit Point
MTH211 Advanced Calculus and Infinite Series	15
1x200 level course elective course	15
1x200 level course elective course	15
UUU200 Contemporary Fiji	15

Year 2 Semester 2

Course Title	Credit Point
MTH201 Discrete Mathematics	15
MTH214 Linear Algebra	15
1x200 level elective course	15
1x200 level elective course	15

Bachelor of Science (Double major in Mathematics and Information Technology)

The Bachelor of Science double major programme consists of 24 courses amounting to 360 credit points.

Year 1 Semester 1

Course Title	Credit Point
MTH111 Calculus I and Linear Algebra	15
ITC115 Introduction to Software Engineering	15
ITC100 Information Technology for the Workplace	15
UUU100 Social Research	15

Year 1 Semester 2

Course Title	Credit Point
MTH114 Calculus II and Differential Equations	15
ITC106 Programming Concepts and Constructs	15
LLC101 English for Academic Purposes	15
ITK111 Spoken i-Taukei Language for Beginners/HIC111 Spoken Hindi for Beginners	15

Year 2 Semester 1

Course Title	Credit Point
MTH211 Advanced Calculus	15
ITC203 System and Software Constructs	15
ITC221 Computer applications in Art and Design/ITC213 System Analysis and Modelling	15
UUU200 Contemporary Fiji	15

Year 2 Semester 2

Course Title	Credit Point
MTH201 Discrete Mathematics	15
MTH214 Linear Algebra	15
ITC208 Systems Project and Quality Management/ITC224 Virtualisation and Animation	15
ITC262 Professional Practice in IT	15

Year 3 Semester 1

Course Title	Credit Point
MTH312 Numerical Analysis and Optimisation	15
ITC314 Web Design and Programming	15
ITC355 Business Intelligence/ITC362 System and Network Administration	15
UUU300 Governance and Ethics	15

Year 3 Semester 2

Course Title	Credit Point
MTH314 Real and Complex Analysis	15
MTH315 Abstract Algebra	15
ITC307 IT Project	15
ITC334 Cloud Computing	15

Bachelor of Science (Double major in Mathematics and Physics)

The Bachelor of Science double major programme consists of 24 courses amounting to 360 credit points.

Year 1   Semester 1

Course Title	Credit Point
MTH111 Calculus I and Linear Algebra	15
PHY111 Physics 1	15
ITC100 Information Technology for the Workplace	15
UUU100 Social Research	15

Year 1 Semester 2

Course Title	Credit Point
MTH114 Calculus II and Differential Equations	15
PHY112 Physics 2	15
LLC101 English for Academic Purposes	15
ITK111 Spoken i-Taukei Language for Beginners/HIC111 Spoken Hindi for Beginners	15

Year 2 Semester 1

Course Title	Credit Point
MTH211 Advanced Calculus	15
PHY212 Atmospheric Physics	15
PHY214 Physics of the Environment	15
UUU200 Contemporary Fiji	15

Year 2 Semester 2

Course Title	Credit Point
MTH201 Discrete Mathematics	15
MTH214 Linear Algebra	15
PHY213 Quantum Physics	15
ESC201 Climate Change and Society	15

Year 3 Semester 1

Course Title	Credit Point
MTH312 Numerical Analysis and Optimisation	15
PHY313 Meteorological Physics/PHY315 Environmental Soil	15
PHY314 Electricity and Electronics	15
UUU300 Governance and Ethics	15

Year 3 Semester 2

Course Title	Credit Point
MTH314 Real and Complex Analysis	15
MTH315 Abstract Algebra	15
PHY312 Renewable Energy Resources	15
ESC300 Natural Resource Management	15

Bachelor of Science (Double major in Mathematics and Chemistry)

The Bachelor of Science double major programme consists of 24 courses amounting to 360 credit points.

Year 1 Semester 1

Course Title	Credit Point
MTH111 Calculus I and Linear Algebra	15
CHE111 Principles of Inorganic and Physical Chemistry	15
ITC100 Information Technology for the Workplace	15
UUU100 Social Research	15

Year 1 Semester 2

Course Title	Credit Point
MTH114 Calculus II and Differential Equations	15
CHE112 Principles of Organic Chemistry	15
LLC101 English for Academic Purposes	15
ITK111 Spoken i-Taukei Language for Beginners/HIC111 Spoken Hindi for Beginners	15

Year 2 Semester 1

Course Title	Credit Point
MTH211 Advanced Calculus	15
CHE211 Physical and Inorganic Chemistry	15
ESC202 Agroecology	15
UUU200 Contemporary Fiji	15

Year 2 Semester 2

Course Title	Credit Point
MTH201 Discrete Mathematics	15
MTH214 Linear Algebra	15
CHE212 Organic and Analytical Chemistry	15
ESC201 Climate Change and Society	15

Year 3 Semester 1

Course Title	Credit Point
MTH312 Numerical Analysis and Optimisation	15
CHE311 Qualitative and Quantitative Techniques	15
CHE314 Biochemistry	15
UUU300 Governance and Ethics	15

Year 3 Semester 2

Course Title	Credit Point
MTH314 Real and Complex Analysis	15
MTH315 Abstract Algebra	15
CHE312 Aquatic Chemistry	15
CHE313 Applied and Environmental Chemistry	15

Postgraduate Diploma in Mathematics

The Postgraduate Diploma in Mathematics programme consists of 4 courses amounting to 120 credit points. Students must complete any four 400-level MTH courses.

Any four from the course list:

MTH401   Advanced Abstract Algebra
MTH402   Advanced Real Analysis
MTH403   Advanced Complex Analysis
MTH405   Special Functions
MTH406   Integral Transforms with Applications
MTH408   Industrial Mathematics
MTH409   Mathematical Statistics
MTH410   Mathematical Methods
MTH411   Advanced Numerical Analysis using MATLAB

Master of Science in Mathematics by Coursework and Thesis

The Master of Science by coursework and thesis programme consists of 6 courses of 30 credit points each and a minor thesis of 60 credit points amounting to 240 credit points. Students must complete any six 400-level MTH courses and MTH500.

Any six from the course list:
MTH401   Advanced Abstract Algebra

MTH402   Advanced Real Analysis
MTH403   Advanced Complex Analysis
MTH405   Special Functions
MTH406   Integral Transforms with Applications
MTH408   Industrial Mathematics
MTH409   Mathematical Statistics
MTH410   Mathematical Methods
MTH411   Advanced Numerical Analysis using MATLAB
MTH412   Special Topics in Mathematics I
MTH413   Special Topics in Mathematics II
MTH414   Sampling Theory

Master of Science in Mathematics by Thesis

The research Master of Science programme consists of the preparation and presentation of a major thesis amounting to 240 credit points. The supervised research shall be prepared and presented in accordance with the Programme Regulations for the Master of Science degree. Students must complete MTH501.

Doctor of Philosophy (PhD) in Mathematics
The research Doctor of Philosophy (PhD) programme consists of the preparation and presentation of a major thesis amounting to 360 credit points. The supervised research shall be prepared and presented in accordance with the Programme Regulations for the Doctor of Philosophy degree. Students must complete MTH700.

Department of Science
The Department of Science offers the following programmes:

Undergraduate
- Diploma in Environmental Science
- Bachelor of Science (BSc) in Biology (Double Major)
- Bachelor of Science (BSc) in Chemistry (Double Major)
- Bachelor of Science in Physics (Double Major)
- Bachelor of Environmental Science

Postgraduate
- Postgraduate Diploma in Energy and Environment
- Masters Degree in Renewable Energy Management (REM)

Bachelor of Science (Biology) Double Major

Course Breakdown

Year 1 Semester 1

Course Title	Credit Point
BIO111Animal Biology	15
CHE111 Principles of Inorganic and Physical Chemistry/ ITC115 Introduction to Software Engineering	15
UUU100Social Research	15
MTH 111 Calculus I and Linear Algebra / ITC100 Information Technology for the Workplace / PHY111 Physics 1	15

Year 1 Semester 2

Course Title	Credit Point
BIO112 Plant Biology	15
CHE112 Principles of Organic Chemistry/ITC106 Programming Concepts and Constructs	15
LLC101 English for Academic Purposes	15
ITK111/ Spoken iTaukei/ HIC 111 Hindi Language for Beginners	15

Year 2 Semester 1

Course Title	Credit Point
BIO211 Biodiversity and Conservation	15
BIO214 Microbiology	15
CHE211 Physical and Inorganic Chemistry/ITC203 System Software Architecture	15
UUU200Contemporary Fiji	15

Year 2 Semester 2

Course Title	Credit Point
BIO 213 Ecology	15
ESC 201 Climate Change and Society	15
CHE 212 Organic and Analytical Chemistry/ITC 262 Professional Practice in IT/ITC208 System Project and Quality Management	15
BIO 212 Genetics	15

Year 3 Semester 1

Course Title	Credit Point
BIO 311 Research Topics in Plant Biology/BIO314 Evolutionary Biology/ESC300 Natural Resource Management	15
BIO 312 Physiology	15
CHE 311 Qualitative and Quantitative Techniques/ ITC314 Web Design and Programming	15
CHE 314 Biochemistry/ITC335 Computer and network Security	15

Year 3 Semester 2

Course Title	Credit Point
BIO 313 Marine Biology	15
CHE 312 Aquatic Chemistry ITC307 IT Project	15
CHE 313 Applied and Environmental Chemistry/ITC355 Business Intelligence /ITC 334 Cloud Computing	15
UUU 300 Governance and Ethics	15

Bachelor of Science (Chemistry) Double Major

Year 1 Semester 1

Course Title	Credit Point
CHE 111 Principles of Inorganic and Physical Chemistry	15
BIO111Animal Biology/ITC115 Introduction to Software Engineering	15
UUU100 Social Research	15
MTH 111/ITC100/PHY111Calculus I and Linear Algebra / Information Technology for the Workplace / Physics 1	15

Year 1 Semester 2

Course Title	Credit Point
CHE112Principles of Organic Chemistry	15
BIO112 Plant Biology/ITC106 Programming Concepts and Constructs	15
LLC101English for Academic Purposes	15
ITK111/HIC111 Spoken iTaukei/Hindi Language for Beginners	15

Year 2 Semester 1

Course Title	Credit Point
CHE211 Physical and Inorganic Chemistry	15
BIO211 Biodiversity and Conservation/ ITC213 Systems Analysis and Modeling.	15
BIO214 Microbiology/ITC203 System Software Architecture	15
UUU200Contemporary Fiji	15

Year 2 Semester 2

Course Title	Credit Point
CHE212 Organic and Analytical Chemistry	15
BIO212 Genetics/ITC262 Professional Practice in IT	15
BIO213 Ecology/ITC208 System Project and Quality	15
ESC201 Climate Change and Society	15

Year 3 Semester 1

Course Title	Credit Point
CHE311 Qualitative and Quantitative Techniques	15
CHE314 Biochemistry	15
BIO312 Physiology / ITC314 Web Design and Programming	15
BIO 311 Research Topics in Plant Biology/ BIO314 Evolutionary Biology/ESC 300 Natural Resource Management/ ITC335 Computer and Network Security	15

Year 3 Semester 2

Course Title	Credit Point
CHE312 Aquatic Chemistry	15
CHE313 Applied and Environmental Chemistry	15
BIO313 Marine Biology /ITC307 IT Project//ITC334 Cloud Computing/ ITC355 Business Intelligence	15
UUU 300 Governance and Ethics	15

Bachelor of Science (Double major in Physics and IT)

The Bachelor of Science double major programme consists of 24 courses amounting to 360 credit points.

Year 1 Semester 1

Course Title	Credit Point
ITC115 Introduction to Software Education	15
PHY111 Physics 1	15
ITC100 Information Technology for the Workplace	15
UUU100 Social Research	15

Year 1 Semester 2

Course Title	Credit Point
ITC106 Programming Concepts and Constructs	15
PHY112 Physics 2	15
LLC101 English for Academic Purposes	15
ITK111 Spoken i-Taukei Language for Beginners/HIC111 Spoken Hindi for Beginners	15

Year 2 Semester 1

Course Title	Credit Point
ITC203 System Software Architecture	15
PHY212 Atmospheric Physics	15
PHY214 Physics of the Environment	15
UUU200 Contemporary Fiji*	15

Year 2 Semester 2

Course Title	Credit Point
ITC262 Professional Practice in IT	15
ITC208 System Project and Quality Management	15
PHY213 Quantum Physics	15
ESC201 Climate Change and Society	15

Year 3 Semester 1

Course Title	Credit Point
ITC314 Web Design and Programming	15
ITC355 Business Intelligence	15
PHY313 Meteorological Physics/PHY315 Environmental Soil	15
PHY314 Electricity and Electronics	15

Year 3 Semester 2

Course Title	Credit Point
UUU300 Governance and Ethics	15
ITC307 IT Project	15
PHY312 Renewable Energy Resources	15
ESC300 Natural Resource Management	15

Bachelor of Science (Double major in Physics and Chemistry)

The Bachelor of Science double major programme consists of 24 courses amounting to 360 credit points.

Year 1 Semester 1

Course Title	Credit Point
CHE111 Principles of Inorganic and Physical Chemistry	15
PHY111 Physics 1	15
ITC100 Information Technology for the Workplace	15
UUU100 Social Research	15

Year 1 Semester 2

Course Title	Credit Point
CHE112 Principles of Organic Chemistry	15
PHY112 Physics 2	15
LLC101 English for Academic Purposes	15
ITK111 Spoken i-Taukei Language for Beginners/HIC111 Spoken Hindi for Beginners	15

Year 2 Semester 1

Course Title	Credit Point
CHE211 Physical and Inorganic Chemistry	15
PHY212 Atmospheric Physics	15
PHY214 Physics of the Environment	15
UUU200 Contemporary Fiji*	15

Year 2 Semester 2

Course Title	Credit Point
UUU300 Governance and Ethics	15
CHE212 Organic and Analytical Chemistry	15

PHY213 Quantum Physics	15
ESC201 Climate Change and Society	15

Year 3 Semester 1

Course Title	Credit Point
CHE314 Biochemistry	15
CHE311 Quantitative and Qualitative Techniques	15
PHY313 Meteorological Physics/PHY315 Environmental Soil	15
PHY314 Electricity and Electronics	15

Year 3 Semester 2

Course Title	Credit Point
CHE312 Aquatic Chemistry	15
CHE313 Environmental and Applied Chemistry	15
PHY312 Renewable Energy Resources	15
ESC300 Natural Resource Management	15

Bachelor of Environmental Science

This interdisciplinary programme is comprised of a total of 24 courses over a three year period. It includes courses from four major disciplines which are Biology, Chemistry, Geography and Agriculture with compulsory courses as well as interdisciplinary courses. Students are required to do 8 x 100 Level courses, 8 x 200 Level courses and 8 x 300 Level Courses.

Year 1 Semester 1

Course Title	Credit Point
BIO111 Animal Biology /BIO112 Plant Biology	15
ITC100 Information Technology for the Workplace	15
CHE111 Principles of Inorganic and Physical Chemistry	15
PHY111 Physics 1	15

Year 1 Semester 2

Course Title	Credit Point
BIO112 Plant Biology/BIO 111 Animal Biology	15
HIC 111 / ITK 111 Spoken Hindi for Beginners/ Spoken Fijian for Beginners	15
LLC101 English for Academic Purpose	15

CHE112 Principles of Organic Chemistry	15
UUU100 Social Research	15

Year 2 Semester 1

Course Title	Credit Point
ESC202 Agroecology	15
BIO211 Biodiversity and Conservation	15
GEO201 Geology and Mining /PHY212 Atmospheric Physics	15
PHY214 Physics of the Environment	15

Year 2 Semester 2

Course Title	Credit Point
UUU200 Contemporary Fiji	15
ESC 201 Climate Change and Society	15
GEO 202 Physical Geography/CHE 212 Organic & Analytical Chemistry	15
BIO 213 Ecology	15

Year 3 Semester 1

Course Title	Credit Point
UUU 300 Governance and Ethics	15
PHY 315 Environmental Soil Physics	15
ESC301 Agricultural Biotechnology / ESC302 Introduction to Geographical Information Systems /ESC303 Environmental Impact Assessment	15
LAW 313 Environmental Law	15

Year 3 Semester 2

Course Title	Credit Point
ESC 300 Natural Resource Management	15
CHE 312 Aquatic Chemistry	15
BIO 313 Marine Biology	15
CHE 313Environmental and Applied Chemistry	15

Diploma in Environmental Science

This programme is comprised of a total of 16 courses over a two year period. The programme follows the same structure as Year 1 and Year 2 in Bachelor of Environmental Science programme (given above).

Postgraduate Diploma in Energy and Environment
This is a one-year programme amounting to 120 credit points. Students have to complete any four courses from the following:

PHY400 Special Research Topic in Environmental Physics
PHY401 Renewable Energy Resources
PHY402 Advanced Environmental Physics
PHY403 Climate Change and Environment
PHY410 Environment & Energy Policy

Master's Degree in Renewable Energy Management

The programme duration is 2 years full time or longer if part time.

Year 1 Semester 1

Course Title
REM400 Renewable Energy Technologies I
REM401 Renewable Energy Technologies II

Year 1 Semester 2

Course Title
REM402 Renewable Energy and Sustainable Development
REM403 Energy Economic and Management

Year 2 Semester 1
Students must choose any two of the following three courses

Course Title
REM404 Renewable Energy Technologies III
REM405 Sustainable and Environmental Chemistry
REM406 Energy Modeling and Forecasting

Year 2 Semester 2

Course Title
REM407   Research Thesis / Industrial Attachment

Centre for i-Taukei Studies (CIS)

The Centre for iTaukei Studies offers the following programmes of study:
- Diploma in iTaukei Language and Culture
- Diploma in Teaching iTaukei Language, Literature and Culture (Secondary)
- Bachelor of Arts (Double Major in iTaukei language, Literature and Culture & LLC)
- Bachelor of Arts (Double Major in iTaukei language, Literature and Culture & Management.

Admission Requirements

Diploma Programmes

- Teachers with a Primary Teachers' Certificate from a teacher training institution or equivalent are eligible for cross credits.
- Obtained the appropriate University Foundation Certificate
- Passed the Year 13 National Examination with an aggregate of at least 200 marks in 4 subjects with a minimum of 50% in English and Vosa VakaViti.
- Admission with Standing for a Diploma entry requires, either:
- Pass in the Year 13 National Examination or equivalent with 50% in English and Vosa VakaViti and at least 2 years of relevant work experience, or

- The applicant be at least 21 years of age, and have relevant work experience.

The Diploma in iTaukei Language and Culture programme consists of 16 courses amounting to 240 credit points. Students must complete all compulsory

Compulsory Courses

Course Title	Credit Point
ITK101 Listening and Speaking i-Taukei Language	15
ITK102 Reading and Writing i-Taukei language	15
LLC101 English for Academic Purposes	15
ITC101 Computing Platforms	15
HIC111 Spoken Hindi for Beginners	15
UUU100 Social Research	15
ITK201 Language in Cultural Context	15
ITK202 i-Taukei Ceremonies, Protocol and Oral Traditions	15
ITK203 Reading and Writing i-Taukei Language 11	15
ITK204 Expressive and Performing Arts in i-Taukei Culture	15
ITK300 Research Project: Independent Project	15
ITK301 Creating Literature in i-Taukei language	15
ITK302 Vanua: Land and the People	15
ITK309 Creating Information Texts in Vosa VakaViti	15
MGT101 Fundamentals of Management	15
MGT105 Organisational Behavior	15
	240

Year 1 Semester 1

Course Title	Credit Point
ITK101 Listening and Speaking iTaukei Language	15
ITC101 Computing Platforms	15
HIC111 Spoken Hindi for Beginners	15
MGT101 Fundamentals of Management	15

Year 1 Semester 2

Course Title	Credit Point
LLC101 English for Academic Purposes	15
ITK102 Reading & Writing iTaukei Language 1	15
UUU100 Social Research	15
ITK309 Creating Information Texts in Vosa VakaViti	15

Year 2 Semester 1

Course Title	Credit Point
ITK201 Language in Cultural Context	15
ITK204 Expressive and Performing Arts in iTaukei Language	15
ITK301 Creating Literature in i-Taukei language	15
MGT105 Organizational Behavior	15

Year 2 Semester 2

Course Title	Credit Point
ITK202 iTaukei Ceremonies, Protocol and Oral Traditions	15
ITK203 Reading and Writing iTaukei Language 11	15
ITK300 Research Project: Independent Project	15
ITK302 Vanua: Land and the People	15

Diploma in Teaching i-Taukei Language, Literature and Culture (Secondary)

The Diploma in Teaching i-Taukei Language, Literature and Culture (Secondary) programme consists of 16 courses amounting to 240 credit points. Students must complete all the compulsory courses.

Course Title	Credit Points
ITK101 Listening & Speaking iTaukei Language 1	15
ITK102 Reading & Writing iTaukei Language 1	15
ITC100 Information Technology for the Workplace	15
LLC101 English for Academic Purposes	15
UUU100 Social Research	15
ITK201 Language Cultural Context & (Human Development)	15
ITK202 Ceremonies, Protocols & Oral Traditions	15
ITK203 Reading & Writing iTaukei Language 11	15
ITK204 Expressive & Performing Arts	15
ITK205 Teaching & Learning iTaukei Practicum I	15
ITK302/ITK300 Vanua, Land & People / Research Project	15
ITK304 Teaching & Learning iTaukei Literature	15
ITK306 Translation Theory & Practice	15
ITK307 Teaching of Reading	15
ITK308 Methodologies of Teaching Writing	15
ITK310 Methodologies in Teaching iTaukei Practicum II	15
	240

Year 1 Semester 1

Course Title	Credit Points
ITK101 Listening and Speaking iTaukei Language	15
ITC101 Computing Platforms	15
UUU100 Social Research	15
LLC101 English for Academic Purposes	15

Year 1 Semester 2

Course Title	Credit Points
ITK102 Reading & Writing iTaukei Language 1	15
ITK202 iTaukei Ceremonies, Protocol and Oral Traditions	15
ITK203 Reading and Writing iTaukei Language 11	15
ITK302 /ITK300 Vanua, Land & People / Research Project	15

Year 2 Semester 1

Course Title	Credit Points
ITK201 Language in Cultural Context	15
ITK204 Expressive and Performing Arts in iTaukei Language	15
ITK304 Teaching & Learning iTaukei Literature	15

Year 2 Semester 2

Course Title	Credit Points
ITK306 Translation Theory & Practice	15
ITK307 Teaching of Reading	15
ITK308 Methodologies of Teaching Writing	15

ITK205 and ITK310 are taken in either Semester 1 or Semester 2 after all other iTaukei and compulsory courses have been completed by the student.

Bachelor of Arts Double Major (ITK/LLC)

Major 1: i-Taukei Language, Literature and Culture
Major 2: English Language, Literature & Communications/ Management/ITC

The Bachelor of Arts double major programme consists of 24 Courses amounting to 360 credit points, Students must complete all compulsory Courses in both the majors.

Course Title	Credit Points
ITK Major	
ITK101 Listening and Speaking i-Taukei Language	15
ITK102 Reading and Writing i-Taukei language	15
LLC101 English for Academic Purposes	15
ITC100 Information Technology for the workplace	15
HIC111 Spoken Hindi for Beginners	15
UUU100 Social Research	15
ITK201 Language in Cultural Context	15
ITK202 i-Taukei Ceremonies, Protocol and Oral Traditions	15
ITK203 Reading and Writing i-Taukei Language 11	15
ITK204 Expressive and Performing Arts in i-Taukei Culture	15
ITK309 Creating Information Texts in VosaVakaviti	15
ITK300 Research Project: Independent Project	15
ITK301 Creating Literature in i-Taukei Language	15
ITK302 Vanua: Land and the People	15
ITK306 Theory Translation and Practice	15
ITK305 Promoting Cultural Teaching & Learning	15
LLC Majors	
LLC111 Introduction to Linguistics	15
LLC122 Writing Fiji in the South Pacific	15
LLC211 The Structure of Language	15
LL221 Short Fiction & Literary Appreciation	15
LLC213 English as a Second Language & Materials Writing	15
LLC311 Second Language Learning: Theory & Practice / LLC321 Poetry & Creative Writing	15
LLC301 Research Project in Literature Language	15
LLC312 Second Language Teaching Methodology / LLC322 An introduction to Postcolonial Writing: Theory & Text	15
LLC323 Drama & Literary Appreciation	15

Year 1 Semester 1

Course Title	Credit Points
LLC101 English for Academic Purposes *	15
ITK101 Listening and Speaking iTaukei Language	15
ITC100 Information Technology for the Workplace	15
ITK 111/HIC111 Spoken Hindi for Beginners	15

Year 1 Semester 2

Course Title	Credit Points
LLC101 English for Academic Purposes	15
LLC111 Introduction to linguistics	15
LLC122 Writing Fiji in th South Pacific	15
ITK102 Reading & Writing iTaukei Language 1	15
UUU100 Social Research	15

Year 2 Semester 1

Course Title	Credit Points
LLC211 The Structure of Language	15
LLC221 Short Fiction & Literary Appreciation	15
ITK201 Language in Cultural Context	15
ITK204 Expressive and Performing Arts in iTaukei Language	15
ITK309 Creating Information Texts in VosaVakaviti	15

Year 2 Semester 2

Course Title	Credit Points
LLC213 English as a Second Language: Curriculum and Materials Writing	15
ITK202 iTaukei Ceremonies, Protocol and Oral Traditions	15
ITK203 Reading and Writing iTaukei Language 11	15
ITK309 Creating Information Texts in VosaVakaviti	15

Year 3 Semester 1

Course Title	Credit Points
LLC311 Second Language Learning: Theory & Practice/ LLC321 Poetry and Creative Writing	15
ITK300 Research Project: Independent Project	15
ITK302 Vanua, Land and People	15
LLC301 Research Project in Literature Language	15
ITK305 Promoting Cultural Teaching & Learning	15

Year 3 Semester 2

Course Title	Credit Points
LLC312 Second Language Teaching Methodology/ LLC322 An Introduction to Postcolonial Writing: Theory and Text	15
LLC323 drama and literary appreciation	15
ITK301 Creating Literature in iTaukei Language	15
ITK306 Translation Theory and Practice	15
ITK305 Promoting Cultural Teaching & Learning	15

Bachelor of Arts - i-Taukei /Management
Major 1: i-Taukei Language, Literature and Culture
Major 2: Management

The Bachelor of Arts double major programme consists of 24 Courses amounting to 360 credit points, Students must complete all compulsory Courses in both the majors.

Course Title	Credit Points
ITK101 Listening and Speaking iTaukei Language	15
ITK 102 Reading and Writing iTaukei Language I	15
UUU100 Social Research	15
ITC101 Computer Platforms	15
HIC111Spoken Hindi for Beginners	15
LLC101 English for Academic Purposes	15
ITK201 Language in Cultural Context	15
ITK202 iTaukei Ceremonies, Protocol and Oral Traditions	15
ITK203 Reading & Writing iTaukei Language II	15
ITK204 Expressive and Performing Arts	15
ITK300 Research Project: Independent Project	15
ITK301Creating Literature in iTaukei Language	15
ITK302 Vanua: Land & The People	15
ITK303 Teaching and Learning iTaukei language	15
ITK305 Promoting cultural teaching and learning	15
ITK306 Translation Theory & Practice	15
ITK309 Creating Information text in Vosa Vakaviti	15
Management Electives	
MGT101 Fundamentals of Management	15
MGT105 Organizational Behaviour	15

MGT204 Management of Industrial Relations	15
MGT206 Marketing, Principles and Strategies	15
MGT302 Human Resources Management	15
MGT309Strategic Management	15
LAW100 Sociology of Law	15
Total Credit Points	**360**

Year 1 Semester 1

Course Title	Credit Points
MGT101 Fundamentals of Management	15
ITC101 Computer Platforms	15
HIC111 Spoken Hindi for Beginners	15
ITK101 Listening and Speaking iTaukei Language	15

Year 1 Semester 2

Course Title	Credit Points
LLC101 English for Academic Purposes *	15
ITK102 Reading and Writing iTaukei Language I	15
MGT105 Organizational Behaviour	15
UUU100 Social Research	15

Year 2 Semester 1

Course Title	Credit Points
ITK201 Language in Cultural Context	15
ITK204 Expressive & Performing Arts in iTaukei Language	15
MGT204 Management of Industrial Relations	15
LAW100 Sociology of Law	15

Year 2 Semester 2

Course Title	Credit Points
ITK202 iTaukei Ceremonies, Protocol & Oral Traditions	15
ITK203 Reading & Writing iTaukei Language II	15
MGT206 Marketing Principles and Strategies	15
ITK305 Promoting cultural teaching and learning	15

Year 3 Semester 1

Course Title	Credit Points
ITK301 Creating Literature in iTaukei Language	15
ITK302 Vanua, Land & the People	15
MGT302 Human Resources Management	15
MGT309 Strategic Management	15

Course Title	Credit Points
ITK300 Research Project : Independent Project	15
ITK306 Translation Theory & Practice	15
ITK309 Creating Information text in Vosa Vakaviti	15
ITK303 Teaching and Learning iTaukei language	15

Umanand Prasad School of Medicine & Health Sciences

Umanand Prasad School of Medicine & Health Sciences

MBBS Programme

Admission Requirements

Direct Entry from Year 13/Equivalent - Students from Year 13 to attain a pass in Year 13 Examination or its equivalent and have an aggregate of 300 or above marks in the four subjects - English, Biology, Chemistry and Physics, with a minimum of 50% in English.

A. Foundation Science after Y12 - Must complete Foundation Science programme with minimum of eight Foundation Courses of (2 English, 2 Biology, 2 Chemistry and 2 Physics) register a B+ grade in all 8 Courses and a GPA of 3.5 or above.

B. Foundation Science Post Y13 - Must complete Foundation Science programme with minimum of eight Foundation Courses of (2 English, 2 Biology, 2 Chemistry and 2 Physics) registering a B+ grade in all 8 Courses and a GPA of 3.5 or above.

C. Degree Level Entry - Bachelor of Science Programme with Year 1 - having completed 100 Level Courses of (1 English, 2 Biology, 2 Chemistry and 2 Physics) registering a B+ grade in all 8 Courses and a GPA of 3.5 or above.

D. Mature Entry - Must have completed Year 13 and attained a Diploma or Bachelors Degree in Science and be above the age of 21 and below the age of 40 and has demonstrated required competence in the 3 Science subjects (Biology/Chemistry/Physics) and English as stated in A, B, C and D above. Must submit a medical report from a General Medical Practitioner. Must have 5 years of experience in medical field.

E. Transfer - Medical Students - Students seeking transfer from another medical school will only be accepted in Year 1 of the MBBS Programme at UPSM&HS.

MBBS Programme Structure

The MBBS programme has a total of 720 credit points that is 120 credit points per year. Students must complete all courses

#	Course	Code	Duration	Semester	CPs
Year 1 (120 CPs)					
1	Human Anatomy	ANAT101	14 weeks/ semester	Year long	30
2	Human Physiology	PHYS102	14 weeks/ semester		30
3	Medical Biochemistry	BIOC103	14 weeks/ semester		30
4	Medical Ethics & Culture , Terminology · Medical Ethics · Fijian culture · Hindi Culture · Medical terminology	MECT104	14 weeks/ semester		30

#	Course	Code	Duration	Semester	CPs
Year 2 (120 CPs) Prerequisites: MBBS 1					
5	Human Pathology	PATH201	14 weeks/ semester	year long	30
6	Human Microbiology	MICR202	14 weeks/ semester		30
7	Medical Pharmacology	PHRM203	14 weeks/ semester		30
8	Basic Professional Skills	BAPS204	14 weeks/ semester		30

#	Course	Code	Duration	Semester	CPs
Year 3 (120 CPs) Prerequisites: MBBS 2					
9	Internal Medicine	IMED301	5 weeks	year long	20
10	Surgery	SURG302	5 weeks		20
11	Obstetrics & Gynaecology	OBGY303	5 weeks		20
12	Paediatrics	PAED304	5 weeks		20
13	Community and Family Medicine	CMED305	5 weeks		20
14	Clinical Skills	CLSK306	5 weeks		20

Year 4 (120 CPs) Prerequisites: MBBS 3					
#	Course	Code	Duration	Semester	CPs
15	Internal Medicine	IMED401	5 weeks	year long	20
16	Surgery	SURG402	5 weeks		20
17	Obstetrics & Gynaecology	OBGY403	5 weeks		20
18	Paediatrics	PAED404	5 weeks		20
19	Community and Family Medicine	CMED405	5 weeks		20
20	Psychiatry	PSYC406	5 weeks		20

Year 5 (120 CPs) Prerequisites: MBBS 4					
#	Course	Code	Duration	Semester	CPs
21	Internal Medicine	IMED 501	4 weeks	year long	16
22	Surgery	SURG 502	4 weeks		16
23	Obstetrics & Gynaecology	OBGY 503	4 weeks		16
24	Paediatrics	PAED 504	4 weeks		16
25	Community and Family Medicine	CMED 505	4 weeks		16
26	Allied Subjects	ALSB 506	6 weeks	Semester 2	24
	· ENT		1 weeks		
	· Ophthalmology		1 weeks		
	· Anaesthesiology		1 weeks		
	· Physiotherapy		1 weeks		
	· Radiology		1 weeks		
	· Emergency Medicine		1 weeks		
27	Forensic Medicine	FMED 507	4 weeks	Semester 2	16

Year 6 (120 CPs) Prerequisites: MBBS 5					
#	Course	Code	Duration	Semester	CPs
28	Internal Medicine	IMED601	4 weeks	year long	15
29	Surgery	SURG602	4 weeks		15
30	Obstetrics & Gynaecology	OBGY603	4 weeks		15
31	Paediatrics	PAED604	4 weeks		15
32	Community and Family Medicine	CMED605	16 weeks		60

Audit Courses:
- Internal Medicine
- Surgery
- Obstetrics and Gynaecology
- Paediatrics
- Community Medicine
- Evidence Based Practice

Bachelor of Nursing Bridging In- Service

Admission Requirement:
- To enter Bachelor of Nursing In Service Programme an applicant must be a licensed registered Nurse.
- Other qualification on the discretion of the Dean of School.

The Bachelor of Nursing Bridging Post Registration programme has a total of 90 credit points that is 15 credit points per trimester. Students must complete all courses.

#	Course	Code	Duration	Trimester	CPs
	Bachelor of Nursing Bridging Post Registration				
	Programme Duration: 1year				
1	Advanced Nursing Theories and Perspectives	BNUR 311	13 weeks/ trimester	1	15
2	Evidence Based Nursing Practices	BNUR 312	13 weeks/ trimester	1	15
3	Teaching & Learning Health Promotion	BNUR 313	13 weeks/ trimester	2	15
4	Health Services Provision	BNUR 314	13 weeks/ trimester	2	15
5	Palliative & Chronic Care Nursing	BNUR 315	13 weeks/ trimester	3	15
6	Intergrated Nursing Practice	BNUR 316	13 weeks/ trimester	3	15

Postgraduate Certificate in Primary Health Care (PGCertPHC)

Admission Requirement:

To enter Postgraduate Certificate in Primary Health Care (PGCertPHC) Programme an applicant should have an approved Bachelors degree in any field of health Sciences.

The Postgraduate Certificate in Primary Health Care (PGCertPHC) programme has a total of 120 credit points that is 60 credit points per semester.

Students must complete all courses.

Postgraduate Certificate in Primary Health Care (PGCertPHC)				
Programme Duration: 1year				
#	Course	Code	Duration	Semester	CPs
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1	Principles and practice of Primary Health Care and Health Promotion	PMED 701	14 weeks/ semester	1	30
2	Public Health Policies, plans and programmes	PMED 702	14 weeks/ semester	1	30
3	Leadership and Effective Governance	PMED 703	14 weeks/ semester	2	30
4	Health system components	PMED 704	14 weeks/ semester	2	30

Master of Nursing by Thesis

Admission Requirement:

- To enter Master of Nursing by Thesis Programme an applicant must have a Bachelors Degree in nursing sciences with GPA of 3 and above.
- Other qualification on the discretion of the Dean of School.

The Master of Nursing by Thesis programme has a total of 240 credit points that is 120 credit points per year. Students must complete all courses.

Master of Nursing by Thesis				
Programme Duration: 2years				
#	Course	Code	Duration	Semester	CPs
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1	Health Systems Research	PMED704	14 weeks/ semester	1	60
2	Thesis and Dissertation Proposal	PMED705	14 weeks/ semester	1	60
3	Preparatory Field Work	PMED 801	14 weeks/ semester	1	60
4	Field work and Thesis Write up	PMED 802	14 weeks/ semester	1	60

Course Prescriptions

Accounting

ACCF11 Foundation Accounting I   SEM 1

Prerequisite: Fiji Year 12 examination pass or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course introduces students to the basic concepts of financial accounting. It focuses on the fundamental accounting principles, concepts and processes, which are applied to different types of business Organizations (sole proprietorship, partnership and companies). Emphasis is placed on the preparation and analysis of financial statements for various types of business, taking into consideration the balance day adjustments. This course also requires the students to do a project or field research based on the given accounting topics.

ACCF12 Foundation Accounting II   SEM 2

Prerequisites: Fiji Year 12 examination pass or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course is divided into two parts: Part I is a continuation of the financial accounting introduced in Semester 1. It elaborates on the internal control issues relating to inventory, cash, non-current assets, receivables and payables. Part 2 is an introduction to management accounting. It introduces the cost concept, different costs involved, cost determination and different production systems, with emphasis on the manufacturing industry. Cost volume profit analysis will also be covered in detail.

ACC101 Accounting I   SEM 1

Continuous Assessment: 50%; Final Examination: 50%
Minimum 50% in continuous assessment and 40% in final examination

The course introduces the principles and concepts of financial accounting that affect the development and conduct of accounting, both as an activity and as a profession, in the South Pacific and internationally. On the completion of this course, students will be able to create and update the accounting records for sole traders and partnerships, and outline the process and prepare basic accounting entries for company formation.

ACC102 Accounting II   SEM 2

Continuous Assessment: 50%; Final Examination: 50%
Minimum 50% in continuous assessment and 40% in final examination

The course extends the knowledge of the fundamentals of accounting, and as a discipline it is divided into two broad areas – 'financial' and 'managerial' (or 'management') accounting. The course explores the fundamentals of management accounting – how the accounting system can be utilized within an Organization to assist its management to make sound decisions in the areas of planning and control. The main areas covered include cost concepts and cost behaviour determination, costing systems, planning decisions and the budgeting process.

ACC103 Introduction to Commercial Law   SEM 2

Continuous Assessment: 50%; Final Examination: 50%
Minimum 50% in continuous assessment and 40% in final examination

The course introduces an understanding of the various legal systems and the basic legal principles regulating commercial transactions. The course covers the laws relating to particular types of business contracts such as sales of goods contracts, including aspects of property law and negligence. It also covers laws relating to consumer interests and discusses how such laws affect commercial transactions, consumer rights and welfare.

ACC110 Introduction to Accounting Packages   SEM 2

Prerequisite: ACC101
Continuous Assessment: 50%; Final Examination: 50%

This course is designed to enhance student learning with a focus on ease of use, business processes and the related controls and ethics and corporate governance as they relate to accounting information systems. This study of Introduction to Accounting Packages provides a very important set of concepts to prepare students for an accounting and business career.

ACC201 Management Accounting   SEM 1

Prerequisite: ACC101, ACC102
Continuous Assessment: 50%; Final Examination: 50%
Minimum 50% in continuous assessment and 45% in final examination

The course provides an understanding and appreciation of the role of management

accounting systems as both a source of information for decision making and as part of an organization's control mechanisms.

It covers the topics done in the introductory course in more detail.

| ACC203 | **Corporate Accounting** | **SEM 1** |

Prerequisites: ACC101, ACC102
Continuous Assessment 50%; Final Examination 50%;
Minimum 50% in continuous evaluation and 45% in final examination

The course introduces many different issues and accounting techniques that are required in the company form of business organization.

It covers the relevant accounting standards that are concerned with disclosure, and the various theoretical and practical issues inherent in the company business structure from formation to liquidation.

| ACC205 | **Law of Association** | **SEM 2** |

Prerequisite: ACC103
Continuous Assessment: 50%; Final Examination: 50%
Minimum 50% in continuous evaluation and 45% in final examination

The course introduces the partnership, company, sole trader and joint venture laws in Fiji and is aimed at developing an understanding of the legal principles regulating various associations.

It includes developing the ability to identify and apply relevant legislation and case laws to different types of associations.

| ACC208 | **Business Finance** | **SEM 2** |

Prerequisite: ACC101, ACC102
Continuous Assessment: 50%; Final Examination: 50%
Minimum 50% in continuous evaluation and 45% in final examination

The course introduces the concepts and techniques of financial management, and the emphasis is focused more on a sound understanding of the discipline of finance, decision-making and implementation of projects in business enterprises. It covers areas such as investment and financial decisions, capital structure decisions, mergers and acquisition decisions, working capital management, international financial management and dividend policy decisions.

ACC301   Accounting Theory and Applications   SEM 2

Prerequisite: ACC201, ACC203
Continuous Assessment: 50%; Final Examination: 50%
Minimum 50% in continuous evaluation and 50% in final examination

The course introduces the nature and development of accounting theory; understanding of accounting standards, how they are formulated and their application. It introduces the critical evaluation of the status of accounting and financial theory; provides students with an ethical and professional dimension to the practice of Accounting; and prepares students for entry into the profession and higher-level studies. The course broadens the understanding of accounting in previous accounting courses by focusing on issues relating to the application of accounting techniques within an economic and conceptual framework.

ACC302   Management Information Systems   SEM 1

Prerequisite: any CSA/ITC 100-Level Course
Continuous Assessment: 50%; Final Examination: 50%
Minimum 50% in continuous assessment and 45% in final examination

The course is designed to enhance the students' knowledge of the fundamentals underlying the design, implementation, control, evaluation, and strategic use of modern, computer-based information systems for business data processing, office automation, information reporting, and decision-making. The emphasis is placed on the managerial and strategic aspects of information systems and information technology. In addition, students should be able to explain the major social and ethical issues involved in the development and use of information technology.

ACC304   Auditing and Assurance Services   SEM 2

Prerequisite: ACC203
Continuous Assessment: 50%; Final Examination: 50%
Minimum 50% in continuous assessment and 45% in final examination

The course introduces students to the general principles and processes of the audit and assurance function in an ever-changing environment. The international perspective of auditing and the effect on the globalization of the profession are considered with particular emphasis on the Pacific environment. The course covers in detail the practical process of auditing in the context of statutory and regulatory requirements.

ACC308   Taxation Law and Practice   SEM 1

Continuous Assessment: 50%; Final Examination: 50%
Minimum 50% in continuous assessment and 45% in final examination

The course is designed to develop an understanding of Fiji's Tax system and the ability to identify and apply relevant tax legislation, case laws, practice statements, policies and principles to various tax issues in Fiji. It covers Fiji's legal system, including the key areas of law affecting different types of business; application of legal knowledge to problem-solving; the effective communication of legal knowledge and problem-solving in both oral and written modes.

ACC401   Advanced Accounting Theory   SEM 1

Prerequisite: ACC301 or equivalent, ACC304 or equivalent, ACC201 or   equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course is designed to expand students' understanding of the nature and development of accounting theory beyond that covered in ACC301: Accounting Theory & Applications. To encourage students to critically evaluate the status of accounting and financial theory, To provide students with an ethical dimension to the practice of accounting, To prepare students for Master and PhD study, To encourage students to reflect on their own personal ethical development, To encourage students to think critically about accounting and its role in society as a form of labour and as a servant of capital, To encourage students to reflect on the motivations of social actors in the corporate world, To expand students' understanding of the topics of social and environmental reporting and to the theories relating to these, To expand students' understanding of the topic of budgeting and the theories relating to this. To expand students' understanding of how budgeting processes and practices might be influenced by societal culture, To expand students' understanding of the historical development of accounting in post-colonial countries including Fiji and Sub Saharan Africa.

ACC402   Accounting and Business Ethics   SEM 2

Prerequisite: ACC301 or equivalent, ACC304 or equivalent, ACC201 or   equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course is designed to expand students' understanding of the nature and development of accounting & business ethics beyond that covered in ACC301: Accounting Theory & Applications, To provide students with an ethical dimension to the practice of Accounting, To prepare students for Master and PhD study, To encourage students to reflect on their own personal ethical development, To encourage students to think critically about accounting and its role in society as a form of labour and as a

servant of capital, To encourage students to reflect on the motivations of social actors in the corporate world.

ACC403 **Advanced Financial Reporting** **SEM 1**

Prerequisite: ACC203, ACC301 or equivalent
Continuous Assessment: 50%; Final Examination: 50%

The aims of ACC403: Advanced Financial Accountingis to enable students to critically examine accounting theories and current financial accounting issues and to apply advanced financial accounting techniques. This course covers complex financial accounting topics including consolidations; mergers and acquisitions; segment reporting; foreign currency translations; hedging; fair value accounting; and forecasting. The course takes the student beyond understanding of the mechanics of the various transactions to analyzing and evaluating their usage in practice. It will provide a deeper understanding of the knowledge acquired in ACC101, ACC203, and ACC301.

Biology

BIOF11 **Foundation Biology I** **SEM1**

Prerequisite: Pass in Fiji School Leaving Certificate (FSLC) Biology or equivalent
Continuous Assessment: 50%; Final Examination: 50%

BIOF11 is based on the Year 13 Curriculum and the USP Foundation Programme. It combines the better of the two programmes to bring about a firm foundation for further studies in Biology. This course introduces the principles and concepts of Biology. Emphasis is placed on biological reproduction, genetics, evolution, and plant and animal diversity. This course provides suitable background for students who wish to continue their studies in medicine or in graduate-level study in Biology.

BIOF12 **Foundation Biology 2** **SEM 2**

Prerequisite: Pass in Fiji School Leaving Certificate (FSLC) Biology or equivalent
Continuous Assessment: 50%; Final Examination: 50%

BIOF12 is based on the Fiji Year 13 Curriculum and the USP Foundation Programme. This course is designed to familiarize students to the principles of biological systems. Some of the basic physiological processes of plants and animals are covered during this course. Special emphasis is placed on the relationship between structure and function.

BIO111	Animal Biology	SEM 1

Prerequisite: A pass in Year 13 Biology or Foundation Biology or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course provides an understanding of the central role of evolution in generating diversity and the various adaptations that enable animals to inhabit so many ecological niches. The main focus of the course is on mechanisms of evolution and the evolutionary relationships of major animal phyla and protozoan's, general features, morphology and physiology. This course will also include study of new evolved features of animals that pre-adapts the clade possessing it for new ecological opportunities. The laboratory work will be a combination of virtual labs and a comprehensive study of prepared and live animal and protozoan specimen.

BIO112	Plant Biology	SEM 2

Prerequisite: A pass in Year 13 Biology or Foundation Biology or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course is designed to familiarize students to the vast diversity of photosynthetic organisms and the economical and environmental aspects of plant biology. A major part of the course will comprise of the life cycles, adaptive features, phylogeny and physiology of the major groups of plants. The evolutionary advancement in land plants and interaction of plants with animals, especially humans will be highlighted. In the laboratory, the students will have a systematic introduction to the essential elements of plant anatomy and adaptations in plant structure.

BIO211	Biodiversity and Conversation	SEM 1

Prerequisite: A pass in BIO111 and BIO112
Continuous Assessment: 60%; Final Examination: 40%

This course deals with the current challenges facing biological diversity. Animals and plants face extinction through habitat loss, overharvesting, pollution, overpopulation of humans and the threat of global climate change. Wildlife and biodiversity are vital for human survival. In this course students will learn how to contribute to the management and research of threatened species and biological communities. Students will explore local, as well as global conservation issues.

BIO212	Genetics	SEM 2

Prerequisite: A pass in BIO111 or BIO112 or equivalent
Continuous Assessment: 50%; Final Examination: 50%

The purpose of this course is to provide a comprehensive background in all areas of classic Mendelian genetics, molecular genetics and population and evolutionary genetics. This course will enable students to demonstrate the understanding of genetic basis of inheritance at the cellular and molecular level. In this course students will examine how classical genetics and molecular biology have been applied to understanding inherited human disorders. Students will also be exploring fundamentals of Recombinant DNA technology and biotechnology, which is boosting world agriculture, the environment and the society at a large.

BIO213	Ecology	SEM 2

Prerequisite: A pass in year BIO111 and BIO112.
Continuous Assessment: 60%; Final Examination: 40%

This course will unify current advances in ecology with established theory to offer a comprehensive survey of ecosystem patterns and processes. This includes the study of living organisms and their interactions with each other, and the effects of physical and chemical characteristics of the environment on biota. This course also traces the flow of water, nutrients and energy from their abiotic origins, to their cycles through microbes, plants, and animals. The course will introduce students to the science of sustainability, making it relevant to real-life situations. Students will also learn basic issues and techniques in ecological restoration.

BIO214	Microbiology	SEM 1

Prerequisite: A pass in BIO111 and BIO112
Continuous Assessment: 50%; Final Examination: 50%

This course covers principles of microbiology with emphasis on microorganisms and human disease. Topics include an overview of microbiology and aspects of environmental, medical and industrial microbiology, identification and control of pathogens, disease transmission, host resistance, immunity, food canning, fermentation and pharmaceuticals. Upon completion, students should be able to demonstrate knowledge of microorganisms and the disease process as well as aseptic and sterile techniques.

BIO311   Research Topics in Plant Biology   SEM 1

Prerequisite: A pass in BIO211 and BIO213 or equivalent
Continuous Assessment: 60%; Final Examination: 40%

In the first part of this course, students will learn about plant genetics and biotechnology. The course will give an overview of the technology behind genetic manipulation, and the application of these technologies to the growth and cultivation of plants. The second part of this course will be the design, experimentation and communication of autonomous research projects. You will select a topic of your interest in plant biology and after discussion with your instructor; you will embark on an independent project and present the findings at the end of the semester.

BIO312   Physiology   SEM 1

Prerequisite: A pass in BIO212 and BIO213 or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course is designed to provide the students with strong understanding of the mechanisms, integration and evolution of physiological and biochemical systems within animals. It also explores the physiological adaptations animals utilize to live in diverse environments. An organism's ability to cope with its environment has also significant impact on the distribution of species. Special emphasis is placed on the function and regulation of the human body and physiological integration of the organ systems to maintain homeostasis.

BIO313   Marine Biology   SEM 2

Prerequisite: A pass in BIO211 and BIO213 or equivalent
Continuous Assessment: 60%; Final Examination: 40%

This course teaches students to appreciate marine organisms and their interactions in marine ecosystems. It will incorporate studies from all levels of biological organization: molecular, genetic, individual, population, community and ecosystem. Evolutionary and physiological mechanisms that shape marine species and communities are also discussed. This course will also discuss the diversity of flora and fauna of the marine environment. Emphasis will also be placed on marine pollution and its impact on marine life, on coastal ecosystems and on the livelihood of people. Students will go on field trips to conduct studies of marine ecosystems in nearby coastal regions.

BIO314   Evolutionary Biology   SEM 1

Prerequisite: A pass in BIO212 and BIO213 or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course introduces students to the science of evolutionary biology. Evolutionary biology is concerned with the study of the processes that produced and still shape the diversity of life on Earth. The course addresses major themes in contemporary evolutionary biology - the evolutionary history of life, evolutionary processes, adaptation, and evolution as an explanatory framework - at levels of biological organization, ranging from genomes to ecological communities. The course also covers the history of evolutionary thinking, human evolution, and the evolutionary explanations for cultural change

Business Informatics

BIF201   Business Technology   SEM 1

Prerequisite: Satisfactory completion of ITC103
Continuous Assessment: 50%; Final Examination: 50%

Built around Knowledge Management Systems, this course looks at designing of websites for knowledge management; organizing knowledge in Business organization, introduction to macros, scripting languages and websites, and web design and programming in the business context.

BIF202   Business Process Engineering   SEM 2

Prerequisite: Satisfactory completion of ITC103
Continuous Assessment: 50%; Final Examination: 50%

This course provides a contemporary introduction to process-based management principles and methods. You will get a deep understanding of the importance of Business Processes. Various modelling methods and tools will be exposed and students are expected to learn and pick up techniques to construct process models.

BIF202   Information Law   SEM 1

Prerequisite: Satisfactory completion of ITC103
Continuous Assessment: 50%; Final Examination: 50%

This course examines the legal framework for professionals who have responsibility for information management. It introduces the Australian legal system and the laws that apply to information-handling in business and government including privacy, intellectual property, fraud and cyber crime.

BIF301 & BIF302 Business Informatics Part A and Part B   SEM 1&2

Prerequisite: Satisfactory completion of ITC208 and ITC213
Continuous Assessment: 100%

Business Informatics Internship is a year-long course offered in two parts (A and B). Students must complete both parts to be assigned a result for the course. Part A must be completed in Semester 1 and part B in Semester 2. This course is an industry-based internship, in which students participate in a business informatics workplace for the purpose of seeing theory into practice and reflecting on the realities of informatics work.

BIF303   Data Warehousing   SEM 1

Prerequisite: Satisfactory completion of ITC104
Continuous Assessment: 50%; Final Examination: 50%

In this course students study the basic issues involved in planning, designing, building, populating, and maintaining a data warehouse. Tasks include business modelling, entity relationship diagramming using STAR techniques, dimensional and physical modelling, and warehouse meta data management.

BIF304   Business Intelligence Systems   SEM 1

Prerequisite: Satisfactory completion of ITC208 and ITC213
Co-requisite: Business Informatics Internship (part B) – you must enroll in BII (Part B) at the time that you enroll in BII (Part A).
Continuous Assessment: 50%; Final Examination: 50%

This course examines how decision making in organizations can be supported by information systems that draw their data and information from internal sources and external sources. The tool, techniques and models for intelligence analysis and visualization are examined with an emphasis on new and emerging technologies such as data mining and intelligent agents.

| BIF305 | Social Informatics | SEM 1 |

Prerequisite: Satisfactory completion of ITC208 and ITC 213
Continuous Assessment: 50%; Final Examination: 50%

This course explores the impact of informatics on society in areas such as e-government, e-learning and e-law. Topics may deal with the social, cultural, philosophical, ethical, legal, public policy and economic issues relating to information technologies; the interaction of technological developments with social, economic, organizational and class issues; and the many implications of design choices made by information professionals.

| BIF306 | Special Topic in BI | SEM 1 |

Prerequisite: Satisfactory completion of MTH113, ITC208 and ITC213
Continuous Assessment: 50%; Final Examination: 50%
Course Prescription: Consult Course Co-ordinator

This course introduces students to the tools and techniques of data analytics with application to business intelligence. Students will be introduced to the main tools of data analytics, both descriptive and predictive. Case studies will provide the links to intelligence that businesses, in the broadest sense of the term, can use. The unit is designed to be of interest to students in a range of disciplines including health, education, sport and management.

| BIF307 | Remote Infrastructure Management | SEM 2 |

Prerequisite: Satisfactory completion of ITC208 and ITC213
Continuous Assessment: 50%; Final Examination: 50%

This course introduces students to the tools and techniques of Remote Infrastructure Management. This course guides business users through the planning, delivery and management of quality IT services. Case studies will provide the links to RIM that businesses, in the broadest sense of the term, can use.

Chemistry

| CHEF11 Foundation Chemistry I | SEM 1 |

Prerequisite: Pass in Fiji School Leaving Certificate (FSLC)
Continuous Assessment: 50%; Final Examination: 50%

This course is based on the Year 13 and Foundation Programme Chemistry Curricula of other universities. It seeks to combine the best of these programmes in order to provide a firm foundation for further studies in inorganic chemistry, stoichiometry, transition metals, chemical bonding and periodicity.

CHEF12   Foundation Chemistry II   SEM 2

Prerequisite: Pass in Fiji School Leaving Certificate (FSLC) with 50% in Chemistry or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course is based on the Year 13 and the Foundation Programme Chemistry Curricula of other universities. It seeks to combine the best of these programmes in order to provide a firm foundation for further studies in organic chemistry and food chemistry. Learning organic chemistry is like learning a new language that is both verbal and pictorial. It is based on the premise that the structure of the compound determines its reactivity. This means that organic chemistry is a study of the relationships between the structures of molecules.

CHE111   Principles of Inorganic and Physical Chemistry   SEM 2

Prerequisite: Satisfactory completion of chemistry in Year 13, foundation or equivalent.
Continuous Assessment: 50%; Final Examination: 50%

This course introduces you to the principles of inorganic and physical chemistry. Topics covered in this course are analytical chemistry, structure and chemical bonding, thermodynamics, electrochemistry and kinetics. The laboratory work will provide you an opportunity to learn skills in the use of various techniques to obtain results with an acceptable degree of precision and accuracy. Analytical chemistry forms a major part of the laboratory work in this course.

CHE112   Principles Organic Chemistry   SEM 2

Prerequisite: Satisfactory completion of chemistry in Year 13, foundation or equivalent.
Continuous Assessment: 50%; Final Examination: 50%

This course will introduce you to some fundamental concepts of organic chemistry. The course looks at the types of reactions that are essential to the understanding of the chemistry of organic compounds and the relationship between the structure

of an organic compound and its reactivity. The fundamental reactions of the major functional groups comprise the majority of the course. The laboratory work illustrates the principles taught in the lectures and provides an opportunity for the development and assimilation of important experimental skills in organic chemistry.

CHE113   General Chemistry   SEM 1

Prerequisite: Satisfactory completion of chemistry in Year 13, foundation or equivalent.
Continuous Assessment: 50%; Final Examination: 50%

This course is for those students who require a 100- level general chemistry course. The prime objective of this course is to enable the students to have sufficient chemical background for other sciences. This course will not be transferable as a prerequisite to any other chemistry course and cannot be credited to a major or minor in chemistry. This course is broadly based unit course and will cover a wide area of content, which will enable the students to have sufficient chemical background for other sciences.

CHE211   Physical and Inorganic Chemistry   SEM 1

Prerequisite: Satisfactory completion of CHE111
Continuous Assessment: 50%; Final Examination: 50%

Building on CHE111, this course provides students with the necessary background for studying the application of physical chemical principles to industries and the environment. The focus is on understanding how physical measurements are used to elucidate chemical structure, reaction mechanism, and reaction rates. The course will also provide adequate knowledge with factual, experimental and theoretical background concerning modem inorganic chemistry. Lectures will systematically cover all important sections of inorganic chemistry, main group chemistry, transition, metal chemistry and inorganic reaction mechanisms. The laboratory work will illustrate the principles taught in lectures and provide opportunity for the students to develop experimental skills.

CHE212   Organic and Analytical Chemistry   SEM 1

Prerequisite: Satisfactory completion ofCHE211 and CHE212 equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course builds upon the understanding of the chemical behaviour of selected groups

of organic compounds in depth. This course is designed to provide up-to-date knowledge and skills needed in research involving environmental applications. It also emphasize the fundamental aspects of analytical method development, sample treatment, selection of appropriate analytical techniques, use of standards, data manipulation, data handling and statistical aspects of data management. Specific techniques will be introduced for research. This programme is designed to meet the rapidly expanding demand for graduate chemists with a comprehensive understanding of applications that include environmental, clinical analysis, pharmaceutical, agrochemical and food industries.

CHE311   Quantitative and Qualitative Techniques   SEM 1

Prerequisite: Satisfactory completion of CHE211 and CHE212 or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course is designed to introduce students to the principles of quantitative and qualitative analysis using a number of different analytical techniques. The course concentrates on giving a sound foundation to the theory and application of modern analytical techniques, explaining how these are applied to chemical analysis. It is designed around instrumental applications for both atomic and molecular analysis. Introductory principles of quantitative and qualitative analysis include spectroscopic techniques, chromatographic techniques, thermal techniques and electro analytical techniques. The application of these techniques is examined using examples in practical exercises which will be relevant in providing problem solving in analytical chemistry.

CHE312   Aquatic Chemistry   SEM 2

Prerequisite: Satisfactory completion of CHE211 and CHE212 equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course provides a comprehensive coverage of chemistry in natural waters. Chemical equilibrium and kinetic principles will be introduced for the acid-base reactions, complex formation, precipitation/dissolution, and redox reactions, in dilute aqueous solutions. Quantitative calculations will be emphasized using marine and freshwater environment as a source of food, medicine, transportation, and other recreational purposes. The course will provide students the fundamental understanding of major marine and freshwater biogeochemical cycles and their interaction with physical and biological components of the system.   The laboratory component will equip the students with the skills necessary for chemical investigations in the marine and freshwater environments.

CHE313   Environmental and Applied Chemistry   SEM 2

Prerequisite: Satisfactory completion of CHE211 and CHE212 or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course is designed to give students an understanding of the functioning of the environmental and applied chemistry. This course provides study in advanced environmental chemistry with concepts related to the naturally-occurring and pollution-related processes in air, water, and soil. In applied chemistry students will learn important chemical processes used in industry, industrial gases, fertilizers, petrochemicals and polymers. Applied chemistry will examine the current economic and environmental consequences of expanding industrial activity including ozone depletion, acid rain, global warming and endocrine-disrupting chemicals. Emphasis will be placed on emerging chemical technologies based on green chemistry principles and applied to real-world applications.

CHE314   Biochemistry   SEM 1

Prerequisite: Satisfactory completion of CHE212 and CHE211
Continuous Assessment: 50%; Final Examination: 50%

Biochemistry is the study of the chemical processes and compounds within living organisms. Structured around the approach of nucleic acids, amino acids, lipids, and carbohydrates, which are discussed in detail and how they create the bio molecules necessary for life. Metabolism is the set of chemical processes that produce energy. It utilizes carbohydrates as its main energy source, depends on proteins as its main catalysts for reactions to occur, utilizes nucleotides to make proteins, and uses lipids for multiple purposes, including signalling and energy storage. Also look at the commonly used techniques in biochemistry research.

Computer Science

SAF11   Computer Foundations 1   SEM 1

Prerequisite: Pass in Year 12 Examination
Continuous Assessment: 50%; Final Examination: 50%

This course aims to provide students with an introduction to the world of information technology. It describes the computer system and its peripheral devices, such as communication devices, data connectivity and the Internet, software, hardware, the

system unit, input and output, secondary storage, communications and connectivity and the Internet and the web. This course also provides users with hands-on experience on using the computer for problem solving.

CSAF12 Foundation Programming   **SEM 2**

Prerequisite: CSAF11
Continuous Assessment: 50%; Final Examination: 50%

This course is designed to give beginners necessary programming skills to further studies. Topics covered include: Application software, system software, software development lifecycle (SDLC) process, creation of small custom programmes using Java, compiling and running Java programmes, understanding logics such as if, if-else, else-if statements and its uses, learning the use of conditional operators, understanding the iteration process in programming and creating simple web pages using HTML.

Economics

ECOF11   Foundation Economics I   **SEM 1**

Prerequisites: Pass in Year 12 Examination or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course introduces the concept of microeconomics. It focuses on how to deal with the problem of scarcity and allocation of resources through the market system. This course covers in depth the operation of different types of existing market system and the role that the Government plays in allocating resources to compensate for market failures. Emphasis is placed on small economies, especially that of Fiji, and specific illustrations from these economies will be used throughout the course.

ECOF12 Foundation   **Economics II**   **SEM 2**

Prerequisites: Pass in Year 12 Examination or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course introduces the concept of macroeconomics. It will enable students to understand the basic economic concepts, principles and simple analytical techniques and apply them to current economic issues. In addition, the course aims to develop an awareness of the inter-relationships between economical and political events. The focus is especially on small island economies, and specific illustrations from these economies will be used throughout the course.

ECO101   Macroeconomics I   SEM 2

Prerequisites: Pass in Year 13 Examination
Continuous Assessment: 40%; Final Examination: 60%

This course focuses on the study of the functioning of the national and global economy as a whole. The main thrust of the course is to analyze aggregate demand, aggregate supply, growth, inflation, unemployment, and stabilization politics emphasizing issues of small island economics.

ECO102   Microeconomics I   SEM 1

Prerequisites: Pass in Year 13 Examination
Continuous Assessment: 40%; Final Examination: 60%

The purpose of this course is to develop models to explain the behaviour of specific economic units. The main focus is on the theory of consumption, production, distribution and government. Topics include: demand, supply, household behaviour and consumer choice, production and costs, market structures, market failure and externalities.

ECO201   Macroeconomics II   SEM 2

Prerequisite: ECO101
Continuous Assessment: 40%; Final Examination: 60%

This course builds on Macroeconomics I. Topics include national income accounting, aggregate demand and supply model, IS-LM model of closed and open economy, fiscal and monetary policies in closed and open economy.

ECO202   Microeconomics II   SEM 1

Prerequisite: ECO102
Continuous Assessment: 40%; Final Examination: 60%

This course offers a rigorous treatment of neoclassical microeconomic theory of production and distribution. Key topics covered are: pricing and output of the firm and industry, market structures, distribution, general equilibrium and welfare economics. Alternative theories of distribution are also presented.

ECO203   Basic Econometrics   SEM 2

Prerequisite: ECO102/ECO 101
Continuous Assessment: 40%; Final Examination: 60%

This course is aimed at introducing students to basic econometric methods relating to simple and multiple linear regression models. Topics include the problems of estimation and inference, dummy variable regression, multicollinearity, heteroscedascity, autocorrelation, and model satisfaction. Nonlinear regression models and qualitative response regression models are also covered. The emphasis in the course is on enabling students to perform linear regression and to do the relevant diagnostic tests to ensure the robustness of estimated models as opposed to rigorous mathematical derivations.

ECO301   Monetary Economics   SEM 1

Prerequisite: ECO201
Continuous Assessment: 50%; Final Examination: 50%

This course aims to consolidate and to extend the material covered in ECO201, Macroeconomics II, and to highlight the role of financial institutions and instruments, both domestic and international, in achieving full employment, price stability and economic growth in developing countries in general and in Fiji in particular.

ECO302   Public Finance   SEM 2

Prerequisite: ECO202
Continuous Assessment: 50%; Final Examination: 50%

The main objective of the course is to provide the theoretical and empirical base for the understanding of key issues of public expenditure and revenue policies that affect individual behaviour and how the government itself sets policies. The course is designed to cover three main parts: government and its role, government expenditure, and taxation.

ECO303   Applied Econometrics   SEM 1

Prerequisite: ECO201 and ECO203
Continuous Assessment: 50%; Final Examination: 50%

This course is aimed largely at introducing students to structural equation modelling and time series modelling. Topics include autoregressive and distributed lag models,

simultaneous equation models, ARIMA models and co integration analysis.

ECO304   Economic Growth and Development   SEM 2

Prerequisite: ECO201 and ECO203
Continuous Assessment: 50% Final Examination: 50%

The course aims to provide a highly focused examination of leading issues in economic growth and development. Topics include characteristics and problems of developing countries, theories and models of growth, development strategies and policies, and issues of development of the Pacific Island Countries.

ECO305   Agricultural Economics   SEM 2

Prerequisite: EC0202 and EC0203
Continuous Assessment: 50% Final Examination: 50%

This course deals with the impact of social and economic change on peasant farming. Topics include: contributions of the agricultural sector to economic development, peasant economics and political economy, the neoclassical theory of farm production, farm size and factor productivity, the theory of optimizing peasant, peasants and the environment, agriculture, agriculture and international trade, and agricultural marketing.

ECO306   International Economics   SEM 1

Prerequisite: EC0202 and EC0203
Continuous Assessment: 50% Final Examination: 50%

The main objective of the course is to provide the theoretical, empirical and policy base for the understanding of key issues in international economics, with a strong emphasis on international trade. Key topics include: the theory of international trade, trade policy, trading structure of the Pacific Island countries, and the World Trade Organization in facilitating international trade.

ECO401   Macroeconomic Analysis   SEM 2

Prerequisite: ECO101 and ECO201
Continuous Assessment: 60%; Final Examination: 40%

This course aims to extend the material covered in undergraduate macroeconomics

courses. The topics include growth models and growth policies, theoretical and empirical works on consumption, investment, demand for money, exports, imports, and wage price equations.

ECO402   **Microeconomic Analysis**   **SEM 1**

Prerequisite: ECO102 and ECO202
Continuous Assessment: 60%; Final Examination: 40%

This course examines current issues in microeconomics including the mathematics of Optimization, consumer theory and choice under uncertainty, production theory, the behaviour of firms in different market situations, and the limits of the market as an allocative mechanism.

ECO403   **Advanced Econometrics**   **SEM 1 & 2**

Prerequisite: ECO203 or equivalent
Continuous Assessment: 60%; Final Examination: 40%

This course covers advanced topics in econometrics including simultaneous structural equation modelling together with advanced co-integration and time series modelling.

ECO404   **Development Economics**   **SEM 1 & 2**

Prerequisite: Entry into this course is by approval of the Dean
Continuous Assessment: 60%; Final Examination: 40%

This course develops further certain themes introduced in the undergraduate course EC0304 Economic Growth and Development. The topics will normally include the following areas: foreign aid, the potential of planning, international trade, human resources development, deregulation and privatization, the economies of technology, resource and environmental economics, and policy assessment.

ECO405   **Special Topic I**   **SEM 1 & 2**

Prerequisite: Entry into this course is by approval of the Dean
Continuous Assessment: 60%; Final Examination: 40%

The content of this course will be decided in the light of the participants' special

interest in the field of advanced economic analysis.

ECO406   **Special Topic I I**   **SEM 1 & 2**

Prerequisite: Entry into this course is by approval of the Dean
Continuous Assessment: 60%; Final Examination: 40%

The content of this course will be decided in the light of the participants' special
interest in the field of advanced economic analysis.

Education

EDU120   **Child Growth & Development**   **Not offered in 2017**

Prerequisite: Nil

Explore the acquisition of knowledge and understanding of child growth and
development during early and middle years of schooling. Examine major theories and
approaches to child growth and development. Understand how the cultural factors
contribute to the teaching and learning process

EDU121   **Social Science Education I**   **Not offered in 2017**

Prerequisite: Nil

Discover the key social science issues relating to the teaching and learning process
within the primary curriculum. Learn and demonstrate the way individuals interact
with each other and with environment. Construct the family trees and ascertain the
different roles of the family members.

EDU122   **Primary Science Education I**   **Not offered in 2017**

Prerequisite: Nil

Discover appropriate science knowledge and teaching strategies to teach science in
years 1 to 6 in an interesting and challenging way. Pre-service primary teachers will
engage in activity based learning and problem solving activities along with other forms

of pedagogy throughout the course.

EDU123   Primary Mathematics Education I   Not offered in2017

Prerequisite: Nil

Learn and appreciate an understanding of the selected content from the mathematics prescriptions for years 1 to 8 in Fiji schools. Determine a range of appropriate teaching strategies to deliver the mathematics curriculum in a meaningful and challenging manner to pupils

EDU124   Primary Language Study 1   Not offered in 2017

Prerequisite: Nil

Appreciate the role of socio cultural and developmental view in language learning. Examine the literacy practices essential for young children to develop as effective composers and 'comprehenders' of texts. Comprehend the process of composing genres to develop teaching strategies to support the language learning processes.

EDU125   Teaching and Learning in Primary School   Not offered in 2017

Prerequisite: Nil

Explore the concepts of teaching and learning in primary schools. Reflect upon teachers' role to understand the theoretical underpinning of teaching/learning process. Apply and contextualise reflective teaching practice in stimulated and real teaching situations.

EDU126   Studies in Physical Education and Health   Not offered in 2017

Prerequisite: Nil

Acquire knowledge, skills and characteristics essential for Physical Education practitioners. Understand, appreciate and value the principles of basic psychomotor and health studies perspectives. Devise meaningful and enjoyable ways of participating

in physical education activities and promoting healthy living.

EDU127   Professional Experience I   Not offered in 2017

Prerequisite: Nil

Observe school and classroom dynamics in order to understand the teachers' professional life. Develop skills of managing single class groups and of planning, teaching and evaluating learning outcomes single lessons. Comply with the ethical code of conduct of the teaching profession

EDU220 Educational Psychology & the Teaching Learning Process Not offered in 2017

Prerequisite: EDU120
Continuous Assessment: 60% Final examination: 40%

Study the theories of human learning and the relationship of learning principles to learning and teaching process. Critically analyse cognitive, behaviourist and social learning theories. Formulate and evaluate arguments related to students' physical, psychological, emotional and social growth.

EDU221   Teacher Ethics and Virtues Education   Not offered in 2017

Prerequisite: EDU121
Continuous Assessment:60% Final examination: 40%

Interpret major ethical theories and implement them in the school system. Understand and develop basic counselling skills for behaviour management in classrooms. Develop an ability to make coherent sense of complex links between various aspects of governance processes, practices, principles and ethics.

EDU222   Diversity and Differentiated Learning   Semester 1,2017

Prerequisite: Nil
Continuous Assessment:60% Final examination: 40%

Design and develop appropriate levels of challenge for all students in a class. Construct broad concepts or skills that lend themselves to being taught at different degrees of complexity. Utilise a variety of instructional delivery methods to address different learning styles.

EDU223   School Curriculum Planning & Delivery in Primary School August Flexi 2017

Prerequisite: EDU125
Continuous Assessment: 60% Final examination: 40%

Examine the complexities of the teaching profession in regards to planning and designing of lessons. Develop an awareness and understanding of the processes of the curriculum planning, development and implementation. Analyse and evaluate ways of identifying curriculum gaps to mediate the constraints of reality

EDU224   i-Taukei Language and Conversational Hindi   Summer Flexi 2017

Prerequisite: none
Continuous Assessment: 60% Final examination: 40%

Demonstrate basic conversational skills in vernacular languages. Examine a variety of vernacular language contexts of the two major language groups in Fiji. Analyse the elements of language and establish the appropriate relationship among linguistic components.

EDU225   Music and Arts Curriculum   Not offered in 2017

Prerequisite: none
Continuous Assessment: 60%   Final examination: 40%

Examine the role of music and arts in the local cultures. Appreciate the contribution of music and arts in a child's development. Develop appropriate approach to music and arts curriculum to ensure a stimulating and conducive learning environment.

EDU226 Curriculum Studies in Physical Education   Not offered in 2017

Prerequisite: none
Continuous Assessment: 60% Final examination: 40%

Examine the importance of physical education in growth and development. Acquire and demonstrate the understanding of the concepts, processes and skills underpinning physical education and health to ensure a healthy lifestyle and promoting healthy

living.

EDU227 Professional Experience II   Not offered in 2017

Prerequisite: **EDU127**
Continuous Assessment: 60% Final examination: 40%

Recognise the role of a professional classroom practitioner. Demonstrate an awareness of normal curricular and co-curricular responsibilities. Develop skills of planning, teaching and evaluating learning outcomes in multiple class groups.
and Evaluating

EDU320 Monitoring Assessing and Evaluating   Semester 2, 2017

Prerequisite: EDU125
Continuous Assessment: 60%   Final examination: 40%

Identify the nature and purposes of assessment for and of learning. Define and discuss the application and implications of various classroom assessment and evaluation procedures. Critique and appraise conventional methods of educational assessments.

EDU321 PEMAC – Healthy Living and Family Life Education January   Flexi 2017

Prerequisite: EDU126 & EDU226
Continuous Assessment: 100%

Develop an understanding of the importance of physical fitness, health and well being and the factors that contribute to total health. Express art works that communicate ideas through which students explore, solve problems and use ideas, experiences and observations. Demonstrate their artistic (aesthetic) understanding to appreciate and evaluate arts.

EDU322 Primary Numeracy and Literacy Education   January Flexi 2017

Prerequisite: EDU123 & EDU124
Continuous Assessment: 60%   Final examination: 40%

Undertake critical analysis, evaluation of the impact of language on society. Apply knowledge on the underpinnings of language on society. Examine the relationship of first language acquisition to second language learning. Appraise various literacy

programmes by selecting the most appropriate approaches for their classrooms.

EDU323 Primary Science and Social Science Education   Not offered in 2017

Prerequisite: EDU122 & EDU121
Continuous Assessment: 60%   Final examination: 40%

Appraise the framework of knowledge and skills in the teaching of primary Science. Synthesize perspectives on addressing misconceptions or preconceived ideas in science learning. Demonstrate understanding of social justice and socio-economic issues through dramatisation and other non-conventional means.

EDU324 Educational Leadership Innovation & Technology   May Flexi in 2017

Prerequisite: Entry into this course is by approval of the Dean
Continuous Assessment: 100%

Examine the chronic issues in the study of technology and its impact on educational leadership. Advocate learning and further research in educational leadership and teaching. Appraise the roles and responsibilities on the use of innovative instructional technology in the educational institutions, and ultimately enhancing the student achievement is the present day phenomenon.

EDU325 School Administration Planning and Reporting   Not offered in 2017

Prerequisite: Entry into this course is by approval of the Dean
Continuous Assessment: 60% Final examination: 40%

Prepare teachers and future leaders as equal partners with the Ministry of Education in making Fiji knowledge based society. This course acknowledges the goals of the Ministry of Education in filling in the gaps and strengthening the affiliation between them, the staff members, the parents and the school communities. School Administration is a mammoth task and knowledge and guidance is needed to facilitate the work of the school heads.

EDU326   Teacher as a Researcher: Fostering inquiry based Learning
Not offered in 2017

Prerequisite: Entry into this course is by approval of the Dean
Continuous Assessment: 100%

Demonstrate an understanding of inquiry based learning and the applications of research paradigms in education. Examine the different sampling methods used in

data collection for surveys. Identify and analyse ethical issues present in a research study. Develop basic skills in qualitative, quantitative and mixed method data analysis and reporting.

EDU327 Professional Internship and Reflective Teaching   SEM 2 2017

Prerequisite: EDU227
Continuous Assessment: 100%

Show evidences of professional internship and reflective teaching in school through various sources. Make diversity, fairness and respect more visible through demonstration of a variety of related school activities. Demonstrate evidences of meaningful collaboration with colleagues in addressing school wide issues

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EDU310 Addressing Curriculum Issues for the 21st Century Classroom SEM 1, 2017

Prerequisite: A Bachelor's Degree
Continuous Assessment: 60%;   Final Examination: 40%

Contextualize and critically analyze issues relating to 21st century educational challenges. Evaluate the effect of globalization and its impact on learning. Express an understanding of challenges currently confronting schools and aspire to become lifelong learners, astute to the phenomena of change.

EDU311 Contemporary Issues in Teaching and Learning in Pacific Island Countries SEM 1, 2017

Prerequisite: A Bachelor's Degree
Continuous assessment: 60%; Final examination 40%;

Appreciate how current educational theory is shaped by contemporary social change. Relate the contemporary issues such as current social, political, technological and economic issues and the day to day practices of teachers. Express ideas and opinions about educational issues and effects on teaching and learning;

EDU312 Educational Psychology   SEM 1, 2017

Prerequisite: A Bachelor's Degree
Continuous assessment: 60%; Final examination 40%;

Demonstrate a broad and integrate knowledge and understanding of the importance of Human Psychology. Undertake critical analysis, evaluation of the different learning theories namely cognitivism, behaviourism and constructivism. Identify a selection of principle strategies that could be implemented in the classroom to address issues with emotionally and socially disturbed children.

EDU313 Monitoring Assessment & Evaluation   SEM 2, 2017

Prerequisite: A Bachelor's Degree
Continuous Assessment: 60%; Exam: 40%;

Comprehend the nature and purpose of different forms of assessments. Apply these understandings to the subject areas and school contexts. Create authentic assessment procedures and processes based on discernment and awareness of Ministry of Education and school requirements.

EDU314 Teaching as Research and Action   SEM 2, 2017

Prerequisite: A Bachelor's Degree
Continuous assessment: 100%;

Outline elements of meaningful research proposal. Integrate action research methodologies into project design. Extract information from research literature as a literature review. Recognize the importance of different research designs. Develop skills in problem solving, communication, and self-management.

EDU315   Planning for Teaching & Learning   SEM 2, 2017

Prerequisite: A Bachelor's Degree
Continuous assessment: 60%; Final examination 40%;

Identify the relevance of curriculum orientation in local context. Formulate interpretations of the nature of the subject matter for a particular discipline. Apply

knowledge of curriculum statements associated with subject specialism.

EDU316   Professional Experience I   SEM 1,2017

Prerequisite: At least 3 Education Units
Continuous assessment 100%
The eight weeks practicum will develop good communication skills and a better understanding of the school culture. Create and manage required resources, materials and equipment. Relate to various educational contexts and decision-making processes in the school.

EDU317   Professional Experience II   SEM 2, 2017

Prerequisite: EDU316
Continuous assessment 100%

This second school placement will provide effective and positive learning experiences for your students at the end of the eight weeks. Employ a variety of teaching and learning methods in delivering their lessons. Show respect and understanding of student backgrounds and the professional community within a school.

EDU401   Educational Leadership for the 21st Century   SEM 1, 2017

Prerequisite: Entry into this course is by approval of the Dean
Continuous Assessment: 100%;

Understand the importance of leadership in education and look at the crucial role of leadership in school improvement equity and access, and the introduction of new technologies to the teaching learning milieu. The course also addresses the importance of ethical and moral leadership in education, and looks at traditional leadership in Pacific societies.

EDU402   Organizational Management   SEM 2, 2017

Prerequisite: Entry into this course is by approval of the Dean
Continuous Assessment: 100%

Address management within schools and districts linking organisational strategies to the larger community context and beyond. As Leaders you will be able to view organisational components of schools and systems as an integral part of the culture

of learning – requiring collaboration and context-awareness to enable effective implementation and delivery of the school programme. The school leaders will be able skilfully interpret shared values and goals in implementing the school plan and vision in a structurally sound manner.

EDU404   Leadership in Teaching, Learning and Assessment   Not offered in 2017

Prerequisite: Entry into this course is by approval of the Dean
Continuous Assessment: 100%

Integrate contemporary ideas and literature in undertaking a critical exploration of the relationships between learning, curriculum and assessment. It gives an opportunity to analyse current policies and practices at the personal, local and national levels. The course provides with the tools and resources to evaluate and develop their views of learning, knowledge and pedagogy and apply them to the development of their practice.

EDU405   Contemporary Issues in Education in Fiji   offered in 2017

Prerequisite: Entry into this course is by approval of the Dean
Continuous Assessment: 100%

Examine current issues affecting education in Fiji and Oceania. It also looks at current issues and trends in educational practices through the perspectives of history, philosophy, sociology, psychology, and anthropology, and the politics of education. Focus on theoretical and practical issues of diversity in classroom settings, especially related to culture, race, gender ethnicity, language, and socio-economic levels.

EDU406   Educational Innovation and Change   offered in 2017

Prerequisite: Entry into this course is by approval of the Dean
Continuous Assessment: 100%

Explore the strategies for dissemination, adoption, implementation, and integration of changes for teachers, administrators, and leaders of professional Organizations. Concentrate on theoretical models and their applications, change agencies, and modification of Organizational climate and structure. The course will also examine the barriers to innovation in educational settings and addresses the issue of leading and managing change.

EDU407   Independent Study I   SEM 1, 2017

Prerequisite: EDU403 or EDU410 or EDU418
Continuous Assessment: 100%

Develop an in-depth research project which will lead to a report of approximately 10,000 words. This project is a required part of the Master of Educational Leadership and Master of Teaching programme. Research projects selected should be a one that is worthy of substantial inquiry, one that warrants investigation due to its centrality to the field of study or to issues of practice.

EDU408   Independent Study II   SEM 2, 2017

Prerequisite: EDU403 or EDU410 or EDU418 and EDU407
Continuous Assessment: 100%

Develop a second in-depth research project which will lead to a report of approximately 10,000 words. This project is a required part of the Master of Educational Leadership and Master of Teaching programme.

Research projects selected should be a one that is worthy of substantial inquiry, one that warrants investigation due to its centrality to the field of study or to issues of practice

EDU409 Framing Experience – Professional Evaluation and Planning
Not offered in 2017

Prerequisite: Entry into this course is by approval of the Dean
Continuous Assessment: 100%

Self-reflection is the process of examining the impact of personal values, beliefs, styles of communication, and experiences. This process develops a deeper understanding of one's culture, personal and cultural biases, experiences, and beliefs as these often influence future action and learning. Self reflection is a process that can be used to maximize personal satisfaction and strengthen commitment.

EDU411   Understanding the Social Context for Schools: Addressing Diversity in Schools and Classrooms   Not offered in 2017

Prerequisite: Entry into this course is by approval of the Dean
Continuous Assessment: 100%;

Critically examine the broader social context for schools and academic learning at multiple levels. Examine the policies, practices, and procedures that influence teaching, learning, and the curriculum. Develop a meaningful understanding from the interactions and relationships among teachers, students, parents, bureaucracies and the wider community; prevailing ideologies; and core societal values that influence the process, conditions and social context of schooling for particular populations of students.

EDU412   Application of Theories of Teaching, Learning and Assessment to Classroom Practice   Not offered in 2017

Prerequisite: Entry into this course is by approval of the Dean
Continuous Assessment: 100%;

Explore strategies and approaches that lead to learner-centered classrooms. While looking at their teaching, you will consider mandated curriculum reforms, evaluation processes as well as holistic methods of measuring student learning. Extend the pedagogical knowledge by including understanding and applying learning theories, developing subject matter expertise, and implementing general and discipline specific instructional strategies and practices.

EDU413 Internship A Teaching and Learning Portfolio   Not offered in 2017

Prerequisite: EDU409, EDU410 or EDU418, EDU411 and EDU412
Continuous Assessment: 100%

Develop an understanding of the conceptual framework of the inner core focuses of teaching and learning in the classroom and encompass these four areas of the teachers work namely knowledge, skills, dispositions and inquiry

EDU414 Internship B Leadership Portfolio   Not offered in 2017

Prerequisite: EDU409, EDU410 or EDU418, EDU411 and EDU412
Continuous Assessment: 100%;

Develop a broader understanding of school-based issues and programs in which you are working. Demonstrate advanced leadership skills and teacher professionalism. Demonstrate competency in the outer core of the conceptual framework including creativity and scholarship, authentic leadership, diversity, fairness and respect including engaged learning and civic participation.

EDU418 Research Methods for Education   Not offered in 2017

Prerequisite: Entry into this course is by approval of the Dean
Continuous Assessment: 100%

Address the intricate knowledge to understand and conduct educational inquiry and research. The broad intentions of this course will enable you to demonstrate evidence of having gained knowledge of the nature and methods of conducting educational research; issues associated with undertaking educational research in a range of educational settings.

EDU600   Minor Thesis   SEM 1 & 2 2017

Prerequisite: Entry into this course is by approval of the Dean

The Minor Thesis will result in the development of an in-depth action research project and will lead to a report of around 20,000 words this is undertaken after a student completes six courses of the degree. The minor thesis is the final hurdle in completing a degree of master. The minor thesis is expected to make a new and creative contribution to the field of study and demonstrate the student's expertise in Education. .

EDU780 Professional Workplace Culture and Learning
(offered to continuing students only)   Not offered in 2017

Prerequisite: Masters Degree in Education
Continuous Assessment: 100%

Focus philosophically and practically within a framework of improving education for and with all those working and living within educational workplaces. Within this unit, students are encouraged to explore their workplace in the context of research and professional literature. Candidates will explore the nature of contemporary workplaces, with a focus on professional settings with a focus on identifying issues for further research.

EDU781   Advanced Research Methods for Education   Not offered in 2017

Prerequisite: Masters Degree in Education
Continuous Assessment: 100%;
Administer knowledge and skills related to research inquiry through an in-depth focus on quantitative and qualitative research strategies of inquiry. The course is geared toward broadening an advanced understanding of research approaches in ways that can be explored through diverse styles of research designs. Special emphasis will be given to the emerging mixed method approaches to educational research.

EDU782   Paradigms and Professional Research
(offered to continuing students only)   SEM 1, 2017

Prerequisite: Masters Degree in Education

Continuous Assessment: 100%;

Extend research to the academic sub-community of planning, to learn how the discipline has been actually defined in the schools of the professional research. In this unit, doctoral students analyse research paradigms and alternative stances on situating themselves in professional research. Models of knowledge production are discussed and students will be able to explore a range of conceptual frameworks and situate their own research project within a particular research paradigm.

EDU783 Applying Research Methods in Educational/Research Proposal
(offered to continuing students only)   SEM 2, 2017

Prerequisite: Masters Degree in Education
Continuous Assessment: 100%

Explore educational research, including other disciplines such as psychology, sociology, anthropology, science, and philosophy and refers to work done in a wide variety of contexts, it is proposed that researchers should use "multiple research approaches and theoretical constructs". This could mean using a combination of qualitative and quantitative methods as well as common methodology from the fields mentioned above. Develop a research proposal for the Thesis.

EDU784 Portfolio or Dissertation or Journal Articles at Doctoral Level
        SEM 1 & SEM 2   2017

Prerequisite: EDU780, EDU781, EDU782 and EDU783
Continuous Assessment: 100%

Develop an advanced study and research and the resulting thesis should be substantially an original contribution to the subject concerned. Exclusive of appendices, the thesis should not exceed 100,000 words for non-science subjects and for scientific subjects; the word length would normally not exceed 50,000 words. The nature and extent of the candidate's input must be precisely expressed and appropriate acknowledgment must be made to the other authors.

Environmental Science

ESC201   Climate Change and Society   **SEM 2, 2017**

Prerequisite: A pass in Year 1 science courses
Continuous Assessment: 50%; Final Examination: 50%

The course will discuss the anthropogenic greenhouse gas effect together with the human impact on the atmosphere, including the impact of industrialization and other sources of greenhouse gases. The course will include an introductory examination of the major international treaties involved in attempts to curb the threats of climate change. The adaptation and mitigation strategies that aim to reduce the risks that climate change poses and increase the resilience of the Pacific Islanders to withstand these impacts will also be examined.

ESC202   Agro ecology   **SEM1,2017**

Prerequisite: A pass in BIO 111 or BIO 112 or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course explores an interdisciplinary approach to the relevant aspects of agricultural production related to the interactions between natural processes, human activities and the environment. It provides comprehensive knowledge on the functions of various agro-ecosystems at the field, landscape and global scale. It also incorporates the environmental factors and complexities affecting agricultural crops and livestock and describes the significance of using an ecosystem framework for determining whether a

particular agricultural practice, input, or management decision contributes or detracts from sustainability.

ESC300   Natural Resource Management   **SEM2,2017**

Prerequisite: A pass in Year 2 science courses
Continuous Assessment: 60%; Final Examination: 40%

Natural resource management involves making and implementing decisions to develop, use and protect ecosystems to meet human needs. This course will introduce students to different types of natural resources: biodiversity, habitats, soil, water, mineral resources, fisheries etc. Complex interactions between economy, society and environment, all affecting how we use natural resources, are examined. The course also examines the laws and policies governing natural resources. Also, the principles of environmental ethics are covered. Students will also learn in more detail about each resource, and the ways how it can be used and managed.

ESC302   Introduction to Geographical Information Systems   SEM 1,2017

Prerequisite: GEO201, GEO202
Continuous Assessment: 60%; Final Examination: 40%

This course introduces students to Geographic Information Systems (GIS), with particular emphasis on spatial data structures, data entry and editing, digital cartography, spatial queries, and introductory spatial analysis. The course is made of two components: lectures and labs. The labs are designed in such a way that students will gain first-hand experience in data input, data management, data analyses, and result presentation in a geographical information system skill using Arc GIS software and hardware including GPS. This course is intended to provide a foundation of GIS knowledge and skills that will be used later in other GIS courses.

ESC303   Environmental Impact Assessment   **SEM 1,2017**

Prerequisite: Completion of year two Science courses
Continuous Assessment: 60%; Final Examination: 40%

Environmental Impact Assessment (EIA) is an important tool for public and private development and planning decisions towards creating a sustainable society. In this course, students learn EIA theories, methods and regulations. We will explore processes and techniques for incorporating environmental considerations in planning and evaluating proposals for future undertakings that may have significant social and ecological effects. The course provides an overview of the methodologies for the

design and conduct of environmental impact studies, with particular reference to the situation in Fiji.

Geography

GEOF11   Foundation Geography 1   **SEM 1, 2017**

Prerequisite: Pass in Year 12 Examination or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course builds on Year 13 Curriculum focusing on the physical and human geography of the Pacific Islands. This course is an introduction to the global perspectives, basic concepts and fundamental questions of geography. It focuses on the ways through which all places on Earth are interconnected and how the human use of Earth's surface varies over space. This course also examines the ways in which the people of the Pacific islands have utilized their resources and the impact of this on the environment.

GEOF12   Foundation Geography II   **SEM 2,2017**

Prerequisite: Pass in Year 12 Examination or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course builds on Year 13 Curriculum focusing on the physical and human geography of the Fiji Islands and the Pacific Islands. This course also examines the ways in which the environment can be made sustainable and observes the inter relationships between people and the natural environment. There is an emphasis on interactions among climate, landforms, soils and vegetation and also examines human interaction with the environment. Explores ways to safeguard the environment.

GEO201   Geology and Mining   **SEM 1,2017**

Prerequisite: A satisfactory completion of FSLC/FSFE/Foundation, or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course covers knowledge of geology on a foundation of its overarching principles. It starts by considering how the Earth was formed and how it is structured. The course examines plate tectonics as the grand unifying theory of geology, followed by an overview of metamorphism in relation to tectonic regimes. The history of mining will be explored with an introduction to the anatomy of a mine and its operations. The final component of this course explores wide range of environmental issues pertaining to mining.

Prerequisite: A satisfactory completion of FSLC/FSFE/Foundation, or equivalent
Continuous Assessment: 40%; Final Examination: 60%

Physical Geography is one of the two major divisions of Geography, the study of our planet Earth, our home and the home of many other living things. Physical Geography as a physical science is concerned with the processes, which influence the physical environments.   Physical Geography examines the phenomena and processes of the Earth-atmosphere system that underlie human environment interactions and environmental change. Topics include: the atmosphere and fundamentals of weather and climate, water in the environment, Earth surface processes and biogeography.

Hindi Language and Indian Culture

HICF11 Foundation Hindi I   **SEM 1,2017**

Prerequisite: Pass in Year 12 Hindi or equivalent
Continuous Assessment: 50%; Final Examination: 50%

Extend communication skills in Hindi, as well as enhance knowledge, understand and appreciate Hinduism. Undertake a theme approach, and link the learning to central themes, for better integration of the four language skills. Develop communication, writing, and reading skills in Hindi. Practice in answering comprehension passages.

HICF12 Foundation Hindi II   **SEM 2, 2017**

Prerequisite: Pass in Year 12 Hindi or equivalent
Continuous Assessment: 50%; Final Examination: 50%

Undertake further studies in the language at degree level. Undertake a theme approach, and link the learning to central themes, for better integration of the four language skills. Read and understand the characteristics of a novel. Understand and master the rules of grammar and apply to passages given in class. Develop letter writing skill.

HIC111 Spoken Hindi for Beginners   **SEM 1 & 2, 2017**

Prerequisite: pass in Year 13 Hindi and matured work experience
Continuous Assessment: 60%; Final Examination: 40%

Listen and practice basic structures for everyday conversational skills. Read and write activities; emphasize on developing conversational fluency at a basic level. Achieve a

level of Hindi Language proficiency. Develop communication, writing and reading skills. Familiarize with Indian culture: food, family importance, dressing, festivals.

HIC101   Speaking and Listening to Hindi   SEM 1, 2017

Prerequisite: Pass in Year 12 Hindi or equivalent
Continuous Assessment: 60%; Final Examination: 40%

Learn the necessary knowledge and skills which enables Fiji- Hindi speaker and speakers with limited mastery over Standard Hindi to achieve a good grasp and understanding of Standard spoken and written Hindi. Be able to use correct form of grammar and sentence structure while writing in Hindi. Recognize, differentiate and vocalize the various standard Hindi sounds; understand the sound, form and structure of the standard Hindi; and apply it to writing.

HIC102   Reading and Writing Hindi   SEM 2, 2017

Prerequisite: Pass in Year 13 Hindi or equivalent
Continuous Assessment: 60%; Final Exam: 40%

Learn the necessary knowledge and skills, apply the knowledge of Hindi Language sound, form and structure to compose and state the words, phrases and sentences. Learn the various forms of writing and develop the skills of note making, summarizing, presenting information, ideas and opinions in a variety of ways. Develop communication, reading and writing skills. Apply grammar rules in sentence construction, summaries and case studies to master the language.

HIC211 Structure of Hindi I: Basic Grammar and Syntax   SEM 1,2017

Prerequisite: HIC101 and HIC102
Continuous Assessment: 60%; Final Exam: 40%

Learn and appreciate reading and writing Standard Hindi. Focus at Hindi grammar in depth and include the study of joining and subtracting of letters, words and syntax. Learn the figures of speech in Hindi language and its importance in Hindi poetry. Master sentence correction and sentence structure in given work. Analyze sentences in terms of parts of speech.

HIC212 Study and Critique of Hindi Cinema   SEM 1,2017

Prerequisite: HIC101 and HIC102
Continuous Assessment: 60%; Final Exam: 40%

Discover how the Hindi Language and Indian Culture are represented through Hindi films produced over a 50 year span. Study a variety of genres such as historical films, religious films, art films, and films dealing with social issues, as well as study the history of Indian cinema and apply it for writing critical appreciation.

HIC221 Cultural Values in Literature I: Oral Literature   SEM 2, 2017

Prerequisite: HIC101, HIC102, HIC211 and HIC212
Continuous Assessment: 60%; Final Exam: 40%

Develop the knowledge of Indian culture and traditions through Indian poetry, songs, folk songs, dances and religious customs. Trace the origins and history of Indian literature and dance. Be able to read Hindi poetry and develop the ability to sing Hindi songs with understanding of their deeper meaning. Learn and compare the folk lore and traditions of Fiji and India's religious and cultural chants which will help to understand Sanskrit language and moral values.

HIC222 Poetry and Drama in Hindi   SEM 2, 2017

Prerequisite: HIC101, HIC102, HIC211 and HIC212
Continuous Assessment: 60%; Final Exam: 40%

Study about the Ancient, Medieval, Modern and Local Indo-Fijian poets and poetry. Explore the various kinds of poems, as well as the elements of traditional Indian poetry such as ras (essence), chand (metric) and alankaar (figures of speech). Learn the features and characteristics of plays and drama, study a play and be able to write a good poem. Note: this course is not available to double major students

HIC311 Varieties of Hindi: Language in Cultural and Situational Contexts
SEM 2. 2017

Prerequisite: HIC101, HIC102, and HIC211
Continuous Assessment: 60%; Final Exam: 40%

Analyze the grammatical and structural elements of the varieties of Hindi. Research various social and religious observances and use this knowledge in different varieties of language in various situational contexts. Identify and understand how language can be used in different ways and to know, appreciate the beauty and to present Indian culture, sacraments and festivals. Students will study the books and materials based on their culture to present it in its oral and written forms.

HIC312 Translation Hindi/English/i-Taukei   SEM 2, 2017

Prerequisite: HIC101, HIC102, HIC211 and HIC212
Continuous Assessment: 60%; Final Exam: 40%

Dwell on the importance of translation, the need for translation and the tools for translation. Study the different types of translation – literal translation, faithful translation, free translation and trans-creations. Learn the different types of construction of sentence structures in Hindi, English and I-Taukei. Also study the different cultural backgrounds and history of the three languages.

HIC321 Cultural Values in Literature II: Oral Literature   SEM 1, 2017

Prerequisite: HIC101, HIC102, HIC211, HIC212 and HIC311
Continuous Assessment: 60%; Final Exam: 40%
Generate and collate the knowledge of Indian culture through study of India's famous epics – the Ramayan and the Mahabharat. Learn, interpret and read Chaupais and the Mantras from the Valmiki Ramayan and the Tulsidas Ramayan. Study and understand the story of Vyas's epic Mahabharat, and its relevance to modern society. Study the Bhagvat Geeta for learning and appreciation.

HIC322 Fiji Hindi Language and Literature   SEM 1, 2017

Prerequisite: HIC101, HIC102, HIC211, HIC212, HIC221 and HIC222
Continuous Assessment: 60%; Final Exam: 40% Note: This course is not available to double major students

Study the History and Origin of language and literature in Fiji. Compare the Standard Hindi to Fiji Hindi language. Study various local writers / authors of novels, short stories and poetry written in Fiji Hindi language where the origins of Fiji Hindi and literature in Fiji Hindi through the writings of Indo - Fijian writers are introduced.

HIC323 Study of Fiction: Short Stories and Novel   SEM 2, 2017

Prerequisite: HIC101, HIC102, HIC211, HIC212, HIC221, HIC222, HIC311
Continuous Assessment: 60%; Final Exam: 40%

Develop an understanding and appreciation of Hindi fiction, especially through the short story and novel genres. Familiarize with various critical approaches to these genres. Study a range of fiction by different authors, based on social, historical, political and religious themes.

Prerequisite: Recognized Bachelor's degree in Hindi Studies
Continuous Assessment: 100%

Study the modern Hindi writers and their works of fiction. Study in depth the history and development of Hindi prose in the modern era. Emphasize on the major themes adopted by the writers of this era. Through study of various novels and short stories, further the knowledge of the major themes of modern Hindi literature. Critically analyze, evaluate and appreciate the two forms of literary text.

HIC402 History of Hindi Literature: Ancient/Medieval/Modern   SEM 1, 2017

Prerequisite: Recognized Bachelor's degree in Hindi Studies
Continuous Assessment: 70%; Final Exam: 30%

Study the origination and development of Hindi language and literature in different eras. Study in depth the four stages in which Hindi literature is divided into: Adikal (the early period), Bhaktikal (the devotional period), Ritikal (the scholastic period) and Adhunikkal (the modern period). Emphasis on the works of famous poets and writers in the different periods, Analyze and appreciate the major themes adopted by the writers of different era's and understand the development of Hindi literature from ancient – medieval – modern period.

HIC403 Medieval and Modern Poetry   SEM 2, 2017

Prerequisite: Recognized Bachelor's degree in Hindi Studies
Continuous Assessment: 100%

Study the medieval and modern poetry and identify the peculiarities of each period and understand the literary thoughts and styles of the course. Furthermore, learn 'Ras' (essence), 'Chand' (metric) and 'Alankaar' (figure of speech) and make use of them in creative writing. Understand the power and possibilities of words so that they can use words more effectively.

HIC404 Hindi Drama and Stage Craft   SEM 1, 2017

Prerequisite: Recognized Bachelor's degree in Hindi Studies
Continuous Assessment: 100%

Read and evaluate the dramas described and use this knowledge when dealing with other dramatic works in Hindi. Furthermore, develop creative thinking and

scenic construction, costumes and properties, make-up-prosthetics, sound effects, background music and lighting. Write a drama script and plan a drama to be enacted.

History

HISF11 Foundation History 1   **SEM 1, 2017**

Prerequisite: Pass in Year 12 Examination or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course introduces basic concepts, issues and challenges in the study of history with a special emphasis on Pacific History. It emphasizes on the Pacific Island from its pre-contact societies to the contact era, leading up to Colonialism. It introduces the importance of oral traditions in the Pacific societies which was later challenged by the scientific traditions.

HISF12 Foundation History II   **SEM 2, 2017**

Prerequisite: Pass in Year 12 Examination or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course introduces basic concepts, issues and challenges in the study of history with a special emphasis on Pacific History. It emphasize on the Pacific Island from a barren state to its inhabitancies, from its pre-contact societies to the contact era, leading up to Colonialism and concluding with the Capitalist society breaking into the Pacific culture.

International Relations

INR401 Approaches to International Relations: Theory and Practice SEM,TBA

Compulsory Course
Continuous Assessment: 100%

This course provides a survey of theories that seek to explain different approaches to International Relations. The dominant motifs in these explanations are state sovereignty and the pattern of relationships amongst the world's politics known as the "state system". Students will be expected to understand why the different understandings of the nature of sovereignty lead to dramatically different interpretations of international relations. It also includes a Methodology and Research Methods component.

INR402   International Co-operation and Organization   SEM TBA

Continuous Assessment: 100%

The last century revolutionized international relations with the development, and extensive use, of regional and global inter-governmental organizations. This unit examines various explanations for international order through the experience of such international organizations as the Pacific Islands Forum Secretariat and the United Nations. The existence of inter-governmental Organisations has fundamentally reshaped the way the state system works.

INR403   The Politics of International Justice   SEM TBA

Continuous Assessment: 100%

This unit is intended to background students in the political processes and institutions for pursuing justice in the international arena. The primary themes are the inherent liberalism in the contemporary politics of the international justice system and the tensions this creates between the rights of states and those of individuals. In examining these issues, three elements of the international justice system are used to organize the core materials of the unit – law-making, law enforcement and law adjudication.

INR404   Special Readings Unit   SEM TBA

Continuous Assessment: 100%

This unit provides for supervised reading on a topic selected by the student in consultation with an appropriate supervisor approved by the Director of CIRA. It is intended to provide for remote enrolments where the candidate is unable to attend a lecture-based unit due to work or similar commitments that may inhibit progress to a post-graduate award. Students must contact the Director.

INR405 Conflict and Peace in the Pacific   SEM TBA

Continuous Assessment: 100%

The course examines conflict and peace- building in the pacific. It begins with a survey of the origins of contemporary conflict in the pacific islands, and then introduces students to the wider international context of peace- building. In particular, it will examine changes in international definitions of sovereignty since the 1990s and the

emergence of a new international norm, 'the responsibility to protect', which was endorsed by the UN World Summit in 2005.

| INR406 | Multilateral Diplomacy | SEM TBA |

Continuous Assessment: 100%

This course aims develop an understanding of the purposes and processes of multilateral conferences, global or regional. It also aims to help develop skills needed by delegated to such conferences. The course addresses the informal process and formal procedures of international conferences from lobbying to points of order.

| INR407 | Global Business Management | SEM TBA |

Continuous Assessment: 100%

This course covers the role and issues of management in the global environment. The overarching aim is to provide students with contemporary knowledge and to give them management skills that will enable them to operate effectively in complex global business environments. The course will also give students an in-depth appreciation of global economic, political, legal and cultural environmental factors within which multinational businesses operate. The main focus of the course is global business management strategy.

| INR408 | The Politics of International Trade | SEM TBA |

Continuous Assessment: 100%

This course examines 'international trade' from a 'law and development' perspective covering the institutional politics of international trade. The course explores the role played by international trade law in influencing and shaping economic regionalism and trade in the Pacific. It also examines aspects of real politics in international and regional trade negotiations.

| INR409 | Negotiating Peace and Security Internationally | SEM TBA |

Continuous Assessment: 100%

This course is designed to address the phenomenon of contemporary multilateralism in terms of its increasing role in securing peace and security globally and regionally. The lectures will seek to develop a broad appreciation of the contribution of multilateral institutions and international organizations make to achieving and maintaining world and regional order with particular emphasis on the implications for the Pacific Island

region.

INR410   The Geopolitics of the South Pacific   SEM TBA

Continuous Assessment: 100%

This course provides a survey of geopolitics and how it can be used as an analytical to understand the place of Pacific Island affairs in global context. The focus is on the contemporary application of geopolitics to the day-to- day conduct of Pacific Island affairs in the evolving Asia-Pacific Century.

INR411   Development Studies, Aid and International Change   SEM TBA

Continuous Assessment: 100%

This course considers the concepts for understanding states, nations, power, conflict, legitimacy and ownership.

This course deals with the changing nature of international development politics its role in the context of international change. Particular attention is paid to the contested post-colonial character of development interventions and the political challenges facing societies that are looking to develop.

INR412   Special Research Project   SEM TBA

Continuous Assessment: 100%

This unit provides for negotiated research project on a topic selected by the student in consultation with an appropriate supervisor approved by the Director of CIRA. It is intended to provide for remote enrolments where the candidate is unable to attend a lecture -based unit due to work or similar commitments that may inhibit progress to a postgraduate award.

Students must contact the Director of CIRA prior to seeking to enrol in this unit.

INR413   Contemporary Strategic Issues in Asia Pacific   SEM TBA

Continuous Assessment: 100%

This course is concerned with the geopolitical and military context underlying the contemporary strategic landscape of Asia Pacific. The overall objective of the course

is to engage with topics about strategy and security that relates specifically to the region by addressing the main issues currently discussed in the international strategic community.

The principal emphasis is on grand strategies and military doctrines, presenting grand, middle and small powers as case studies.

INR414   The United Nations: System and Operations   SEM TBA

Continuous Assessment: 100%

This course examines the development and development of the United Nations as the global agency responsible for world peace and security. The unit focuses on the development of the United Nations and its various organs and agencies and the contribution they make to promoting world peace in various ways with a special emphasis on its processes for security both physical and human.

INR415   US Foreign Policy: Foundations and Practice   SEM TBA

Continuous Assessment: 100%

This course provides a study of the development of American foreign policy and the political institutions that provide the domestic context for US foreign policy. A recurrent theme is whether the US is a declining power and how it functions in an increasingly pluralistic world. The course examines the bases of US policy- making from the perspective of the American brand democracy with a special emphasis on the separation of powers doctrine.

INR416   Diplomacy Practice and Procedure   SEM TBA

In this course students will learn of the practice and procedure of international and regional diplomacy as a state instrument for achieving, promoting and protecting its wide range of national interests as embodied in its foreign policy. Also covered are international diplomatic Conventions and Treaties.

INR 417   Treaty Negotiations and Drafting   SEM TBA

This course is a practical negotiations, dispute resolution and Treaty drafting course. Designed for Foreign Affairs and State negotiators it will train students in both advocacy

and legal drafting, and to understand Treaties and Conventions of particular reference to Fiji, including instruments, optional protocols and obligations of Fiji in the United Nations System.

INR500   Minor Thesis   SEM TBA

Continuous Assessment: 100%

This course requires the Coordinator's approval and a project proposal supported by a thesis supervisor.

Information Technology

ITC100 Information Technology for the Workplace   SEM1 &2, 2017

Prerequisite: None
Continuous Assessment: 50%; Final Examination: 50%

This course provides a gentle introduction to the usage of modern information and communications technology in the workplace. Through specific examples, taken from real-world problems, the course shows that Information and Communications Technology (ICT) can enable service-oriented aspects in different domains. These include the basics of how computer and network systems work, a contextualization of the provision and receiving of ICT-enabled services, an understanding of aspects of computer security and computer administration, the use of Web 2.0 technology and multimedia, the application of mobile computing and communications technology, and a comparison of open source and proprietary IT solutions.

ITC103 Information Systems in Organisations   SEM1, 2017

Prerequisite: None
Continuous Assessment: 50%; Final Examination: 50%

Students will be introduced to the informatics discipline as the study of the use of information technology, particularly as applied through information systems, in conducting the work of government, business and other organizations. Students will gain a conceptual framework for understanding the nature and purpose of Informatics by examining typical kinds of information systems, the data, information and knowledge they embody, the technologies they deploy and the management and social issues they raise.

ITC104   Database Systems **SEM 2, 2017**

Prerequisite: None
Continuous Assessment: 50%; Final Examination: 50%

This course introduces a practical approach to the development and design of database systems. The emphasis is placed on relational database management systems, their development and implementation in a modern organizational environment. The use of modern query languages for relational databases is discussed and experienced. Conceptual, logical and physical database design issues are also covered. Other topics include client server database computing and database administration issues.

ITC106 Programming Concepts and Constructs **SEM 2, 2017**

Prerequisites: None
Continuous Assessment: 50%; Final Examination: 50%

The course provides a contextual approach to the art and science of software construction, introducing sufficient theory and practice of computer programming to enable further studies in computing. It will stress fundamental issues in the design and construction of programs in general. Topics covered include: algorithm design; problem solving within an application framework; classes/objects; object interaction; modular program construction including the principles of problem oriented data abstraction; encapsulation and information hiding; inheritance and polymorphism; file input and output; reusable component libraries; program testing; with emphasis on the production of simple, reliable and maintainable software.

ITC115 Introduction to Software Engineering **SEM1,2017**

Prerequisite: None
Continuous Assessment: 50%; Final Examination:50%

This course introduces students to the foundations of programming and testing. Software quality and how it can be achieved is an underpinning theme. Frameworks are presented for problem solving in terms of fundamental data structures and algorithms. Data structures include arrays and structures. Techniques include functions, recursion and use of libraries. Analysis of algorithms, including measures of complexity, will be introduced. Implementations of the basic algorithms in a programming language will be explored. Those parts of the software engineering process which are applicable to an introductory course are covered.

ITC203 System Software Architecture   SEM1, 2017

Prerequisite: 100 level IT course
Continuous Assessment: 50%; Final Examination: 50%

This course provides an in-depth study of the various analysis techniques used to build a computer based information system. Practical techniques and appropriate documentation of systems analysis and design will be covered. It also places emphasis on the importance of human aspects of information systems.

ITC208   System Project and Quality Management   SEM 2, 2017

Prerequisite: 100 level IT course
Continuous Assessment: 50%; Final Examination: 50%

This course examines the methods and issues in the management of informatics projects. It is b a s e d on s t a n d a r d s for project management and quality assurance. Topics include techniques of projects coping and success criteria, quality assessment and management, work breakdown analysis and monitoring, task estimating and scheduling; resource, risk and cost management and project closure and review, Interpersonal and group facilitation skills to focus IT and business teams on problem solving techniques. Technology that supports project and quality management is an integral part of the course. The social and ethical environment of systems and their development is discussed.

ITC213   System Analysis and Modelling   SEM 2, 2017

Prerequisite: 100 level IT course
Continuous Assessment: 50%; Final Examination: 50%

This course applies the theory of information systems analysis and modelling to the specification of IT-supported business processes. It describes and demonstrates the tools and techniques used to formally describe what an information system is to do, and the methods used by information systems analysis to construct these descriptions. The process of domain modelling is considered from vague systems conceptualization using soft systems techniques through a process of refinement and verification to a 'Unified Modelling Language'- based specification. It examines the role of analysis and modelling in various systems development life cycles.

ITC215   Data Structures and Algorithms   **SEM1, 2017**

Prerequisite: ITC106
Continuous Assessment: 50%; Final Examination: 50%

The courses provide an in-depth study of the software construction process. Topics covered include modular programming constructs including encapsulation, information hiding, inheritance and polymorphism; the specification, modularization and verification of abstract data types (ADTs); data structures including arrays, vectors, stacks, queues, lists, trees, sets, maps, hash tables and heaps; and algorithms including sort, search and recursion. For ADTs in general, the course deals with operations, representation and algorithms, space and time efficiency, and appropriateness for different applications.

ITC216   Software Design and Programming   **SEM2, 2017**

Prerequisite: ITC213
Continuous Assessment: 50%; Final Examination: 50%

This course is based on object-oriented analysis and design practice to engineering large software systems. It covers a range of areas including software paradigms, processes and development methodologies, software life cycles, requirements engineering, practical object-oriented analysis and design, software systems design, object design, design patterns, mapping models to code, persistence design, software testing: verification and validation. All implementation and testing will be carried out using the .NET platform and C#.

ITC221   Computer Application in Art and Design   **SEM 1, 2017**

Prerequisite: ITC100
Continuous Assessment: 50%; Final Examination: 50%
Continuous Assessment includes: 20% Practical
Final Examination includes 10% Practical

Graphic design is about visual communication of ideas. The course provides exhaustive hands-on practical and covers in practical detail the skills and technology necessary for effective design for print and Web Media. This project-based course features a highly visual introduction to the essential tools and functions of each application from the perspective of the working designer. The course further gives students the opportunity to put what they learn to work by tackling design projects from concept to completion with assignments drawn from the everyday world of professional graphic designers.

ITC224   Virtualization and Animation   SEM 2, 2017

Prerequisite: ITC221
Continuous Assessment: 50%; Final Examination: 50%

This course introduces students to the foundations of animation and the fundamental principles of drawing for animation. Students work with perspectives in drawing, creating characters and silhouettes that convey movement and emotions, and in using different drawing effects to change the mood and intent of the drawing. Students learn advance drawing skills and techniques to be applied to the development of animation sequences. Emphasis is placed on creating and developing characters and compositions that effectively support the story telling. The course also prepares students for web animation, animation for marketing and complex animation simulations.

ITC242   Data Analytics   SEM 2, 2017

Prerequisite: 100 level IT course
Continuous Assessment: 50%; Final Examination: 50%

This course introduces students to the tools and techniques of data analytics with application to business intelligence. Students will be introduced to the main tools of data analytics, both descriptive and predictive. Case studies will provide the links to intelligence that businesses, in the broadest sense of the term, can use. The course is designed to be of interest to students in a range of disciplines including health, education, sport and management.

ITC251   Data Warehousing   SEM 1, 2017

Prerequisite: ITC104
Continuous Assessment: 50%; Final Examination: 50%

In this course students study the basic issues involved in planning, designing, building, populating, and maintaining a data warehouse.   Tasks include business modelling, entity relationship diagramming using STAR techniques, dimensional and physical modelling, and warehouse metadata management.

ITC262   Professional Practice in IT   SEM 2, 2017

Prerequisite: 100 level IT course
Continuous Assessment: 50%; Final Examination: 50%

This unit provides a practical and theoretical introduction to what it means to be an IT professional today. Students will encounter a range of issues relevant to professional practice in the workplace, as well as an understanding of the wider responsibilities that professionals are called upon to uphold in society. Topics addressed include: organisational and professional communication; mindfulness; teamwork; the nature of the IT professions; the role of professional associations; problem solving and information use; cross-cultural awareness; personal and professional ethics and codes of practice.

ITC263	Security and Support in IT	SEM 2, 2017

Prerequisite: 100 level IT course
Continuous Assessment: 50%; Final Examination: 50%

This course examines the principles and practice of IT systems support and security management. It provides students with a sound knowledge of computer systems, server and desktop computers, IT operational system structures, and IT security structures. It also provides students with the skills of daily operation, support and management of these systems.

ITC264	Information Security	SEM 1, 2017

Prerequisite: 100 level IT course
Continuous Assessment: 50%; Final Examination: 50%

This course examines the vulnerabilities of computer-based information systems and methods of breach prevention, detection, and recovery. A risk management approach is used to develop an understanding of the policies, practices and technologies needed to provide for an appropriate level of security. The various security needs, from managerial to technical, are examined in the context of system design and security evaluation. Practical implementation of security requirements is presented.

ITC307	IT Project	SEM 2, 2017

Prerequisite: 200 level IT courses
Continuous Assessment: 100%

This course brings to a conclusion a major systems development project. Students are expected to demonstrate a capacity to work in the computing field at a professional level. Students will study the social, legal and ethical environment of systems and their development.

ITC312   **Mobile Application Development**   **SEM 2, 2017**

Prerequisite: ITC106
Continuous Assessment: 50%; Final Examination: 50%

Mobile applications are considered one of the most important enterprise application decisions for businesses today. Marketing, IT and business managers are looking for expertise in leveraging mobile to grow sales and increase their customer base. This course will provide you with an introduction to the mobile application landscape and available platforms. Learn about creating apps that are valuable for customers, making apps available and how to keep content current and engaging. Determining which development platform to use, managing mobile devices and security will also be discussed.

ITC314   **Web Design and Programming**   **SEM 1, 2017**

Prerequisite: ITC106
Continuous Assessment: 50%; Final Examination: 50%

This course provides the principles and skills of web application development. It arms students with current web programming technology and the skills for developing web oriented applications.

ITC325   **Games Programming Techniques**   **SEM 1, 2017**

Prerequisite: ITC224
Continuous Assessment: 50%; Final Examination: 50%

This course teaches the programming techniques needed to produce interactive 2D graphical applications like computer games. The topics covered include, game design, storyboarding, animation techniques, game construction tools, input devices, sound and real time graphics in 2D. During the course students produce a simple interactive graphical project (e.g. a screen saver or game)in C++ as a major work.

ITC326   **Three Dimensional Designs**   **SEM 2, 2017**

Prerequisite: ITC224
Continuous Assessment: 50%; Final Examination: 50%

This course provides students who have little or no prior knowledge of 3D with a practical introduction to the principles of producing and evaluating digital 3D graphics for real-time (interactive) and pre-rendered imaging. Through a series of practical

lab sessions students will learn the fundamental techniques used in the creation of 3D models. Through lectures, guided enquiry and online materials students will also develop an appreciation of the forms, theory and applications of 3D in entertainment and simulation.

ITC333	Distributed Systems Technology	SEM 2, 2017

Prerequisite: ITC100, ITC213 and MTH201
Continuous Assessment: 50%; Final Examination: 50%

This course builds on previous courses in System Software. It starts with an introduction to different communication technologies and structures of computer networks, including LAN, WAN and the Internet. Description of layers of software added to an operating system to support networking, including the TCP/IP protocol suite, is discussed in detail.

Techniques for client-server programming in different platforms are also examined. Popular distributed technologies are investigated.

ITC334	Cloud Computing	SEM 2, 2017

Prerequisite: 100 level IT course
Continuous Assessment: 50%; Final Examination: 50%

This course is for anyone who may have recently heard the term "cloud computing" for the first time and needs to know what it is and how it helps them. The goals of the courses ranges from just wanting to be able to cut through the hype, to evaluating cloud-based solutions against the time, energy, and expense required to leverage them.

You will also learn some of the nuts and bolts of cloud computing and how companies can use cloud computing tools. We are in the development stage of cloud computing and this development is rapidly progressing.

ITC335	Computer and Network Security	SEM 1, 2017

Prerequisite: MTH201
Continuous Assessment: 50%; Final Examination: 50%

Classical encryption, block ciphers, DES, AES, other contemporary symmetric ciphers, key distribution, public-key cryptography, RSA, other public-key crypto systems, message authentication, hash algorithms, DSS, authentication applications, Kerberos, X.509, email security, PGP/GPG,S/MIME, IP security, system security, intruders, viruses

and worms, firewalls.

ITC336   **Networking System**   **SEM1, 2017**

Prerequisite: A 300 level IT course
Continuous Assessment: 50%; Final Examination: 50%

This course introduces the student to digital telecommunications and networks from a management viewpoint, including the theoretical and technical foundations underlying the networks, and the issues related to the network's environment. This course will provide students with an understanding of the business and technology issues related to telecommunications and networks.

The course focuses on the Internet protocol stack with detailed discussion of application (HTTP, SMTP, DNS, FTP), transport (TCP, UDP), network (IP), and link layer (Ethernet) protocols.

ITC345   **Data Analytics**   **SEM 2, 2017**

Prerequisite: MTH201
Continuous Assessment: 50%; Final Examination: 50%

This course introduces students to the tools and techniques of data analytics with application to business intelligence. Students will be introduced to the main tools of data analytics, both descriptive and predictive. Case studies will provide the links to intelligence that businesses, in the broadest sense of the term, can use. The course is designed to be of interest to students in a range of disciplines including health, education, sport and management.

ITC346   **Special Topic in AI**   **SEM 2, 2017**

Prerequisite: A 300 level IT course
Continuous Assessment: 50%; Final Examination: 50%

Artificial Intelligence (AI) is a broad field of study encompassing areas such as data mining, machine learning, robotics and pattern recognition. The real applications of AI are diverse, ranging from fuzzy-based control cooker, to filtering spam emails, to autonomous robots exploring martin terrain. The course will involve weekly readings of seminal and relevant research papers, paying particular attention to the algorithms and key results. The discussions will include but not be limited to the following topics: Evolutionary computation, Neutral networks, Fuzzy logic, Machine learning.

ITC355   **Business Intelligence**   **SEM 1, 2017**

Prerequisite: ITC104
Continuous Assessment: 50%; Final Examination: 50%

This course examines how decision making in organisations can be supported by information systems such as decision support systems (DSS) and business intelligence (BI) systems that draw their data and information from internal sources (warehouses, databases, performance monitoring, exceptions alerts, executive information systems etc.) and external sources (information services, environment scanning etc). The tool, techniques and models for intelligence analysis and visualization are examined with an emphasis on new and emerging technologies such as data mining and intelligent agents. Students are also introduced to a range of research methods suitable for information systems professionals.

ITC361   **Computer and Network Security**   **SEM 1, 2017**

Prerequisite: ITC263
Continuous Assessment: 50%; Final Examination: 50%

Classical encryption, block ciphers, DES, AES, other contemporary symmetric ciphers, key distribution, public-key cryptography, RSA, other public-key crypto systems, message authentication, hash algorithms, DSS, authentication applications, Kerberos, X.509, email security, PGP/GPG,S/MIME, IP security, system security, intruders, viruses and worms, firewalls.

ITC362   **System and Network Administration**   **SEM 1, 2017**

Prerequisite: ITC262
Continuous Assessment: 50%; Final Examination: 50%

This course will cover systems administration in depth. While there are numerous brands of systems in use today, the fundamental architecture remains constant. As such, the practical elements of this course will be based on operating systems. Hence some working knowledge in OS will be helpful. This course will introduce you to the skills, methodologies and activities required to administer a computer system which consists of various hardware, software and users within an organisational infrastructure. In particular, students will be introduced to user, device and file system administration, computer and network security, system monitoring, administrative support tools and network administration.

ITC391   Special Topic in ICT   SEM2, 2017

Prerequisite: ITC100
Continuous Assessment: 50%; Final Examination: 50%

This course introduces students to the tools and techniques of data analytics with application to business intelligence. Students will be introduced to the main tools of data analytics, both descriptive and predictive. Case studies will provide the links to intelligence that businesses, in the broadest sense of the term, can use. The course is designed to be of interest to students in a range of disciplines including health, education, sport and management.

ITC401   IT Project Management   SEM1 &2, 2017

Prerequisite: BIT Degree
Continuous Assessment: 50%; Final Examination: 50%

This course examines the principles, methods, and issues associated with project management and how they apply a wide range of domains. Topics include techniques for determining of project scope and evaluating success criteria, quality assessment and management, work breakdown analysis, task estimation and scheduling; resource management, risk and cost management and project closure and review. Interpersonal and group facilitation skills to focus teams on identifying and solving the right problem are addressed. Contextual influences such as political, economic, social and technical tensions are considered when designing and implementing projects.

ITC402   Web Application Design and Implementation   SEM1 &2, 2017

Prerequisite: BIT Degree
Continuous Assessment: 50%; Final Examination: 50%

A web application has become an integral part of Organisational strategies. Therefore, one needs to have a disciplined approach to web application development. A web application development involves the use of strong development process and tools. This course attempts to cover both aspects of the web application development. The course describes the process of web application development including analysis and design process for web applications. The course also covers aspects relating to testing of web applications. In addition, it covers the use of a scripting language and XML. The course involves development of a web application.

ITC403   **Network Security**   **SEM1&2, 2017**

Prerequisite: BIT Degree
Continuous Assessment: 50%; Final Examination: 50%

This course focuses on the managerial aspects of information security and assurance. Topics covered include access control models, information security governance, and information security program assessment and metrics. Coverage on the foundational and technical components of information security is included to reinforce key concepts.

The course includes up-to-date information on changes in the field, such as national and international law and international standards like the ISO27000 series.

ITC404   **Advances in Software Engineering**   **SEM 1&2, 2017**

Prerequisite: ITC115
Continuous Assessment: 50%; Final Examination: 50%

Software measurement is essential in software engineering because it allows quality assessment and improvement of the processes and products. By measuring various characteristics of software and development processes, information can be obtained in order to understand, control and improve our software and development processes. The objective of the course is to introduce students to the theory, techniques and applications of software measurement and metrics.

ITC405 Enterprise Database and Knowledge Base systems   SEM 1&2, 2017

Prerequisite: Bit Degree
Continuous Assessment: 50%; Final Examination: 50%

This course examines enterprise software in general and shows students how enterprise software can improve the functions of a company, how it can streamline operations, and how functional areas of any software solution relate to each other. The second part of the course delves into knowledge based systems and specifically knowledge management. The course introduces knowledge management as an emerging area of information technology and the reasoning, benefits and implementation issues are explored.

ITC406 Mobile Networking and Applications SEM 1&2, 2017

Prerequisite: 300 level Networking Courses
Continuous Assessment: 50%; Final Examination: 50%

Mobile communications is a core body of knowledge in computing science studies. In today`s world mobile communications is seen as a driver of change in scientific and business activity. This course provides an adequate knowledge to mobile communications. It will investigate and evaluate the applications of mobile communications. In this class we will study the principles behind the most   current developments   in   mobile   communications.

ITC410 Supervised Project SEM 1&2, 2017

Prerequisite: Bit Degree
Continuous Assessment: 50%; Final Examination: 50%

Students will develop a research project in a related computing science/information technology research field. Students are expected to develop the necessary software and deliver a full research paper by the end of this course. Topics should include, but not limited to:- wireless networks and mobile computing, network security, artificial intelligence, software engineering, programming languages, compilers, graphics, computer games, computer forensics, health and environmental informatics, bioinformatics, data mining, human computer interaction and databases

ITC415 Advanced Database and Data Warehousing SEM 1&2, 2017

Prerequisite: Bit Degree
Continuous Assessment: 50%; Final Examination: 50%

In this course students study the basic issues involved in planning, designing, building, populating, and maintaining a data warehouse.   Tasks include business modelling, entity relationship diagramming using STAR techniques, dimensional and physical modelling, and warehouse meta data management.

ITC416 Advanced Business Intelligence Systems SEM 1&2, 2017

Prerequisite: Bit Degree
Continuous Assessment: 50%; Final Examination: 50%

This course examines how decision making in organisations can be supported by

information systems such as decision support systems (DSS) and business intelligence (BI) systems that draw their data and information from internal sources (warehouses, databases, performance monitoring, exceptions alerts, executive information systems etc) and external sources (information services, environment scanning etc).The tool, techniques and models for intelligence analysis and visualization are examined with an emphasis on new and emerging technologies such as data mining and intelligent agents. Students are also introduced to a range of research methods suitable for information systems professionals.

ITC431	Client Server Computing	SEM 1&2, 2017

Prerequisite: Bit Degree
Continuous Assessment: 50%; Final Examination: 50%

The course introduces the power, advantages and complex issues of client-server computing. The evolution of the computing environment, standards and open systems, client and server platform specialization, client-server communication in local and wide area networks and major communication protocols are used as a foundation; Such major issues as distribution of presentation, applications, data and databases, software distribution concepts and security.

ITC441	Artificial Intelligence	SEM 1&2, 2017

Prerequisite: BIT Degree
Continuous Assessment: 50%; Final Examination: 50%

Presentation of artificial intelligence as a coherent body of ideas and methods to acquaint the student with the basic programs in the field and their underlying theory; Students will explore this through problem-solving paradigms, logic and theorem proving, language and image understanding, search and control methods and learning.

ITC451	Knowledge Management	SEM 1&2, 2017

Prerequisite: Bit Degree
Continuous Assessment: 50%; Final Examination: 50%

This course examines the characteristics and applications of systems that support knowledge management at personal, group and corporate levels. It considers the electronic representation of knowledge, the components of systems that embody or support knowledge processing, the use and value of such systems (including systems for transaction and information management, decision support, management

exploration, intelligence gathering, and computer supported cooperative work}. The business and system issues associated with the analysis, design, construction, deployment, management and evaluation of knowledge management systems are addressed.

ITC461	Information Security	SEM 1&2, 2017

Prerequisite: Bit Degree
Continuous Assessment: 50%; Final Examination: 50%

This course examines the vulnerabilities of computer-based information systems and methods of breach prevention, detection, and recovery. A risk management approach is used to develop an understanding of the policies, practices and technologies needed to provide for an appropriate level of security. The various security needs, from managerial to technical, are examined in the context of system design and security evaluation.

Practical implementation of security requirements is presented.

ITC491	Research Methodology 1	SEM 1&2, 2017

Prerequisite: Bit Degree
Continuous Assessment: 50%; Final Examination: 50%

The objective of this course is to introduce research methods. It is designed to lay the foundations of empirical research in computing sciences and Information Technology. Students become acquainted with a variety of approaches to research design, and are helped to develop their own research projects and to evaluate the products of empirical research. It will also introduce various techniques in statistical analysis. Topics to be discussed include planning, foundations, and experimental methods, exploratory and descriptive methods, analyzing and interpreting data, and writing the research report.

ITC500	Thesis	SEM 1&2, 2017

Prerequisite: Postgraduate Diploma in IT

Students will produce a research thesis in a related Computer Science/Information Technology after doing a significant amount of research under a close supervision. Students are expected to develop the necessary theory, algorithms to solve their specific research problems. Finally students would be able to produce few quality research papers by the end of this course after receive a scientific research

paper writing. Topics should include, but not limited to:-wireless networks and mobile computing, network security, artificial intelligence, software engineering, programming languages, compilers, graphics, computer games, computer forensics, health and environmental informatics, bio informatics, human computer interaction and databases.

ITC700PT	PhD in Information Technology	SEM 1&2, 2017

Prerequisite: Masters in IT

Department of Computer Science and Information Technology offer a programme: -Degree of Doctor of Philosophy in Computer Science/Information Systems. Candidates interested in enrolling for the PhD degree in Computer Science/Information Systems should consult with the Head of the Department of Computer Science and Information Technology and familiarize themselves with the Admission Regulations and Programme Regulations for the PhD degree. The PhD programme is offered both on full time and part time basis.

i-Taukei Language and Culture

ITKF11	Foundation i-Taukei Language 1	SEM 1, 2017

Prerequisite: Year 12 and Year 13 i-Taukei Language
Continuous Assessment: 50% Final Examination: 50%

ITKF11 is based on Year 12 and Year13 of the i-Taukei Prescription. The course is designed to extend students' communication skills in i-Taukei, as well as enhancing their knowledge, understanding and appreciation of the i-Taukei culture. A theme approach is taken in the course so that students' activities will be linked to a central theme for better integration of the four language skills.

ITKF12	Foundation i-Taukei Language 11	SEM 2, 2017

Prerequisite: Year 12 and Year 13 i-Taukei Language
Continuous Assessment: 50% Final Examination: 50%

ITKF11 is based on Year 12 and Year13 of the i-Taukei Prescription. The course is designed to extend students' communication skills in i-Taukei, as well as enhancing their knowledge, understanding and appreciation of the i-Taukei culture.

A theme approach is taken in the course so that students' activities will be linked to

a central theme for better integration of the four language skills.

ITK101   Listening and Speaking i-Taukei Language   SEM 1, 2017

Prerequisite: Year 13 or matured work experience
Continuous Assessment: 50% Final Examination: 50%

A comparative study of English and i-Taukei sound systems- consonants, vowels, dipthongs, stress, rhythm, intonations, pitch and juncture, sound combinations to form words, manner of articulation and point of articulation.

The emphasis will be on learning to recognize, differentiate and vocalize i-Taukei sounds; identify the problems encountered when i-Taukei students use the English language and understand the sound, form and structure of the i-Taukei language and apply these to conversational i-Taukei language, speeches and ceremonial presentations.

ITK102   Reading and Writing i-Taukei Language 1   SEM 1,2017

Prerequisite: Year 13 or matured work experience
Continuous Assessment: 50% Final examination: 50%

A study of the iTaukei Registers- conversation, language of religion, legal language, language of instruction, newspaper reporting, weather & climatic features & their relationship to annual planting and the land and oral and written sport commentary. The emphasis will be underlining the outstanding features: purpose, structure and audience. The course is aimed at broadening an advanced understanding of the effects of the language of the registers on the lives of students and people in the communities.

ITK111   Spoken i-Taukei language for Beginners   SEM 1 & 2, 2017

Prerequisite: Year 13 or matured work experience
Continuous Assessment:50% Final examination: 50%

Students will hear and practise basic structures for everyday conversational skills. It is a compulsory course for all non-i-Taukei language speaking students taking any degree at the University of Fiji. Some reading and writing activities will occur, but the main emphasis is on developing conversational fluency at a basic level.

ITK201   Language in Cultural Context   **SEM 1, 2017**

Prerequisite: ITK101 and ITK102
Continuous Assessment: 50%   Final examination: 50%

Demonstrate basic conversational skills in vernacular languages. Examine a variety of vernacular language contexts of the two major language groups in Fiji. Analyse the elements of language and establish the appropriate relationship among linguistic components.

ITK202   i-Taukei Ceremonies, Protocols and Oral Traditions   SEM 2, 2017

Prerequisite: ITK101 & ITK102
Continuous Assessment: 50%   Final examination: 50%

 This course will be a study of the four categories of ceremonies: welcoming, fare-welling, celebrating and bereavement. Study protocol in full ceremony: Luva ni tawake, Cavu ikelekele, Qaloqalovi, Vakamamaca, Sevusevu, Yaqona Vakaturanga, Waseniyaqona, Vosa Vakaturaga, Ulivi ni Vosa, Ivakatale, Veivakamarautaki, Vakasoso ni waqa –Oral traditions and songs (chants).

ITK 203   Reading and Writing iTaukei Language 11   **SEM 2, 2017**

Prerequisite: ITK101 & ITK202
Continuous Assessment: 50%   Final Examination: 50%

There is very little published i-Taukei Literature; therefore, the course is designed to develop creative writing skills by encouraging students to write i-Taukei short stories, drama and poems, including life writing. Students will also learn to prepare and present speeches for small and large audiences. Students are expected to write a short story, a play and three poems as part of the continuous assessment.

ITK205: Teaching and Learning Practicum I

Prerequisite: Completed 8 iTaukei and 6 mandatory courses in the Diploma in iTaukei LLC (Secondary)

Continuous Assessment: 100%

ITK205 introduces students to observe, record and gain valuable insights into the first practical application of a well-balanced teaching and learning process with a repertoire of approaches, strategies and assessment skills required as they will later engage

themselves in teaching in the department of iTaukei Studies. Students that undertake this 'Teaching Practicum I' in respective approved schools will be under the supervision of Associate Teacher mentors approved by the principal. Teaching Practicum will include mostly observations and some co-teaching and solo teaching, assessments, evaluations and reflections which will be evaluated first by the immediate supervisor, then the Lecturer in-charge. Student-teachers are to collect spelled-out pedagogical artifacts required for Practicum I portfolio as they interact and engage themselves in the teaching and learning processes.

ITK204	Expressive and Performing Arts	SEM 1, 2017

Prerequisite: ITK201 and ITK202
Continuous Assessment: 50%   Final examination: 50%

This course aims to emphasize i-Taukei Culture as an integrated pattern of behaviour culminating in a significant lifestyle that is a combination of thoughts, communications, beliefs, values knowledge, customs and creativity to enable the survival of its people in all aspects of life. It values and encourages the sustainability of significant traditional arts, dramas, songs and dances, ceremonial presentations and invites innovative and creative knowledge, skills and values in contemporary forms. The main objective of this course is to have a deep inner understanding of the cultural lifestyles that the i-Taukei people treasure as theirs and to consider, discuss and take actions to maintain and sustain their true identity.

ITK300	Research Project: Independent Project	SEM 2, Flexi 2017

Prerequisite: UUU100   Continuous
Assessment: 100%

This course involves the practice of socio-cultural and anthropological research, enhancing the understanding of research methods, field work, literature reviews, data analysis, and interpretation and reporting of results. Individuals will design independent work together on selected topics of their choice such as cultural gestures and postures, migrations, politics, indigenous education, health and food habits. Students will choose from values and beliefs, verbal and non-verbal interactions, use of vernacular as medium of interactions, and research in Indigenous knowledge.

ITK301	Creating Literature in i-Taukei language	SEM 1,2017

Prerequisite: ITK 102 and ITK 203
Continuous Assessment: 100%
Studies will include understanding literature, composing and comprehending non-fiction, writing poems, writing fiction, and producing literary materials. The final grade

will be based on the continuous assessment of the individual assignment handed in the final portfolio of work to be handed in at the end of the semester.

ITK302   Vanua: Land and the People   Sem 1& Flexi-mode,2017

Prerequisite: ITK 101
Continuous Assessment: 100%

ITK 302 involves a study of the close connection and interaction of the vanua, land, biodiversity, yaubula and t h e people of Fiji. The ITaukei and other Pacific Islanders embrace vanua and its totality very closely to their hearts and their associations and interactions with the vanua. This course will look into the arrivals of the ITaukei people, the other Pacific Islanders and other ethnic groups. The interconnectedness of the land to their beliefs, identity, values and cultural practices and how they embrace their vanua's are included in this study. Students will look at land tenure, village bi-laws, pre-colonial, colonial and post colonial Fiji changes and challenges

ITK303   Teaching and Learning i-Taukei Language   Flexi-mode,2017

Prerequisite: Year 13 i-Taukei Courses
Continuous Assessment: 50%; Final Examination: 50%

ITK 303 is a component of the Diploma in Teaching i-Taukei Language and Culture programme. The course is for students who aim to teach i-Taukei Language and Culture in schools and for practicing teachers who are teaching i-Taukei in schools today. The general goal of this course is to prepare students as Teachers of i-Taukei language by focusing on being literate in the i-Taukei language through being able to compose (think, speak, write and shape), comprehend (listen, read, understand, view and reflect) and communicate effectively within a wide range of contexts, in particular in the teaching and learning of the i-Taukei language in the classroom.
The relationships between cultural and social contexts and language use are explored through a study of textual features of spoken, written and visual texts that are found in the i-Taukei culture, and through the practice of listening, speaking, reading and writing skills in various language registers.

ITK304   Teaching and Learning i-Taukei Literature   Flexi-mode,2017

Prerequisite: Year 13 i-Taukei Courses
Continuous Assessment: 50%   Final Examination: 50%

Designed especially for future teachers of i-Taukei at the secondary – level in Fiji, this course introduces students to the field of literary study, with the emphasis on developing familiarity with the genres of oral tradition, poetry, fiction and drama. There are three general goals in this course. First, students will develop proficiency in their vernacular. Second, they will explore widely the meaning and significance of literary studies and i-Taukei literature in general. Third, students will learn how to teach their i-Taukei literature in vernacular in the secondary classroom.

ITK305   Promoting Cultural Teaching and Learning   Flexi-mode, 2017

Prerequisite: ITK 303 and ITK 304
Continuous Assessment: 50%; Final Examination: 50%

The course is for practicing teachers who are teaching i-Taukei in schools today. A study of increasing importance of cultural education aimed at the emergence of knowledge, skills and values based society. Emphasis is placed on curriculum planning, evaluation, assessment and decision making integrated with the teaching learning process. Amongst these is the importance of sustaining cultural ideologies, knowledge, skills, values, wisdom and practices that meet the needs of Fiji now and the future.

ITK306   Translation Theory & Practice   SEM 2 & Flexi-mode, 2017

Prerequisite: Good knowledge of standard i-Taukei and basic concepts and techniques of linguistic analysis, sociolinguistics and language structure.
Continuous Assessment: 50% Final Examination: 50%

ITK 306 is a component of the Diploma in teaching i-Taukei language and culture programme. The course is for students who aim to teach i-Taukei Language and Culture in schools and practicing teachers who are teaching i-Taukei in schools today. The course covers the theory, principals and practice of translation. Students learn the skills required to be able to successfully transfer meaning of a text within a source language to a clear natural and faithful equivalent in a target language with particular emphasis on the i-Taukei language. Also students will be provided with information and skills which will help them recognize problems involved in transferring information between i-Taukei and English language. Apart from assisting teachers of the i-Taukei language, this course also assist i-Taukei writers, students of literature and those involved in the production of texts in i-Taukei language to branch out into the challenge field of translation. The language of instruction is both English and i-Taukei.

ITK307   **Teaching of Reading**   **Flexi-mode, 2017**

Prerequisite: Good knowledge of standard i-Taukei and basic concepts and techniques of linguistic analysis, sociolinguistics and language structure.
Continuous Assessment: 50%   Final Examination: 50%

ITK 307 is a component of the Diploma in teaching i-Taukei language and culture programme. The course is for students who aim to teach i-Taukei language and Culture in schools and for practicing teachers who are teaching i-Taukei in schools today. The general goal of this course is to prepare students as teachers of i-Taukei language by focusing on their being knowledgeable and skilful in communication through reading and comprehending (reading, understanding, viewing and reflecting) in a wide range of contexts, in particular in the teaching and learning of i-Taukei language in the classroom. Reading theories and the reading process are explored through a study of how texts work and how they are constructed or written to carry meaning dependant on their purpose.

ITK308   **Methodologies of Teaching Writing**   **Flexi-mode, 2017**

Prerequisite: Available for teacher's currently teaching i-Taukei or are aspiring to teach i-Taukei or are aspiring to teach i-Taukei in schools.
Continuous Assessment: 50%; Final Examination: 50%

The course examines different types of writing and the process of writing various discourses. The course is a fundamental and relevant one for any teacher. The underlying belief of the course is that the i-Taukei language teachers can be more effective if they have a good understanding of the writing process. The course develops the necessary skills required in writing prompts, planning and mapping of thoughts and ideas, recording of ideas in different formats, analyzing the written piece and assessing it to gauge its purpose and content.

ITK309   **Creating Information Texts in Vosa VakaViti**   **Flexi-mode, 2017**

Prerequisite: Year 13 language and literature courses
Continuous Assessment: 100%

ITK 309 is a component of the diploma in teaching i-Taukei language and culture program. The course develops students 'creative writing skills. This course will help students sharpen their writing skills and work towards completion of publishable work, Students concentrate on a particular area of creative writing they have found most interesting. Guided writing will be provided through the different stages of the writing process to give students experience in writing of

idioms and generate themes to write major fiction or non- fiction short stories, songs, poems and other poetry work. Students may specialize in any creative writing form and must produce literary and factual genres at the end of the course.

ITK310: Teaching and Learning Practicum II

Prerequisite Practicum I
Continuous Assessment: 100%

ITK310 introduces students to observe record and gain valuable insights into the second part of practical application of a well-balanced teaching and learning process with a repertoire of approaches, strategies and assessment skills required as they engage themselves in Teaching and Learning practicum in approved schools. Students that undertake Teaching Practicum II in respective schools will be under the supervision of Associate Teacher mentors approved by the principal. Teaching Practicum II will include observations, co-teaching and solo teaching, assessments, evaluations and reflections which will be evaluated first by the immediate supervisor and finally by the Lecturer in charge. Student-teachers are to collect spelled-out pedagogical artifacts required for Practicum II as they interact and engage themselves in the teaching and learning processes.

LAW

LAW100	Sociology of Law	SEM 1, 2017

Prerequisite: Pass in Year 13 or Equivalent
Assessment: 40% Continuous Assessment; 60% Final Exam

This course focuses on the 'Law/Society Interactions '(dynamics') and it traces the 'historical' evolution/change in both (Society/Law) by drawing upon varied Sociological thoughts on Law and its role in society. This course will interrogate the concept of 'social contract' in its historical and contemporary context.

LAW 101	Introduction to Law	SEM 1, 2017

Prerequisite: Pass in Year 13 or Equivalent
Assessment: 50% Continuous Assessment; 50% Final Exam

The course traces the historical connection of the development of common law in England to the current laws of Fiji. The course will consider law making institutions, sources of law, law reforms, the importance of legal research and writing, role of precedents, approaches to statutory interpretation and skill development in problem solving approach to case studies.

LAW 102   Legal Methods and Research   SEM 1, 2017

Prerequisite: Pass in Year 13 or Equivalent
Assessment: 40% Continuous Assessment; 60% Final Exam

The course is geared towards providing students with knowledge and analytical skills in carrying out research on legal materials and undertaking legal writing. Students will be required to analyse judicial decisions, identify legal argument and reasoning, and undertake manual and electronic research.

LAW 103   Introduction to Criminal Law   SEM 2, 2017

Prerequisite: Law 100, Law 101 and Law 102
Assessment: 50% Continuous Assessment; 50% Final Exam

The aim of the unit is to introduce students to the field of Criminal Law and examines issues of law and morality in the first part. It also aims to provide students with basic knowledge and understanding of the general principles of criminal justice system. It also gives insight to students on topics as: onus and standard of proof, actus reus and mens rea under the crimes decree. This is a theory- practical based unit, where possible we will use a practical setting to put the law in perspective and we will consider practical implications through case law analysis and practices. It is hoped that you will find the course instructive, interesting, and rewarding.

LAW104   Law of Torts I   SEM 2, 2017

Prerequisite: Law 100, Law 101 and Law 102
Continuous Assessment 40%; Final Examination 60%

This course will deal with basic principles of the law of tort. It will also show how a legal system operates to compensate the financial and physical harm one suffers as a result of another person's wrong doing. Particular focus would be on trespass actions, negligence (duty of care, breach of duty, foresee ability principle), nervous shock, and breach of privacy.

LAW201   Law of Torts II   SEM 1, 2017

Prerequisite: LAW103 and LAW104
Continuous Assessment: 40%; Final Examination: 60%

the conclusion of this course students should be able to understand the core principle

of the tort of negligence and trespass, identify relevant legal issues, identify arguments and counter arguments and likely outcome of an action, apply case law and legislation to given set of facts, provide authorities in support of legal propositions and comment critically on the outcome and reasoning of cases studied in class.

LAW203   **Law of Contract I**   **SEM 1, 2017**

Prerequisite: LAW103 and LAW104
Continuous Assessment: 40%; Final Examination:60%

This course discusses the evolution of the law of contract, formation of contract, equitable estoppel, and privity of contract, formalities of contract, express and implied terms of contract, consideration and role of promises in legally binding contracts.

LAW204   **Law of Contract II**   **SEM 2, 2017**

Prerequisites: LAW201, LAW203, LAW104 and LAW101
Continuous assessment: 40%; Final Examination: 60%

This course will build upon the principles and skills in LAW203 with particular emphasis on breach of contract and its consequences, including discussion on common law and equitable remedies. The invasion of contract by new rules especially estoppels and the impact of Fair Trading Decree (and its regulations) makes it clear that the commercial relationship is multi-faceted and that study of contract law ranges more widely than the traditional rules.

LAW205   **Constitutional Law**   **SEM 2, 2017**

Prerequisite: LAW103 and LAW104
Continuous Assessment: 40%; Final Examination 60%

This course introduces the basic institutions of government created under the 1997 Constitution and includes the executive, parliament, and judiciary, the general principle to legislative power, the constitutional arrangement created by the supreme law and the relationship between the different levels of government.

LAW207   **Criminal Law and Procedure**   **SEM 1, 2017**

Prerequisite: LAW103 and LAW104
Continuous Assessment: 40%; Final Examination:60%

The course will build upon the principles and skills explored in LAW103 by developing an understanding on the criminal responsibility imposed through the Criminal Procedure

Code and Penal Code and how major defences and excuses operate.

LAW208	Property Law I	SEM 1, 2017

Prerequisites: LAW201, LAW203, LAW205 and LAW207
Continuous Assessment:40%; Final Examination:60%

The aim of this course is to provide an understanding of general principles of property law. In particular the course considers the concept of property and its significance in society, the nature and range of interests and rights that people can have in relations to property, and the ways in which law is used to regulate, control and protect the acquisition, use and alienation of property. Consideration is given to personal property, including intellectual property and real property within the context of the laws and customs of Fiji.

LAW209	Property Law II	SEM 2, 2017

Prerequisites: LAW208
Continuous Assessment: 40%; Final Examination: 60%

This course concentrates on introduced land law. In particular, there will be consideration of freehold estates, perpetual estates, fixed term estates, inheritable estates, commoner's allotments, leasehold estates, the registration system for such estates, and the physical planning legislation that regulates the use of such land in Fiji.

LAW300	Law Project	SEM 2, 2017

Prerequisites: LAW 309, LAW 311, LAW313, and LAW 315
Continuous Assessment: 100%

This course is designed for students to conduct research on an area of interest under the supervision of staff members and submit written work for assessment. It aims to prepare students for post-graduate study and also equipped students with practical legal research skills and general dissertation experience.

LAW301	Intellectual Property Law	SEM 2, 2017

Prerequisites: LAW202, LAW204, LAW206 and LAW208
Continuous Assessment: 40%; Final Examination: 60%

The course provides an overview of the different areas of law that relate to the protection and exploitation of ideas, information and knowledge. This would include the main aspect of copy right, designs, confidential information, patents, trademarks

and passing off.

LAW302   **Employment Law**   **SEM 1, 2017**

Prerequisites: LAW301, LAW303, LAW305 and LAW307
Continuous Assessment 40%; Final Examination: 60%

This course examines employment law in Fiji. Students are introduced to the practical and theoretical perspectives on legal rules, principles and institutions that regulate work. In particular the employment promulgation will be examined

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LAW303   **Corporations, Insolvency and Liquidation Law**   **SEM 1, 2017**

Prerequisites: LAW202, LAW204, LAW206 and LAW208.
Continuous Assessment 40%; Final Examination 60%

This course is designed to lead to better understanding of Fiji's corporate law. The course will cover issues on incorporations and concept of separate legal personality, the corporate constitution, and membership of corporation, dealing with third parties, duties and liabilities of directors and officers, shareholders rights.

LAW304   **Customary Law**   **SEM 1, 2017**

Prerequisites: LAW301, LAW303, LAW305 and LAW307.
Continuous Assessment: 40%; Final Examination: 60%

This course examines the recognition given to customary law by the State and its institutions and provides a discourse of the application of customary law by the State's institutions (e.g. Courts) and other key players in the legal system. It also considers the interrelation between customary law and other laws. This is done by drawing experiences and studies internally as well as from the region and internationally.

LAW305   **Public International Law (Conventions and Treaties/Protocols) and Human Rights Law**   **SEM 1, 2017**

Prerequisites: LAW202, LAW204, LAW206 and LAW208.
Continuous Assessment: 40%, Final Examination: 60%

This course aims to introduce students to the main principles and substantive elements in the international legal system, particularly on the nature, sources, and subjects of international law, powers and duties of state, regional and international Organisations.

LAW306   Competition and Consumer Law   SEM 2, 2017

Prerequisites: LAW301, LAW303, LAW305 and LAW307.
Continuous Assessment: 50%; Final Examination: 50%

The course is concerned with efforts by traders to restrict competition at the expense of rivals, consumers, and society at large. Relevant law can be seen in the Fair Trading Decree (and its amendment) as amplified by decisions of the Commerce Commission and the Courts. The course examines the economic effects and legality of anti-competitive practices such as price fixing, resale price maintenance, exclusive dealing and monopoly.

LAW307   Jurisprudence   SEM 1, 2017

Prerequisites: LAW202, LAW204, LAW206 and LAW208.
Continuous Assessment: 40%; Final Examination 60%

This course will examine the theory and history of the development of law in western legal systems, the colonial and post-colonial introduction of English law and new developments in the idea of law, especially in relation to the connection between parliament and judge-made law; judicial activism; and the ideology of law in a variety of contexts. The course will centre on critical legal theory and introduce students to new developments in legal theory.

LAW309   Family Law   SEM 1, 2017

Prerequisite: LAW302, LAW304, LAW306 and LAW308
Continuous Assessment: 50%; Final Examination: 50%

This course is designed to equip students with theoretical and contextual material to enable them to think critically about, and take considered position on family law issues. It is also designed to enable students to understand law in relation to the following areas: marriage, nullity and dissolution, violence and abuse in families, decision making about parenting after separation and relationship breakdown.

LAW310   Revenue and Taxation Law   SEM 1, 2017

Prerequisites: LAW309, LAW311, LAW313 and LAW315
Continuous Assessment: 40%;   Final Examination: 60%

This course introduces students to the main principles of Fiji's taxation regime. In order to understand the critical function of taxation, the taxation system is studied in its legal, economic, social and political contexts.

LAW311	Law of Evidence	SEM 1, 2017

Prerequisite: LAW302, LAW304, LAW306 and LAW308.
Continuous Assessment: 50%, Final Examination: 50%

The law of evidence concerns those rules and principles which govern the presentation and proof of facts and information in civil and criminal court proceedings. The course examines in detail the forms of evidence, the owners and standard of proof, rules of proof, corroboration, admissibility, discretion and effect of non compliance with rules of evidence.

LAW312	Legal Ethics, Governance and Public Accountability	SEM 2, 2017

Prerequisites: LAW309, LAW311, LAW313 and LAW 315.
Continuous Assessment: 40%; Final Examination: 60%

The course provides an introduction to analytical analysis including an examination of the various theories of ethics, concept of a profession and why the responsibilities of lawyers and ethical and professional duties of legal practitioners are important.

LAW313	Environmental Law	SEM 1, 2017

Prerequisites: LAW302, LAW304, LA 306 and LAW308
Continuous Assessment: 50%; Final Examination: 50%

This course is concerned with the institutional arrangements that underpin the practice of environmental and planning law. This course examines the provisions of the Environment Management Act in relation to land use, water use, biodiversity, air and marine pollution and national and cultural heritage.

LAW314	International Trade Law	SEM 2, 2017

Prerequisites: LAW309, LAW311, LAW313 and LAW315.
Continuous Assessment: 40%; Final Examination: 60%

This course introduces students to the fundamental principles of international trade law. The primary goal is to familiarize students with the main pillars in the area of international law and the impact on domestic law and policy. This course covers key agreements and principles of international trade law and the jurisdiction, policies and processes of the World Trade Organisation.

LAW315	Civil Procedure	SEM 2, 2017

Prerequisites: LAW302, LAW304, LAW306 and LAW308
Continuous Assessment: 50%; Final Examination 50%

This course focuses on developing basic litigation skills. The following issues should be examined: the adversarial system and alternative methods of dispute resolution, obligation to client, structures and processes of litigation conducted in the Magistrates Court, High Court, Court of Appeal and Supreme Court.

LAW316	Principles of Equity, Trust and Succession Law	SEM 1, 2017

Prerequisites: Successful Completion of Year 1 and Year 2 Law courses
Continuous Assessment: 40%; Final Examination: 60%

This course is geared towards providing students with overall understanding of the law of equity with special emphasis on fiduciary obligation, trusts and equitable assignment of property and equitable remedies. It will examine the history of equity and relevance of equity today, nature of fiduciary obligation, and breaches of obligations, defence and remedies for breach of obligation, nature of trusts, creation of express trusts, termination of trusts, rights and duties of trusties and rights of beneficiaries other equitable proprietary and personal remedies.

LAW317	Administrative Law	SEM 2, 2017

Prerequisites: LAW201, LAW203, LAW205 AND LAW207
Continuous Assessment: 40%; Final Examination: 60%

This course examines the legal framework for controlling decision-making by government or statutory bodies and public officers in Fiji. The focus is upon the legal restraints on government, the way in which the principle of government accountability is maintained. Particular attention will be paid on the role of the courts, tribunals, and Ombudsman office in reviewing government decision making process and opportunities available to the public to question government activity.

LAW318	Commercial Law	SEM2, 2017

Prerequisites: Successful Completion of Year 1 and Year 2 Law courses Continuous Assessment: 40%; Final Examination: 60%

The purpose of this course is to provide an understanding of the laws relating to commercial transactions in Fiji. In addition, the course aims to develop a more focused ability to interpret and apply the laws relating to commercial transactions in Fiji. The course examines in detail the law relating to negotiable instruments, the sale of goods, agency, insurance and reinsurance, commercial securities and intellectual property.

| **LAW319** | **Corporate Securities Law** | **Not Offered in 2017** |

Prerequisites: Successful Completion of Year 1 and Year 2 Law courses
Continuous Assessment: 40%; Final Examination: 60%

The Corporate and Securities Law is designed to give students a better understanding and practical application in fields related to corporate finance and financial markets. Corporate Securities Law will also examine the disclosure system and securities market regulation, including registration, exemptions and remedies under the Capital Market Development Decree.

| **LAW320** | **Banking and Finance Law** | **WINTER, 2017** |

Prerequisites: Successful Completion of Year 1 and Year 2 Law courses
Continuous Assessment: 40%; Final Examination: 60%

Banking and Finance Law examines the law and practice concerning the provision of finance. The focus is on the raising of debt finance, including secured transactions, subordinated and unsecured lending, bank finance and capital market borrowings, and syndicated loan financing.

| **LAW321** | **Law and Economics** | **Not Offered in 2017** |

Prerequisites: Successful Completion of Year 1 and Year 2 Law courses Continuous Assessment: 40%; Final Examination: 60%

Law and Economics will explore the basic tool of economic reasoning and efficiency. This course will also examine how Law and Economics approach sheds light on a variety of otherwise- puzzling aspects of property, contract, tort and constitutional law, including the due process and equal protection clauses.

LAW322   Dispute Resolution and Alternative Dispute Resolution   SEM 2, 2017

Prerequisites: Successful Completion of Year 1 and Year 2 Law courses Continuous Assessment: 40%; Final Examination: 60%

In traditional legal studies, the judicial process (courtroom litigation) is often assumed to be the best means of resolving disputes. This adversarial approach shapes the views of future lawyers about the nature and pattern of dispute, as well as the preferred method of dispute resolution.

LAW323   Medical Law and Ethics   SEMESTER 1 2017

Prerequisites: Successful Completion of Year 1 and Year 2 Law courses Continuous Assessment: 40%; Final Examination: 60%

A medico-Legal issue is an elective unit that deals with the relationship between the law and those in the health care professions. This is an interesting, topical and challenging unit which requires students' active participation. The relationship between law and medicine also involves questions of ethics.

LAW324   Legal Drafting   SEM 2, 2017

Prerequisites: Successful Completion of Year 1 and Year 2 Law courses
100% Course work

Legal drafting is about the preparation of legal documents. It is a basic skill required by lawyers in legal practice whether they are government lawyers or private practitioners. The course aims to give students an appreciation of issues involved in administering legal documents, drafting legislation, commercial agreements and communication.

LAW325   Corruption Law   TBA

Prerequisites: Successful Completion of Year 1 and Year 2 Law courses
Continuous Assessment: 40%; Final Examination: 60%

The minimization of corruption is a significant issue for Fiji. This course develops student's knowledge about the framework of anti- corruption laws using the national integrity systems framework. It considers number of key areas of regulation and a number of key institutions for combating corruption. It also considers the social context in which anti- corruption laws function and the importance of engaging wider society, or civil society, in responses to corruption.

LAW326   **Law of the Sea**   **TBA**

Prerequisites: Successful Completion of Year 1 and Year 2 Law courses
Continuous Assessment: 40%; Final Examination: 60%

This course focuses on the Law and policy relating to the public aspects of marine spaces and marine resources. It covers aspects of international law and domestic laws of states in regards to claims on marine zones, and territorial waters of each state and uses of the seas and dispute settlement mechanisms.

LAW328   **Advocacy, Practice and Civil Procedures**   **SEM 2, 2017**

Prerequisites: Successful Completion of Year 1 and Year 2 Law courses
Continuous Assessment: 40%; Final Examination: 60%

The course will focus on principles of Advocacy, Legal Practice and Civil Procedure. It will cover mitigation pleas, theory of the case, evidence in chief, cross examination, conduct in court and appeals. In addition the course will explore the practical application of the rules of evidence and the trial procedure.

LAW329   **Migration Law**   **TBA**

Prerequisite: - Satisfactory completion of Year 2 Law courses
Continuous Assessment: 40%   Final examination: 60%

The course will introduce students to the Immigration Laws of Australia, New Zealand, Canada, and USA and to Fiji's Immigration Laws and policy. Emphasis will be on popular visa classes such as Tourist, Skilled and Family reunion visas. Students will also be given an overview of the visa classes and subclasses and will be taught the importance of understanding visas, including their identification, interpretation and application.

Graduate Diploma in Legal Practice

LAWD01   **Ethical Responsibility Workshop**   **TBA**

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

In this module trainees will learn about the rules of ethical responsibility; their duties as individual lawyers to evaluate the appropriateness of their conduct in all Graduate situations; how they can apply rules of Graduate conduct in various contexts; and their Graduate responsibilities in specific Graduate callings and responsibilities.

LAWD02   Graduate Skills Workshop   TBA

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

In this course students will cover professional skills necessary for a lawyer. The graduate skills module should run for 4 days in which students learn verbal and written communication skills, how to conduct the initial interview with a client as well as subsequent interviews thereafter, which requires problem solving and negotiation skills. The aim is to provide practical knowledge on initial stages of the Graduate relationship between the Solicitor and client with exercise testing the skills in verbal and written communication, interviewing clients, Negotiation skills, problem-solving and mediation.

LAWD03   Trust Accounting Workshop   TBA

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

Module LAWD03 Trust Accounting should run for 5 days and 2nd, 4th and 5th day assessments will be completed by students. The aim is to put emphasis on the practical knowledge of trust accounting in Legal Practice. The module will cover the first requirements and processes involved in opening a trust account, handling the Trust Ledger, likely trust accounting offences, the annual auditing process and regulations to be complied with and how client's moneys are paid.

LAWD04   Conveyancing Skills Workshop   TBA

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

This module deals with transactions in buying, selling, transferring and leasing land and gives the trainees hands on experience in drawing all necessary documents for these transactions and handling client's funds, managing client files, and dealing with appropriate registration authorities.

LAWD05   Family Law and Deceased Estates Workshop   TBA

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

This module will run for 3 days and mostly requires students to complete the standard forms, draft documents, advise parties and attend family case mediation. The aim is to provide information on Family Law procedure and forms, mediation and other forms of dispute resolution in Fiji and the impact family breakdown can have on those involved.

LAWD06	Probate and Administration of Estate Workshop	TBA

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

Student will receive hands on experience in dealing with law relating to wills, probates, inheritance and property management including negotiation in respect of disputes over assets in a deceased estate. They learn to take instructions from clients, draft wills and other testamentary documents and interpretation of clauses, and to draw documents for obtaining different types of grants in estates. Administration, winding up and accounting to the beneficiaries regarding estate matters is also dealt with.

LAWD07	Commercial Law Workshop	TBA

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

Commercial and corporate legal practice involves transactions covering a broad range of business and financial activities. In this subject you will cover the law, practice and procedure which will enable you to act for, and advise, clients competently in a range of non-litigious commercial and corporate matters including the sale and purchase of business assets, Establishing and advising on different commercial entities and corporate structure options, the revenue aspects if transactions and the financing of transactions.

LAWD08	Criminal Litigation	TBA

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

Introduction to criminal litigation, what the Judge expects from a criminal advocate, the criminal prosecutor, rights of persons detained/arrested, police procedure, bail applications, drafting criminal charges, plea in mitigation, sentencing/alternatives to prison sentence, appealing a sentence, submissions, opinion writing, advocacy, court room practice, the defended trial process, elements of an offense, developing a case theory, examination in chief, cross examination, re-examination, opening speeches, no case to answer, closing speeches.

LAWD09   **Civil Litigation**   **TBA**

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

This module introduces the trainees to the litigation process starting with the preparation and filing of suits, the court rules on preparing papers and documents, the answer, and various defendants' pleadings such as the motion to set-aside default judgements, discovery, interrogatories, request for production of documents, and preparation of pre-trial and trial paperwork and documents.

LAWD10   **Practical Placement in a Recognized Organization**   **TBA**

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

The trainees are assessed on the work they produce during placement. At work they keep a work journal in which they record the files they handle and work they undertake and complete. They will write 5 assignments during this period and submit their work journal for marking upon return to the Campus after 4 weeks.

Master of Laws

LAW400   **Advanced Political Legal Theory**   **TBA**

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

This LLM course explores a number of important theoretical issues concerning law. These issues include the nature and function of law in modern societies, the nature of citizens' obligations under law, the nature of legal reasoning and the interpretation of legal texts, the relationship between law, power, justice, representation and democracy, and the capacity of the law to provide for gender, cultural and other forms of difference. The course proceeds by way of a critical examination of the leading contemporary schools of thought about law and legal issues.

LAW401   **Legal Methodology and Research**   **TBA**

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

This course gives students the opportunity to become acquainted with advanced legal

research, available research tools, research techniques, and legal research, including in e-format. The course is intended to help students develop strategies for approaching legal research problems and to select and use the available legal sources. It involves a systematic review of all the main tools which can be used to find legislation, case law and commentary online, and to acquire a systematic approach to finding both local and international legal materials.

LAW402	Advanced Intellectual Property Law	TBA

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

Intellectual property (IP) is becoming one of the most dynamic areas of the law in the South Pacific Region. In the past fifteen years, over the world, it has been a field of major economic and social importance. At the same time, it has had to respond to a range of issues, for example the challenges posed by digitisation of copyright materials, the impact of biotechnological development, protection and promotion of tradition, cultural properties, the intersection with competition law and increased concern over the social costs of extending the scope of intellectual property rights.

LAW403	Advanced Dispute Resolution	TBA

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

In our diverse society, dispute/conflict is a natural part of our everyday interactions. Alternative Dispute Resolution is not a new concept; it is in fact consistent with traditional methods of dispute resolution in Fiji and the Pacific. This form of dispute resolution actually predates the formalised system of justice which is more commonly applied in our societies today.

LAW404	Insolvency and Liquidation Law and Practice	TBA

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

Insolvency and Liquidation Law gives you the opportunity to develop a specialised and detailed knowledge of the law concerning insolvency, including alternatives to liquidation. Two major areas covered in the course are the law of personal bankruptcy and the law of corporate insolvency. Bankruptcy forms the conceptual foundation for the other modes of formal insolvency, including liquidation or rehabilitation, or individual or corporate.

LAW405   Advanced Consumer and Competition Law   **TBA**

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

This course is focused on our consumer driven economy and how the global consumer organization and partner consumer groups in Fiji and other developed countries have established sovereign and independent bodies and advanced laws for the enhancement and protection of consumer interests and rights. The essence of this course is to highlight a basic, similar and effective institutional law (e.g. various roles of the institutions and types of legislations) that are solely based on the protection of the consumer of goods and services throughout a country's marketplace.

LAW406   International Commercial Law   **TBA**

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

Student will receive hands on experience in dealing with law relating to wills, probates, inheritance and property management including negotiation in respect of disputes over assets in a deceased estate. They learn to take instructions from clients, draft wills and other testamentary documents and interpretation of clauses, and to draw documents for obtaining different types of grants in estates.

LAW407   International and Comparative Labour Law   **TBA**

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

The purpose of this course is to enhance the understanding of labour law in Fiji with the comparison of international labour law. It focuses on the adoption of international labour law and it's regulation and influence in Fiji. The course will cover mechanisms that regulate the employment sector and the issues that cause unemployment. The course will also cover a selection of topics on international and comparative labour law.

LAW408   International Environmental Law   **TBA**

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

This course has two parts. The First section will provide students with an overview of the development of international environmental law throughout the twentieth century as well as the major theoretical and policy debates that surround it. The second section

of the course introduces the fundamental principles and concepts of Pacific Islands Countries' environmental law and policy.

LAW409	International Investment Law	TBA

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

This course examines the core principles of international investment law; their genesis; current formulation; and application, from a distinctly Pacific perspective. The structure of lectures, class presentations, contractual negotiation exercises and simulated arbitration

LAW410	International Law	TBA

Prerequisite: - Bachelor of Laws
Continuous Assessment: 100%

This module is intended to provide a detailed study of the rules, doctrines and institutions of public international law. It provides a critical, if internal analysis of international law and a firm basis upon which to found arguments concerning the political importance of international law.

LAW411	Comparative Constitutional Law	TBA

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

This course provides an introduction to the conceptual design of modern constitutions and the analytical framework for juristic comparison of their component features, structures and ideas. The history of Fiji's constitutional experiments and experience as well as the text of its newly operative instrument will be the focal point of our jurisprudential inquiry into what unites us with, and divides us from, other constitutional democracies.

Language, Literature and Communication

LLCF11	English and Study Skills I	SEM 1, 2017

Prerequisite: Pass in Year 12 Examination
Continuous Assessment: 50%; Final Examination: 50%

Demonstrate language, communication and study skills which will assist in effectively

studying in English at the tertiary level. Adopt a theme approach to develop learning across subject areas and organize learning in specific areas of listening, reading, note-taking, test preparation, library skills and critical thinking. Improve knowledge and thinking strategies to succeed in any learning environment.

LLCF12	English and Study Skills II	SEM 2, 2017

Prerequisite: LLCF11
Continuous Assessment: 50%; Final Examination: 50%

Employ a theme approach to develop interest in reading textbooks and journal articles. Construct writing in a variety of academic styles, develop listening and speaking abilities and illustrate note-taking, summarizing, referencing and other generic skills. Develop active and efficient participation skills in the learning process; accomplish specific skills and strategies needed to acquire academic goals with greater success.

LLC101	English for Academic Purposes	SEM 1 & 2, 2017

Prerequisite: Pass in Year 13 English or equivalent
Continuous Assessment: 60%; Final Examination: 40%

Develop reading, writing, listening and speaking skills useful in every discipline. Demonstrate comprehension by employing reading strategies and summarizing; illustrate academic vocabulary and synthesize and paraphrase reading materials to practice acceptable academic writing. Practice group interaction skills and apply to written and oral communication. Demonstrate critical thinking and develop overall academic skills.

LLC111	Introduction to Linguistics	SEM 2, 2017

Prerequisite: FSFE English or equivalent
Continuous Assessment: 60%; Final Examination: 40%

Discover the key principles essential for the study of the five sub-sections of language: phonology, morphology, semantics, syntax and pragmatics. Examine the sociolinguistic, physiological and psychological aspects of language and the relationship between language, society, ethnicity, nationality, culture and gender.

Acquire skills in observing and recording practical evidence-based research of the theoretical aspects of linguistic study.

LLC121   **Introduction to Literary Genres**   **SEM 1, 2017**

Prerequisite: Pass in Year 13 English or equivalent
Continuous Assessment: 60%; Final Examination: 40%

Familiarize with the study of the basic genres in literature and to the many varieties within these genres. Develop literary appreciation by engaging in close examination of the important constituents of the various genres. Acquire metalanguage required for literature essays and study literature texts to enhance analysis and appreciation.

LLC122   **Writing Fiji in the South Pacific**   **SEM 1 & 2, 2017**

Prerequisite: Pass in Year 13 English or equivalent
Continuous Assessment: 60%; Final Examination: 40%

Build on the literary knowledge of Year 13 and/or Foundation courses. Integrate a range of genres: stories, novels, poetry, travel, autobiography and historical documents to get an idea of how Fiji has figured in the imagination of colonists and post-colonial writing, both by insiders and outsiders.

LLC211   **The Structure of Language**   **SEM 1, 2017**

Prerequisite: LLC111
Continuous Assessment: 60%; Final Examination: 40%

Learn about articulator phonetics, phonology, morphology and syntax. Study traditional grammar and analyse the structure of sentences and of languages—including the four major types of grammatical paradigms: traditional grammar, structural grammar, transformational generative grammar and systemic functional grammar. Identify individual constituents, functional analysis in terms of forms and functions and the construction of tree diagrams.

LLC212   **Systematic Functional Grammar**   **SEM 2, 2017**

Prerequisite: LLC211
Continuous Assessment: 60%; Final Examination: 40%

Explore the basics of functional grammar by analysing the lexico-grammar and identifying the distinctive structural features of texts belonging to different genres and registers. Acquire the knowledge and tools to identify and teach the distinctive features of other types of texts.

LLC213 English as a Second Language: Curriculum and Materials Writing
SEM 2, 2017

Prerequisite: LLC211
Continuous Assessment: 60%; Final Examination: 40%

Examine the curriculum process with illustrations drawn from a variety of subjects. Inspect three levels of ESL curricula in Fiji – early primary, junior secondary and senior secondary. Familiarize with all aspects of language (including literature) curricula, especially at the secondary level. Adapt curriculum content, as well as the writing of one's own materials to address areas of difficulty not adequately addressed by the prescribed resources. Compare different types of materials to familiarize with diverse writers approach in the task of preparing student learning resources in ESL.

LLC221	Short Fiction and Literary Appreciation	SEM 1, 2017

Prerequisite: LLC121 or LLC122
Continuous Assessment: 60%; Final Examination: 40%

Display an understanding and appreciation of the genres of short story and novella. Differentiate the elements of novella and novel and familiarize with various critical approaches to these genres. Assimilate and interpret a range of short stories, including masterpieces from the nineteenth and early twentieth century, modern short stories, and short stories from post-colonial societies.

LLC222	Introduction to Women's Writing	SEM 2, 2017

Prerequisite: LLC121 or LLC122
Continuous Assessment: 60%; Final Examination: 40%

Examine a selection of short stories and novels written by women. Evaluate and provide a critique on the privileging of male experience and the misrepresentation of reality in the fiction of some male writers. Examine how women's writing differs from that of men, the themes women writers typically focus on and ways in which women counter false representations of the female gender in male writing. Employ feminist literary theory in particular, to enable an insightful analysis of women's writing.

LLC301	Research Project in Language/Literature	SEM 1

Prerequisite: LLC221/LLC222/ LLC211/LLC212/ LLC213
Continuous Assessments: 100 %

Develop an in-depth research project leading to a report of about 5000 words. Select a topic for research in consultation with the supervisors. Conduct an insightful analysis of works. Discuss postcolonial theory, Diasporic theory, and feminist theory in general and feminist literary theory in particular, wherever applicable. Complete a Research Project in Literature/Language. Develop on individual study and research under the supervisor's guidance.

| LLC311 | Second Language Learning: Theory & Practice | SEM 1 |

Prerequisite: LLC213
Continuous Assessment: 50%; Final Examination: 50%

Engage with theories about the process of language learning in general, with an emphasis on the learning of English as a second language in Fiji. Present language teachers with an opportunity to be more effective and sensitive to the needs of second language speakers with profound comprehension of language learning. Acquire fundamental knowledge for language teaching in Fiji with English as a Second Language being the key focus while the course is pertinent for any language teacher, be it ESL/ EFL, or vernacular.

| LLC312 | Second Language Teaching Methodology | SEM 2 |

Prerequisite: LLC111, LLC211, LLC212 and LLC311
Continuous Assessment: 50%; Final Examination: 50%

Examine the similarities and differences between the major methods which have dominated the field of second language teaching. Become aware of the theories underlying the methods with which an effective language teacher needs to be familiar and how these methods have been applied in the teaching of English as a second language in particular.

| LLC321 | Poetry and Creative Writing | SEM 1 |

Prerequisite: LLC221/LLC222
Continuous Assessments: 60 %; Final Examination: 40%

Demonstrate awareness of poetry in one's own language and culture; poetic forms and expression found in rites and rituals, ceremonies and festivals, songs and music. Translate a few poems and songs from one's mother tongue into English and attempt to construct original poems. Select poems in English – beginning from the Romantic period to Postcolonial poetry and apply Literary Theories in the discussion of the poets' works. Write a final major essay on the oeuvre of a single poet of own choice.

LLC322   An Introduction to Postcolonial Writing; Theory   SEM 2

Prerequisite: LLC221/LLC222
Continuous Assessments: 60 %; Final Examination: 40%

Familiarize with Literature in English, written in many parts of the world, generally referred to as Commonwealth. Study texts in essays, short stories, fiction and autobiographies. Select poems to explore the major concerns and themes in postcolonial writings: Fiji's colonial experience, in relation to the South Pacific, but not confined to the Pacific. Become aware of key words of postcolonial theory and postcolonial feminist theory. Explore the creative role of the English Language in the creation of literary texts in the Commonwealth. Select suitable texts from several Commonwealth countries. Develop critical skills in evaluating works of literature in selected genres.

LLC323   Drama and Literary Appreciation   SEM 2

Prerequisite: LLC221/LLC222
Continuous Assessments: 60 %; Final Examination: 40%

Focus on creating a greater depth of understanding, with advanced analytical and interpretive skills of both the works of Pacific dramatists against the backdrop of acclaimed International playwrights. Equip with theoretical terms such as "modernism,""postmodernism," and "post colonialism" in the context of seventeenth, eighteenth, nineteenth and twentieth century Western drama. Develop an awareness of how the texts might be dramatized. Explore drama as an art form. Learn first-hand knowledge and understanding of all issues relating to real life. Select suitable texts from several countries to read widely. Develop critical skills in evaluating works of literature in this genre.

LLC401   Modern Fiction: Film & Text   SEM 1 & 2

Prerequisite: Bachelor's degree in English
Continuous Assessment: 100%

Discuss the ideas of modernity and modernism in the arts, especially literary writing. Analyse modern literary works that are both popular and critical successes and explore the thematic and rhetorical features. Discuss themes, styles, milieu and place in literary history. Focus on the stylistic, structural and thematic developments in each writer's work. Read texts, reviews and conventional and experimental narrative forms guided by narrative theory. Study authors: O'Conner, Kafka, V.S. Naipaul, James Joyce, Adiga, Achebe, Rhys, and Carver. Select films to study to show the nexus between the two creative art forms.

LLC402	Poetry and Criticism	SEM 1 & 2

Prerequisite: Bachelor's degree in English
Continuous Assessment: 100%

Recognize a number of significant poets in English; British, Australian and Postcolonial. Study selected poems, especially by: William Wordsworth, Samuel Taylor Coleridge, John Keats, Alfred Lord Tennyson, T S Eliot, W B Yeats, Seamus Heaney, Australian and Asia-Pacific Poets. Apply Literary Theories in discussing the poets' works. Write and translate a few poems during the workshops. Discuss through seminars: the importance of poetry; reading a poem; teaching Poetry in the classroom and writing a poem. Explore the idea of Literary Criticism. Study selected essays by William Wordsworth, T. S. Eliot, and Derek Walcott.

LLC411	Language Awareness & Language Issues	SEM 1 & 2

Prerequisite: Bachelor's degree in English
Continuous Assessment: 100%

Independent course
Study of the main areas of linguistics, namely: phonology, morphology, semantics, syntax and pragmatics. Examine the application of linguistics to second language teaching, especially the issues of language change and language variety and their implications for second language teaching. Explore the critical issues of vernacular education and bilingualism / multilingualism in Fijian context. Identify significance of language maintenance and the need for language revival in a pluralistic setting.

LLC412	The Second Language Learning Process	SEM 1 & 2

Prerequisite: Bachelor's degree in English
Continuous Assessment: 100%

Independent course
Engage with theories about the process of language learning in general, with an emphasis on the learning of English as a second language in Fiji. Become competent and sensitive to the needs of second language speakers with profound comprehension of language learning. Attain essential knowledge for language teaching in Fiji with English as a Second Language being the key focus as the course is applicable for any language teacher, be it ESL/EFL, or vernacular.

LLC413   Methodology of Second Language Teaching   SEM 1 & 2

Prerequisite: Bachelor's degree in English
Continuous Assessment: 100%

Independent course

Examine the similarities and differences between the major methods which have dominated the field of Second Language Teaching. The fundamental underlying belief is that an effective language teacher needs to be familiar with all the major methods which have been and/or are being used in the field.

Acquire theories underlying the methods and ways the methods have been applied in the teaching of English as a second language in particular and its pertinence to language teachers generally.

LLC414   Applications of TESL Methodology: Materials Design and Evaluation
SEM 1 & 2

Prerequisite: Bachelor's degree in English
Continuous Assessment: 100%

Independent course

Review the major Second Language Teaching methods, especially those which have had an impact on the content and methods of the English curricula at all levels in Fiji's schools. Examine and critically assess curriculum planning and implementation, based on a principled and thorough approach. Identify and evaluate the theoretical foundation of texts used in Fiji's primary and secondary English curricula. Prepare and deliver curriculum materials, with a view to enhancing their own resources for subsequent teaching and learning in Fiji classrooms.

LLC415   Language, Society & Education   SEM 1 & 2

Prerequisite: Bachelor's degree in English; Literature major or minor
Continuous Assessment: 100%

Independent course

Explore the relationship between language and society. Examine myriad sociolinguistic factors that create regional, situational and social varieties of language, further analysing and describing the grammatical features that create these varieties. Investigate the relationship between language and culture, the causes of societal

and national multilingualism, language loss and maintenance, and restricted codes. Inspect the implications of language loss, language change and language maintenance for language teaching. Explore the critical issues of vernacular education in bilingual and multilingual settings.

| LLC416 | Teaching the Four Skills in ESL | SEM 1 & 2 |

Prerequisite: Bachelor's degree in English
Continuous Assessment: 100%

Independent course

Focus on the teaching and learning of the four fundamental life-long skills in acquiring a Language: listening, speaking, reading and writing. Build on LLC413 and LLC414, concentrating on the holistic and integrated approach to the teaching of the four skills. Examine past and current ways in which listening and speaking skills have been and are being taught. Emphasize on ways to advance reading in the ESL/EFL classroom. In particular, reading strategies at besides the place of writing and ways of improving ESL/EFL learners writing skills.

| LLC417 | Research Topic in TESL | SEM 1 & 2 |

Prerequisite: EDU418
Continuous Assessment: 100%

Provide familiarity, awareness and skills allied to research inquiry through a profound focus on critical analysis of language strategies of inquisition. With dearth of research in the South Pacific generally and in Fiji in particular into all language education redress this lack of research, as well as provide the participants with an invaluable opportunity for professional growth and development. Explore extensive studies in TESL geared towards the expansion of an advanced understanding of research approaches through diverse styles of research designs.

| LLC421 | Postcolonial Fiction: Theory & Discourse | SEM 1 & 2 |

Prerequisite: Bachelor's degree in English
Continuous Assessment: 100%

Develop some idea of the various literary theories and their relevance and significance to the study, teaching and writing of literature, particularly fiction. Become aware of Literary Theory, but emphasise principally on colonial-postcolonial perspectives. Explore the creative role the English Language has played in the creation of literary texts in the Commonwealth. Explore a variety of themes, interpret, interrogate and

study with resonance to the milieu of colonial-postcolonial writing.

LLC422   Research Project: Study of a Single Author   SEM 1 & 2

Prerequisite: Bachelor's degree in English.
Continuous Assessment: 100%

Independent course

Undertake a critical study of a single author whose work has been studied in one of the other PG Courses prescribed. The choice of the Research Topic on the Author will be decided by the student in full consultation with the supervisor. This course is an introduction to research in the oeuvre of a single author on a significant aspect of the writer's work.

LLC423   Women's Writing: Theory & Text   SEM 1 & 2

Prerequisite: Bachelor's degree in English
Continuous Assessment: 100%

Draw attention to the works of talented women writers: challenge the misrepresentation of women and recommend women's perspective to be heard; appreciate women's writing. Include a selection of essays, short stories and novels – both nineteenth century and modern – by western and post-colonial writers. Appreciate Feminist Theory in relation to Postcolonial Theory. Study the critical approach used in these texts: eclectic, biological, psychological, historical and feminist approaches. Develop an insightful reading of these texts. Aim at giving a basic understanding of feminist literature, including postcolonial feminist theory and feminist literary theories.

LLC424   Creative Writing: Life-Writing and Short Fiction   SEM 1 & 2

Prerequisite: Bachelor's degree in English
Continuous Assessment: 100%

Prepare for Life Writing, a popular genre in postcolonial fictions. Read and study the autobiographical writings of several writers. Learn to write own life story and explore the significance of the art and act of writing and shaping lives and identity of the author in one's society through words and imagination. Select works and attempt to write at least one short story during the semester. Study, for example, some of the most acclaimed autobiographies of the 20th century by writers from India.

LLC425   Independent Study I (Poetry)   SEM 2

Prerequisite: Bachelor's degree in English.
Continuous Assessment: 100%

Undertake an in-depth research project on the subject of poetry, producing an essay of between 7,500 and 10,000. Research a chosen topic, subject to the coordinator's approval, and develop specialist knowledge and skills in literary interpretation within the field of poetry and acquire a deeper level of knowledge and expertise on specific poets or poetic works. Undertaken after a student completes major coursework units, the two projects (LLC425 and LLC426) are the final hurdles (and alternatives to the Minor Thesis) in completing the Master of Arts in Literature by coursework.

LLC426   Independent Study II (Literary Contexts)   SEM 2

Prerequisite: Bachelor's degree in English.
Continuous Assessment: 100%

Undertake an in-depth research project on the subject of literary contexts, producing an essay of between 7,500 and 10,000. Research chosen topic, subject to the coordinator's approval, and develop specialist knowledge and skills in literary interpretation within a specified literary context or movement and acquire a deeper level of knowledge and expertise in literary studies. Undertaken after a student completes major coursework units, the two projects (LLC425 and LLC426) are the final hurdles (and alternatives to the Minor Thesis) in completing the Master of Arts in Literature by coursework.

LLC600   Minor Thesis (English Literature)   SEM 1 & 2

Prerequisite: Postgraduate Diploma in English Literature
Continuous Assessment: 100%

Undertake an in-depth research project leading to a thesis of 15,000 to 20,000 words in English. Make a new and creative contribution to a field of study and to demonstrate the expertise as a scholar of literature. Acquire advanced knowledge in the field of literary studies. A component of the Master of Arts (Literature), this subject can only be undertaken after the completion of six courses of the degree - the first four courses forming the Postgraduate Diploma in Literature, the remaining two being the coursework components to the MA (Lit).

Prerequisite: Master of Arts in Literature.
External Examination: 100%

Engage in a substantial project of original research under academic supervision. Develop superior skills in the research, methodologies, and critical thinking as required by the discipline of literary studies. Become expert in critical perspectives in English literature and in a chosen topic. Acquire high-level skills in the communication of research, findings and critical arguments through the production of a thesis demonstrating meticulous and rigorous research and reasoning.

Management

| MGT101 | Fundamentals of Management | SEM 1 |

Prerequisite: None
Continuous Assessment: 50%; Final Examination: 50%

This course is open to all students opting to take up management studies either as an elective or a major. There are no prerequisites and the course is designed as an introductory unit focusing on the general principles and applications of management in real situations with a focus on the Asia-Pacific region.

| MGT102 | Introduction to Tourism Management | SEM 1 |

Prerequisite: None
Continuous Assessment: 50%; Final Examination: 50%

This course is compulsory for all single major management students and can be taken up by students as an elective. The course content will focus on coverage of regional and international issues, introduces the economic significance of tourism operators and the role of technology in the tourism industry. This course is mandatory for students intending to work as potential managers within Fiji's Tourism Industry at the termination of their studies. This unit is designed to assist students undertaking the single major in Management to be better positioned in the tourism industry upon full completion of their program of study at the University. The prescribed MGT102 and MGT106 units are tailor made for students with a preference towards Tourism, and may opt to work join the Tourism Industry at any stage of their studies with the University. Hence, the four prescribed 100 x level Management courses can enable students to be immediately absorbed into the labour market given that it provides

professional skills in tourism research, impact on economic, socio cultural and environmental development, and the shift towards sound environmental practices with regards to the set-up of eco-tourism initiatives. Students will be encouraged to participate in specified field trips and harness contacts with local eco-tourism operators, and conduct research for a selected property with the intention of using this report as a possible sideway entry into the organization in the future.

MGT106   **Ecotourism**   **SEM 2 (Blended Mode)**

Prerequisite: None
Continuous Assessment: 50%; Final Examination: 50%

This course provides stakeholders and interested university students, with a balanced and comprehensive exposure to the growing knowledge of ecotourism that will assist their ability to place in context, critically evaluate and effectively manage the tourism sector. It focuses on the best practice for planning and strategic management of ecotourism venues, integrated discussion of the role of local and indigenous communities, inclusion of field surveys and research and recognition of hard and soft varieties of tourism. The contents will cover the criteria and context of ecotourism, the emerging markets, the ecotourism environments, the ecological impact, the economic and social impact, ecotourism as a business, the external environments, the organizations and policies, the selected environments and activities and the ecotourism world survey. Students will be exposed to contemporary issues in the form of case studies, field survey and research and expats testimonies in the field of ecotourism from private and government sectors which will prepare them to make better decisions and choices for a sustainable future of the Tourism industry.

MGT105   **Organisational Behaviour**   **SEM 2**

Prerequisite: None
Continuous Assessment: 50%; Final Examination: 50%

This course will look into the micro structure of organizations to ascertain the relationship between employees and the firm. A closer examination will be made of the role played by employees with regard to personal and professional goals and the impact of these goals in relation to achieving overall organizational goals within a given time frame. There are no prerequisites for this course.

MGT203   **Operations and supply**   **SEM 2**

Prerequisites: MGT101 and MGT105
Continuous Assessment: 50%; Final Examination: 50%

This course will introduce students to the various aspects of Operations and Supply Chain Management. As a discipline, it involves decision making in the following areas: workforce, process, capacity, quality and reliability, inventory management and the interlinking of the suppliers-manufacturers-customers for balancing the inputs with the distribution of the inputs. Students will learn to examine the effectiveness of operating systems in both the manufacturing and service sectors and will be given case studies to identify problem solving strategies for situations arising from the operations environment.

MGT204   **Management of Industrial Relations**   **SEM 1**

Prerequisite: MGT101

Continuous Assessment: 50%; Final Examination: 50%

The course aims to provide the knowledge and skills required to solve industrial relation issues within different organisational settings: private, public sector, NGOs, regional and international organizations. The course will focus on employer-employee relationships within the context of expectations, goal setting and achievement, strategies and structures, and dispute settlement. This course is recommended for those students intending to pursue a career in Human Resource Management.

MGT205   **Creativity, Innovation and Commercialization**   **SEM 1**

Prerequisites: MGT101 and MGT105
Continuous Assessment: 50%; Final Examination: 50%

This course will explore the skills, attitudes and knowledge needed to create and manage new ventures based on creative and innovation ideas. It will focus on creative ideas and add value to it to produce outputs. Emphasis will be on innovations for competitive advantage. Worldwide product innovations will be taken as case studies to understand the process of business models to commercialise incremental as well as disruptive innovations. Corporate sector scenario will be discussed in comparison with small business sector.

MGT206 Marketing Principles and Strategies SEM 2

Prerequisite: MGT101

Continuous Assessment: 50%; Final Examination: 50%

This course aims to provide the relevant skills and knowledge for marketing a product or service in the private sector. It will teach students the fundamental principles of marketing, whereby students will be encouraged to come up with new product development and appropriate marketing strategies. Emphasis will be given to the promotion of new products within the tourism industry, with appropriate research conducted into one of the major industry players.

MGT302 Human Resource Management SEM 1

Prerequisite: MGT204

Continuous Assessment: 50%; Final Examination: 50%

This course introduces the functional area of human resource management. It focuses on employer-employee relations within the context of policy making and techniques. The course will cover the role of human resource function, employee planning and forecasting, recruitment and selection, employee development and employer-employee relations, human resources information systems and performance management. Students will be exposed to international human resource management and current issues relating to this.

MGT303 International Marketing SEM 2

Prerequisites: MGT206 and any 200 level management course
Continuous Assessment: 50%; Final Examination: 50%

This course introduces the multiple dimensions of international marketing with regard to environments and strategies employed by multi-national corporations (MNCs). General topics will include the changing character of the world economy, the globalization of markets, regional regulatory agencies, the international financial system, and the variable impacts of politics and culture and trade agreements. Special emphasis will be given to trade sanctions employed by the World Trade Organisation (WTO), and the impact of the regional trade agreements such as PICTA and PACER and their impact on Fiji, and a closer look at the COTONOU Agreement and its policies with regard to Small Island Developing States (SIDS).

MGT309   Strategic Management   SEM 1

Prerequisites: MGT101 and any two 200 level Management Courses
Continuous Assessment: 50%; Final Examination: 50%

This course is designed to introduce students to the concept of business planning and the creation and implementation of policy. It will take into account the various stages of writing a business plan: the mission, objectives, conducting a SWOT analysis while taking into account the environmental factors within and outside of the firm as well as implementation and evaluation of strategies. This course is designed for Senior Management positions, whereby corporate planning is one of the key responsibilities of managers holding such positions.

MGT310   Project Management   SEM 2

Prerequisites: Any two 200 level Management courses

Continuous Assessment: 50%; Final Examination: 50%

This course presents the fundamental concepts, tools and techniques of project management covering many aspects like project selection, planning, scheduling, implementation, commissioning and finally review. Each stage will focus on all relevant resources like manpower, machines, materials, money and mind towards time-cost trade-off and resources scheduling.

MGT401   Public Sector Management   SEM 1 or 2

Prerequisite: BCom with Management as a major or equivalent
Continuous Assessment: 50%; Final Examination: 50%

The course is designed to help public service managers to acquire a greater insight into functional and general disciplines such as managing people, finance and information. It will cover areas such as fundamental principles and practice of management in public service settings, the Political Environments, skills required to enable managers in the public sector to manage their people, managing finance, managing information, marketing and public relations management and managing service quality.

MGT402   Advanced Marketing   SEM 1 or 2

Prerequisite: BCom with Management as a major or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course will cover areas such as Marketing Concepts and Systems, Retail and Wholesale Systems and Strategies, Product Presentation and Packaging, E-Marketing, Marketing Organisations, International Marketing, Analysing the Market, Performance

Evaluation and Reporting.

| MGT403 | Entrepreneurship | SEM 1 or 2 |

Prerequisite: BCom with Management as a major or equivalent
Continuous Assessment: 50%; Final Examination: 50%

The course will help students to identify and recognize the importance of process and product innovations, intra-premiership and intellectual property protection at work place. The contents of the course will cover scope and nature of entrepreneurship, Intellectual Property and Commercialization of innovation, Legal and Ethical Concerns, Launching and operation of a Venture, Development and exit from business and corporate entrepreneurship and intrapreneurship.

| MGT404 | Change Management | SEM 1 |

Prerequisite: BCom with Management as a major or equivalent
Continuous Assessment: 50%; Final Examination: 50%

The programme is designed to help students to understand the planned as well as unplanned change processes that take place at work place. Students will be provided with theoretical understanding on change processes, challenges faced by managers in implementing changes, resistance to changes, conflict and conflict resolutions, negotiations and employee relationship management and the management of changes imposed by the global trends. The contents will cover challenges of change, organisational change, change strategies, managing planned and unplanned change, communication and conflict management, negotiations, change leadership and managing diversity.

| MGT406 | Special Topic in Management | SEM 1 or 2 |

Prerequisite: BCom with Management as a major or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course will cover some topic of current interest or demand from students who wish to continue to complete their Master of Commerce.

| MGT407 | Research Methodology | SEM 1 or 2 |

Prerequisite: BCom with Management as a major or equivalent
Continuous Assessment: 50%; Final Examination: 50%

Research is an ongoing process and is conducted according to specific guidelines.

Research results in generating new ideas and knowledge. This course is designed to provide a guide for management students for conducting research studies. Thus, this course attempts to cover the process of social research to enhance the knowledge and skills required to conduct social research.

MGT410	Project Management	SEM 1 or 2

Prerequisite: BCom with Management as a major or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course will provide management graduates proper understanding on concepts, tools and techniques of project management covering many aspects like project selection, planning, scheduling, implementation, commissioning and finally review. Application of project management tools in large projects will be discussed with case studies and virtual projects.

Master of Business Administration

MBA401	Pacific Business Environment	TRIM 1

Prerequisite: Entry into this course requires the approval of the Head of the MBA Programme

Continuous Assessment: 50%; Final Examination: 50%

This course reflects on the key issues related to the Pacific business environment towards its sustained growth and development. It focuses on the strength of its natural beauty for tourists' attraction, available natural resources, and the free economy for foreign investors. It critically examines the impact of Pacific culture, political, social, and ethical dynamics, and support of local government towards the growth process.

MBA402	Organizational Dynamics	TRIM 2

Prerequisite: Entry into this course requires the approval of the Head of the MBA Programme

Continuous Assessment: 50%; Final Examination: 50%

This course will help to think and analyze about events occurring in organizations from human behaviour as well as management perspective, and to understand and effectively manage these events, especially in the Pacific context. It will focus on the micro, macro and global dimensions of organizations, facilitating the management of individuals, groups, and larger organizational systems.

MBA403   Managerial Economics   TRIM 1

Prerequisite: Entry into this course requires the approval of the Head of the MBA Programme

Continuous Assessment: 50%; Final Examination: 50%

This course is designed to introduce the methodology of microeconomics and the tools used by economists in problem solving. Starting out with an exposition of the theory of decision making by households and firms, the participants will be made to comprehend the working of the markets, the determination of prices and output, and the techniques of decision making that the players in the market can adopt to ensure rational decision making

MBA404   Accounting for Managers   TRIM 1

Prerequisite: Entry into this course requires the approval of the Head of the MBA Programme

Continuous Assessment: 50%; Final Examination: 50%

This course reflects the role of accounting as an information system both from point of view of external users like the shareholders, and the investors, and internal organizational managers at various levels of responsibility. First, it will focus on understanding and interpretation of financial statements and the principles and concepts underlying them. Then it will focus on cost and management accounting to facilitate the managers in their decisions and actions towards improving the productivity of business organizations.

MBA405   Decision Analysis   TRIM 2

Prerequisite: Entry into this course requires the approval of the Head of the MBA Programme

Continuous Assessment: 50%; Final Examination: 50%

This course demonstrates the use of basic mathematics and statistics to a wide range of real world problems in managerial decision making in today's business organizations. The course will include tabular and graphical analysis, numerical measures, probability, sampling and distribution, interval estimates, and linear regression.

MBA406   Human Resource Management   TRIM 1

Prerequisite: Entry into this course requires the approval of the Head of the MBA Programme

Continuous Assessment: 50%; Final Examination: 50%

This course advocates the asset management approach for organizational human resource. It first portrays the relationship of human resource strategy with overall corporate strategy. Then, it delineates all relevant aspects of human resource management in a dynamic business environment. Students will be exposed to critically analyze current issues encroaching on the theory and practice in global, regional and local context of human resource management.

MBA407	Operations Management	TRIM 2

Prerequisite: Entry into this course requires the approval of the Head of the MBA Programme

Continuous Assessment: 50%; Final Examination: 50%

This course aims at analyzing each elemental areas of the transformation process from input resources to outputs of quality goods and services. It would strive to use the developments in management science to supplement the art of decision making to optimize the effectiveness of the man-machine system in any business organization towards productivity improvement.

MBA408	Marketing Management	TRIM 2

Prerequisite: Entry into this course requires the approval of the Head of the MBA Programme

Continuous Assessment: 50%; Final Examination: 50%

This course provides students with an understanding of the key concepts of marketing and an insight into the role of marketing in business organizations. The course is presented within a marketing planning framework delineating marketing theories and concepts with a primary focus on the development and implementation of effective marketing strategies relevant to local as well as global marketplace.

MBA409	Financial Management	TRIM 3

Prerequisite: MBA404

Continuous Assessment: 50%; Final Examination: 50%

This course is designed as an introduction to corporate finance theories and their application so that solutions to key financial management decisions can be identified. Practicing managers and administrators from different functional and strategic areas would acquire and broaden the conceptual insights, and analytical skills to appreciate and perform the finance function in the present day competitive business environment.

MBA410   Management Information System   TRIM 2

Prerequisite: Entry into this course requires the approval of the Head of the MBA Programme

Continuous Assessment: 50%; Final Examination: 50%

This course examines the information needs of business managers at various levels and in various functional and strategic areas of management. It delineates the methodologies and approaches for the most effective use of information and information technology to support the managers in their decision making process.

MBA411   Legal Environment of Business   TRIM 3

Prerequisite: Entry into this course requires the approval of the Head of the MBA Programme

Continuous Assessment: 50%; Final Examination: 50%

This course focuses on how managers can analyze the legal and regulatory environment in which business operates and are able to manage issues that affect everyday business decisions. It starts with an overview of various legal concepts and principles. Then, it demonstrates how the various legal provisions under the various statutes, and decrees in the local context affects business strategies and how businesses deal with such challenges involving government agencies and legislation.

MBA412   Strategic Management   TRIM 3

Prerequisite: Students should enrol in this course in their final year of studies or after completing 8 other MBA courses

Continuous Assessment: 50%; Final Examination: 50%

This course helps the business managers to create more and more valuable options that will add value to all stakeholders in a dynamic world. It integrates the inputs from different subjects like individual and organizational behaviour, operations, marketing, accounting, finance, and information technology within a strategic framework. On completion of the course, students should be able to understand the key parameters on the development of an organization's strategy, analyze those parameters, suggest appropriate strategic behaviour for an organization and demonstrate an understanding of how strategic change can occur within an organization towards sustained growth and development.

MBA422   Employment and Industrial Relations   TBA

Prerequisite: MBA406
Continuous Assessment: 50%; Final Examination: 50%

This course aims to develop an understanding of the interaction pattern among labour, management and the government, and build an awareness of certain important and critical issues in employment and industrial relations in the global and local context. Emphasis is put on Employment Relations Promulgation (ERP), dispute handling system, compensations, Occupational Health and Safety (OHS), productivity, and collective bargaining.

MBA424   Accounting for Human Resource Managers   TRIM 1

Prerequisite: Entry into this course requires the approval of the Head of the MBA Programme

Continuous Assessment: 50%; Final Examination: 50%

This course deals with methods to account for decisions and actions in the realm of human resource management. Besides the general accounting concepts and practices, it focuses on the cost-benefits of recruitment, training and development, job allocation, job rotation, job enrichment, remuneration and reward, retaining, and retiring schemes. It tells us whether the human resource of an organization is appreciating or depreciating.

MBA425   Human Resource Information System   TRIM 2

Prerequisite: Entry into this course requires the approval of the Head of the MBA Programme

Continuous Assessment: 50%; Final Examination: 50%

This course focuses first on the information needs to manage human resource as an asset. Then it will introduce various tools, components, and appropriate system requirement for a localized human resource information system that will facilitate weighing the cost-benefits of various decisions and actions in the areas of functional and strategic human resource management. Students will gain confidence and better understanding towards assessing its benefits while taking precautions against possible lapses.

| MBA435 | Event and Festival Management | TBA |

Prerequisite: Entry into this course requires the approval of the Head of the MBA Programme

Continuous Assessment: 50%; Final Examination: 50%

This course focuses on planning, designing, implementation and evaluation of events ranging from social gatherings such as weddings to major conferences, festivals and mega-events. In addition, emphasis will also be put on marketing, working with media, sponsorship and fundraising.

| MBA437 | Tourism Economics | TRIM 1 |

Prerequisite: Entry into this course requires the approval of the Head of the MBA Programme

Continuous Assessment: 50%; Final Examination: 50%

This course is designed to use microeconomic principles to comprehend the working of the tourism market, the determination of prices and output, and the techniques of decision making that the players in the market can adopt to ensure rational decisions are made. It demonstrates the applications of economic theory in all relevant areas of decisions and actions towards development, management, utilization, and maintenance of all tourism and hospitality service links.

| MBA441 | Tourism Management | TRIM 2 |

Prerequisite: Entry into this course requires the approval of the Head of the MBA Programme

Continuous Assessment: 50%; Final Examination: 50%

This course introduces marketing of tourism and hospitality sector in the South Pacific. It helps to identify target markets and estimate demand; packaging, branding, pricing, promoting, advertising and distribution. In addition to local context, it deals with the scope and pattern of international tourism demand, its dimensions and trends, and analysis of tourist behaviour and experiences. The course will also focus on socio-cultural and environmental impacts and techniques for mitigating negative results of tourism development.

Mathematics

MTHF11   **Foundation Mathematics I**   **SEM1**

Prerequisite: Year 12 mathematics or equivalent
Continuous Assessment: 40%; Final Examination: 60%

This course is an introductory course in Foundation Mathematics and develops a comprehensive knowledge and understanding of key topics in mathematics. It covers fundamental mathematical concepts useful to students in a wide range of discipline areas. This course includes topics in algebra and calculus and their applications including: sets, real numbers, integers; linear algebra including matrices, linear functions, linear equations; functions, equations and inequalities; limits and continuity; and differential calculus. This course will equip students with a solid foundation of mathematical tools and to develop their problem solving abilities.

MTHF12   **Foundation Mathematics**   **SEM2**

Prerequisite: Year 12 mathematics or equivalent
Continuous Assessment: 40%; Final Examination: 60%

This course is an introductory course in Foundation Mathematics and builds on the skills learnt in MTHF11. It builds the mathematical skills and understanding of quantitative literacy, statistics and integral calculus. This course will focus on the integration techniques, first and second order differential equations, and applications of integral calculus. In addition, this course is a study of fundamental statistical topics including normal and binomial distribution, measures of central tendency and variation, confidence interval, hypothesis testing. Students will practice analyzing data from a variety of areas and develop problem solving skills, as well as gaining an understanding of the role of statistics in their daily life.

MTH101   **Mathematics for Commerce**   **SEM 1**

Prerequisite: Year13 Mathematics or equivalent
Continuous Assessment: 40%; Final Examination: 60%

This is a service course designed to provide commerce students with a working knowledge of commonly used mathematical methods. It covers relevant topics in algebra; linear equations, applications of functions (break- even points), system of linear equations, matrices, linear inequalities; probability and statistics, concepts of calculus; graphs and functions, concept of limits and derivatives, interpretations

of derivatives and their applications, indefinite and definite integrals, methods of integration, and applications of integration.

MTH111   Calculus I and Linear Algebra   SEM 1

Prerequisites: MTHF11 andMTHF12 or Year 13 Math
Continuous Assessment: 40%; Final Examination: 60%

This course deals with key concepts in calculus and linear algebra. It examines functions, limits and continuity, derivatives, logarithmic, exponential and trigonometric functions, analysis of functions, applications of the derivative and integration, system of linear equations, Gauss-Jordan elimination; matrices and matrix algebra; matrix inversion and determinants, eigen values and eigen vectors and its application.

MTH113   Introduction to Statistics   SEM 2

Prerequisite: Year13 Mathematics or equivalent
Continuous Assessment: 40%; Final Examination: 60%

The course introduces the concepts and techniques of statistical analysis. It covers descriptive statistics, probability and probability distributions, statistical inference, hypothesis testing concerning one and two samples, estimation, confidence intervals, contingency ables and goodness of fit, simple regression and correlation.

MTH114   Calculus II and Differential Equations   SEM 2

Prerequisite: MTH111 or approval from the Head of Department
Continuous Assessment: 40%; Final Examination: 60%

This course covers calculus: applications of the definite integral, techniques of integration, first-order differential equations and its applications. Differential Equations: first order ordinary differential equations, method of separating variables, exact and linear ODEs, mathematical modelling. Second order ODEs, homogeneous differential equations, differential operators. Non-homogeneous differential equations, higher order ODEs, linear and non- linear systems of ODEs.

MTH201   Discrete Mathematics   SEM 2

Prerequisite: MTHF11 or equivalent
Continuous Assessment: 40%; Final Examination: 60%

This is an introductory course in discrete mathematics and is compulsory for students majoring in Information Technology. This course is also recommended for students majoring in mathematics with emphasis on logical and critical thinking. It emphasizes mathematical definitions and proofs as well as applicable methods. The course covers widely applicable mathematical tools for computer science including topics from logic and mathematical reasoning, set theory, cardinality, relations, algorithms and complexity, combinatorics, number theory, probability and graph theory. It includes practice in reasoning formally and proving theorems.

MTH211	Advanced Calculus	SEM 1

Prerequisites: MTH111andMTH114
Continuous Assessment: 40%; Final Examination: 60%

The course focuses on the development of skills in the areas of sequences and series; power series and taylor series, convergence tests, polar coordinates and area, conic sections planes in 3-space, calculus of vector valued functions, functions of several variables, applications to arc lengths, multiple integration (surface and volume), and extreme values (maximum and minimum) of functions subject to some constraints, vector fields, line integrals, Green's theorem, surface integrals, divergence theorem, Strokes' Theorem.

MTH213	Applied Statistics I	SEM 2

Prerequisite: MTH113
Continuous Assessment: 40%; Final Examination: 60%

This course is designed to train students to use effectively commonly employed methods of statistical analysis and to give the man insight into the mathematical and statistical reasoning behind these methods. Sampling: sampling distributions, estimation, confidence intervals, significance tests involving mean and variances, simple linear regression analysis, multiple linear regressions; analysis of variance; one and two factors designs, non-parametric methods. Statistical package PH Stats will be introduced.

MTH214	Linear Algebra	SEM2

Prerequisite: MTH111
Continuous Assessment: 40%; Final Examination: 60%

The course deals with elementary linear algebra: vector spaces, subspaces, spanning sets and linear independence; basis, dimension and rank of a matrix; inner product

spaces; kernel, range and matrices for linear transformation, transition matrices and similarity; eigen values and deigen vectors, diagonalization, symmetric matrices and orthogonal diagonalization.

MTH312   Numerical Analysis and Optimisation   SEM 1

Prerequisite: MTH211
Continuous Assessment: 40%; Final Examination: 60%

This course provides a brief introduction of numerical analysis and exposes students to some of the statistical and mathematical models used in operational research. Numerical analysis involves study, development and analysis of algorithms for obtaining numerical solutions to various mathematical solutions. Operations research as a tool for scientific decision making is widely used in defence establishments, modern industries and multinational corporations. Software package MATLAB will be introduced in the course.

MTH313   Applied Statistics II   SEM 2

Prerequisites: MTH211and MTH213
Continuous Assessment: 40%; Final Examination: 60%

The focus of this course is to help students understand the concepts of probability that are of great importance in a wide variety of applications. The theory of probability, as the foundation upon which the methods of statistics are based, should command the attention of those who want to understand as well as apply statistical techniques. This course, therefore, is a required course for those who want to major in statistics and is an excellent course for those who are in mathematics, business, and other allied fields. Statistical software SPSS will be introduced in this course.

MTH314   Real and Complex Analysis   SEM 2

Prerequisites: MTH111, MTH112 and MTH211
Continuous Assessment: 40%; Final Examination: 60%

The course has two parts: this course is to provide a mathematically rigorous introduction to calculus and the analysis of real-valued functions of one variable. The emphasis is put on the proofs and theory in real number system, sequence of real numbers, limit and continuity of functions, metric space and Riemann Integral. The concepts of analyticity, Cauchy-Riemann relations and harmonic functions, skill of contour integration Taylor and Laurent series, classification of singularities and to

evaluate complicated real integrals via residue calculus.

| MTH315 | Abstract Algebra | SEM 2 |

Prerequisites: MTH214 or consent from the department. Continuous Assessment: 40%; Final Examination: 60%

This course is a detailed study of some of the fundamental structures of abstract algebra: groups, rings and fields, which are core to much of mathematics and have applications in physics and other sciences. The emphasis will be on the logical development of the subject, and the study of fundamental examples. Precise thinking, writing, and the ability to abstract are essential.

| MTH401 | Advanced Abstract Algebra | SEM 1 or 2 |

Prerequisite: MTH315 or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course is aimed at postgraduate students and assumes some background algebra or group theory. The topics covered are binary operations, groups, cyclic groups, permutation groups, direct product of groups, isomorphism of groups, co-sets and Lagrange's theorem, ring theory and fields.

| MTH402 | Advanced Real Analysis | SEM 1 or 2 |

Prerequisite: MTH314 or equivalent
Continuous Assessment: 50%; Final Examination: 50%

The course gives an introduction to the basic concepts in analysis and continues to study real analysis. The course introduces real number system, convergence of sequences and series of real numbers, metric spaces, functions of single real variable, continuity and uniform continuity of functions, differentiation, Rolle's theorem, mean value theorem, partitions, Riemann and Riemann Stiltjes integral, sequences and series of function, uniform convergence and differentiability.

| MTH403 | Advanced Complex Analysis | SEM 1 or 2 |

Prerequisite: MTH314 or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course extends from MTH314 and covers power series, entire functions, normal families, families of analytic functions, elliptic functions, analytic continuation and

Weierstrass theory. It also covers complex numbers, analytic functions, conformal mappings, complex integration, Taylor and Laurent series, poles and residues, and the argument principle.

MTH405   Special Functions   SEM 1 or 2

Prerequisite: MTH211or equivalent
Continuous Assessment: 50%; Final Examination: 50%

The course is designed considering the needs of students, teachers and research workers in the field of Mathematics, Physics, Engineering, Information Technology/ Computer Science and other sciences. The course consists of gamma function, hyper geometric functions, generalized and confluent hyper geometric functions, Legendre's and Bessel functions, Itraspherical, Jacobi, Laguerre and Hermite polynomials.

MTH406   Integral Transforms with Applications   SEM 1 or 2

Prerequisite: MTH211or equivalent
Continuous Assessment: 50%; Final Examination : 50%

This course belongs to the basic subjects of mathematical analysis, the theory of differential and integral equations, approximation theory, and to many other areas of pure and applied mathematics. The course includes Laplace, Fourier and Hankel transform and their applications to boundary value problems.

MTH408   Industrial Mathematics   SEM 1 or 2

Prerequisite: MTH312 or equivalent
Continuous Assessment: 50%; Final Examination: 50%

The aim of this course is to focus o n applied m athematics and the solutions to real life problems of the industry. The course deals with partial differential equations and techniques of solution, linear programming problems, assignment models, transportation models, EOQ models with and without shortages, EOQ models with constraints, inventory models, replacement and reliability models, reliability theory, motion of aging and parametric families of life distribute with monotone failure rate.

MTH409   Mathematical Statistics   SEM 1 or 2

Prerequisite: MTH313 or equivalent
Continuous Assessment: 50%; Final Examination: 50%

The objective of this course is to provide a mathematical tool on the theory of statistics,

adapted to the needs of the students with average mathematical equipment including an ordinary knowledge of the integral calculus. The course deals with the random variables and their probability distributions, moments and generating functions, sampling distributions, test concerning variances, proportions, chi-square test for goodness of fit, regression and correlation.

MTH410   Mathematical Methods   SEM 1 or 2

Prerequisite: MTH211and MTH314 or equivalent
Continuous Assessment: 50%; Final Examination: 50%

The course covers two important areas. The objectives of the course are to introduce students to new techniques, namely difference equations and integral equations methods. The course covers difference equations, formulation of integral equations, integral equations of Fredholm and Volterra type, integral equations of convolution type, Fredholm's theorem, generalized functions, and Eigen value problem.

MTH411   Advanced Numerical Analysis using MATLAB   SEM 1 or 2

Prerequisite: MTH312 or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course focuses on solving differential equations using computers. Software package MATLAB will be used in the course. MATLAB solves technical computing problems faster than with traditional programming languages, such as C, C++ and FORTRAN, because MATLAB handles time-consuming and error-prone aspects of programming automatically and efficiently. Additionally, MATLAB provides 2D and 3D graphics functions for presenting your results.

MTH412   Special Topics in Mathematics I   SEM 1 or 2

Prerequisites: Satisfactory completion of any two 300-level Mathematics courses
Continuous Assessment: 50%; Final Examination: 50%

The content of the course will be decided according to the student's special interest in the field of Pure/Applied Mathematics.

MTH413   Special Topics in Mathematics II   SEM 1 or 2

Prerequisite: Satisfactory completion of any two 300-level Mathematics courses
Continuous Assessment: 50%; Final Examination: 50%

The content of the course will be decided according to the student's special interest in the field of Pure/Applied Mathematics.

MTH414   **Sampling Theory**   **SEM 1 or 2**

Prerequisite: MTH313 or equivalent
Continuous Assessment: 50%, Final Examination: 50%

This course presents the theory that lies behind the sampling method and sample survey. The course emphasises the basic schemes of sample selection along with the methods of estimation and the calculation of the precision of the sampling procedures from the sample itself. The course covers the techniques of simple random sampling, stratified random sampling, ratio and regression estimation, systematic sampling, cluster sampling, two-stage sampling and double sampling. It also covers sampling and non-sampling errors.

Medicine (Bachelor of Medicine and Bachelor of Surgery)

Note: All courses for MBBS are taught for the whole year.

ANAT101   **Human Anatomy**

Prerequisite: Pass Year 13 Sciences/Foundation Sciences or equivalent
Continuous Assessment: 60%; Final Examination: 40%

This course imparts the basic understanding of anatomical structure of a human body. Structures will be studied utilising the eleven recognised systems of the body. Students will be introduced to an understanding of the normal disposition, interrelationships and functions of applied anatomy. The course will help students understand principles of embryology and stages in the development of organs and systems from conception to birth. Instructions will use a combination of traditional and modern methods along with didactic lectures, case studies, problem-based sessions and field trips.

PHYS102   **Human Physiology**

Prerequisite: Pass Year 13 Sciences/Foundation Sciences or equivalent
Continuous Assessment: 60%; Final Examination: 40%

Physiology is the study of the body's functional mechanisms and their underlying regulation. The Human Physiology Course is divided into ten components including neural and hormonal homeostatic control mechanisms, Body Fluids & Compartments, Membranes & Transport, Acid-Base Balance, Muscle, Cardiovascular, Pulmonary, Renal, Gastrointestinal, and Endocrine systems.

Experiments are performed in the laboratory to illustrate functional characteristics of cells, membranes, and organ systems discussed in lecture and to provide direct experience with lab techniques and practice clinical applications of physiology.

BIOC103   Medical Biochemistry

Prerequisite: Pass Year 13 Sciences/Foundation Sciences or equivalent
Continuous Assessment: 60%; Final Examination: 40%

Biochemistry is the study of chemical processes within and relating to living organisms. By controlling information flow through biochemical signalling and the flow of chemical energy through metabolism, biochemical processes give rise to the complexity of life. Thus, the aim of this course is to provide students with a background to normal metabolism as well as exposure to changes that occur in selected pathological states.

MECT104   Medical Ethics, Culture and Terminology

Prerequisite: Pass Year 13 Sciences/Foundation Sciences or equivalent
Continuous Assessment: 60%; Final Examination: 40%

Medical Ethics, Culture and Terminology is a broad course, which prepares the students explicitly for the medical profession. It encapsulates medical ethics, medical terminology, culture of the people and also teaches them introductory knowledge and skills about Communication Technology. This course is a preparatory course, which will help the students to perform better in the medical field. At the end of this course, the student will be able to understand all the medical terms.

PATH201   Human Pathology

Prerequisite: MBBS I
Continuous Assessment: 60%; Final Examination: 40%

Pathology is the precise study, recognition and diagnosis of disease. The understanding of this subject is vital for the study of clinical medicine and current medical practice. The broad goal of this course for the undergraduates is to provide a comprehensive knowledge on mechanisms and causes of disease in order to critically compare and evaluate the natural history and clinical manifestations of the disease. Pathology addresses four components of disease: cause or aetiology, mechanisms of development or pathogenesis, structural alterations of cells or morphologic changes and the consequences or clinical manifestations.

MICR202   Human Microbiology

Prerequisite: MBBS I
Continuous Assessment: 60%; Final Examination: 40%

The human microbiology course is designed to provide the students with insight into fundamentals of microbiology and immunology, with emphasis on their relationship to human biology and diseases. Importance is placed on emerging and re-emerging diseases with the integration of lectures, active learning activities, case studies, laboratory work, visual aids, self-study, group discussions and clinical correlations. This will help students learn the concepts and techniques essential to diagnose, treat and prevent infectious diseases.

PHRM203   Medical Pharmacology

Prerequisite: MBBS 1
Continuous Assessment: 60%; Final Examination: 40%

Pharmacology is the science of drugs used to treat various diseases. It is the study of drugs action on biological systems and involves examining molecular mechanisms by which drugs cause biological effects. Students will learn the different classes of drugs, how they are used therapeutically, their Pharmacokinetics and Pharmacodynamics. Teaching Pharmacology is aimed to provide students with necessary information on drugs to enable further development of detailed knowledge in pharmacotherapy of individual diseases, which is the domain of clinical disciplines. Pharmacology provides the scientific basis and principles for a variety of clinical applications in medicine as well as tools in scientific research.

BAPS204   Basic Professional Skills

Prerequisite: MBBS 1
Continuous Assessment: 60%; Final examination 40%

This course is composed of five areas: Communication Skills, Health & Society, Research in Health, Problem Solving and Medical Professionalism. The goal of this course is to facilitate basic professional skills and competencies necessary for an effective health care as well as to enhance personal and social development, fostering intellectual skills and humanistic values in medical professionals. Enhancing effective communication along with scientific and creative thinking paired with a humanistic approach. It will create lay concrete professional foundations for competent and compassionate physicians.

IMED301   Internal Medicine

Prerequisite: MBBS2
Continuous Assessment: 70% Final exam: 30%

This course is offered to the undergraduate medical students as a core requirement in the Department of Clinical Science. It links the adaptation of basic sciences with clinical sciences. It is designed to prepare students to be competent clinicians with humanitarian values. It will also provide students with an understanding of the essential principles of clinical anatomy, physiology and mechanism of disease, assessment techniques and introduction to physical examination. Students will conduct laboratory tests and learn how to interpret and make decision about diseases and management planning.

SURG302   Surgery

Prerequisite: MBBS2
Continuous assessment: 70% Final exam: 30%

This course teaches or equips the medical students with the basic surgical skills. These skills includes: preparation of the surgeon for surgery, safe administration of appropriate local anaesthetic agents, acquisition of basic surgical skills in instrument and tissue handling understanding the formation and healing of the surgical wounds, accurate incision of superficial tissues with suitable instruments, close superficial tissues accurately, tie secure knots, safe use surgical diathermy, achieve hemostasis of superficial vessels, suitable methods of retraction, knowledge of when to use a drain and which to choose, handling tissues gently with appropriate instruments.

OBGY303   Obstetrics and Gynaecology

Prerequisite: MBBS 2
Continuous Assessment: 70%; Final Examination: 30%

This course entails an intensive introductory learning in Obstetrics and Gynaecology and before the student exposure to a hospital set up or in the field. They will be guided to develop and understand the required knowledge and skills to help them acclimatize to the real patient exposure.

PAED304   Paediatrics

Prerequisite: MBBS2
Continuous Assessment: 70% Final exam: 30%

The course on general paediatrics will cover areas on the causes of childhood morbidity and mortality, mortality rates and their social underpinnings, growth and developmental milestones, behavioural derangements, indices of child health, interventions to prevent childhood illnesses and nutrition and malnutrition topics in paediatric respiratory medicine will also be covered as well as in the topics in the disciplines of paediatric cardiology and infectious diseases. Finally, the course closes with students being trained in the computerized IMCI guidelines developed for Fiji.

CMED305   Community Health and Family Medicine

Pre-requisite: MBBS2
Continuous Assessment: 70% ; Final exam: 30%

The course provides a synopsis of the disciplines in Community and Family Medicine. It introduces students to the concepts of health and diseases, basic principles of epidemiology, biostatistics, demography, behavioural science and nutrition. Undue Importance is given on priority health issues concordant with the sustainable development goals and the burden of the problem as well as an introductory overview of the varied levels of prevention essential in primary care practice.

CLSK306   Clinical Skills

Prerequisite: MBBS2
Continuous Assessment: 70% Final exam: 30%

This course serves an introduction to Clinical Science and its application in the doctor-patient relationship. It serves to facilitate students' learning of clinical examination in a highly interactive format using lectures, demonstrations and presentations. The overall objective of the Clinical Skills course is to ensure that the students understand the process of taking histories, conduct physical examinations on patients and organise their findings into a written or oral presentation. Students should develop sufficient interpersonal and clinical skills in this course in order to integrate rapidly into the hospital setting when they start their clinical terms.

IMED401   Internal Medicine

Prerequisite: MBBS 3
Continuous Assessment: 70%; Final exam: 30%

This course is a hospital-based 5-weeks rotation in general medicine that will allow students to be trained in a professional medical environment to obtain optimal learning experience and develop the knowledge and necessary clinical and communication skills, mastery of history taking and physical examination including mental status,

diagnosis and generate treatment plans to common maladies.

SURG402   **Surgery**

Prerequisite: MBBS 3
Continuous Assessment: 70% ; Final exam: 30%

In Year 4 students, they will rotate around in General Surgery and Orthopaedics. The focus of learning is on Clinical General Surgery and Orthopaedics. At the end of their rotation, students will be able to learnt history taking and examination skill in these setting. Students will be focused on building on the clinical science learnt in Problem based learning. Students will be able to formulate clinical problem and hypothesing about what is wrong with the patient and comes up with a list of learning issues that represents the key knowledge needed to understand what is happening to the patient. Students will also take part in patient clinical assessment and examination. Students will also learn to be independent learning times which are not just about reading books. During this time, students may arrange themselves to revisit clinical skill laboratories and practise in suturing, handling specimen or students may go to the ward and practise history taking from patients or observing interns and nurses doing routine patient care.

OBGY403   **Obstetrics and Gynaecology**

Prerequisite: MBBS 3
Continuous Assessment: 70%; Final exam: 30%

This is part one of a pre-internship course in the Department of Obstetrics and Gynaecology. In this course, the students would be exposed for the first time to the hospital environment, where they will have hands on to the attached Department's activities. The students will be required to observe senior registrars and tutors in carrying out procedures after which, they will be given a chance to provide their own method/plan in patient management.

PAED404   **Paediatrics**

Prerequisite: MBBS 3
Continuous Assessment: 70%; Final exam: 30%

This course is a hospital-based rotation in general paediatric medicine and will allow students to be trained in a professional medical environment to obtain optimal learning experience and develop the knowledge and necessary clinical and communication skills, mastery of history taking and physical examination including diagnosis and

generate treatment plans to common maladies. The course also takes them through Clinical Practice. This is an attachment in the major paediatric and neonatal ward, the IMCI clinic, Neonatal Clinic and Paediatric Out-patient Department in order to learn from the case material presented to each of these areas.

CMED405   Community Health and Family Medicine

Prerequisite: MBBS 3
Continuous Assessment: 70% ; Final exam: 30%

The value of preventive care is made known through direct observation and supervised participation as students are launched into the key areas within the health centre – Maternal and Child Health, IMCI, Nutrition, Environmental Health and the Hub Centre. This course also promotes involvement in outreach, environmental, health screening programs, zone and school visits where students can apply different levels of preventive care within the local communities. Students will also gain awareness and understanding of the increasing trends of non-communicable diseases coupled with the burden of communicable diseases within the region and around the globe.

PSYC406   Psychiatry

Prerequisite: MBBS3
Continuous Assessment: 70% Final exam: 30%

This course aims to teach 4th year medical students on ways to approach, access and manage psychiatric symptoms relevant for their future medical work. The courses provide them with the generic knowledge, skills and attitude necessary to practice basic psychiatry in the community. Common cases and scenarios will be reported and presented in class through several modalities of teaching like lectures, return demo, focus group discussions and workshops. Good medical practice in psychiatry will be outlined and guidelines will be given. The curriculum is outcome-based, which aims to teach them the practical application of psychiatry principles and, is learner-centred to show the ethical and humane attitude of doctor to their patients

IMED501   Internal Medicine

Prerequisite: MBBS 4
Continuous Assessment: 70% ; Final exam: 30%

This is an integrated curriculum, which is designed to equip students with a fundamental knowledge and understanding of Medicine and furthermore, sharpening their skills to practice. This programme places considerable emphasis on developing expertise in a whole range of practical areas including clinical, communication, observation, team

work and management.

SURG502   **Surgery**

Prerequisite: MBBS 4
Continuous Assessment: 70% Final exam: 30%

In Year 5 students, they will rotate around in General Surgery and Orthopaedics. They will focus learning is on advance Clinical General Surgery and Orthopaedics. Theme-base teaching will continue, with a teaching slot built in theme-based activities e.g. specific clinical or communication skill, pathologic and basic science continue medical education , in researching the evidence basis for specific treatment/management options and seminars on ethical, epidemiological or psychosocial issues. Independent learning times will be also be a continue process.

OBGY503   **Obstetrics and Gynaecology**

Prerequisite: MBBS 4
Continuous Assessment: 70% ; Final exam: 30%

This is a designed course for Year 5 students for which Obstetrics and Gynaecology is a compulsory component. Students will deepen and advance their knowledge in female diseases. They will be taught through lectures and daily hands on patient care. Students will be assessed during the course with both written and oral examinations and overall class participation.

PAED504   **Paediatrics**

Prerequisite: MBBS 4
Continuous Assessment: 70%; Final exam: 30%

The course will cover topics in neonatology, endocrinology, haematology, oncology, and rheumatology. The course also includes the WHO Hospital Care for Children treatment guidelines. The course also takes students through Clinical Practice in major paediatric and neonatal wards, neonatal clinics, IMCI and Children's out- patient Department; learning and presenting to each of these areas.

CMED505   **Community Health and Family Medicine**

Prerequisite: MBBS 4
Continuous Assessment: 70%; Final exam: 30%

The course is offered in MBBS Year V where students gain first-hand experience in

the evaluation and management of common medical problems of varied age groups in an ambulatory setting. Students will also gain familiarity on occupational health, alternative medicine practices and geriatric care while incorporating preventive and evidence-based medicine.

ALSB506   Allied Subject

Prerequisite: MBBS 4
Continuous Assessment: 70%; Final exam: 30%

Prerequisite: MBBS 4
Continuous Assessment: 70%; Final exam: 30%

The Department of Clinical Sciences conducts this 5 week course. The students will rotate in six departments namely Otorhinolaryngology (ENT), Ophthalmology, Physiotherapy, Radiology, Anaesthesia and Emergency Medicine. These are of 1 week rotation each and will introduce basic concepts on different subjects to the students. At the end of rotation, students will have a better understanding of pathophysiology of diseases for eyes and ears. Radiology rotation equips the student with a better understanding to anatomy and enables them to effectively visualise and diagnose using imaging techniques. They will also be able to appreciate the role of physiotherapy in medicine and be more adept at handling emergencies and trauma after they complete the Emergency department rotation. The students will be able to incorporate their clinical knowledge with allied subjects to diagnose, prognose, refer and manage patients more effectively.

FMED507   Forensic Medicine

Prerequisite: MBBS4
Continuous Assessment: 70% Final exam: 30%

The purpose of this course is to focus on determining the cause of death by examining a corpse. The autopsy is generally performed by a medical examiner, usually during the investigation of criminal and civil law cases in some jurisdictions. Coroners and medical examiners are frequently asked to confirm the identity of a corpse. It also encompasses medical cases of assault, physical abuse, and rape and DNA analysis. It allows the medical practitioner to be updated on the legalities of the country and provides an insight into the legal system from a medical perspective.

IMED601   **Internal Medicine**

Prerequisite: MBBS5
Continuous assessment: 70% Final exam: 30%

This is a 4 week, pre-internship course in the Department of Internal Medicine in which the students would work as trainee interns. The students are rostered by their respective teams in the Internal Medicine department to be on call in weekends and to perform 24 hour on-call duty in their respective wards. These students will in hands on history taking, physical examination, assessment, management and perform procedures in the wards under the guidance/supervision of a consultant or a registrar of the medical department. The students are also exposed to handling emergencies and to provide/perform resuscitation to patients in emergency.

SURG602   **Surgery**

Prerequisite: MBBS5
Continuous assessment: 70% ; Final exam: 30%

This is a 4 week course in the Department of General Surgery and Orthopaedics conducted by the Department of Clinical Sciences. The trainee intern in General Surgery will rotate in the four major sections of the unit (Surgical Wards, Surgical Outpatients, Major Operating and Minor Operating Theatres. The student will function as a trainee intern under direct supervision of the consultants, registrars and attending staff. Responsibilities will include: assisting with the surgical rounds, evaluation of pre- and post-operative cases, attending triage in accident and emergency patients, perform minor surgical procedures and assist in major surgeries. Students will be expected to present admitted cases at doctors rounds and attend the departmental conferences. The students should master history taking, physical examination and basic surgical procedures and maintain a log book.

OBGY603   **Obstetrics and Gynaecology**

Prerequisite: MBBS5
Continuous assessment: 70% ; Final exam: 30%

This is a 4 week clinical rotation in the department of Obstetrics and Gynaecology designed for year 6 MBBS students. This rotation is a pre-internship or trainee intern rotation where emphasis is placed on developing clinical skills appropriate for practice in Obstetrics and Gynaecology, communication with patients and professionalism. These will be accomplished through lectures, group discussions, bed-side teaching and assessment of clinical acumen in the hospital. Students are assessed on their clinical

capability, written examination and an Objective Structured Clinical Examinations (OSKE)

PAED604 **Paediatrics**

Prerequisite: MBBS5
Continuous assessment: 70% Final exam: 30%

The 4 weeks course involves attachment as a trainee intern in the discipline of paediatrics, covering all areas of paediatrics from outpatient clinics, emergency, paediatric ward, paediatric intensive care, neonatal ward and neonatal intensive care unit. The courses includes students' participation in interactive lectures, departmental educational conferences, hospital conferences, clinical practice at ward rounds, clinics, and on-call duty, consultations and self-directed study.

CMED605 **Community Health and Family Medicine**

Prerequisite: MBBS 5
Continuous assessment: 70% Final exam: 30%

The course is offered by the Department of Community and Family Medicine for MBBS 6 students where community diagnosis is a core component. Students in their final year assume a more independent role as a family physician in real life situation. The course will also engage students' knowledge and understanding of the varied public health programs, services, planning, resource mobilisation, health policies, legislations and international health.

Bachelor of Nursing (Bridging) Post Registration

BNUR 311 **Advanced Nursing Theories, Ethics & Perspectives**

Prerequisite: Diploma in General Nursing
Continuous Assessment: 50% ; Final Examination: 50%

This subject discusses the development of nursing theories and links specific nursing theories to research and to practical application in the student's clinical experience. The second module focuses on ethical concepts within nursing. Principles and theories of ethics are explored and students are encouraged to deconstruct medical-legal and ethical dilemmas that are encountered in practice. This subject helps develop effective reading and academic writing. Presentation skills are fostered. Critical thinking and reflective thinking skills are introduced. The subject will also introduce how to learn and understand their roles as a nurse and the law that governs their practice. It will

also allow the nurses to learn and understand advanced spiritual care and cultural diversity of the client.

BNUR 312   Evidence Based Nursing Practices (EPI and Research)

Prerequisite: Diploma in general Nursing
Continuous Assessment: 50% ; Final Examination: 50%

This course is designed to develop foundations for evidence based practice (EBP). Globally, EBP has become a major preoccupation of researchers and practitioners in health care especially those that involve interventions in their practice. The main debate is the question of what type of evidence we need in health care practice. Students will be provided with concrete or real examples which will give students practice in using research to generate evidence. The course will combine EBP, research and quality nursing care.

BNUR 313   Teaching and Learning Health Promotion (NCDs)

Prerequisite: Diploma in general Nursing
Continuous Assessment: 50% ; Final Examination: 50%

This course is designed to discuss teaching and learning health promotion principles, strategies and concepts in public health practice. The different health promotion policies and models will be roped to the teaching and link to community programs and projects. Intervention strategies will also be taught with basic teaching methods encompassing challenges, issues and impact of health promotion activities at all levels

BNUR 314   Health Services Provision (Health Systems and Unit Management)

Prerequisite: Diploma in General Nursing
Continuous Assessment: 50% ; Final Examination: 50%

This course is designed to introduce health as a foundational concept. Students are challenged to engage critically with the concept and explore how this notion changes over time, culture and context. The course will also discuss health systems, health services and unit management for practicing nurses. It will provide an overview of the current health care systems and health workforce and the policy context within which all professionals practice is located. It will also provide an overview of 5 fields of health service provision that have attracted national policy and planning interest: indigenous health; rural health; aged care; mental health and rehabilitation are examined as field of specialist health care. Students will learn to apply quality management principles

and risk management strategies to clinical situations.

BNUR 315   Palliative and Chronic Nursing

Prerequisite: Diploma in General Nursing
Continuous Assessment: 50% ; Final Examination: 50%

This subject is designed to provide students with comprehensive skills for assessing patients with complex health needs. The subject is relevant to registered nurses caring for patients in clinical practice settings. Physical assessment plays key roles in nursing practice, allowing nurses to accurately detect pathology. Accurate assessment data allows nurses to make decisions about how they will intervene to promote, maintain, or restore health.

This subject covers advance physiological nursing knowledge and advanced physical nursing assessment. The course content includes physiological and biological concepts with informed specialist nursing practice and this will be applied to patients with complex health needs.

BNUR316   Integrated Nursing Practice

Prerequisite: Diploma in General Nursing
Continuous Assessment: 50% ; Final Examination: 50%

This subject is designed to provide students with comprehensive skills for assessing patients with complex health needs. The subject is relevant to registered nurses caring for patients in clinical practice settings. Physical assessment plays key roles in nursing practice, allowing nurses to accurately detect pathology. Accurate assessment data allows nurses to make decisions about how they will intervene to promote, maintain, or restore health.

This subject covers advance physiological nursing knowledge and advanced physical nursing assessment. The course content includes physiological and biological concepts with informed specialist nursing practice and this will be applied to patients with complex health needs.

Master of Nursing (Course work)

PMED 701   Global Nursing Theories, Principles, Perspectives and Standards

Prerequisite: Bachelors in Health Sciences
Continuous Assessment: 50% ; Final Examination: 50%

This unit will introduce nursing theories, and practices at the global level and discuss how we can best adopt for Fiji's health system. It will also unearth concepts of nursing standards, nursing practice and customer satisfaction at the workplace settings. This course will also use advanced clinical reasoning for ambiguous and uncertain clinical presentations, and incorporate concerns of family, significant others, and communities into the design and delivery of nursing care. This involves the use of a variety of nursing theories and frameworks in the analysis of clinical problems, illness prevention, and health promotion strategies. Nursing principles, perspectives and standards that evaluate outcomes of nursing care will be used to understand the implications of trends for changing nursing care.

PMED 702   Ethics, Professional and Legal Issues

Prerequisite: Bachelors in Health Sciences
Continuous Assessment: 50% ; Final Examination: 50%

The course will explore ethical and professional issues in the medical practice. It will also present cases and discussions of both the legal bindings and legal aspects of patient care. The content is designed in a way to allow for hands on practice addressing intellectual attributes, competencies, skills and dispositions about the nursing practice and the legal issues surrounding their practice.

PMED 703   Human Resource Planning and Unit Management

Prerequisite: Bachelors in Health Sciences
Continuous Assessment: 50% Final ; Examination: 50%

The programme will cover advance workforce planning and forecasting methods especially for Health Managers working on demand and supply mechanisms of selection, recruitment and bed state ratios and improved patient care. Students will also be exposed to relevant theories and models of public health leadership and management. Upon completion of this course, graduates are adequately prepared for management and leadership roles in public health and broader health services; including human service delivery organizations, local health administration department and international agencies.

PMED 704   Health System Research

Prerequisite: Bachelors in Health Sciences

Continuous Assessment: 50% Final ; Examination: 50%

The course improves the graduates' skills in both qualitative and quantitative research methods that are used in evaluating public health programs and health service delivery systems. The programme will also assist students to explore the various contribution they can make towards solving priority problems in health care within Fiji's local context. Enhanced skills in HSR creates a challenging professional environment that rigorously seeks effective, peer-recognized results. The health professional`s effectiveness enhances the national reputation for excellence and relevance in health research, attracts the highest level of professional contribution and inspires confidence in national capacity to lead a critical global health programme.

PMED705   Thesis and Dissertation Proposal

Prerequisite: Registered Nurse with Bachelor's degree with GPA 3.00 and above is preferable; other qualifications on the discretion of the Dean and the Director Postgraduate Studies via academic counselling.
Continuous Assessment: 100%

Students are guided into writing research proposals for field work. Students get to learn the national health systems research protocols and processes. Other aspects of research higher degree skills are incorporated such as academic reading skills, literature reviews and report writing. The use of softwares such as End Notes, Epi Info, NVivo and SPSS will also be introduced.

PMED706   Health Systems Policy, Planning and Program Management

Prerequisite: Registered Nurse with Bachelor's degree with GPA 3.00 and above is preferable; other qualifications on the discretion of the Dean and the Director Postgraduate Studies via academic counselling.
Continuous Assessment: 100%

This unit will introduce you to better understand the rapid changing health care environment in the existing health system. Therefore health systems management and policy development skill is essential. This course will also prepare you to develop analytical thinking, independent learning, provide effective leadership on health issues by working collaboratively with other allied health workers. Students enrolled in this programme are committed to addressing the region's most pressing health concerns.

Master of Nursing by Thesis

PMED704   Health Systems Research

Prerequisite: A Registered Nurse with Bachelor's a Degree (GPA 3.00 and above) is preferable; other qualifications on the discretion of the Dean and the Director Postgraduate Studies via academic counselling.
Continuous Assessment: 100%

The course improves the graduates' skills in both qualitative and quantitative research methods that are used in evaluating public health programs and health service delivery systems. The programme will also assist students to explore the various contribution they can make towards solving priority problems in health care within Fiji's local context. Enhanced skills in HSR create a challenging professional environment that rigorously seeks effective, peer-recognized results. The health professional`s effectiveness enhances the national reputation for excellence and relevance in health research, attracts the highest level of professional contribution and inspires confidence in national capacity to lead a critical global health programme.

PMED705   Thesis and Dissertation Proposal

Prerequisite: Registered Nurse with Bachelor's degree with GPA 3.00 and above is preferable; other qualifications on the discretion of the Dean and the Director Postgraduate Studies via academic counselling.
Continuous Assessment: 100%

Students are guided into writing research proposals for field work. Students get to learn the national health systems research protocols and processes. Other aspects of research higher degree skills is incorporated such as academic reading skills, literature reviews and report writing. The use of softwares such as End Notes, Epi Info, NVivo and SPSS will also be introduced.

PMED801   Preparatory Field Work

Prerequisites: PMED 704 and PMED705
Continuous Assessment: 100%

This course imparts a collective research experience by providing a new researcher the hands-on and practical ways to transfer theoretical knowledge into practice. The students will be able to critically analyse and evaluate what is required to set up, implement and finalise field research in a cost effective and efficient manner by

attending consultations and workshops.

PMED802   **Field work and Thesis Write Up**

Prerequisites: PMED 704, PMED705 and PMED 801
Continuous Assessment: 100%

During this course, the students will focus fully on their field work using their research instruments under the consultation of their supervisors. The student will analyse the collected data and prepare their thesis write up.

Physics

PHYF11   Foundation Physics I   **SEM 1, 2017**

Prerequisite: Year 12 Physics or equivalent
Continuous Assessment: 50%; Final Examination: 50%

The Foundation Physics programme follows on from and builds on the secondary school Year 12 Physics course and aims to prepare students for further study in Physics at tertiary or vocational levels. The content is divided into the following broad areas: Measurements, Kinematics, Dynamics, Equilibrium, Conservation of Momentum, Conservation of Energy, Gravitation, Thermal Physics, Heat transfer, First law of thermodynamics and the Second Law of the Thermodynamics. Classes include both theory and practical laboratory sessions. The aim of this course is to help students use the knowledge that they gain and the concepts that they learn to make sense of the principles that govern their physical environment. This knowledge will be used to further their tertiary studies in Physics/Natural Sciences.

PHY111   Physics 1   **SEM 1, 2017**

Prerequisite: Year 13 Physics and Mathematics or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course provides part of the minimum core Physics required for progression to Year 2 Physics courses, and should be taken by all students intending to study Physics as a double major. It gives an introduction to the classical aspects of wave phenomena and introduces basic concepts in Newtonian mechanics, phases of matter, thermal physics and wave motion. The course provides opportunities for students to discuss scientific ideas in small groups.

PHYF12   Foundation Physics II   **SEM 2, 2017**

Prerequisite: Year 12 Physics or equivalent
Continuous Assessment: 50%; Final Examination: 50%

Foundation Physics 2 consolidates concepts studied in PHYF11 and further builds on the secondary school Year 12 Physics course. The content is divided into the following areas: Reflection and Refraction of Light, Light and Optics, Vibrations and Waves, Electricity, Magnetism and Electromagnetism and Modern Physics. The course includes both theory and practical sessions.

PHY112   Physics 2   **SEM 2, 2017**

This course is designed primarily for students studying Physics in the School of Science and Technology. Physics 2 consolidates concepts studied in PHY111. The course is a core physics course which required for progression to Year 2 physics course, and should be taken by all students intending to study physics as a double major. It gives an introduction to the classical aspects of wave phenomena and introduces basic concepts in electromagnetism, Lights and optics, and modern physics.

PHY212   Atmospheric Physics   **SEM 1, 2017**

Prerequisite: PHY111 and PHY112 or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course covers many aspects of the atmosphere, including the physical properties and the heat transfer processes responsible for the heating and cooling of the Earth-atmosphere system. This would enable students to understand the application of basic thermodynamics to the Earth-atmosphere system; the basic composition, structure and dynamics of the atmosphere; the hydrologic cycle; mechanisms of water transport in the atmosphere and in the ground; specific environmental problems such as noise pollution, ozone depletion and global warming in the context of an overall understanding of the dynamics of the atmosphere. Basic mathematical skills are necessary for this course.

PHY213   Quantum Physics   **SEM 2, 2017**

Prerequisite: PHY111 and PHY112 or equivalent
Continuous Assessment: 50%; Final Examination: 50%

The course investigates and describes the properties of atoms and nuclei in terms of phenomenon of modern physics. Topics include relativity, particle properties of

waves, wave properties of particles, atomic structure, quantum mechanics, quantum theory of hydrogen atom, many electron atoms, nuclear structure and nuclear transformations. Focus would be on uncertainty principle, operators and eigenvalue equations, elementary angular momentum, spin and elementary quantum mechanics. Essential mathematical skills are necessary to gain a full understanding of some parts of the course.

PHY214	Physics of the Environment	SEM 1, 2017

Prerequisite: PHY111 and PHY112 or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course aims to provide students with the necessary knowledge for applying the laws of physics in order to provide a description of our natural environment. The course highlights the synthesis of mathematical relations that describe the physical nature of the environment and the many biological responses that the environments evoke. The lectures will concentrate on the energy balance at the Earth's surface, in particular the solar energy. The different forms of solar energy together with the processes of heat transfer, momentum transfer and mass transfer mechanisms will be examined.

PHY311	Research Topic in Physics	SEM 1, 2017

Prerequisite: PHY212 and PHY214 or equivalent
Continuous Assessment: 100%

An experimental or theoretical project will be carried out under the supervision of the course coordinator for this course. This course will enable students to learn, manage and complete a research project on a particular topic in Physics. Students will develop the skills of planning, record-keeping, analysis and communication necessary for a successful project. The course aims to familiarize student to the process of carrying out a literature review in the focused area of research and will also cover skills required to make effective written and oral presentations.

PHY312	Renewable Energy Resources	SEM 2, 2017

Prerequisite: PHY212 and PHY214 or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course presents the physical and technical principles of utilizing renewable energies. The course will discuss the main characteristics of the available renewable energy resources and application techniques. The study of the processes of electricity generation from solar radiation (photovoltaic and solar thermal power plant technologies) will be covered. This will be preceded by topics of energy generation

from hydro-power, wind, biomass and bio-fuels. Harnessing of ocean, tidal and wave energies will also be examined. The importance of renewable energy resources to every nation's energy strategy and the role it plays for the environment and its sustainability will be highlighted.

PHY313   Meteorological Physics   SEM 1, 2017

Prerequisite: PHY212 and PHY214 or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course aims to provide students with a comprehensive background in the science of Meteorology. The lectures will concentrate on the weather patterns in the tropics and weather is forecasting using a variety of techniques. Particular attention will be devoted to the analysis of weather charts and diagrams. Topics such as condensation, air pressure, air mass, fronts and cyclones will be covered to familiarize students with the elements of weather. The concepts of synoptic and micro meteorology will also be covered. The laboratory work will reinforce the major principles learnt in class.

PHY314   Electricity and Electronics   SEM 1, 2017

Prerequisite: PHY111 and PHY112
Continuous Assessment: 50%; Final Examination: 50%

This course aims to provide students with the knowledge of electricity and electronics.

This consists of construction of circuits using active and passive devices like inductors, diodes, NPN and PNP transistors, and exploring the operation of JFET, MOSFET, and BJT. Digital electronics will also be discussed with focus on digital number systems, binary number systems, BCD number system. Topics such as logic gates and arithmetic circuits and multiplexers and de-multiplexers will be covered to familiarize students with basic building blocks of arithmetic logic units. Labs will provide with realistic applications of the concepts.

PHY315   Environmental Soil Physics   SEM 1, 2017

Prerequisite: PHY212 and PHY214 or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course aims to provide students with knowledge on the physical properties and behaviour of soil; in its natural state and under the influence of human activity.

The lectures will concentrate on the fluxes and transformations of energy on soil. Mechanisms such as terrestrial energy exchange, the cycles of water and of

transportable materials, and the growth of plants in the field will be discussed. Proper management of the soil, improvement of soil structure, control of infiltration and evaporation, regulation of soil temperature, and prevention of erosion will be studied. Labs will illustrate the major principles covered in the lectures.

PHY400   Special Research Topic in Environmental Physics   SEM 1, 2017

Prerequisite: A first degree in Science and/or relevant field experience
Continuous Assessment: 50%; Final Examination: 50%

The content of this course will be determined according to the interest of the student in the field of Environmental Physics.

PHY401   Renewable Energy Resources   SEM 2, 2017

Prerequisite: A first degree in Science and/or relevant field experience
Continuous Assessment: 50%; Final Examination: 50%

The course will cover the availability and distribution of various renewable energy resources such as solar radiation, wind, hydro, tidal, wave and biomass, at the global, regional and local levels. The methods for measuring, monitoring and analysing these resources are described and some practical sessions are undertaken to illustrate these procedures. Principles for undertaking a resource assessment will be undertaken. This includes sources of data, analysis of data and estimation of data when actual data is not available. Case studies of existing systems such as Nadarivatu Hydro, Butoni windfarm, Nabowalu hybrid and the copra/biofuel units will be undertaken.

PHY402   Advanced Environmental Physics   SEM 1, 2017

Prerequisite: A first degree in Science and/or relevant field experience
Continuous Assessment: 50%; Final Examination: 50%

The course covers environmental thermodynamics and transport phenomena and their application to real atmospheric and environmental systems. Large fraction of this course will look at describing the time-dependent differential equations of these systems and their numerical solutions. The course covers the properties and dynamics of all major compartments of the environment and in particular the interaction in the climate system. The relevance of physics in understanding and improving energy technologies as well as assessing their environmental impact will be emphasized.

PHY403   Climate Change and Environment   SEM 2, 2017

Prerequisite: A first degree in Science and/or relevant field experience
Continuous Assessment: 50%; Final Examination: 50%

The course covers the rudiments of the changing climate such as Earth's energy balance, the general circulation of the atmosphere, causes of climate change and variability, greenhouse effect and climate modelling. Analyzing the physics of the main radioactive forcing responsible for climate change such as the variations of solar radiation input or volcanic eruptions and the main anthropogenic forcing will be studied. The course also briefly covers other climate variables, such as precipitation, understanding of past climate and the tools that are applied to understand and predict the future climate change.

PHY410   Environment & Energy Policy   SEM 1, 2017

Prerequisite: A first degree in Science and/or relevant field experience
Continuous Assessment: 50%; Final Examination: 50%

This is a comparative public policy course, focusing on two major and interrelated themes: the environment and energy.

The course will focus on several key topics like local and global institutions and policymaking, the depletion of natural resources and the increasingly aggressive search for their replacement, local and global policies on climate change, challenges associated with fossil fuels, particularly coal, and the production of electricity, the promise, demise and resuscitation of nuclear power, sustainable and renewable energy policies, donor agencies and their influence in policy making, acute environmental problems and future challenges local and global policymakers will face.

University Wide Programme

UUU100 Social Research Methods   SEM 1 & 2 2017

Prerequisite: None
Continuous Assessment: 50%; Final Examination: 50%

This course attempts to familiarise students, at the beginning of their undergraduate studies, with some of the theoretical issues as well as some of the most basic practical aspects and skills required in the research process. This refers to the preparations for research, collection and organisation of data as well as the analysis, interpretation and

reporting of the results.

Throughout this course, ethical issues related to the entire research process will be considered. This course places equal emphasis on quantitative and qualitative research and students can tailor the generic skills of using both the approaches according to their disciplines.

UUU200 Contemporary Fiji	SEM 1 & 2 2017

Prerequisite: UUU100
Continuous Assessment: 50%; Final Examination: 50%

This 200- level course has been developed as part of the University of Fiji's project to enhance students' critical understanding of contemporary Fiji issues in their national, regional and international contexts. The course seeks to sharpen students' learning capacities and skills for applying appropriate social science concepts in their evaluations of Fiji's developmental problems and prospects within the global economy. Topics covered in this course include: Fiji's socio-economic development: problems and prospects; population and migration; state institutions and dual governance; the shaping of Fiji's modern political landscape (colonial legacy, race relations; electoral system, constitutional rule); the foundations of contemporary culture; the role of non-government Organisations and civil society; Fiji's regional trade networks; the environment and sustainable development; and, Fiji in the 21st century.

UUU300 Governance and Ethics	SEM 1 & 2 2017

Prerequisite: UUU200
Continuous Assessment: 50%; Final Examination: 50%

This course introduces students to current global and regional debates on good governance. It critically explores the relationships between these debates and actual practices, examines the main concepts of ethics and relates these to the challenges of governance. The first half of the course examines the theoretical frameworks and concepts of good governance, discourses on good governance and initiatives for good governance practices at the global, regional and local levels. It sums up with a closer look at the adverse impacts of bad governance. The second half of the course scrutinizes basic concepts in ethics in relation to governance interactions with a special emphasis on ethics management and dealing with ethical dilemmas in the public and private sectors. It can be argued that all governance decisions are accompanied by ethical choices, and sometimes by ethical dilemmas. Accordingly, this component will look at the concept of ethics in relation to morality, development, human rights, leadership, public and private sector governance, professionalism and justice.

UUU401   Development Theory and Practice   SEM 1, 2017

Prerequisite: Minimum requirement of a GPA of 3 for Bachelors Degree in and/or approval of the Vice-Chancellor.
Continuous Assessment: 100%

This course is primarily for graduates intending to pursue a career in development management but who may have little or no prior academic grounding in development studies. Employing a multi-disciplinary approach, the course seeks to acquaint students with important conceptual approaches, theories and discourses in development studies. The course also critically examines development processes and practices in their local to global contexts. Relevant case studies will be drawn from the Asia-Pacific region with a particular emphasis on Fiji and/or the Pacific.

UUU402   Theory and Practice in Public Policy   SEM 2, 2017

Prerequisite: Minimum requirement of a GPA of 3.0 for Bachelors Degree in and/or approval of the Vice-Chancellor.
Continuous Assessment: 100%

This course explores global trends and local contexts of policy processes in the public domain. Topics covered in the course include: theories of policy making; the policy cycle; the political economy of public policy; policy coordination and approaches to public sector reform. The course seeks to refine students' understanding of the important issues in policy formulation and implementation. It also examines the functions of key departments of the state in the context of departmentalism, and the power of organized interests and resource allocation in the policy process of developing countries.

UUU403   Governance, Politics and Development   SEM 2, 2017

Prerequisites: Minimum requirement of a GPA of 3.0 for Bachelors Degree in and/or approval of the Vice-Chancellor.
Continuous Assessment: 100%

This advanced course in Governance seeks to acquaint students with important conceptual approaches, theories, methods, topics, case studies, and discourses in governance and politics. The course primarily seeks to enhance students' skills in critical reading and analysis. Course content begins with a broad overview of methodological issues in the study of governance and politics. Various analytical frameworks for researching the nexus of governance and politics will be vigorously debated in the

seminars. The course concludes with an examination of contemporary processes of regime change and consolidation. Relevant case studies will be drawn from the Asia-Pacific region with a particular emphasis on Fiji and/or the Pacific.

UUU405   Special Topics in Governance and Public Policy   SEM 2, 2017

Prerequisites: Postgraduate Diploma in Governance and Public Policy with a minimum GPA of 3.0
Continuous Assessment: 100%

The content of the course will be decided according to the student's special research interest in the fields of Third World or Pacific Governance or Public Policy.

UUU406   Special Topics in Development Management and Growth
SEM 2, 2017

Prerequisites: Postgraduate Diploma in Governance and Public Policy with a minimum GPA of 3.0
Continuous Assessment: 100%

What is development management? Development management involves the application of sound and sustainable modes of intervention to facilitate robust economic growth and human development. This course examines alternative strategies for development intervention and organizing public action for change. It seeks to develop and enhance students' ability to think outside the box in terms of developing their own ideas for enhancing proactive community participation in governance. Topics covered include: social and political pressure groups; participation and democratization; development advocacy; and, the promotion and protection of human rights. The course has a special Asia-Pacific focus.

UUU407   Advanced Research Method   SEM 1, 2017

Prerequisites: Minimum requirement of a GPA of 2.5 for Bachelors Degree in and/or approval of the Vice-Chancellor.
Continuous Assessment: 100%

Delivery Mode: 3-hour lecture and 2-hour seminar weekly at the Saweni Campus. This course will be taught by a team of senior academics, introduces postgraduate students to key aspects of postgraduate research, including research philosophy, methods, design, and ethics. Students will be introduced to a range of research tools and will be equipped to plan and organize their research, as well as to communicate their findings in a thesis. The core goals of this course are: (a) to promote the development of a supportive research environment, and, (b) to prepare postgraduate students to

undertake independent research for their minor Master's thesis.

UUU600	**Minor Thesis**

Students are required to develop an in depth research and write a minor thesis amounting to 15000 to 20000 words. This is undertaken after completing the six compulsory postgraduate courses

Academic Regulations and Procedures

The academic regulations provide the framework of principles and rules relating to academic practice and to learning and teaching, leading to awards of the University; this framework of principles and rules is the rationale for assurance and sustainability of academic standards. These regulations will apply to all students, all academic programs and awards. The Senate approves and administers these regulations, and the Senate also may update, review or amend the regulations and may modify the regulations for a distinct award. These academic regulations and procedures are subject to annual reviews and students should become acquainted with the regulations and procedures during registration.

The regulations and procedures sustain academic standards and make sure that students have consistent and equitable assistance. The student's enrolment on a program indicates consent to comply with the University's regulations and procedures.

Principles of Regulations and Procedures
1. The University of Fiji is endowed with corporate responsibility for sustaining the academic standards of its awards, program quality, equitability and consistency of treatment meted out to students.
2. The treatment of students must be on the based on capacity, potential and academic performance and students should not be disadvantaged on any basis related to academic study.
3. The University is expected to provide suitable learning, teaching and assessment functions.

The University of Fiji's Module System
Learning, teaching and assessment activities of the University of Fiji are placed within modules in a credit accumulation system. Students qualify for awards vis-à-vis credit accumulation, and advancement is regulated through the attainment of academic requirements.

In order for students to qualify for an award, they must successfully complete at all levels the requisite number of credits indicated for that award, except when the Board of Studies decides differently.

ADMISSION, REGISTRATION, WITHDRAWAL AND AUDITING REGULATIONS

DEFINITIONS

1.0 Admission:
The assessment of the eligibility of an applicant to study at The University Fiji (UNIFIJI).

Enrolment:
The completion of the processes of admission to a programme, Registration of courses and payment of fees.

Registration:
The process of electronic or manual approval of a student's chosen course(s).

2.0 ADMISSION CRITERIA

2.1 To be admitted to a programme offered by The University of Fiji a person shall have:
- Met the admission requirements of the University; and
- Any additional admission requirements of particular programmes.

2.2 To be admitted to The University of Fiji a person shall have:
1. Passed a Senate-recognized Year 13 or equivalent examination as outlined in Clause 2.3; or
2. Completed a diploma or a degree at a recognized tertiary institution; or
3. Met the criteria outlined in Clause 2.5 for admission with standing; or
4. Met the criteria outlined in Clause 2.6 for mature student admission; or
5. Met the criteria outlined in Clause 2.7 for pre-degree student admission (for admission to pre-Degree studies only).

2.3 Year 13 Equivalent Examinations
A person seeking admission under Clause 2.2 (a) shall have:
a. In the Year 13 Examination, achieved
   1. An aggregate of not less than 200 marks out of 400; and
   2. At least 50% in each of the four subjects, one of which is English.

b. completed the requirements for a UNIFIJI Certificate in Foundation Studies; or
c. Completed studies at Year 13 level deemed equivalent by Senate or its

delegate to 2.3 (a) to (b) above.

2.3.1   For MBBS and LLB entry requirement, please refer to the respective schools/ programme structures.

2.4   **Failure to Meet UNIFIJI Requirements**

Fiji Year 13 Examination

Students who attain a score of 199 and less in four subjects will be admitted to the Unclassified Foundation Programme and will be required to register for one, two or three Foundation courses to become eligible for Degree studies. The classification of the above is as follows:

- Students scoring marks between 190 –199 must register for at least one Foundation course and not more than three degree courses.
-
- Students scoring marks between180 -189 must register for at least two Foundation courses and not more than two degree courses.
-
- Students scoring marks between170 -179 must register for at least three Foundation courses and not more than one degree courses.
-
- Students scoring below 169 marks must register for full foundation programmes.

In addition to the above, subject to Year 13 English mark, any person who scores below 40% will also be required to pass LLCF11 and LLCF12.

2.5   **Criteria for Admission with Standing**
A person seeking admission under Clause 2.2 (c) shall normally have completed a tertiary qualification for which UNIFIJI credit transfers are allowable.

2.6   **Mature Student Admission:**
- A person who does not meet the requirements in clauses 2.2 (a), (b), (c) or (e) may be admitted as a mature student to a specific programme if in the opinion of Senate or its delegate, they are considered likely to be able to complete the programme successfully.
- The decision of Senate or its delegate shall take into account the person's academic background, and nature of their employment and experience.
- A mature applicant may be required to pass a course or courses that Senate may prescribe as a prerequisite for admission to a specific programme.

2.7 Pre-degree (Foundation) Student Admission

To be admitted as a pre-degree student a person shall have:

passed a Year 12 or equivalent examination as outlined in Clause 2.8; or

having not passed a Year 12 or equivalent examination must proceed as prescribed in Clause 2.9 below.

A person admitted to the University under Clause 2.2 (e) shall be eligible to register only for courses at the pre-degree level until they have met the criteria required in any other section of Clause 2.2.

2.8 Year 12 Equivalent Examinations

A person seeking admission under Clause 2.7 (a) (i) shall have:

    a. In the Fiji Year 12 Certificate Examination, achieved

        1. An aggregate of not less than 200 marks out of 400; and

        2. At least 50% in each of the four subjects, one of which is English; or

    b. Completed studies at Year 12 level deemed equivalent by Senate or its delegate to 2.8 (a) above.

2.9 Failure to Meet UNIFIJI Requirements

Fiji Year 12 Certificate Examination

- Students who attain a score of 200 and more in four subjects will be admitted to the Foundation programmes. They may take up to three Foundation courses provided their semester registration does not exceed four courses.
- In addition to the above, subject to Year 12 English mark, any person who scores below 40% will also be required to pass LLCF11 and LLCF12.

Admission Procedures

1.0 Applications

1.1 Persons seeking admission to the University for the purpose of pursuing a programme or a course of study shall apply for admissionon the Application for Admission Form.

1.2 Applicants must provide the following documents with the Application for Admission Form:

a. a certified copy of educational qualifications and transcripts;

b. a certified copy of the birth certificate, and marriage certificate if the surname is different from that on the birth certificate; and

c. Other documents that may be required by the University.

1.3 All applications must be received at the University by the dates shown on the application form.

2.0 Admission

2.1 The University may, in any year, decline to enrol any person or category of persons in any programme or programmes of study, or classes in any course, on the grounds of insufficient academic progress in this or any other university or tertiary institution.

2.2 Any person who is admitted to the University is deemed to agree to obey the regulations and rules of the University of Fiji.

3.0 Cancellation of Admission and Enrolment

The Senate may, at any time, withdraw or cancel any admission, enrolment, or re-enrolment, if it is satisfied that evidence tendered in support of the application was untrue or misleading.

4.0 Enrolment and Registration

4.1 All students must enrol each year at the required times in accordance with registration procedures approved from time to time by the University. Registration shall take place at the beginning of each semester, normally in February for Semester 1 and July for Semester II, or as the University determines. All students are required to register each Semester/Trimester to validate their student status with the University.

4.2 Students who do not complete their enrolment and registration on the day specified by the Registrar shall pay a late enrolment fee (see schedule of fees).

4.3 Late registration is permitted until the first Friday of the Academic Term. A fee of $50.00 shall be incurred by students who register late without a valid explanation.

4.4 Students shall notify the Registrar as soon as possible of any subsequent change in the information given at registration relating to name, address and choice of courses.

4.5 Persons will not be permitted to attend lectures, classes or laboratories or to use the University library or any other facility of the University until they have properly registered as students.

5.0 Restriction on Enrolment

5.1 Any student of the University who is deemed during the first year of his/her studies to have a deficiency in any subject, shall be required to complete a prescribed test. A student failing this test would be required to enrol in and pass a basic course specified for this purpose before he/she would be permitted to proceed any further. Students shall be charged the tuition fee specified for the course.

5.2 Students who fail a course at the pre-degree or 100-level on four occasions or at the 200 or 300-level on three occasions will not normally be permitted to re-enrol in that course.

5.3 Unless allowed by the Senate, students who are at UniFiji ended under the Unsatisfactory Progress Regulations shall not be allowed to enrol in the semester in which they are serving their suspension.

6.0 Change of Course

Students wishing to change a course after registration must apply to the Dean of School on the prescribed form. A student shall not normally be permitted to change a course after the first Friday of the semester.

7.0 Change of Programme

7.1 A student wishing to change her/his programme of study must apply to the Dean of School on the prescribed form.

7.2 A student on a scholarship must have the written approval of her/his sponsor to change her/his programme.

7.3 A student shall not normally be permitted to change her/his programme after the first Friday of the semester.

8.0   Withdrawal from Courses

8.1   Students who wish to withdraw from courses for which they do not wish to be assessed must inform the Registrar on the prescribed from, by the second Friday of the Semester in which case the fees for those courses shall be refunded in full. Each week of delay after this shall incur a penalty of 25% of the fee. No fee shall be refunded after the fifth Friday of the semester. The final date of withdrawal is the first Friday after the mid-semester break.

8.2   Students who withdraw after the deadline stated in clause 9.1 above shall be charged full fees.

8.3   Students who withdraw from courses during the semester shall be recorded as having withdrawn from that course and their names shall be removed from the course lists. Students who do not formally withdraw from a course but cease attending classes or doing exams shall be recorded as having failed the course.

9.0   Cancellation of Registration

9.1   The University shall cancel the registration of students who fail to pay their tuition fees in full on the date determined by the Registrar. Students whose registrations have been cancelled in accordance with this clause shall not, without the written authority of the Registrar enter the campus, or use any of the facilities of the University or attend classes from the date of cancellation of their registration.

9.2   Students whose registrations have been cancelled in accordance with this section shall not be allowed to return to the University or to enrol for any of the courses offered by the University until they have paid in full: the tuition fees owed to the University, and a fee of $50 for revalidation of their registration.

10.0   Withdrawal from the University

A student who wishes to withdraw from the University must apply for withdrawal on the prescribed form in order to be refunded any prescribed tuition fee deposit she/he may have paid. However, a registration fee is not refundable.

11.0   Auditing of Courses

11.1   The University may permit a limited number of persons to audit its courses where resources permit.

11.2	Auditing of courses shall be limited to attendance at lectures and there shall be no entitlement to tutorial assistance, to take tests, or to have assignments marked and graded, or use of library facilities.
11.3	Persons who have been accepted to audit a course may, however, apply to become external borrowers under the normal library regulations.
11.4	Persons seeking permission to audit a course shall apply in writing to the Registrar stating their qualifications and the reasons for wishing to audit. They may be invited to attend an interview before permission is granted. Each application shall be approved by the appropriate School.
11.5	A decision to accept an applicant to audit a course shall only be made after the end of the first week of semester.
11.6	Students whose applications are approved shall, on payment of the fees, be issued with a letter authorizing them to attend lectures for the course(s) named therein, which must be produced on demand.
11.7	A certificate of attendance may be issued at the end of the course.
11.8	The fee for auditing is 50 percent of the normal fee of a course.

12.0   Unclassified Studies

12.1	A student may apply to the University to take courses under Unclassified Studies that do not lead to the award of a certificate, diploma or degree.
12.2	Students enrolling for unclassified studies must meet normal admission requirements and prerequisites as appropriate, except where it is provided as a bridging programme for admission from Form 6 or Form 7.
12.3	A person who is not eligible to be admitted under Clause 12.2 may nevertheless be granted permission by the Senate to enrol as a student for Unclassified Studies taking into account the applicant's previous academic history and relevant work experience.
12.4	Students for Unclassified Studies shall pay fees as if they were proceeding to the relevant degree, diploma or certificate.
12.5	The normal regulations for assessing and crediting of courses shall apply.
12.6	A student who has passed a course under Unclassified Studies may at a later date have this course credited towards a degree, diploma, or certificate.

12.7 Qualifying courses taken under Unclassified Studies as a pre-requisite to a particular programme will not be credited towards a qualification.

12.8 There is no limit to the number of courses a student may take under Unclassified Studies.

Programme Regulations

The University awards Certificates, Diplomas, Bachelor's Degree, Postgraduate Certificate, Postgraduate Diploma, Master's degree, Doctor of Philosophy and Doctor of Education.

1.0 CERTIFICATE PROGRAMMES

1.1 The University offers Certificates in a number of disciplines. To obtain a Certificate, candidates shall be admitted to the University in accordance with the Admission Regulations and follow a programme of study in one or more of the Schools of the University for a period of not less than 2 semesters provided that candidates who have been granted credits or exemptions under the Cross-Credit Regulations may complete their programme of study in such lesser time as the Senate may permit.

1.2 The programme of study for a Certificate shall consist of at least 120 Credit Points. Students may substitute a course at the 100-level with one at the 200level, with the permission of the Dean of the School.

1.3 To obtain a Certificate, students shall be required to obtain 80 of the 120 Credit Points in the discipline in which the Certificate is to be granted.

1.4 The normal course load for a Certificate shall be 60 Credit Points in the first semester and 60 Credit Points in the second semester. Students may be permitted to take greater loads with the approval of the Dean of School.

1.5 No person shall enrol for a course unless the person has satisfied such prerequisites as the Senate may require for that course. Not withstanding this regulation the Senate may, upon the recommendation of the Dean of the School, waive the requirements relating to prerequisites in individual cases. Prerequisites may include:
1. a pass grade (excluding R) in a specified or unspecified course at a lower level, or
2. completion of a specific course at the same level.

1.6 LLC101 is a compulsory course for the Certificate programme.

2.0 DIPLOMA PROGRAMMES

2.1 The University offers Diplomas in various disciplines. To obtain a diploma, candidates shall be admitted to the University in accordance with the Admission Regulations and follow a programme of study in one or more of the Schools of the University for a period of not less than 3 (three) semesters provided that candidates who have been granted credits or exemptions under the Cross-Credit Regulations may complete their programme of study in such lesser time as the Senate may permit.

2.2 The programme of study for a diploma shall consist of at least 240 Credit Points, comprising 120 Credit Points for courses at the 100-level, and 120 Credit Points for courses at the 200-level. Students may substitute a course at the 200-level with one at the 300-level and one at the 100-level with one at the 200-level, with the permission of the Dean of the School.

2.3 To obtain a Diploma, students shall be required to obtain at least 120 Credit Points out of the 240 required Credit Points in the discipline in which the Diploma is sought.

2.4 No person shall enrol for a course unless the person has satisfied such prerequisites as the Senate may require for that course. Notwithstanding this regulation the Senate may, upon the recommendation of the Dean of the School, waive the requirements relating to prerequisites in individual cases. Prerequisites may include:
   1. a pass grade (excluding R) in a specified or unspecified course at a lower level, or
   2. completion of a specific course at the same level.

2.5 LLC101 and UUU100 are compulsory courses for all Diploma Programmes.

3.0 BACHELOR'S DEGREE PROGRAMMES
General programme regulations for Bachelor's Degree
(other than LLB and MBBS)

3.1 The University offers the degree of Bachelor in discipline areas. To obtain a degree of Bachelor of the University, candidates shall be admitted to the University in accordance with the Admission Regulations and follow a programme of full-time study in one or more of the Schools of the University normally for a period of not less than 6 semesters, except candidates who have been granted credits or exemptions under the Cross-Credit Regulations

may complete their programme of study in such lesser time as the Senate may permit.

3.2 The programme of study for the degree of Bachelor shall consist of at least 360 Credit Points, comprising 120 Credit Points for courses at the 100-level, 120 Credit Points for courses at the 200-level and 120 Credit Points for courses at the 300- level. Students may substitute a course at the 200-level with one at the 300-level and one at the 100-level with one at the 200-level, with the permission of the Dean of the School.

3.3 To obtain a Bachelor's Degree, students shall be required to obtain such number of Credit Points out of the 360 required Credit Points, as is prescribed by the Senate from time to time.

3.4 The Bachelor's Degree shall be structured so that it consists of either a single major (with a minor) or a double major.

3.5 For a single major, the following requirements must be completed:
a. a minimum of 150 Credit Points and a maximum of 150 Credit Points (except the BIT which has 290 Credit Points) in the discipline of the single major. Of the minimum 150 Credit Points required, at least 30 must be in the 100-level courses and at least 60 Credit points in the courses at the 200-level and 60 Credit points at the 300-level.
b. the balance of the Credit Points shall include a minor, compulsory course and other courses.
c. the minor shall be in a discipline other than the major discipline which shall consist of 90 credit points (a service course may be part of the minor). Of these at least 30 credit points shall be in the 100-level courses and at least 30 credit points in the 200-level and 30 credit points in the 300-level courses.'

3.6 For a double major, the following requirements must be completed:
a. a minimum of 120 credit points and a maximum of 170 credit points in each of the two disciplines. Of the 120 credit points required, at least 30 credit points must be in courses at the 100-level, at least 45 credit points at in courses at the 200-level, and at least 45 credit points must be in courses at the 300-level.
b. the balance of the Credit Points shall be from other courses, with at least 40 Credit Points in the 100-level courses and the prescribed number of Credit Points in compulsory courses.

3.7 The normal course load for the Bachelor Degree shall be 60 credit points in a 15-week semester for courses at the 100, 200 and 300- levels, and 20 credit points in a summer

school. A student is normally allowed to take an overload if:

a.   the student's GPA for the semester immediately before that in which the overload is to be taken is 3.0 or better, or

b.   if the overload would allow the student to graduate in the final year.

3.8   No person shall enrol for a course unless the person has satisfied such prerequisites as the Senate may require for that course. Notwithstanding this regulation the Senate may, upon the recommendation of the Head of the School, waive the requirements relating to prerequisites in individual cases. Prerequisites may include:

a.   A pass grade (excluding R) in a specified or unspecified course at a lower level, or

b.   Completion of a specific course at the same level.

3.9   The following courses are compulsory for all Bachelor degrees except for the MBBS and LLB degrees:

ITK111 Spoken i-Taukei for Beginners	OR	15 Credit Points
HIC111 Spoken Hindi for Beginners		15 Credit Points
ITC101 Computing Platforms		15 Credit Points
LLC101 English for Academic Purposes		15 Credit Points
UUU100 Social Research		15 Credit Points
UUU200 Contemporary Fiji		15 Credit Points
UUU300 Governance and Ethics		15 Credit Points
Total		**105 Credit Points**

3.10   The following courses are compulsory for the MBBS & LLB degrees:

ITK111 Spoken i-Taukei for Beginners	OR	15 Credit Points
HIC111 Spoken Hindi for Beginners		15 Credit Points
ITC101 Computing Platforms		15 Credit Points
LLC101 English for Academic Purposes		15 Credit Points
Total		**60 Credit Points**

3.11   **Bachelor of Laws**

The following specific regulations apply:

To enter the LLB or the combined BA/LLB, BCom/LLB and BIT/LLB persons must have:

(i)   passed the Fiji Year 13 Examination or its equivalent; or

(ii)   passed the University Foundation Programme; or have

(iii)   Admission with standing/mature entry.

3.12   Persons who have taken Fiji Year 13 must obtain an aggregate of not less than 250 marks out of 400 with at least 65% in English and at least 50% in any other three subjects from the following: Accounting, Agricultural Science, Biology, Chemistry, Computer Studies, Economics, i-Taukei, Geography, Hindi, History, Mathematics, Physics or Technology.

3.13   For admission from the University of Fiji Foundation Programme (or its equivalent) the following minimum requirements shall apply:
a.   a grade of C in LLCF11 and LLCF12
b.   a grade of C in each of 5 other semester long courses.

For Admission with Standing persons must:
a.   Have at least passed Fiji School Leaving Certificate Examination (Year 12) or
b.   equivalent with 65% in English and at least 2 years of relevant work experience, or
c.   Be at least 21 years of age and have relevant work experience.

3.14   **Bachelor of Medicine and Bachelor of Surgery**
The following specific regulations apply for the MBBS

To enter the MBBS Programme persons must have:
a.   passed the Fiji Year 13 Examination or its equivalent; or
b.   passed the USP or The University of Fiji Foundation

Programme in accordance with (c) below;
Obtained either a Bachelor's or Master's Degree;
(iv) Admission with Standing/Mature Entry.

(i)   Direct Entry from Year 13/Equivalent - Students from Y13 to attain a pass in Year 13 Examination or its equivalent and have an aggregate of 300 or above marks in the four subjects - English, Biology, Chemistry and Physics, with a minimum of 50% in English.
(ii)   Foundation Science after Y12 - Must complete Foundation Science programme with minimum of eight Foundation Courses of (2 English, 2 Biology, 2 Chemistry and 2 Physics) registering a B+ grade in all 8 Courses and a GPA of 3.5 or above.

(iii)   Foundation Science Post Y13 - Must complete Foundation Science programme with minimum of eight Foundation Courses of (2 English, 2 Biology, 2 Chemistry and 2 Physics) registering a B+ grade in all 8 Courses and a GPA of 3.5 or above.

(iv)   Degree Level Entry - Bachelor of Science Programme with Y1 - having completed 100 Level Courses of (1 English, 2 Biology, 2 Chemistry,2 Physics and 1 x 100 level any other course) registering a B+ grade in all 8 Courses and a GPA of 3.5 or above.

(v)   Mature Entry - Must have completed Y13 and attained a Diploma or Bachelors Degree in Science and be above the age of 21 and below the age of 40 and has demonstrated required competence in the 3 Science subjects (Biology/ Chemistry/Physics) and English. Must submit a medical report from a General Medical Practitioner. Must have 5 years of experience in medical field.

(vi)   Transfer - Medical Students - Students seeking transfer from another medical school will only be accepted in Y1 of the MBBS Programme at UPSM.

5.0   POSTGRADUATE CERTIFICATES AND POSTGRADUATE DIPLOMAS

5.1   At postgraduate level, Unifiji offers postgraduate certificates and postgraduate diplomas in a range of disciplines. The postgraduate certificates and postgraduate diplomas should be in the same discipline as the first degree and these can lead to master's degree programmes, and subsequently to a Doctor of Philosophy (PhD) degree. Most postgraduate courses are available on-campus only.

5.2   Postgraduate Certificate courses comprise of 2-3 courses. New postgraduate students hoping to enrol at the Saweni and Suva Campuses must first complete an application form, available at any campus or from the Unifiji website. Students requiring academic counselling can consult staff at their Unifiji campus or on-campus academic advisors.

5.3   Senate's delegate in postgraduate matters (apart from confirming completion of a programme) is the relevant Postgraduate Committee.

5.4   Admission Requirements
Full details and admission requirements for postgraduate certificates appear under the Faculty in which they are offered.

The general admission requirements for the postgraduate diploma are:

a.   a bachelor's degree with a grade point average (GPA) of at least 3.0 in the 200 and 300-level courses of the relevant discipline;

b.   a tertiary qualification deemed by Senate or its delegate to be equivalent to clause (a);

c.   a professional qualification deemed by Senate or its delegate to be equivalent to clause (a); in exceptional cases, demonstrated experience or achievement deemed by Senate or its delegate to be sufficient; or

d.   eligible under the mature student admission criteria.

Notwithstanding the provisions set out above, Senate or its delegate may require applicants to demonstrate their suitability for admission by carrying out such work and/or sitting for such examinations as it may determine. A 400-level course taken as a qualifying course for the Postgraduate Diploma may become part of a future postgraduate programme.

Some programmes have additional or exceptional admission or programme requirements, which have been listed with the programmes themselves under their respective Faculties

5.5   Programme Requirements
Full details and programme requirements for postgraduate certificates appear under the Faculty in which Master's are offered.

The Postgraduate Diploma is the normal entry qualification for the degree of Master.

The University may award the Postgraduate Diploma in areas of study offered by the University.

Each Postgraduate Diploma shall have a recognised and consistent structure in which the core and the optional courses are clearly defined, and shall be approved by Senate, as listed in the Programmes section of this Handbook and Calendar under respective Faculties

The maximum period of candidature for the Postgraduate Diploma shall be 2 years of full-time study or 4 years of part-time study.

Students shall not be allowed, during their candidature for the Postgraduate Diploma, to suspend their studies for more than 6 months.

A student who has obtained a GPA of at least 3.0 after completing at least 2 courses for the Postgraduate Diploma may apply for admission to the master's degree programme.

Each programme of study of the Postgraduate Diploma shall consist of a minimum of 4 courses at 400-level.

A student admitted into the Postgraduate Diploma shall not be allowed to enrol concurrently in the master's degree programme.

In addition to the above general programme regulations some postgraduate diplomas have specific regulations.

5.6   Graduate Diploma in Legal Practice

The Graduate Diploma in Legal Practice shall comprise of 60 Credit Points taken in not more than 6 months of full-time study

All candidates must:
a.   Demonstrate competency in all aspects of the programme
b.   Attend all workshops on each component of the course
c.   Complete all assignments on time. Penalties will incur for late submission of assignments.
d.   Adhere to all general/academic rules and regulations of the University

6.0   MASTER'S PROGRAMME REQUIREMENTS AND REGULATIONS

6.1   A Master's programme is 2 years, worth 240 credit points. The degree of Master is normally taken after an appropriate postgraduate diploma, except in the cases of the:
Master of Environmental Laws (MEL);
Master of Laws (LLM);
Master in Business Administration (MBA); and where a candidate chooses to enrol directly in the Master's programme, providing that the candidate qualifies for the relevant postgraduate diploma, the candidate shall be enrolled accordingly, as part of a special Master programme including courses for the PG Diploma as required.

MASTER OF BUSINESS ADMINISTRATION

Persons are eligible to be admitted to study for the Master of Business Administration if they have:

a)   Passed the Graduate School of Business Management Admissions Test (GSBMAT); and,

b)   a bachelor's degree from a recognised tertiary institution and a minimum of three years significant work experience in an executive of professional position involving considerable authority and decision making; or

c)   postgraduate diploma from School of Business, The University of Fiji with a minimum GPA of 3.0 plus 5 years significant work experience in an executive or professional position involving considerable authority and decision making; or

d)   have met the mature student admission criteria, which shall be judged on the basis of exceptional professional achievements. The Master of Business Administration consists of twelve courses. A student who obtains three fail grades will not be allowed to continue with the Master of Business Administration programme

6.2   MASTER'S BY THESIS

6.2.1   ADMISSION REQUIREMENTS FOR MASTER'S BY THESIS PROGRAMME

Persons shall be eligible to be admitted to study for the degree of Master's by Thesis (240 credit points) if they have:

a.   an outstanding candidate with the degree of bachelor with a GPA of at least 4.0 in the courses in an appropriate major(s) at the 200- and 300- levels may bypass the postgraduate diploma and proceed to complete the master's programme by thesis. The candidate may be required to complete postgraduate courses as specified on admission to the master's programme. obtained an appropriate Postgraduate Diploma at least 120 credit points with a GPA of at least 3.0. a student who has obtained a GPA of at least 4.0 after attaining at least 120 credit points in a Postgraduate Diploma programme may apply for admission to the Master's degree programme. obtained from some other tertiary institution a qualification deemed by the relevant

Postgraduate Committee to be equivalent to the Unifiji bachelor's degree worth at least 240 credit points with a grade point average (GPA) of at least 4.0 in the 200 and 300 level courses of the relevant discipline.
obtained a professional diploma or degree deemed by the relevant Postgraduate Committee to be equivalent to the requirements set out in (a or b) above.

6.2.2   Senate or the relevant Postgraduate Committee may require applicants to demonstrate their suitability for admission as students for the degree of Master by carrying out such work and/or sitting for such examinations as it may determine.

6.2.3   Students proceeding to the thesis for the degree of Master's by Thesis shall enrol provisionally for a period not exceeding three months. Students shall during this period prepare and develop their thesis proposal. At the end of this period the relevant Postgraduate Committee shall decide whether as a result of the review of the student's work the student's enrolment should be confirmed or cancelled or be granted a maximum extension of three months for resubmission.

6.2.4   If the student's enrolment is confirmed the date of registration of the student of the degree of Master's by Thesis shall be the date on which they were enrolled provisionally for the degree.

6.3   **DETAILED PROGRAMME REQUIREMENTS FOR MASTER'S BY THESIS PROGRAMMES**

Academic Supervisors
The relevant Postgraduate Committee shall appoint a supervisor or supervisors for every student enrolled in a Master's by Thesis programme. The supervisor who is also a staff member of the University shall be referred to as the Principal Supervisor.

Responsibilities of Master's Students
After enrolment every student of Master's by Thesis shall be required to:
a.   register every semester until the thesis has been submitted for examination;
b.   be enrolled for a period of at least one year full-time study and two years for part-time study; and
c.   submit a thesis embodying the results of the research and satisfying any requirements for oral, written, practical or other work that may be required by Senate or its

delegate.

d. Students enrolled for a thesis shall submit to the relevant Postgraduate Committee at the end of every 6 months reports on their progress during the semester just ended. The report shall include a brief plan agreed to by the supervisor and student for remaining work.

6.3.3 Candidature

Tenure of the degree of Master shall be from the date of registration and shall not include any period during which, with the prior approval of the Senate or the Chair of the Postgraduate Committee, students have been allowed to suspend their studies. Students may be allowed during their candidature for the degree of Master to suspend their studies for up to six months (being one semester) on application showing sufficient cause to the Chair of the Postgraduate Committee through their supervisor.

Any appeal arising should be pursued through the Student Grievance Policy. A student suspending his or her studies without prior approval will be considered to have withdrawn from the programme.

A student who has been granted suspended candidature and does not resume in the following semester will be considered to have withdrawn from the programme.

The normal period of candidature for the degree of Master shall be two years full-time study and shall be four years part-time study

The minimum period of candidature for the degree of Master shall be one year full-time study and shall be two years part-time study.

In exceptional cases, a thesis may be submitted before the normal period so long as the credit points requirements has been met and with the approval of the Vice-Chancellor on the recommendation of the Postgraduate Committee.

7.0 DOCTOR OF PHILOSOPHY

7.1 ADMISSION REQUIREMENTS FOR DOCTOR OF PHILOSOPHY PROGRAMME

Any person who has been awarded a degree of Master's by Thesis

by a Senate-

An applicant having a Master by coursework shall be required to complete a Directed Research Project as a prerequisite for admission to PhD.

A person can be admitted into a Doctor of Philosophy programme at the start of any semester in the year.

Applications for registration should be made to the relevant Postgraduate Committee and should include details required by the prescribed form including a statement of research intent that has been endorsed by a potential supervisor(s). A recommendation for registration by the Postgraduate Committee shall include the proposed name(s) of one or more supervisors.

Students for the degree of Doctor of Philosophy shall register provisionally for a period of six months. Students shall, during this period, develop a research proposal, in the format prescribed by the Faculty, to include a critical review of the literature, a clear statement of the research questions, the research approaches and general methods to be used. The research proposal will include a fully justified budget and indicate all the resources required including personal development and training requirements.

At the end of the provisional enrolment period, the appropriate Postgraduate Committee shall, on the advice of the supervisory team, decide whether as a result of the review of the student's work the student's enrolment for the PhD should be confirmed or definitively cancelled. In the case of an unsatisfactory review, a further period of not more than six months of provisional enrolment may be recommended. If at the second attempt the research proposal is still deemed unsatisfactory, then the student's candidature shall be automatically terminated.

For final candidature confirmation, the candidate whose research project has been accepted must successfully pass a mid-term review through an oral presentation to the Postgraduate Committee in the first six months of the second-year. The mid-term review should demonstrate among other things:
a.   strong analytical, problem-solving and critical thinking abilities
b.   required breadth and in-depth knowledge of the discipline

required academic background for the specific doctoral research to follow

c.   potential ability to conduct independent and original research ability to communicate knowledge of the discipline

A candidate who has failed the mid-term review shall be given a second opportunity to defend her/his candidature within the next six months of registration after which the candidate should be definitively confirmed into the PhD candidature or invited to submit a Master thesis within the following semester.

If the student's enrolment is confirmed, the date of registration of the student for the degree of Doctor of Philosophy shall be the date on which he or she was enrolled provisionally for the degree.

Transfer of Registration from Master's Degree to PhD Degree:

(i)   The Vice-Chancellor may approve a student's application to transfer their registration from a Master's degree to a PhD degree after a minimum period of one year's full- time work on the Master's thesis provided that the student submits the following documents to the Faculty Research Committee:

      a.   a 12 months progress report highlighting the main achievements of the first year of work with a thorough justification of how the original Master's thesis proposal would be upgraded to PhD level;

      b.   a PhD proposal highlighting how the results obtained in the first year of work lead to the conclusion that the project should be upgraded to a PhD; and

      c.   an oral presentation to the relevant Postgraduate Committee highlighting the achievements of the first-year of research activities and a thorough justification of the reasons why the project should be upgraded to PhD level. The aim of this exercise would be to demonstrate that the candidate has full command of her/ his subject and that the upgrading to a PhD is her/his own initiative and thus, is fully aware of the implication of this decision. This exercise would be equivalent to the Mid-term review.

(ii) The Regulations for PhD students shall apply from the date the

transfer was approved.

7.2   DETAILED PROGRAMME REQUIREMENTS

Academic Supervisors
The relevant Postgraduate Committee shall appoint at least two supervisors for every doctoral student, at least one of whom shall be a member of staff of the University and shall be referred to as the Principal Supervisor who would normally have had some supervision experience.

Responsibilities of PhD Students
After enrolment every student of the degree of Doctor of Philosophy shall be required to:
a.   register each semester until the thesis has been submitted for examination;
b.   pursue courses of advanced study or research at the University to the satisfaction of Senate or its delegate and of his or her Principal Supervisor;
c.   be enrolled for the period of candidature;

The Vice-Chancellor may permit a student to pursue his or her studies at another institution for such period as may be determined:
a.   laboratory work may be carried out in an approved institution outside the University for such period or periods as may be determined by Senate or Vice-Chancellor;and/or
b.   field work may be carried out at such places and for such periods as may be determined from time to time by Senate or Vice-Chancellor; and
c.   have at least one (joint) ranked publication (journal or conference proceeding paper) accepted during his or her candidature submit a thesis embodying the results of the research and to satisfy any requirement for oral, written, practical or other work that may be required by Senate or the relevant Postgraduate Committee.

Students enrolled for thesis shall submit to the relevant Postgraduate Committee every 6 months reports on their progress during the semester just ended. The report shall include a brief plan agreed to by the supervisor and student for remaining work.

7.3   Candidature

Tenure of candidature for the degree of Doctor of Philosophy shall be from the date of registration and shall not include any period during which, with the prior approval of Senate or its delegate, students have been allowed to suspend their studies.

Students may be allowed during their candidature for the degree of Doctor of Philosophy to suspend their studies for up to 12 months in total (being two semesters, which need not be consecutive) on application showing sufficient cause to the Chair of the Faculty Research Committee through their supervisor. Any appeal arising should pursued through the Student Grievance Policy for resolution. A student suspending his or her studies without prior approval will be considered to have withdrawn from the programme.

A candidate who, having suspended candidature with approval as provided for in 6.2 above, does not resume in the following semester will be considered to have withdrawn from the programme, and candidature will lapse automatically.

The normal period of candidature for the degree of Doctor of Philosophy shall be three years full-time study and be six years for part-time study.

The maximum period of candidature for the degree of Doctor of Philosophy shall be five years of full-time study and seven years of part-time study.

In exceptional cases, a thesis may be submitted before the normal period so long as the credit points requirements has been met and with the approval of the Vice-Chancellor on the recommendation of the relevant Postgraduate Committee.

If a candidate has not submitted the thesis after having been enrolled and paid fees for the equivalent of three years full-time or six years part-time, the candidature may continue for a further period of two years, not incurring additional tuition fees, during which time the thesis must be submitted and the thesis examination fee be paid.

7.4   Submission of Thesis for Examination

A student who has fulfilled the conditions prescribed in these regulations may apply to the Chair of the relevant Postgraduate Committee to have the thesis examined.

Students shall submit two copies of the thesis in the case of Master's, and three copies in the case of PhD to the Faculty in a format prescribed by Senate.

The thesis may be soft cover or ring-bound for the purpose of the examination but, before the award of the degree, students must deposit with the Unifiji Library for retention by the University.

Before a student submits a thesis the Principal Supervisor must be satisfied that the student has completed his or her programme of advanced study and that the conditions specified in section 6.3.2 for Master's and section 7.2.2 for PhD have been fulfilled, and a certificate to this effect from the Principal Supervisor shall accompany the thesis when it is submitted.

Where there is disagreement over this certification between the Principal Supervisor and the student, the relevant Postgraduate Committee shall make an appropriate recommendation to the Vice-Chancellor.

A PhD thesis shall represent a substantial and original contribution to knowledge and may consist of either published or unpublished material or a combination of both. The thesis should contain evidence of originality, independent critical ability and matter suitable for publication.

The thesis may not contain any material that the student has previously submitted for a higher degree of any university.

A PhD thesis (including notes and bibliography) shall not exceed 100,000 words in length without approval from the Postgraduate Committee.

A Master's thesis (including notes and bibliography) shall not exceed 50,000 words in length without approval from the Postgraduate Committee.

7.5   PhD Thesis by Publication

The University will accept for examination a thesis which contains previously published material provided that:

a.   the thesis makes an original and substantial contribution to the field of knowledge;

b.   the thesis forms a consistent, coherent and unified whole;

c.   the previously published material relates to research undertaken during the candidature and was published during the candidature;

d.   in the case of joint publication(s) a declaration by the authors must be submitted showing the percentage of contribution by each author, with the student's contribution being no less than seventy percent ; and

e.   in addition to the published material, the student provides, at the minimum:

   i.   a general introduction which argues for the aim and objectives of the thesis and contextualises the research problems it purports to address; and

   ii.   a general discussion and conclusion which draws together the findings of the studies in the context of the stated aim and objectives of the thesis.

The student shall be allowed to provide other separate chapters or appendices to supplement the published papers such as a broader literature review, background information, and detailed methodology used.

A thesis containing published material must be examined using the same criteria as outlined in sections 7.6 to 7.10.

A thesis containing previously published material should be of comparable substance and significance, and show a level of contribution by the student comparable to that of a thesis not containing previously published material.

7.6   Examination of Thesis

For the examination of a PhD thesis the relevant Postgraduate Committee shall appoint three examiners, one of whom shall normally be internal to the University. The other two examiners shall be persons not on the staff of the University.

For the examination of the Master's thesis the relevant Postgraduate Committee shall appoint two examiners, one of whom

shall normally be internal to the University. The other examiner shall be persons not on the staff of the University.

Persons involved in the supervision of the thesis shall not be engaged as examiners.

If the University lacks the required expertise to examine either Master or PhD thesis the relevant Postgraduate Committee shall appoint two and three external examiners respectively.

7.7   **Reports by Examiners of Thesis**

The relevant Postgraduate Committee shall submit a copy of the thesis and a copy of the Report Form to each examiner.

Prior to reporting, the examiners may require the student to undergo such oral, written or practical examinations as they may specify to the relevant Postgraduate Committee.

The examiners shall not consult with each other before presenting their reports.

Each examiner shall submit a full written report to the relevant Postgraduate Committee on the form provided and shall specify whether:

a.   the degree be awarded to the student; or

b.   the degree not be awarded to the student; or

c.   the student undertake minor revisions and corrections to the thesis and these changes be approved by the internal examiner; or

d.   the student undertake substantial revisions and corrections to the thesis and the thesis be re-examined by all examiners.

The recommendations of the relevant Postgraduate Committee together with the reports of the examiners shall be submitted to the Senate.

7.8   **Decisions on Recommendations of Examiners**

After considering the recommendations of the relevant Postgraduate Committee the University shall decide:

a.   to award the degree; or

b.   to not award the degree; or

c.   to permit the student to submit within twelve months of

the Senate's decision, either

i.   a thesis with minor amendments; or

ii.   a thesis with major amendments and in each case for those amendments to be specified to the student in detail to take such other action as it deems appropriate

Where substantial concurrence is not achieved by the examiners, the Vice-Chancellor may appoint an external arbitrator. The report of the external arbitrator shall be forwarded to the Vice-Chancellor for consideration.

A student shall not be permitted to resubmit a thesis on more than one occasion other than in exceptional circumstances, with the express of the Vice-Chancellor who may permit the student to revise the thesis and resubmit it for examination on one further occasion only, and specify the period within which it must be resubmitted.

7.9 Appeals

Appeals with regards to decisions under this policy can only be made on procedural grounds and will be considered by the Vice-Chancellor.

7.10 Condition for Award of the Degree

Students satisfying the requirements for award of the degree as prescribed in this policy will not be awarded the degree until they satisfy the requirement for the deposit with the University Library of copies of the thesis as specified in the Regulation on the Presentation of Thesis. To satisfy this requirement the University Librarian must confirm in writing to the Vice-Chancellor that the required copies of the thesis have been received by the Library. In addition the Students' Academic Services must confirm in writing to the Vice-Chancellor that all regulations including those covering the payment of fees have been met.

8.0 HIGHER DEGREE DISSERTATION PRESENTATION DEADLINES

8.1

Permission to submit dissertations may, in exceptional cases, be granted until up to the following extended deadlines:

Supervised Research Project by Head of School or Department informally, until the end of the week before the next semester's Enrolment Week;

formally, up to 1 further semester (but the student shall in this case be required to re-register and pay fees for that extended semester before their Project shall be received and assessed).

A Master's Thesis
By Head of School or Department informally, until the end of the week before the next semester's Enrolment Week; formally, up to 1 further semester (but the student shall in this case be required to re-register and pay fees for that extended semester before their thesis shall be received and assessed).

A PhD Thesis
By Head of School or Department informally, until the end of the week before the next semester's Enrolment Week; formally, up to 1 further semester (but the student shall in this case be required to re-register and pay fees for that extended semester before their thesis shall be received and assessed).

Once a Supervised Research Project or thesis has been submitted for examination, and the student has no other coursework or other requirements to complete, the student is not required to register or pay any fees while awaiting the outcome of the examination, or while making any minor corrections to the thesis as required by the examiners before the final copy is submitted. However, if the examiners require that the Supervised Research Project or thesis be resubmitted for re-examination, the student must re-enrol for 1 further semester in order to complete the resubmission of the Supervised Research Project or thesis.

THESIS PRINTING, BINDING AND LODGEMENT REGULATIONS
These regulations are complementary to, and shall be read in conjunction with, the programme regulations for individual postgraduate degrees and the Guidelines on the Format and Style for the Presentation of Theses at the University of Fiji.

Every thesis or Supervised Research Project shall be presented in print and electronic form as required by the University, using the referencing style required by their faculty.

For the purposes of examination the student shall submit 3 copies of their PhD thesis or 2 copies of their Master's thesis or Supervised Research Project to the Vice-Chancellor or delegate or nominee.

The copies may be soft-cover or ring-bound for this purpose.

For the award of the degree, the student shall provide to the Faculty copies of the thesis or Supervised Research Project, corrected and/or modified according to directions of the University, as follows:

(a)   2 hard-bound copies; and

(b)   an electronic copy in CD or DVD format.

The Faculty should distribute the copies as follows:

   1 copy with the University Library on Saweni Campus;

   1 copy with the appropriate Faculty of the University.

9.5 The hard-bound copies of the thesis or Supervised Research Project

   (a) be signed on the Declaration of Authenticity page by the student; and

   (b) contain a statement of the student's restrictions regarding accessibility.

9.6 The copyright for the thesis or Supervised Research Project shall remain with the author.

4.5 **Doctor of Education (EdD)**

4.5.1 **Period of Candidature**

4.5.1.1 The period of candidature for the degree will, from the date of enrolment, be

   a. for part-time candidates, a minimum of four years and a maximum of seven years;

   b. for fulltime candidates, a minimum of three years and a maximum of five years.

4.5.1.2 Where the Senate allows a candidate to transfer from fulltime to part-time status, or vice versa, the minimum and maximum period of candidature will be adjusted pro rata. (Credit Points to be adjusted on pro rata basis)

4.5.1.3 The Senate may in exceptional circumstances vary the period of candidature.

4.5.2 Conditions of Candidature

4.5.2.1 Every candidate will be required to complete a probationary period from the beginning of candidature as follows:

(a)   six months for fulltime candidates; and
(b)   12 months for a part-time candidate.

Just before the end of the period of provisional enrolment and on the recommendation of the Head of Department the Postgraduate Committee may either endorse or cancel the candidature.

4.5.2.2 Requirement to enrol each semester and annually. Every candidate must enrol each semester until the completion of the prescribed four courses for the degree and thereafter, while undertaking the research component of the degree, annually until the thesis has been presented.

4.5.2.3 Programme of research to be submitted in first year of candidature. Every candidate will submit within the first year of candidature a proposed programme of research for the approval of the Postgraduate Committee. Changes to the approved programme of research will be approved also by the Postgraduate Committee.

4.5.2.4 Requirement to submit each semester reports on candidate's progress. Every candidate and supervisor will submit a report to the Postgraduate Committee by the last day of lectures each semester. The report will set out the course of study and research and the candidate's progress over the previous semester. The report will also elaborate on the broad outline of the research proposal required in paragraph 4.5.2.1 and give reasons for any contemplated change to the approved programme of research.

4.5.2.5 Time in residence. Every candidate will be required to complete the degree in residence at the University provided that the Senate may allow a candidate to pursue part of his or her studies at another institution for such period as it will determine.

4.5.2.6 Leave of absence from studies. In special cases the Postgraduate Committee may on the advice of the supervisor or principal supervisor grant leave of absence from the course of study and research not exceeding one year. Such leave of absence will not be

counted as part of the candidature for the degree.

4.5.2.7 Need for candidate to consult with supervisor. Every candidate is required to consult regularly with his or her supervisor. This may be in person or using ICT, including video. The nature of the consultation will be determined by the supervisors and the Head of Department.

4.5.2.8 Concurrent enrolment in another programme not allowed. No candidate will enrol in another programme of study concurrently with enrolment in the degree of Doctor of Education.

4.5.2.9 Grounds for candidate to show cause why candidature should not be terminated. A candidate will be required to show cause to the Postgraduate Committee why his or her candidature for the degree should not be terminated in the following circumstances:

a. for failing to satisfactorily complete prescribed course work; or

b. for failing any of the prescribed four courses of the degree more than once; or

c. if the candidate's supervisor (if there is only one supervisor) or principal supervisor (see paragraph 4.5.3.1) (including Adjunct Professors and Emeritus Professors) submits to the Postgraduate Committee an unsatisfactory report on the candidate's progress with his or her programme of research.

4.5.2.10 Grounds for termination of candidature. A candidate who is required to 'show cause' will have his or her candidature for the degree terminated by the Senate on the recommendation of the Postgraduate Committee if

a. he or she fails to respond to the Postgraduate Committee by the stated date; or

b. the Postgraduate Committee considers the candidate's response unsatisfactory.

4.5.3 Supervision

4.5.3.1 Appointment of supervisors. The Postgraduate Committee will appoint one or two supervisors who must normally be members of the University's academic staff for the candidate. If there is only one supervisor, that supervisor must be a member of the academic staff

of the University. If there are two supervisors, one of them will be a member of the academic staff of the University who will be known as the University supervisor who will also be the principal supervisor.

4.5.3.2 An Adjunct Professor or Emeritus Professor may be a supervisor. An appropriately qualified Adjunct Professor or Emeritus Professor of the University may be appointed a Supervisor.

4.5.3.3 Duties of supervisor. In addition to the duties in paragraphs 2.3, 2.5 and 2.6 the duties of the supervisor (where there is only one supervisor) or principal supervisor (see clause 3.1) will include:

a. ensuring that the candidate's research topic is at an appropriate academic level and is likely, if successfully completed, to be worthy of publication;

b. advising the candidate on the quality of early drafts of the thesis or portfolio but the thesis or portfolio finally submitted must be substantially the independent work of the candidate;

c. completing, in consultation with the other supervisors (where there more than one supervisors), the required report for each candidate in each year of candidature and discussing these reports with the candidate and the Head of the Education Department; these reports should provide enough detail to enable the Postgraduate Committee to assess the progress of the candidate and the likelihood of completion of candidature within the permitted period of candidature specified in clause

4.5.1.1; recommending to the Postgraduate Committee that the candidate should be invited 'to show cause' why the candidature should not be terminated if the candidate is not making satisfactory progress; the recommendation should only be made after providing feedback and guidance to the candidate and allowing reasonable time for the candidate to improve their work and after also consulting with the other supervisors (where there are more than one supervisor) and the Head of School.

Cross credits
Cross credits for the coursework component of the degree may be awarded in accordance with the Cross Credit Regulations.

Programme Structure

The EdD degree is made up of the following courses:

EDU780 Professional Workplace Culture and Learning
EDU781 Advanced Research Methods for Education
EDU782 Paradigm and Professional Research
EDU783 Applying Research methods in Education/Research Proposal
EDU784 Portfolio or Dissertation at Doctorate level.

Candidates must satisfy the condition in clause 4.5.7 in order to advance to the thesis.

Award of Postgraduate Diploma in Education Studies for completion of the coursework component of the EdD.

Students will be awarded the Postgraduate Diploma in Education Studies after successfully completing the prescribed four courses of the EdD degree.

Progression to the Thesis

A candidate must obtain a B+ (GPA 3.5) average in the four prescribed courses to advance to the thesis.

4.5.8   Preparation and Presentation of Thesis for Examination

The thesis which must be written in English will be prepared and presented in accordance with the regulations for the submission of the PhD thesis with appropriate amendments such as the length of the thesis.

4.5.9   Length of Thesis

The length of the thesis, exclusive of any appendices, shall not exceed 75,000 words.

4.5.10   Examination of the Thesis

4.5.10.1 Appointment of Examiners. The appointment of examiners to mark the thesis will be made in accordance with the regulation for the PhD with appropriate amendments.

4.5.10.2 Examiners' Reports. The examiners of the thesis will examine the

thesis and submit their report in accordance with clause 4.4.8
(a) – (c) of the regulation for the PhD.

4.5.10.3 Consideration of the Examiners' Reports. The reports of the examiners will be considered in accordance with the procedures for considering the reports of the examiners for the PhD thesis.

4.5.10.4 Where Examiners do not agree. Where there is substantial disagreement by the examiners, the procedures in the regulations for the PhD for resolving this will apply.

4.5.10.5 Resubmission of Thesis. The regulation for the PhD for the resubmission of the thesis will apply.

4.5.11   Award of the Degree

The conditions governing the award for the PhD degree after the thesis has been examined will also apply to the award of the EdD degree.

ASSESSMENT REGULATIONS

COURSEWORK

1.1   **Allocation of Marks between Coursework and Final Examination.**
The award of a grade shall take into account performance in coursework and examination, or coursework only without any final examination for a course approved by Senate to be assessed in that manner. The final examination and the work assessed during the semester shall each constitute not less than 40% and not more than 60% of the allocation of marks upon which the final grade is based.

1.2   **Deadline for the Submission of Student Coursework**
Students shall submit for marking the requirements of a course that form part of the continuous assessment process according to deadlines prescribed by the Course Coordinator not later than the last day of lectures for that semester.

This deadline shall also apply to courses that are assessed entirely by coursework.

In no circumstance, students to submit any coursework after the last day of lectures for that semester, but may, in exceptional cases, be granted the extension by the Head of School.

1.3   **Minimum Requirement for Courses**
Students may be required to attain a specified minimum standard of performance and participation (that shall be communicated to each student at the beginning of each course) in the continuous assessment and/or at the final examination.

A student who fails to attain the specified minimum standard of performance and participation mentioned in Clause 1. 3(a) shall be awarded a fail grade mentioned in Clause 7.1, notwithstanding the fact that that student may have total marks for the continuous assessment and final examination which are equal to or greater than the pass mark.

A student who fails to attain the specified minimum standard of performance and participation mentioned in Clause 1.3(a) shall not be considered for a Restricted Pass under Assessment Regulation 7.

Science/CS/IT Laboratory Attendance.

Attendance at laboratory classes is compulsory. Students who fail to complete at least 75% of the practical requirements (including laboratory work) of a course shall be awarded a fail grade notwithstanding the fact that the student may have total marks for the continuous assessment and final examination which are equal to or greater than the pass mark.

Attendance in Tutorial and Computer Laboratories

To pass any course where tutorials and/or computer laboratories are required, students must attend at least 60% of these to be eligible to pass the course. Students who do not meet the 60% minimum requirement will fail the course under Clause 1.3 (b).

Students with valid extenuating circumstances for non-compliance must receive written approval from the Head of School for exemption from this regulation.

This regulation normally applies to face-to-face students.

Attendance in satellite tutorials and online discussion will be encouraged and monitored separately.

1.4   **Publication of Coursework Marks**

Total and itemized continuous assessment marks shall be published at the end of the semester and before the beginning of the examination week so that students can check that the marks for each item have been correctly included and that the lecturer has calculated the total coursework mark correctly.

ORGANISATION OF EXAMINATIONS

2.1   The examinations conducted by the University shall comprise such written, oral and practical examinations as the examiners, with the approval of Senate, may determine. All examination papers shall be moderated.

2.2   Teaching staff shall meet in their disciplines to assess the final examination papers (including those for special examinations and for flexi-school courses) for standards and coverage before they are sent to Student Academic Services.

2.3   The examinations shall be held at the places and times specified in

the examination timetables published by the timetable committee, provided that no examinations shall be held on religious public holidays.

2.4   No student shall be examined in any course or part of a course at any time other than that set down in the timetable except with the permission of the Vice- Chancellor.

2.5   Students shall take the examination in the presence of a duly appointed supervisor.

2.6   An open book examination is a final examination in which students may bring into and use in the examination room specified textbooks and/or other course materials with the approval of the Senate. The approval of the Senate shall normally be obtained before a course that is partly assessed by an open book examination is taught.

2.7   The examination scripts shall be marked by the examiners who, after taking into consideration work done in the course by the student during the semester, shall report the percentage mark and grade for the course as a whole to the Registrar.

2.8   The scripts of students shall be stored securely by the examiners for a period of twelve month from the last date on which the examinations were held.

MODERATION OF EXAMINATION PAPERS

The examination paper will undergo the moderation process. The Heads of Schools/ Unit will moderate the paper and processes to ensure that the questions are fair, at an appropriate level and test the specific required learning outcomes of the course. During this process course coordinators are expected to produce the following:
a.   Exam papers;
b.   Course outline;
c.   Detailed solutions for the questions; and
d.   Detailed marking scheme.

The School/ Unit Board are required to ensure that the following occur:
a.   Look at a sample of papers from the mean, top and bottom marks against the marking scheme to ensure that marking was fair;
b.   Find out from the markers if there were questions that majority of

c.   students did poorly in and see why this might have been so;
d.   Discuss possible reasons for either high or low failure rates;
e.   Any extra assistance provided by the course coordinators and the effectiveness of this;
f.   A brief report of this for each course be brought to the Assessment meeting with the results; and
g.   Consider all borderline cases in adherence to clause 7.2 of these Regulations.

EXAMINATION OF STUDENTS WITH DISABILITIES

4.1   Students with a profound visual impairment:
shall sit their examinations in rooms separate from other students, and may use Braille typewriters or other approved enabling technologies and shall be allowed an additional 30 minutes writing time for each one hour examination time, and may be provided assistance to complete parts of answer sheets that they cannot fill in unassisted, such as multiple choice questions

4.2   The guidelines for the preparation of an examination question paper for a course in which a reader of Braille is registered are that:

a secure electronic copy of the examination question paper shall be provided to the Vice-Chancellor or delegate or nominee, who shall arrange for its translation into Braille.

University staff approved by the Vice-Chancellor or delegate or nominee shall supervise the translation of the examination question paper into Braille.

the examination question paper that has been translated into Braille shall be kept in safe custody by Student Administrative Services Assessment Section until the time of the examination.

4.3   Answering of examination questions by a reader of Braille shall be as follows:

Where the examiner requires the answers to be written on the question paper or on special stationery such as a multiple choice answer sheet, an amanuensis shall write the answers given by the student.

Where the examiner requires the answers to be written in a

standard answer booklet, the student shall instead use a Braille typewriter or computer to do so.

4.4 The Braille answer scripts shall be handled as follows:

The student's answer script shall be collected by the examination supervisor and forwarded to Student Administrative Services.

The answers shall be translated into ordinary print by a person under the supervision of University staff approved by the Vice-Chancellor or delegate or nominee.

4.5 A student with profound visual impairment or other disability may use an amanuensis (writer) with the permission of the Vice Chancellor or delegate or nominee.

4.6 For a student with any other type of physical impairment that may adversely affect his/her performance under ordinary examination conditions, examination procedures shall be determined by the Vice-Chancellor or delegate or nominee.

CONDUCT IN EXAMINATION ROOMS

5.1 Students shall obey all written examination instructions issued prior to or during an examination, and shall immediately obey all oral instructions of an examination supervisor.

5.2 No student shall have in an examination venue any written or printed material, any electronic or computing device capable of storing material, or any device that is capable of transmitting, storing or receiving messages, except:
   a.   Where the written or printed matter has been authorized by the examiner of the course; and/or
   b.   Where the use of the electronic calculator has been authorized by an examiner.

5.3 No student shall enter the examination room later than 45 minutes after the beginning of the examination, nor leave the room before one hour has elapsed from the beginning of the examination, nor leave the room during the last 15 minutes of the examination.

5.4 No student shall be readmitted to an examination room after they have left it unless during the full period of their absence they have been under approved supervision.

5.5 Students may read their examination papers for a period of not more than 10 minutes before the examination commences but may not begin writing their answers until the room supervisor announces that they may do so.

5.6 Students shall display their UNIFIJI student identification cards or any other form of acceptable identification on their examination desks.

5.7 No student shall communicate with any other person (apart from an examination supervisor) in the examination room, nor copy or attempt to copy from another student's answers. A student wishing to communicate with an examination supervisor shall raise their hand and shall communicate as quietly as possible.

5.8 No student may, in the examination room, smoke or consume food or drink (other than water from a non-spill container).

5.9 No student may continue writing an answer after the exam supervisor has announced the expiration of time. In no circumstances may any time over and above the time allotted to any paper be allowed to a student for reading over scripts or making any amendment or addition to scripts.

5.10 After an examination, no student shall communicate with an examiner in regard to an examination except through the Vice-Chancellor or delegate or nominee.

5.11 Where an examination supervisor or other competent authority has reasonable grounds to believe a student has broken any of the Assessment Regulations or examination rules or disobeyed a lawful examination instruction or has been guilty of other dishonest practice or misconduct with respect to an examination, that student shall be liable to:

    (a) be denied admission or re-admission to the examination room: and/or

    (b) have any illicit material and/or devices confiscated by the exam supervisor for the duration of the examination:

and.

(c)   have their partially-completed script confiscated and be given a fresh answer booklet; and/or

    (i)   be required to move to a different desk: and/or

    (ii)   be required, at the end of the examination, to accompany the exam supervisor to the office of the Vice-Chancellor or delegate or nominee; and

    (iii)   be reported to the Vice-Chancellor or delegate or nominee.

5.12   Where an examination supervisor or competent authority has taken any of the actions in Clause 5.11, the alleged offender shall be dealt with by the Student Discipline Committee.

APPLICATION FOR AEGROTAT PASS, COMPASSIONATE PASS OR SPECIAL EXAMINATION

6.1   Students who are prevented from sitting the final examination through no fault of their own, or consider that their performance in the final examination will be or was seriously impaired, may make application to the Registrar for consideration for the award of an Aegrotat Pass, Compassionate Pass, or to sit a special examination.

6.2   The application shall be made on the prescribed form, as soon as possible, and normally prior to the examination or no less than one week after the examination period. The application shall be supported by such evidence as the as the University requires.

6.3   Application for Aegrotat Pass Students who will be or were prevented by illness or injury from presenting themselves at the final examination, or who consider that their performance in the examination will be or was seriously impaired by illness or injury, may apply for an Aegrotat Pass.

An Aegrotat Pass shall be given with the approval of the School Board of Studies under the following conditions:

a.   that the student furnish the Registrar with a medical certificate from a registered medical practitioner, along with the completed application for Aegrotat Pass form stating:

the nature of the illness or injury in sufficient detail and in a form suitable for submission in cases of doubt, to another medical referee;

b.   the date that the medical practitioner examined the s tudent; and

c.   that in the medical practitioner's opinion the student was unable through illness or injury to sit the examination and/or that the student's performance in the examination was likely to have been seriously impaired by illness or injury and that the student was not responsible for the said disability;

d.   that the student achieve in the coursework a mark equivalent to a grade of at least a B; and

e.   that the quality of any work that the student had completed in the affected examination, plus work in examinations not affected by illness or injury, be taken into account; and

f.   that at medical practitioner referred above shall normally be a medical officer from the list of medical officers approved by the University.

The Senate may approve cases where a student's coursework mark is lower than a grade of B (as required in (b) (ii) above) if this is recommended by the Faculty Assessment Board.

In considering applications under this regulation it shall also be permissible to take into consideration the effect on the students' performance during the semester of any illness or injury.

6.4   Application for Compassionate Pass

Students who will be or were prevented from sitting the final examination by exceptional circumstances beyond their control and other than their own illness or injury, or who consider that their performance in the examination will be or was seriously impaired by the same circumstances may apply for a Compassionate Pass.

A compassionate pass shall be given with the approval of the School Board of Studies or the Chair of the Senate under the same conditions (with the necessary changes) as those in Clauses 6.3 (b) (ii), (iii) and (c).

In considering applications for a Compassionate Pass, it shall be

permissible to take into consideration the effect on the student's performance during the semester of any exceptional circumstances beyond the control of the student.

The Senate may approve cases where a student's coursework mark is lower than a grade of B (as required in (b) (ii) above) if this is recommended by the School Board of Studies.

Special Examination
Approval may be granted by the School Board of Studies for a student to sit a special examination in the following cases:

a. if the student applies to sit a special examination rather than be considered for the award of an Aegrotat or Compassionate Pass, subject to compliance with the same conditions (with necessary changes) as those in Clauses 6.3(b) (ii), (check with previous years) (iii), 6.3(c). 6.4(b), 6.4(c); or

b. if the School Board of Studies, on the recommendation of the Coordinator or lecturer of the course concerned, requires the student to sit such an examination notwithstanding the fact that the student may be eligible for the award of an Aegrotat Pass or Compassionate Pass.

Where a special examination is approved for a student, the Coordinator or lecturer of the course shall set a new examination paper ensuring that the questions and problems in the new examination paper are different from but comparable to those used in the scheduled final examination.

Where a student sits a special examination under the provision of Clauses 6.5(a)(i) or 6.5(a)(ii), that student shall not be considered subsequently for an Aegrotat or Compassionate Pass in that course in that semester.

Where a student sits a special examination under the provision of Clause 6.5(a)(i) above, an examination fee shall be paid by the student before the examination is arranged.

There shall be no examination fee if the student sits a special examination on the recommendation of the School Board of Studies

The final assessment of students sitting a special examination shall be based on both coursework and examination and shall be graded.

If a student is permitted to sit a special examination, the School Board of

Studies in consultation with the Student Academic Services shall decide the time and place of the examination.

Where special examinations are required for students who have acquired a minimum of a 'B' grade in their coursework, this could be arranged either within the semester or the next time examinations are held.

Students can sit the normal examination for any such course if it is offered in that Semester.

CONFIRMATION OF GRADES

7.1   Grading System

The following grading system will be used by all faculties in awarding final grades for academic performance in a course:

Pass grades

Grade Percentage	(%)	Description
A+	85- 100	Pass with Distinction
A	80-84	Pass with Distinction
B+	75-79	Pass with Credit
B	65-74	Pass with Credit
C+	60-64	Pass
C	50-59	Pass
D	40 – 49	
E	0 - 39	

Other Pass Grades

R	Restricted Pass
Aeg	Aegrotat Pass
Comp	Compassionate
Pass	Pass or Competent
S	Satisfactory
M	Marginal
NC	Not Completed

Note: Pass and S are used in circumstances where graded passes are inappropriate such as in postgraduate thesis and Graduate Diploma in Legal Practice

Failed Grades

Work below the standard required for a pass.

Very weak performance or failure to complete to the satisfaction of the examiner such practical, field or such other prescribed work.

The letter 'X' when used together with a fail grade for a course indicates that a candidate did not sit the final examination in that course.

The letters 'XX' denote the student has neither submitted course work nor sat the final examination in the course.

DP	This is awarded for dishonest practice.
U	Unsatisfactory
Fail	Not Competent

Pending Results
| I | Incomplete Results |
| IP | In progress |

SE Special Exam Granted

Students shall be awarded an Aegrotat or Compassionate Pass if they satisfy the conditions prescribed in Clauses 6.3 or 6.4 of these Regulations respectively.

Students may be awarded a Restricted Pass if they satisfy the conditions prescribed in Clause 8.

Students who have been granted an extension of time past the last day of lectures to complete work required for the final assessment of their course shall be awarded the provisional grade of I (Incomplete) for an undergraduate or postgraduate course assessed by coursework, or IP (In progress) for a Supervised Research Project or thesis for a Master's degree or a thesis for a PhD degree. At the end of the period of extension the Faculty Assessment Board shall determine a final grade.

Students who have not submitted their master's or PhD thesis or Supervised Research Project by the end of the maximum period of candidature prescribed in the regulations shall be awarded the grade of NC (Not completed).

7.2   Double Marking of Borderline Cases

The following procedures, which shall be completed before the School Board of Studies, shall be followed in the case of students who have failed a course by not more than 2% (borderline cases):

The initial marker of the course shall review all borderline cases.

If, as a result of the review by the initial marker, the student's grade has not changed to a pass grade the Head of School shall appoint another lecturer (appointed reviewer) from within the same school or department to review the cases.

If, as a result of the review by the appointed reviewer, the student's grade has changed the appointed reviewer shall confer with the initial marker before the Head of School approves the change in the marks.

In a case where the Head of School is the initial marker, the next most senior person in the school or department shall approve the final mark.

7.3   Assessment Meetings

There shall be, for each school, an Assessment Meeting which the Head of School shall chair and which all Course Coordinators as appropriate shall attend. The Assessment Meeting or the Chair in between meetings, shall, for all credit courses offered by that School:

a.   consider for approval final results (coursework, cut-off points, distribution of grades, etc.) and the award of appropriate grades, including the reconsideration of course grades;

b.   consider for approval the award of Aegrotat and Compassionate Passes in accordance with Clauses 6.3 and 6.4 (relating to cases where the coursework of a student is at least a 'B' grade);

c.   consider for approval applications for special examinations in accordance with Clause 6.5;

d.   make recommendations about the award of Restricted Passes;

e.   make recommendations about the award of Aegrotat and Compassionate Passes, and for special examinations

in accordance with Clauses 6.3, 6.4, and 6.5 of these Regulations (relating to cases where students' coursework grades are below B grade) to the School Board Of Studies.

7.4 Responsibilities of the Chair of the Senate.

The Chair of the Chair of the Senate shall: consider recommendations from the School Board of Studies Meeting for award of Aegrotat and Compassionate Passes, and for special examinations in accordance with Clauses 6.3, 6.4, and 6.5 of these Regulations (relating to cases where students' coursework grades are below B grade); consider recommendations from the School Board of Studies Meeting for award of Restricted Passes.

7.5 Notification of Students' Results

Official notification of the grades as approved by the Senate shall be issued to each student by the Registrar within five (5) working days.

8 RESTRICTED PASS FOR A COMPLETING STUDENT

Restricted Pass: A restricted pass may, on the recommendation of an examiner or by the School Board of Studies, be awarded:

(a) to a potentially graduating student who has passed, in his/her final year, all but one of the prescribed courses.

(b) where it is recommended, a restricted pass:

i) shall be awarded to a student only if the total marks for that course are five (5) marks or less than the pass mark,

ii) shall not normally be awarded in retrospect,

iii) A restricted pass awarded in any course shall not normally permit a student to enrol in any course for which that course is a prerequisite.

iv) A restricted pass awarded in any course shall not normally permit a student to be awarded a cross credit for that course.

v) A candidate granted a restricted pass may re-enrol in the same course in an attempt to obtain a higher grade. In such a case, the latter grade supersedes the restricted

pass previously awarded, and the candidate will be eligible for another restricted pass in some other course at some future time.

9 RECONSIDERATION OF COURSE GRADES

9.1 Students may have their grade for any course reconsidered, normally by a lecturer other than the original marker, or where this is not practicable, by the Head of the relevant School.

9.2 Applications for reconsideration of course grades shall be sent by the student on the prescribed form to the Vice-Chancellor or delegate or nominee within four weeks of the date of official release of the particular course result in the case of on-campus courses and within eight weeks in the case of distance and flexible learning courses.

9.3 Applications for reconsideration of course grades shall be accompanied by the prescribed fee of $60.00 per course. The fee for reconsideration of a course grade shall be returned to the student if, as a result of the reconsideration, the grade for the course is raised.

9.4 Reconsideration of a course grade shall include:
a. a careful check that the total examination mark has been accurately transcribed within the weightings (% coursework vs. %final examination) previously established by the examiner;
b. a careful check that each examination question and part question was read by the marker and given an appropriate mark;
c. a careful remarking of each examination question and part question;
d. a careful check that the coursework mark has been accurately transcribed within the weightings previously established by the examiner; and
e. a careful computation of the marks awarded for all coursework.

10   COMPLETION OF PROGRAMME AND GRADUATION

10.1   Students who wish to be considered for an upcoming graduation ceremony must fill in the Completion of Programme form and submit it to Student Academic Services by the dates stipulated by the University.

10.2   Completion of Programme forms will be assessed by Student Academic Services against the programme requirements listed in the relevant Handbook and Calendar.

10.3   For credit transfers awarded from an outside institute, students must provide this information together with their Completion of Programme form to Student Academic Services for consideration in consultation with the respective Deans.

10.4   If a student is exempt from a course requirement including a substitution by another course, this Substitution/Exemption approval must be approved by the Faculty Dean and given to Student Academic Services when the student enrolls for that substituted course. This must be done during the course of their study.

10.5   Students will be informed of the status of their application via written (or email) communication from Student Academic Services Office.

10.6   After receiving approval to graduate, students must ensure that all fees and penal liabilities (financial, disciplinary, etc.) are cleared.

10.7   Graduands will receive their certificate/testamur and one free copy of their official transcript at their approved graduation ceremony. Those who graduate in absentia can collect their certificate and transcript within a week following the graduation ceremony.

Otherwise the certificates will be mailed to them.

10.8   The certificate/testamur will only be awarded once and is not normally reprinted if lost or damaged after it has been presented to the graduands.

Cross-Credit Regulations

The following criteria shall govern the award of cross-credits:

Where examinations passed or credit gained elsewhere or at the University for another programme, substantially correspond with, or are equivalent to, courses in a programme of study for which the candidate is enrolled at the University of Fiji, specified cross-credits may be awarded.

Where examinations passed or credit gained elsewhere or for another programme of study at the University do not correspond with, but are relevant to, courses in a programme of study for which a candidate is registered at the University of Fiji, a limited number of unspecified cross-credits may be awarded depending on the structure of the programme of study concerned

In cross-crediting courses, consideration shall be given to the contents of the courses for which students are applying for cross-credits, and relevance of their intervening experience.

The award of specified or unspecified cross-credits shall be made by:

The Registrar, in consultation with appropriate Departments, up to the limit in clause 3.1 below.

Senate in exceptional cases where it is deemed necessary to exceed the limit in clause 3.1 below.

The following restrictions shall apply in the awarding of cross-credits:

Normally only up to 50% of the courses in the new programme may be derived from cross-credits, but up to 100% may be allowed, subject to clause 3.2.

Courses may be cross-credited once only.

Students applying for cross-credits of courses undertaken outside the University of Fiji shall provide all necessary information relating to the course that may be required for processing of their applications;

Students may appeal against the outcome of their applications provided that an appeal shall be lodged in writing, addressed to the Registrar, together with the receipt from payment of $40 per appeal. The appeal shall be received by the Registrar no later than four weeks after the result of the application about which the appeal is made has been sent to the applicant. The appeal shall be considered by the Chair of Senate, whose

decision shall be final;

Notwithstanding the provisions for cross-crediting courses to the specific programme, Senate shall review from time to time the standards and levels of cross-creditable courses in any programme;

Candidates with an Advanced Diploma in Accounting shall be permitted to cross credit the following course towards a BCom (Accounting) at the University of Fiji: ACC101, ACC102, ACC103, ACC201, ACC203, ACC208, ITC101, LLC101, UUU100, MGT101, three electives;

Candidates that have completed an Advanced Diploma of Business Marketing shall be able to cross credit the following courses towards a BCom (Management) at the University of Fiji: MGT101 MGT206, LLC101, UUU100, one ITC course, one elective;

Candidates that have completed a Primary Teachers' Certificate or Diploma from a Fiji College of Education, or equivalent shall be able to cross-credit all EDU 100 level courses (EDU120, EDU121, EDU122, EDU123, EDU124, EDU125, EDU126 & EDU127), and three EDU 200 level courses (EDU225, EDU226, and EDU227) towards the degree.

Candidates who have completed courses towards a LLB at USP are able to cross credit courses towards a LLB at the University of Fiji:

USP	UniFiji
LW110	LAW100
LW110 & LW111	LAW101
LW112 & LW113	LAW102
LW201	LAW203
LW202	LAW 204
LW203	LAW104
LW204	LAW201
LW205	LAW 103
LW206	LAW207
LW300	LAW301
LW301	LAW209
LW302 &LW303	LAW316
LW304	LAW324
LW306	LAW312
LW307	LAW311
LW308	LAW205
LW309	LAW317
LW310	LAW309
LW330	LAW305
LW331	LAW305

LW341	LAW304
LW352	LAW313
LW353	LAW313
LW355	LAW326
LW372	LAW318
LW370	LAW303
LW374	LAW310
LW373	LAW314
LW390	LAW300
LW392	LAW315
LW393	LAW328

Cross credits are correct at the time of writing, and any changes to course codes or prescriptions will be subject to a case-by case analysis;

Students who leave the University to reside in a country outside Fiji, and who wish to complete any programme or qualification of the University may, with the prior approval of the Senate, take appropriate examinations at another institution, and

Unsatisfactory Progress Regulations

Satisfactory Progress is defined as the achievement of a Cumulative Grade Point Average (CGPA) of 2.0 or better in courses attempted since admission to the University, or since re-admission to the University following first suspension, or subsequent suspension, under these regulations.

Cumulative Grade Point Average (CGPA): The CGPA is the sum of the grade point of all courses attempted divided by the number of courses attempted.

Semester Grade Point Average (SGPA). The SGPA is the sum of the grade point of all courses attempted in a semester divided by the number of courses attempted in that semester.

Subject Grade Point Average ('Name' GPA). The subject GPA is the sum of all grade points achieved in a particular subject divided by the number of courses attempted in that subject.

In the event that a student repeats a course for whatever reasons, only the higher grade point achieved shall be included in the calculation of the CGPA.

Notwithstanding clause 5 above, grade points in the repeated courses (regardless of whether they may be superior, equal or inferior to the previous achievement) shall be included in the calculation of the SGPA.

Numerical Equivalence of Letter Grades. The following convention is used for equating letter grades to numeric values for the calculation of students' GPAs:

A+	4.5	C	2.0
A	4.0	D	1.5
B+	3.5	R	1.0
B	3.0	E/NC	0
C+	2.5	EX/XX	0

[Note: A compassionate or an aegrotat pass or a cross-credit shall not be included in the calculation of GPA.]

Review of Students Making Unsatisfactory Progress: Students shall be initially assessed for satisfactory or unsatisfactory progress after they have attempted at least six courses. Subsequently, students shall be assessed on the basis of their CGPA at the end of each semester.

Students who fail to maintain satisfactory progress (as defined in Clause 1 above) but have a CGPA of at least 1.5 but below 2.0, will be put on probation for a semester.

Students who fail to maintain satisfactory progress (as defined in Clause 1 above) and have a CGPA of less than 1.5, will be suspended for one semester.

Students who on their first probation:

attain a CGPA of 2.0 or better will cease to be on probation,

b)   fail to attain a SGPA of 2.0 or better will be suspended for one semester, attain a SGPA of 2.0 or better, but have not attained a CGPA of 2.0 or better, will remain on probation for a further semester.

Students who on their second probationary semester fail to attain both a semester GPA and a cumulative GPA of 2.0, will be suspended for one semester.

Students who do not maintain satisfactory performance (as defined in Clause 1 above) after their first suspension will be suspended for two semesters.

Students who, after their re-admission following their second suspension, fail to make satisfactory progress (as defined in Clause 1 above) will be excluded from the University indefinitely.

Appeals: Students who are excluded from the University under the Unsatisfactory Pro-

gress Regulations may appeal in writing to the Registrar.

Appeals should be lodged within fourteen (14) days of the date of the letter from the University in which they were notified of the decision against which they are appealing, provided that the Vice-Chancellor may, if in his opinion there are exceptional circumstances, direct that the appeal shall be considered notwithstanding that it has been lodged after the fourteen days.

Students appealing shall be entitled to make a submission in writing only, setting out clearly the reasons, with appropriate supporting documents, why they should not be excluded from the University.

The Senate shall consider such appeals and may confirm the suspension or exclusion, or waive it and allow the student to continue with his/her studies under such conditions as the Committee may consider necessary.

The decision of the Senate shall be final.

Restriction on Enrolment during Suspension or Expulsion: Students who are suspended or excluded from the University under the Unsatisfactory Progress Regulations shall not, during the period of their suspension or exclusion, be permitted to enroll in credit courses offered by the University.

Re-admission: Students who have been suspended under these regulations and who wish to apply for re-admission to the University shall do so in writing to the Registrar at least four weeks before the commencement of a semester.

Conduct of Examination Regulations

1. Examinations conducted by the University shall be held at the places and times specified in the examination timetables published by the authority of the Senate, provided that no examination shall be held on religious public holidays.
2. Candidates shall display their identification cards (which should have their photographs) on their examination desks in order to allow supervisors to verify their identities when collecting attendance slips.
3. The examinations shall comprise such written, oral and practical examinations as the examiners, with the approval of the Senate, may determine.
4. Candidates shall answer the questions in the presence of a supervisor, who shall be appointed or approved by the Senate in accordance with such detailed instructions as may be furnished by the Senate.
5. No candidate shall communicate with an examiner in regard to an examination except through the Registrar.
6. No candidate may be examined in any subject or part of a subject at any other

time than that set down for him/her in the timetable except with the permission of the Vice-Chancellor.

7. No candidate shall be allowed to enter an examination room later than one
8. hour after the beginning of the examination nor leave the examination room until one (1) hour has elapsed from the beginning of the examination or during the last 15 minutes of the examination.
9. Candidates shall be allowed to read their examination papers for a period of not more than ten minutes before the examination commences but may not begin to write their answers until the room supervisor announces that they may do so.
10. No candidate is to bring with her/him into the examination room any written or printed matter except as authorized by the examiner, or where such written or printed material has been authorized for use in an approved open book examination.
11. An open book examination is an end-of-course examination in which candidates are allowed, on the recommendation of the School concerned and with the prior approval of the Senate, to bring into and use in the examination room specified textbooks or other course materials. The approval of the Senate shall be obtained normally before a course which is partly assessed by an open book examination is taught.
12. Unless authorized by the examiners, candidates are not allowed to have in their possession while in an examination venue any written or printed material, any electronic or computing device capable of storing materials, or any device that is capable of transmitting, storing or receiving messages.
13. Candidates who contravene clause 11 above shall have the materials or devices referred to in clause 11 above confiscated by the supervisor for the duration of the examination, and be reported to the Registrar for disciplinary action.
14. No candidate shall communicate with another in the examination room.
15. No candidate shall continue writing an answer after the supervisor has announced the expiration of time. In no circumstances is any time over and above the time allotted to any paper to be allowed to a candidate for reading over his script or making any amendment or addition to his script.
16. The examination scripts shall be transmitted to examiners who, after taking into consideration work done in the course by the candidate during the year, shall report the grade for the course as a whole to the Registrar.
17. The scripts of candidates shall be retained by the examiners who shall keep them in safe custody for a period of twelve months from the last date on which the examinations were held.

Relief of Hardship Regulations

1. The Vice-Chancellor may make such provision as he thinks fit for the relief of hardship in any case where it is shown to his satisfaction:
2. that any alteration or amendment of a University statute or regulation involving

ship to a student, or

3. that in consequence of misinterpretation of a University statute or regulation relating to any programme of study or examination requirements by an authorized member of the University staff, a student's course is not in accordance with the regulations governing that course, and hardship would be caused if the student were compelled to comply with the full requirements of the regulations, or

4. that in consequence of a demonstrated error on the part of the University (such as loss of an examination script or assignment, the receipt of which had been recorded by an employee or agent of the University) hardship has been caused in that a student's marks do not accurately reflect his or her total academic performance.

5. Students may appeal against any decision of the Vice-Chancellor to the Senate, which may make such provision as it thinks fit.

SOHA PG Admission Regulations

Admission with Recognised Prior Learning (Standing/Mature Entry)

Recognition of prior learning is an assessment process that involves assessment of an individual's relevant prior learning (including formal, informal and non-formal learning) to determine the credit outcomes of an individual application for credit. Recognition of Prior Learning (RPL) is a universally recognised process which helps students gain credit towards a certificate or diploma/degree based on the skills and experience they have picked up from:

• previous learning
• work or industry experience (paid or unpaid)
• volunteering
• partially completed studies.

Students experience is matched to current industry qualifications so that they can gain credit towards or even recognition for a full qualification.

Postgraduate Diploma in Educational Leadership
Updated to reflect quality Admission Process

Candidates need a relevant Bachelors degree with a GPA of 3.0 and over. Students with a lower GPA may be provisionally enrolled in one course only. To progress further they will need to have a GPA of 3.0 or above. Candidates without a Bachelors degree must have a recognised teacher training qualification with at least 10 years of teaching/administrative/leadership experience may be admitted provisionally in one course only. To progress further they will need to have a GPA of 3.0 or above.

Masters in Educational Leadership

Students should have completed a Postgraduate Diploma in Educational Leadership with a GPA of at least 3.0 and over. In exceptional circumstances the University may admit a graduate who does not satisfy the above requirements but produces acceptable evidence of achievement relevant to the proposed programme of study.

Postgraduate Diploma in Education

Candidates must have a relevant Bachelors degree with a GPA of 3.0 and over. Students with a lower GPA may be provisionally enrolled in one course only. To progress further they will need to have a GPA of 3.0 or above.

Master of Teaching

Updated to reflect quality Admission Process
Students should have a GPA of at least 3.0 and over in the Postgraduate Diploma in Education.

Post Masters Certificate in Education

Updated to reflect quality Admission Process
To qualify for admission as a candidate for the degree of Doctor of Education (EdD) the candidate must have accumulated 240 credit points from the Post Masters Certificate in Education and complete the portfolio or Dissertation to accrue the additional 120 credit points. A candidate must obtain B+ (GPA 3.5) average in the four prescribed courses to advance to the thesis component.

Doctor of Education (EdD)

Updated to reflect quality Admission Process
To qualify for admission as a candidate for the degree of Doctor of Education (EdD) the candidate must have accumulated 240 credit points from the Post Masters Certificate in Education and complete the portfolio or Dissertation to accrue the additional 120 credit points. A candidate must obtain B+ (GPA 3.5) average in the four prescribed courses to advance to the thesis component.

Recognition of Prior Learning Access policy

Purpose

The purpose of Recognition of Prior Learning Access policy is to establish a systematic process for recognizing learning that has its source in experience and/or previous formal, non-formal and informal learning contexts. This includes knowledge and skills gained within tertiary institutions and outside formal learning situations such as through life and work experiences.

Scope

This Policy provides an alternative access route into a program of learning for those who do not meet the formal entry requirements for admission. RPL for access applies to learning programmes offered by recognized tertiary institutions or workplace-based training providers. The use of Recognition of Prior Learning is not mandatory and Schools and Centres can choose if they wish to implement it (as one size does not fit all).

Policy Statement

Recognition of Prior Learning (RPL) is a valid and well acclaimed method of assessment of previous qualifications and relevant work experience in order to allow access to enrollment in academic programs. RPL assists students to enroll in programs for which they do not meet the academic entry requirements. It allows the School or the Department to consider applications from prospective students that may have the experience or achievement relevant to the proposed programme of study.The prior achievement and experience that would provide evidence of current knowledge, understanding and skills will vary from sector to sector. It will depend on the extent of the experience, technological changes and the nature of the outcome claimed. If the currency of any evidence is in doubt, the assessor may use questions to check understanding, and ask for the demonstration of skills to check competence.

Policy Requirement

RPL is used to gain entry to a course or qualification, as an alternative to having undertaken and completed the prerequisites for entry based on formal education and training.

The prospective students should have at least 5-10 years work or industry experience depending on the nature of the program which the applicant will undertake;

Students should have acquired a basic qualification in the proposed area of study;
They should demonstrate evidence of previous learning in formal, informal and non formal settings;

Students should show evidence of partially completed studies relevant to the program requirement;

They should produce evidence of community work and voluntary activities; and
RPL is a learner centred voluntary process and students should be offered advice on the nature and range of evidence considered appropriate to support a claim for assessment.

Procedures

Students to be allowed to enroll in one course only and progress would depend on

producing a B grade or above in the course;

Students who wish to be considered for RPL must produce evidence of their prior learning;

Students produce a letter of employment from their employers;

Students should be able to demonstrate evidence of their work experience; and Demonstrate a willingness to study

Focus on RPL for returning-to-learning youths and adults needs to be encouraged in collaboration with all relevant stakeholders in the labour market and the national learning system

Application Process
Step 1: Receiving of applications from students for the consideration of RPL for admission in a program of study;
Step 2: Assessment of Application - Assessment as part of RPL is a structured process for gathering and reviewing evidence and making judgments about a candidate's prior leaning and experience in relation to the procedures. Learners' work which contributes towards their claim for credit via the RPL process should be well verified with supporting documents.
Step 3: If individuals can produce relevant evidence that meets learning outcome requirements then, recognition can be given for their existing knowledge, understanding or skills. Awarding of the access to enrollment or otherwise is communicated to the students accordingly.

Selection Criteria
Have at least 5-10 years of work or industry experience
Basic qualification is relevant to the proposed field of study
Availability of certified copies of certificates and transcripts
Curriculum Vitae
Letter from the employer certifying work or industry experience
Students with a lower GPA will be provisionally enrolled in one course only
To progress further students will need to have a GPA of 3.0 or above.

Quality Assurance
The process of RPL is subject to the same standard of quality assurance and monitoring processes as any other form of learning and assessment;

Quality assurance of RPL is manifested by the establishment of, and adherence to, policies, standards, processes, and associated practices;

Standardized practices must grow within sectors, as a single approach does not necessarily work across different contexts;

The concept of quality in RPL must adhere to generally agreed quality assurance principles, including qualified personnel, fitness for purpose, transparency, and fair outcomes; and

Quality assurance of RPL must be undertaken with the explicit intention to protect the integrity of the processes and outcomes concerned

Responsibility and Approving Authority
- The Head of Department and the Dean are responsible for endorsing the document; and
- The Postgraduate Committee is responsible for monitoring compliance with the RPL Policy.
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REGULATIONS GOVERNING ACADEMICMISCONDUCT

1.0   What is Academic Misconduct?

Academic misconduct occurs where students use dishonest practices (such as cheating or plagiarism) in carrying out academic work (coursework, assignments or examinations). Minor academic offences are dealt with in the faculties. Serious cases are referred to the Student Disciplinary Committee, which reports to Senate.
All written work submitted for a course, except for acknowledged quotations, must be expressed in the student's own words, with proper referencing of borrowed ideas. Students must not submit course work that has been completed dishonestly using any of the dishonest practices described below.
Where a member of academic staff has reasonable grounds to believe that a student is guilty of academic dishonesty in coursework, assignments, research theses or examinations one or more of the penalties detailed in 3.0 below may be imposed.
Academic Dishonesty includes plagiarism, collusion and cheating when preparing coursework, assignments, research theses or sitting an examination.

i)   Plagiarism

Plagiarism is the copying of another person's creative work and using it as one's own – without explicitly giving credit to the original creator. Work copied without acknowledgement from a book, from another student's work, from the internet or from any other source is plagiarism.

Plagiarism includes the following:

1. Copying of the published or unpublished words of another writer without acknowledging the source using acceptable reference citation methods. Thus, to; 'cut and paste' from internet sources or 'lift' sentences, ideas and sections from a textual source qualifies as plagiarism.
2. Lifting or cutting and pasting extracts without quotation marks or appropriate acknowledgement of sources.
3. Paraphrasing of content and ideas without proper acknowledgement of the source.
4. The use of images, diagrams, photographs and material from blogs and social networks, without acknowledgement.
5. Copying part or all, of another student's assignment. In this instance, 'student assignment refers to a piece of academic work submitted for assessment purposes for any course, in past or current years at any educational institutional including UNIFIJI or any other university.

i)   Collusion

Collusion means working with someone else to deceive or mislead to gain an unfair academic advantage. It includes;

- Submission of a paper that has been written by an author other than the author credited for that piece of writing. This includes the use of paid services of a student, or any other person that has been solicited for that purpose.
- Facilitating or enabling another student to plagiarize in any way.

ii)   Cheating

Cheating involves acting in any way that directly contradicts the explicit rules and guiding principles of that form of assessment. It applies in any form of examination including short tests, quizzes and final examinations.

Cheating includes (inter alia):
- Doing anything to gain an unfair or illicit academic advantage in an examination;
- Possessing, referring to or having access to any material, or to access the internet 'crib 'notes or device containing information directly or indirectly related to the subject matter under examination other than what is explicitly approved for examination purposes;
- Using a cell phone to communicate with any other student or person inside or outside the examination venue;
- Copying from another student in a test or examination; enabling another student to cheat in a test or examination;
- Soliciting a person to sit a test or final examination in place of the student enrolled; sitting a test or final examination in the place of another student;
- Manipulation of scores in tests or examination or in any other form of assessment; and

- Enabling another student in any or a combination of any of the above.

Procedures for Dealing with Academic Misconduct

i)   Plagiarism or Collusion
1.   When a marker finds a student of plagiarism or collusion, the piece of academic work MUST be brought to the attention of the course coordinator concerned.
2.   The course coordinator will endeavour to locate the sources from which this student has plagiarized. If satisfied that the student has plagiarized, the course coordinator will collate the evidence of the breach for record purposes and submit the evidence at the earliest opportunity to the respective Deans. It will include a copy of the academic work and a list of sources, page numbers and/or copies of the plagiarized sources.
3.   The student will be notified by the Head of School and issued with an official letter stating the allegations and giving him/her the opportunity to present his/her case.
4.   If the Dean is satisfied that the student has engaged unknowingly in such behaviours, he/she may implement a penalty according to the provisions of 3.0 below.

ii)   Cheating
Every effort must be made to ensure that an acceptable test, examination and assessment environment is provided for such tasks. This includes an un crowded adequate seating arrangement and test supervision during such tasks.

1.   A student who is found in breach of the rules and regulations of the assessment task assigned shall be answerable initially to the coordinator of the course. The supervisor of the activity shall remove the student from the assessment task at the point of discovery and make a written complaint to the coordinator of the course.
2.   A proven case of cheating will be penalized according to the schedule in 3 below.

iii)   Mandatory use of Turnitin – plagiarism detection software
1.   Students are required to submit all written work through Turnitin via Moodle online to check their work for originality and to ensure that appropriate referencing and citation is used. Turnitin currently accepts the following file types for upload:
      - Microsoft Word™ (DOC and DOCX),
      - Corel WordPerfect®,
      - HTML,
      - Adobe PostScript®,
      - Plain text (TXT), Rich Text Format (RTF),
      - Portable Document Format (PDF), and
      - Microsoft PowerPoint (PPT, PPTX, and PPS).
2.   Students are actively encouraged to use Turnitin to check drafts of their written

work to improve their writing and guard against unintentional plagiarism. Submitting other students 'work is strictly not allowed.

3. All Turnitin reports will be reviewed. A score of 20% or more on Turnitin will trigger a discussion between the course coordinator and student with consequences if plagiarism is proven. In some cases work with a score of 20% or less can still contain significantly plagiarized content e.g. 10-15% from one source, to which penalties will apply if proven. For more information please visit http://www.UniFi-ji.ac.fj/index.php?id=2838

Penalties for Academic Misconduct

1. Any case of academic misconduct will be reported in writing to the course coordinator, Head of School, and Dean of Faculty.
2. The penalties imposed for proven cases of misconduct vary. Based on the seriousness of the case, the penalties include, but are not limited to:
    a. A written reprimand of the student from the Head of School;
    b. The requirement by the Head of School that the student complete further work, or repeat work, for the course.
    c. Deprivation of credit for a course, or for a component of assessment of the course, to which the academic misconduct relates, by the respective Deans.
    d. Cancellation of any previously-credited pass in a course associated with the offence, by the respective Deans.
3. Significant and repeat offences will be referred to the University's Student Discipline Committee, which can:
    a. Impose a fine not exceeding $500FJD
    b. Prohibit the student from using any of the University's library and computing network facilities for a period not exceeding twenty-eight days;
    c. Recommend to the Vice-Chancellor that a student's enrolment be suspended for any period and on terms considered necessary by the committee;
    d. Recommend to the Vice-Chancellor that the student's enrolment be terminated, i.e. expulsion from the University.

REGULATIONS GOVERNING COPYRIGHT

The University of Fiji has a legal obligation to ensure that all university staff is copyright compliant. All UNIFIJI staff is required to ensure that they are copyright compliant when using third party copyright material. As most course materials are prepared in Fiji, these Guidelines are based on the Fiji Copyright Act 1999. Students should follow the copyright laws of the country in which they are domiciled.

What is Copying.

Copying means reproducing or recording a work in any material form and includes storing(literary, dramatic, musical, or artistic works) in any medium by any means (e.g. CD Rom,DVD, computer). It does not include communicating the work or making it available online electronically - on an intranet or through Moodle.

When copying from a copyright work it is important that it is an accurate copy of the original. It should not be adapted or reformatted - this will infringe the rights of the author or the rights of the publisher in the typography of the work.

Copyright material can be freely used to set and answer questions for examination purposes and can be communicated online to candidates.

Copyright Compliance Procedures

1. Staff should provide a full bibliographic list of all collections of readings that are copied and provided for students at the beginning of the course book or reader in which they are contained. This should include the title of the work, the author and publisher, the country and year in which it was published, the ISBN (where possible), the pages copied and the number of pages in the work. While material copied for "criticism or review" does not need to be included in the bibliographic list of readings it must be only acknowledged in the course materials.
2. A notice should be provided indicating that the copy was made under the provisions of the Fiji Copyright Act 1999 or under license from rights holders or their agents. The notice must also state that the material may not be copied further without appropriate authority.
3. Where the copyright owner has indicated that the material can be freely copied for non commercial or educational purposes, this should be indicated on the bibliographic list provided in the course pack or reader. Similarly, where specific authority has been obtained to copy beyond the provisions of the Copyright Act, then this should be indicated here.
    CC – Creative Commons;
    CL - Copied under license;
    OA – Open Access;
    PD – Public Domain
4. Any copying or use of copyright works beyond these procedures must be cleared through the UNIFIJI Copyright.

THE HONORARY DEGREE OF DOCTOR OF THE UNIVERSITY

1. Council may award the Honorary degree of Doctor of the University.
2. 2 Normally, the Honorary Degrees Committee shall recommend as a candidate for an Honorary degree only a person who has an exceptional record of achievement.
3. There are six separate criteria against which nominations can be considered. Nominations can be made citing one or more than one of the following as appropriate:
   a. academic and scholarly distinction
   b. services to the arts and sciences
   c. work in areas of special educational concern to the University
   d. exceptional contribution to the educational or cultural well-being of society
   e. public services
   f. services to the University.
4. The work of nominees for the award of the Honorary Doctor of the University would normally be expected to have gained them national, regional and/or international standing and their work will normally have had a national or international impact that has been widely recognized as such by others working in the field.
5. The candidate should have a distinguished list of publications and long standing service contribution to education and the wider community.
6. However, the Committee may recommend to the Council as a candidate for Honorary degree a person whose distinction and achievement, though not fitting the categories above, manifests outstanding personal qualities that the Senate may wish to recognize and whose acceptance of an Honorary degree would bring acclaim to the University.
7. On occasion, candidates for Honorary degrees may be selected so as to reflect a theme that, in the opinion of the Council, is of importance to the University.

LIBRARY

Library Information and Regulations

The University of Fiji Libraries provide customer-focused, quality innovative services, information resources to support the teaching, learning and research needs of the University community in two Campuses, Saweni and Suva. Libraries are now furnished with new library technologies, to serve its users with latest information resources on Medical Sciences, Information Technology, Law, Business, Economics, Accounting, Language and Literature, and on other areas. Our users enjoy researching with unlimited full access to thousands of eJournals from ProQuest Central, LexisNexis Legal, JSTOR, HINARI and other online resources. These resources are accessible for any library users from any network.

Collection

The libraries maintain a wide range of collection of print resources on all areas of the study and research and on general readings as well. We maintain a strong reference collection. We have developed some valuable special collections also; some of our notable special collections are Pacific Collection, Hindi Collection, and i-Taukei Collection etc.

Facilities

Computer /internet: library is equipped with computer facilities to support the students in order to access the internet and growing number of web-based educational resources.

Regulations

1. Admission and Registration. Admission to the Library shall be conditional upon compliance with the regulations and rules of the Library and such directions as may be given from time to time by the University Librarian. The Library may be used by members of the University Council, registered students, University staff, and other classes of persons as may be determined by the University Librarian. Staff and students leaving the University are required to obtain clearance from the Library.
2. Borrowing Conditions. Borrowers shall observe the conditions of borrowing posted in the Library, which may be amended from time to time by the University Librarian.
3. No book or other item held by the Library may be borrowed without the loan of it having been officially recorded by the Library staff.
4. The University Librarian may recall items on loan, and they must then be returned within the time stated. Neglect of a Recall Notice shall be treated as a disciplinary matter. It may be reported to the University Discipline Committee, and/or may involve loss of Library privileges, and/or may incur a fine.
5. The borrowing of certain classes of books or other items held by the Library and of individual books may be restricted or prohibited. Such books or other items held by the Library shall be clearly marked by the Library to indicate the restrictions that have been placed upon them.
6. Borrowers shall be held responsible for books or other items held by the Library while in their charge and may be required to pay the cost of replacement, including a non-refundable administrative cost for items damaged or lost. If items are returned after being declared lost, an overdue fine is levied, and any replacement payment will only be refunded within 30 days of the declaration.
7. No item(s) belonging to the Library shall be privately lent by any borrower. Borrowers in whose names those items have been issued shall be held responsible for their safe-keeping.
8. At the end of each borrowing period, by the date stamped in the book for this pur-

pose, borrowers shall return all books issued to them or make formal application at the Library for renewal of the loans. The Library shall be under no obligation to notify borrowers when books or other items held by the Library are overdue. Failure to return or renew an overdue book or other items shall be treated as a disciplinary matter and shall involve the imposition of a fine. A fine for overdue items shall be charged.

9. After accumulating a maximum amount in fines, borrowing privileges shall be withdrawn until the whole fine is paid. Library clearance, for examination results or withdrawal from courses, shall not be given until all Library items are returned and charges paid.

10. Items on loan may be reserved by a reader, and on return to the Library will be held for seven days after which they will be returned to the collection by Library staff if not claimed.

Other Conditions of Library Use:

1. Silence shall be observed in the Library. Any person who fails to observe the rules on noise control in the Library will be fined on the first two occasions by the authority of the University Librarian. Borrowing privilege shall automatically cease on the imposition of the fine. This privilege will be restored upon payment of the fine. On the third occasion, a thirty-day debarral period from the Library will be imposed.

2. Smoking, the consumption of food and drink, and the use of matches, open lights, mobile telephones and personal stereos is not permitted. Laptops are permitted in the Library but only with the permission of the University Librarian, which permission may not be unreasonably denied. When allowed, laptops are strictly for the purposes of study; playing of music, games or movies on laptops is not permitted.

3. Mobile telephone users must switch off their telephones before entering the Library. Penalties apply.

4. Bags, briefcases, outdoor clothes, parcels and umbrellas, shall be left in designated areas.

5. The Library shall reserve the right to remove personal belongings of readers that are left in the Library and shall not be held responsible in the case of loss of such belongings. Valuables such as money, jewellery, etc. must not be left unattended. The University does not accept responsibility for the loss of any such item.

6. The charge for the replacement of a lost or damaged (i.e. marked, defaced or mutilated) book or other items held by the Library shall consist of the current value of a new copy, as well as the fine due for last return and a non-refundable administrative charge. If the replacement value cannot be determined, there is a standard fee charged for a Social Science and Humanities title and another for a Science title.

7. Persons leaving the Library shall allow books, papers and other possessions to the examined by the staff at the exit control point.

8. Books or other items taken from the shelves for consultation in the Library must not be re-shelved by readers, but must be left either on the tables or in the special places reserved for them to be re-shelved by the Library staff.

Inter-Library Loans.

1. Readers for whom books or other items have been borrowed from other libraries shall comply with the loan conditions imposed by the lending libraries.
2. Opening Hours. Hours of opening shall be approved by the University Librarian and may be amended at his/her discretion. Notices of opening hours shall be prominently displayed in the Library.
3. External Borrowers. Classes of persons other than registered students and University staff are registered as External Borrowers of the Library upon the payment of appropriate fees as specified in the fee schedule of the University.
4. Registration of Readers. The presentation by a reader of a valid borrower identity card shall be sufficient proof of her/his entitlement to borrow from the Library. A valid borrower ID card is, for students and staff, the University identity cards, and for all other borrowers, the cards issued to them by the Library.
5. Borrowing Periods. Materials held by the Library shall be available for loan for periods and conditions as displayed at the issue desk. The University Librarian may recall items on loan at any time, and such books or other items held by the Library shall be returned within one week from the date of the recall notice, subject to the provision that they need not be returned until they have been on loan for one week.

The category and number of items issued per category is specified below:

Students: Three (3) books from the general collection for up to seven (7) days, one (1) book from the Reserve collection an overnight.

Academic Staff: Seven (7) books from the general collection for up to 3 months; one (1) book from the Reserve Collection for up to Seven (7) days.

Non-Academic Staff: Three (3) books from the general collection for up to Fourteen (14) days, one (1) book from the Reserve collection for an overnight.

Return
Books will be issued with a return date and this is the official notification to the borrower for the date on which the books should be returned.

An item loan may be renewed on the condition that the material is not reserved by any other user.

Recall

An item on loan can be recalled by the library staff at any time.

Reservation

A book on loan may be reserved by users at any time.

It is the user's responsibility to check for the availability of the resources at the issue desk.

Circulation of Books: Readers shall borrow items held by the Library on production of a valid borrower's identity card.

1. Each item borrowed shall be stamped at the issue desk with the due date. This stamp constitutes the official notification to the reader of the date by which the item(s) must be returned.
2. When an item is returned it must be handed in at the appropriate point in the Library.
3. The Library shall not be responsible for items which are returned without formal cancellation of their issue, whether the items are returned directly to the shelves or left anywhere else in the Library.
4. The loan and return of Library materials shall cease at the issue desk at the time specified by the Library. All readers must vacate the Library 15 minutes before closing time.

Databases. A database is a collection of information in electronic format that is organized in a manner that allows a user to easily retrieve information about its individual entries. Databases are usually collections of journal, magazine, articles, dissertations, reviews, abstracts etc. The UniFiji Library accesses to more than 15,000 online journals though various databases.

ProQuest Central. The Library subscribes to ProQuest Central, the largest multidisciplinary database with over 12,800 titles in full-text. It serves as the central resource for study and research at the University. This enables the library users to access ABI/IN-FORM (world's class business journal database), Accounting and Tax (a comprehensive coverage), Business Monitor International (BMI) Industry Reports, over 1250 international newspapers, reference materials and so on.

JSTOR. With more than 2300 academic journals and over 1 million images, letters, and other primary sources, JSTOR provides trusted sources for academic content. This includes academic journals across the humanities, social sciences, and sciences, as well as selected monographs and other materials valuable for academic work.

LexisNexis Legal. We provide our patrons access to 80,000 legal documents like cases,

legislations, etc. to do their study and research on Law.

For Library fines, refer to 'Other Fees and Charges'

Information and Communications Technology (ICT) Policy
This policy apply to all clients of ICT resources and ICT equipment owned, leased, or rented by the University of Fiji. It also applies to any person connecting personal equipment to the University network from any location. This includes, but is not limited to:
All students;
Academic, visiting academic and non-academic staff;
Guests of University staff; and
External individuals or Organizations.

ICT equipment includes, but is not limited to:
Wireless access cards, network interfaces and dialup modems;
Desktop, notebook, mobile devices and personal digital equipment;
Peripheral devices such as printers, scanners;
Servers; and
Networking equipment and communications networks used to link these components together and to the Internet.
As a condition of using the University of Fiji's ICT resources, you agree that you will comply with all copyright and other intellectual property laws and agreements.

You also agree that in using the system you will not violate any civil or criminal laws.

Furthermore, you agree to indemnify and protect the University (and its representatives) from any claim, damage, or cost related to your use of the University's ICT resources.

Use of ICT facilities is at all times subject to the conditions and constraints relating to their use in terms of University security, privacy, copyright, confidentiality policies, standards, and guidelines.

Unauthorized Use
1. You agree not to share passwords that are provided for access to University services.
2. You agree not to use a computer account that does not belong to you.
3. You agree to refrain from any activity that intentionally interferes with a computer's operating system or its logging and security systems, or that may cause such effects.

4. You shall be sensitive to the public nature of computer systems and refrain from transmitting, posting, or otherwise displaying material that is threatening, obscene, discriminating, harassing or defamatory.
5. You agree not to make copies of, or distribute, software the University owns or uses under license, unless permission to copy has been specifically granted by the owner of the software or the owner of the license. If in doubt as to whether you have permission to copy software, assume you don't.
6. You agree not to create, alter, or delete any electronic information contained in any system associated with University ICT resources that is not part of your own work.
7. You shall not use University of Fiji's ICT resources as a means of obtaining unauthorized access to any other computing systems.
8. You agree not to intentionally access, download, store, or distribute material of a pornographic nature other than with the approval from an authorized University Officer for research related purposes.
9. You agree not to perform any monitoring, scanning or "sniffing" of the University ICT network unless authorized by the Manager Information Technology Services.

Unauthorized Personal Use

1. Unauthorized use of Information Communication Technology includes, but is not limited to:
2. Infringing the copyright or other intellectual property right of the University or third parties
3. Scanning and/or printing resources protected by copyright
4. Disrupting communication and information devices through such means as mass emailing or transmitting files which place an unnecessary burden on University resources.
5. Disrupting or interfering with the use of Information Communication Technology
6. Effecting security breaches of network communication - security breaches include, but are not limited to, accessing data of which the client is not an intended recipient, and logging in to a server or account that the client is not authorized to access
7. Executing any form of unauthorized network monitoring
8. Circumventing user authentication or security of any host, network, or account
9. Without authority: destroying, altering, dismantling, disfiguring, preventing rightful access to, or otherwise interfering with, the integrity of Information Communication Technology
10. Accessing offensive internet sites.
11. Storing of non-academic related material in the network drive share allocated.

Users may not use the internet or email access to:
1. Download, distribute, store or display pornographic and other offensive graphics, images or statements, or other material obtained from offensive internet sites
2. Download, distribute, store or display material that could cause offence to others (for example, offensive material based on sex, gender, ethnicity or religious and political beliefs)
3. Download and store illegal music, videos and software.
4. Download large amounts of material for personal use
5. Download information for external Organizations or the general public, without Authorization
6. Distribute chain letters
7. Distribute defamatory, obscene, offensive, or harassing messages
8. Distribute confidential information without authority
9. Distribute private or personal information about other people without Authorization
10. Distribute messages anonymously, using a false identity, or using another person's user or email details.

Malware (Virus and Spyware)
1. Scan any removable media (USB flash drives, External hard-disks etc.) prior to using them or copying any program files contained on removable media to the University computers.
2. Electronic mail messages and Internet file transfers may contain files that could potentially carry malware. Scan these files prior to using them on the computer.
3. If your computer is infected or suspect that your computer may be infected by malware, contact the IT Services helpdesk immediately so that measures can be taken to remove the malware and identify any other affected computers and storage media.

Violations
Any suspected violations should be reported to the IT Services office immediately. Violation of this policy may result in fines and suspension of your ICT services and may also lead to disciplinary actions by the University.

Counselling Service
UniFiji offers a free and confidential counselling service to all its students and staff. The counselling service provides non-judgmental counselling assistance to enable students and staff to address issues that may have prevented them from fully participating in their academic performances or work. The service aims to assist students and staff in fulfilling their academic, personal and social goals through group programmes for common issues and individual counselling.

The counselling centre is located at the Saweni Campus. Its services are also available

to students and staff of the UniFiji Suva campus for two days at the end of every month and at other times on a need basis. Any personal issues of concern or any troubling matters can be raised with the counsellor. Every issue will be kept strictly confidential and the counsellor will not release any information either verbally or in writing without prior consent of the individual.

UniFiji Student Loan/Scholarship Scheme

This is an internal scheme largely financed through contributions from individual, families and business houses on a private basis. It had a humble beginning and remains so, although has the potential to grow should people's interest in educating the poor increase. To ensure the success of the scheme the Founder – Arya Pratinidhi Sabha of Fiji amongst others has contributed $383,840.

The loan scheme operates on a borrow-to-study and work-to-pay philosophy. No interest is charged to the borrower; however, a binding undertaking is required from an acceptable guarantor. Although the scheme has financial limitations, it continues to assist many students annually, thanks to the continued support and generosity of the people.

The Scholarship to students is privately sponsored by business houses annually in specific areas of studies and prominent amongst these is Lalita Jeraj Trust.

Students can apply for financial assistance from the UniFiji Loan Scheme at the beginning of Semester 1 every year. This loan scheme presently caters for students enrolled in one employable qualification at the undergraduate level at UniFiji. Application forms and other information are available during enrolment. Selection is based on the applicant's household income, household membership, social stability and academic performance. Full or partial financial assistance towards the payment of tuition fees may be granted per semester.

The University of Fiji Fees Structure 2017

COURSE LEVEL	SUBJECT AREA	Fiji Citizens & Citizens of Pacific Islands Forum Countries(Except Australia & New Zealand)	Citizens of Other Countries
UNDERGRADUATE COURSES			
100 Level Courses	Accounting & Finance	450	900
	Information Technology/ Business Informatics	450	900
	Economics	430	860
	Education	350	700
	Itaukei Studies	320	640
	Hindi Studies	320	640
	Language, Literature & Communication	350	700
	Law	500	1,000
	Management	360	720
	Mathematics	310	620
	Science	400	800
	University Wide Programme	380	760
200 Level Courses	Accounting	600	1,200
	Information Technology/ Business Informatics	520	1,040
	Economics	530	1,060
	Education	350	700
	Itaukei Studies	380	760
	Hindi Studies	380	760
	Language, Literature &Communication	410	820
	Law	680	1,360
	Management	530	1,060
	Mathematics	450	900
	Science	580	1,160
	University Wide Programme	500	1,000

	Accounting	650	1,300
	Information Technology/ Business Informatics	550	1,100
	Economics	650	1,300
	Education	380	760
300 Level Courses	Itaukei Studies	550	1,100
	Hindi Studies	550	1,100
	Language, Literature & Communication	600	1,200
	Law	750	1,500
	Management	620	1,240
	Mathematics	630	1,260
	Science	640	1,280
	University Wide Programme	550	1,100
PRE DEGREE COURSES (FOUNDATION)			
	Accounting	320	640
	English	320	640
	Science	320	640
	Computer	320	640
	Economics	320	640
	Fijian	320	640
	Geography	320	640
	Hindi	320	640
	History	320	640
	Information Technology	320	640
	Mathematics	320	640
	Physics	320	640
POSTGRADUATE COURSES			
	Masters In Nursing Courses	1,200	2,400
	Post Graduate Diploma in Professional Accounting Courses	950	1,900
	Post Graduate Diploma in Education Courses	780	1,560
	Post graduate Diploma in Educational Leadership Courses	780	1,560
	Master of Business Administration	1,200	2,400
	Any Post Graduate Unit	780	1,560

Full Time Thesis ($1900/SEM)	3,800	7,600
Part Time($950/SEM)	1,900	3,800
Masters of Law (Coursework)	900	1,800
Masters of Law (Thesis Part Time)	1,900	3,800
Masters of Law (Thesis Full Time)	950	1,900
Doctor of Education (Thesis)	1,900	3,800
Doctor of Education (Course Work)	1,900	3,800
Graduate Diploma in Legal Practice	7,000	14,000

MEDICAL PROGRAMME			
Year 1	MBBS	13,500	27,000
Year 2	MBBS	13,500	27,000
Year 3	MBBS	13,500	27,000
Year 4	MBBS	14,000	28,000
Year 5	MBBS	14,000	28,000
Year 6	MBBS	14,250	28,500

OTHER FEES & CHARGES

		2017	2017
		Fiji Citizens & Citizens of Pacific Islands Forum Countries (PIFC) (except Australia & New Zealand)	Citizens of Other Countries (including Australia & New Zealand)
		Fees (FJD)	Fees (FJD)
General Service Fees (Non Refundable)	For those taking 3 or more Courses per semester	75.00	450.00
	For those taking less than 3 Courses per semester	45.00	270.00
Personal Accident Premium	MBA Students per Trimester	50.00	300.00
	Per Year	10.00	10.00
Student Association Fees	Charged per semester/ Trimester.	20.00 10.00 (P/T)	20.00 10.00 (P/T)

Enrolment Penalties	Late Registration	50.00	50.00
	Revalidation of Enrolment	50.00	50.00
Course Withdrawal	Penalty of 25% of course fee per week if withdrawal after second Friday of Semester.		
	No refund for withdrawal after the end of 5th week of the semester		
Student Academic Services Fees	Official Academic Transcript- Second and subsequent Copies	15.00	15.00
	Replacement of Academic Certificate	65.00	65.00
	Notification of Examination Results- Second and subsequent Copies	3.00	3.00
	Reconsideration of course grade- Refundable 50%	60.00	60.00
	Special Examination per course	50.00	50.00
	Appeal for Cross Credit	40.00	40.00
	Confirmation Letter, etc.	5.00	5.00
	Course Auditing Fee is 50% of normal tuition fee for all categories		
Library Penalties	Overdue Items		
	Students First day/Item	1.00	1.00
	Students Per day/Item thereafter	0.50	0.50
	Staff First day/Item	2.00	2.00
	Staff Per day/Item thereafter	1.00	1.00
	Lost Items		
	$20 Administration Charges plus cost of book		
	Noise Penalties		
	First Offence	20.00	20.00

	Second Offence	30.00	30.00
	Mobile Phones which rings in Library	20.00	20.00
Computer Lab Penalties	Disobeying Lab Rules		
	First Offence	10.00	10.00
	Second Offence	20.00	20.00
	Third Offence	30.00	30.00
	Password Resetting	0.50	0.50
Finance & Facilities	Locker Hire Per year $10 is refundable	30.00	30.00
	Replacement ID card	20.00	20.00
	Receipts-Second and subsequent Copies	5.00	5.00
	Dishonoured Cheque As per bank charges		
	University Calendar	20.00	20.00
	Hire of Academic Gowns	55.00	55.00
	Printing/Photocopying		
	Black & White Per Page	0.15	0.15
	Colour Per page	1.30	1.30
	Scan	1.00	1.00

UniFiji

Contact Details:
The University of Fiji
Private Mail Bag
Lautoka
Fiji Islands

Website: www.unifiji.ac.fj
Email: info@unifiji.ac.fj

Saweni Campus
Telephone: (679) 664 0600
Mobile: (679) 999 9100/5276
Fax: (679) 664 0700

Suva Campus
PO Box 4245
Samabula
Telephone: (679) 337 3614
Mobile: (679) 999 9111/5277
Fax: (679) 337 1084