UniFiji

The University of Fiji

2018

HANDBOOK & CALENDAR

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

IMPORTANT NOTICE

The information contained in this Handbook & Calendar is correct at the time of publication. The University reserves the right to change the information at any time without notice.

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2018 – PRINCIPLE DATES

JANUARY

1	Monday	New Year's Day (Public Holiday)
2	Tuesday	
3	Wednesday	
4	Thursday	
5	Friday	
6	Saturday	
7	Sunday	
8	Monday	Senior Policy Group Meeting
9	Tuesday	
10	Wednesday	
11	Thursday	
12	Friday	Senate Meeting
13	Saturday	
14	Sunday	
15	Monday	
16	Tuesday	
17	Wednesday	Postgraduate Committee Meeting
18	Thursday	
19	Friday	
20	Saturday	
21	Sunday	
22	Monday	Senior Policy Group Meetings
23	Tuesday	
24	Wednesday	UniFiji Staff Orientation
25	Thursday	
26	Friday	Library Advisory Committee Meeting
27	Saturday	
28	Sunday	
29	Monday	MBA Trimester 1 Enrolment/Counselling-both campuses Student Counselling & Registration Starts - Saweni/Suva
30	Tuesday	Student Counselling & Registration
31	Wednesday	Student Counselling & Registration

FEBRUARY

1	Thursday	Student Counselling & Registration
2	Friday	Student Counselling & Registration
3	Saturday	Student Counselling & Registration
		MBA Trimester 1 Enrolment/Counselling
		(both campuses)
4	Sunday	
5	Monday	**Semester 1 starts**
		Students Orientation at both Campuses
		MBA Trimester 1 Begins
6	Tuesday	**Lectures Begin at both Campuses**
7	Wednesday	
8	Thursday	ICT Committee Meeting
9	Friday	
10	Saturday	
11	Sunday	
12	Monday	GDLP Modules Begin
		BNur (in-service) Trimester 3 begins
13	Tuesday	
14	Wednesday	Research Committee Meeting
15	Thursday	
16	Friday	**Last day for withdrawal** from Courses/
		Programmes with fees, if paid.
		Last day for change of Courses.
		Last day for payment of fees or payment
		arrangements with Finance Office
17	Saturday	
18	Sunday	
19	Monday	Senior policy Group Meeting
20	Tuesday	
21	Wednesday	Postgraduate Committee Meeting
22	Thursday	
23	Friday	
24	Saturday	
25	Sunday	

26	Monday	External Advisors Committee Meeting
27	Tuesday	
28	Wednesday	

MARCH

1	Thursday	First meeting of the Graduations Commitee
2	Friday	Last day for applications for UniFiji Students Loans Scheme.
3	Saturday	
4	Sunday	
5	Monday	Senior Policy Group Meeting
6	Tuesday	
7	Wednesday	Publications Committee Meeting
8	Thursday	
9	Friday	Senate Meeting
10	Saturday	Physical Planning & Finance Committee Meetings
11	Sunday	
12	Monday	
13	Tuesday	
14	Wednesday	Research Committee Meeting
15	Thursday	
16	Friday	
17	Saturday	
18	Sunday	
19	Monday	Senior Policy Group Meeting
20	Tuesday	
21	Wednesday	
22	Thursday	Second Meeting of the Graduation Committee
23	Friday	
24	Saturday	Council Meeting

25   Sunday
26   Monday   Students Loans Committee Meeting
27   Tuesday
28   Wednesday   Postgraduate Committee Meeting
29   Thursday   Medals and Prizes Committee Meeting
30   Friday   Good Friday (Public Holiday)
31   Saturday

APRIL

1   Sunday
2   Monday   Easter Monday (Public Holiday)
                  Mid Semester Break begins
3   Tuesday
4   Wednesday
5   Thursday   Rehearsal for Graduation
6   Friday   **April Graduation**
7   Saturday
8   Sunday
9   Monday   Semester 1 restarts
                  Senior Policy Group Meeting
10   Tuesday
11   Wednesday
12   Thursday
13   Friday
14   Saturday
15   Sunday
16   Monday
17   Tuesday
18   Wednesday   Research Committee Meeting
19   Thursday
20   Friday
21   Saturday
22   Sunday
23   Monday   **MBA Trimester 1 Study Break begins**

		Senior Policy Group Meeting
24	Tuesday	
25	Wednesday	Postgraduate Committee Meeting
26	Thursday	
27	Friday	
28	Saturday	**BNur (in-service) Trimester 1 begins** **MBA Trimester 1 study break ends**
29	Sunday	
30	Monday	**MBA Trimester exams begin**

MAY

1	Tuesday	
2	Wednesday	
3	Thursday	
4	Friday	**MBA Trimester 1 ends**
5	Saturday	
6	Sunday	
7	Monday	**MBA Trimester Break begins** Senior Policy Group Meeting
8	Tuesday	
9	Wednesday	
10	Thursday	
11	Friday	Senate Meeting
12	Saturday	
13	Sunday	
14	Monday	MBA Trimester II enrolment & Counsel ling begins
15	Tuesday	
16	Wednesday	Research Committee Meeting
17	Thursday	
18	Friday	
19	Saturday	MBA Trimester II Enrolment & Counsel- ling ends
20	Sunday	

21	Monday	Senior Policy Group Meeting **Semester I study break begins** **MBA Trimester II begins**
22	Tuesday	
23	Wednesday	Postgraduate Committee Meeting
24	Thursday	
25	Friday	**Semester I study break Ends** BNur(in-service) Trimester 3 ends
26	Saturday	
27	Sunday	
28	Monday	**Semester 1 Final Exams Begin**
29	Tuesday	
30	Wednesday	
31	Thursday	

JUNE

1	Friday	
2	Saturday	
3	Sunday	
4	Monday	Senior Policy Group Meeting
5	Tuesday	
6	Wednesday	
7	Thursday	
8	Friday	
9	Saturday	Physical Planning & Finance Committee Meetings **Semester I exams end**
10	Sunday	
11	Monday	**Semester I break begins**
12	Tuesday	
13	Wednesday	
14	Thursday	UniFiji Open Day
15	Friday	UniFiji Open Day
16	Saturday	UniFiji Open Day

17	Sunday	
18	Monday	Senior Policy Group Meeting
19	Tuesday	
20	Wednesday	Research Committee Meeting
21	Thursday	
22	Friday	
23	Saturday	Council Meeting
24	Sunday	
25	Monday	Senate to receive BOS reports & deliberate on Student's Performance
26	Tuesday	National Sports Day (Public Holiday)
27	Wednesday	Postgraduate Committee Meeting
28	Thursday	
29	Friday	
30	Saturday	**Semester I break ends**

JULY

1	Sunday	
2	Monday	Semester 2 Student Counselling & Registration Saweni/Suva
3	Tuesday	Semester 2 Student Counselling & Registration
4	Wednesday	Semester 2 Student Counselling & Registration
5	Thursday	Semester 2 Student Counselling & Registration
6	Friday	Semester 2 Student Counselling & Registration
7	Saturday	Semester 2 Student Counselling & Registration
8	Sunday	
9	Monday	**Semester II begins with student's Orientation**

10	Tuesday	**Lectures begin at both Campuses**
11	Wednesday	
12	Thursday	
13	Friday	
14	Saturday	
15	Sunday	
16	Monday	Senior Policy Group Meeting
17	Tuesday	
18	Wednesday	Research Committee Meeting
19	Thursday	
20	Friday	Last Day for withdrawals from Courses with tuition Fees, if paid. Last day for change of Courses Last day for payment of fees or payment arrangements with Finance Office
21	Saturday	
22	Sunday	
23	Monday	ICT Committee Meeting
24	Tuesday	
25	Wednesday	Postgraduate Committee Meeting
26	Thursday	
27	Friday	
28	Saturday	
29	Sunday	
30	Monday	Senior Policy Group Meeting
31	Tuesday	

AUGUST

1	Wednesday	Library Advisory Meeting
2	Thursday	
3	Friday	
4	Saturday	
5	Sunday	
6	Monday	Students Loans Committee Meeting MBA Trimester II study break begins

7	Tuesday	
8	Wednesday	
9	Thursday	
10	Friday	Senate Meeting
11	Saturday	MBA Trimester II study break ends
12	Sunday	
13	Monday	Senior Policy Group Meeting
		MBA Trimester II exams begin
14	Tuesday	
15	Wednesday	Research Committee Meeting
16	Thursday	
17	Friday	Staff Review/Promotions Committee Meeting
18	Saturday	MBA Trimester II exams end
19	Sunday	
20	Monday	Mid-semester break begins
		MBA Trimester II break begins
21	Tuesday	
22	Wednesday	
23	Thursday	
24	Friday	Mid-semester break ends
25	Saturday	
26	Sunday	
27	Monday	Semester II restarts
		Senior Policy Group Meeting
		MBA Trimester III enrolment/counselling begins
28	Tuesday	
29	Wednesday	Postgraduate Committee Meeting
30	Thursday	
31	Friday	

SEPTEMBER

1	Saturday	MBA Trimester III enrolment/counselling end

2	Sunday	
3	Monday	MBA Trimester III Begins
4	Tuesday	
5	Wednesday	
6	Thursday	
7	Friday	Constitution Day Public Holiday
8	Saturday	Physical Planning & Finance Committee Meetings
		BNur (in-service) Trimester 1 ends
9	Sunday	
10	Monday	Senior Policy Group Meeting
		BNur (inservice) Trimester 2 begins
11	Tuesday	
12	Wednesday	
13	Thursday	
14	Friday	
15	Saturday	
16	Sunday	
17	Monday	
18	Tuesday	
19	Wednesday	Research Committee Meeting
20	Thursday	
21	Friday	
22	Saturday	Council Meeting
23	Sunday	
24	Monday	Senior Policy Group Meeting
25	Tuesday	
26	Wednesday	Postgraduate Committee Meeting
27	Thursday	
28	Friday	Sir Moti Tikaram Public Lecture
29	Saturday	
30	Sunday	

OCTOBER

1	Monday	

2	Tuesday	
3	Wednesday	Postgraduate Committee Meeting
4	Thursday	
5	Friday	Senate to receive BOS Reports for students completing their programme of studies in Semester 1 for December graduation.
6	Saturday	
7	Sunday	
8	Monday	Senior Policy Group Meeting
9	Tuesday	
10	Wednesday	Fiji Day (Public Holiday)
11	Thursday	
12	Friday	Senate Meeting
13	Saturday	
14	Sunday	
15	Monday	
16	Tuesday	
17	Wednesday	Research Committee Meeting
18	Thursday	
19	Friday	
20	Saturday	
21	Sunday	
22	Monday	Senior Policy Group Meeting
23	Tuesday	
24	Wednesday	Postgraduate Committee Meeting
25	Thursday	
26	Friday	Semester 2/18 Final Exams begin
27	Saturday	
28	Sunday	
29	Monday	
30	Tuesday	
31	Wednesday	

NOVEMBER

1	Thursday	First Meeting of Graduation Committee
2	Friday	
3	Saturday	
4	Sunday	
5	Monday	Senior Policy Group Meeting
6	Tuesday	
7	Wednesday	Deepawali (Public Holiday)
8	Thursday	
9	Friday	Academic Year Ends
10	Saturday	
11	Sunday	
12	Monday	
13	Tuesday	
14	Wednesday	Research Committee Meeting
15	Thursday	Second Meeting of Graduation Committee
16	Friday	Senate Meeting
17	Saturday	
18	Sunday	
19	Monday	Senior Policy Group Meeting MBA Trimester III study break begins
20	Tuesday	
21	Wednesday	The Prophet Mohammed's Birthday (Public Holiday)
22	Thursday	Medals & Prizes Committee - UPSM Graduands only
23	Friday	Senate to receive BOS report for Medical Students for December Graduation
24	Saturday	Physical Planning & Finance Committees Meeting MBA Trimester III study break ends
25	Sunday	
26	Monday	MBA Trimester III exams begins
27	Tuesday	

27 Tuesday
28 Wednesday   Postgraduate Committee Meeting
29 Thursday
30 Friday

DECEMBER

1   Saturday   MBA Trimester III exams end
2   Sunday
3   Monday   Senior Policy Group Meeting
                       MBA Trimester III break ends
4   Tuesday
5   Wednesday
6   Thursday
7   Friday   December Graduation
8   Saturday   Council Meeting
9   Sunday
10 Monday
11 Tuesday
12 Wednesday   Research Committee Meeting
13 Thursday
14 Friday   Senate to receive BOS reports & to
                       deliberate on Student's Performance
15 Saturday
16 Sunday
17 Monday   Senior Policy Group Meeting
18 Tuesday
19 Wednesday   Postgraduate Committee Meeting
20 Thursday
21 Friday   BNur (in-service) Trimester 2 ends
22 Saturday
23 Sunday
24 Monday
25 Tuesday   Christmas Day (Public Holiday)
26 Wednesday   Boxing Day (Public Holiday)

27   Thursday
28   Friday
29   Saturday
30   Sunday
31   Monday   Senior Policy Group Meeting

THE UNIVERSITY OF FIJI

The University of Fiji was established in December 2004 by the Arya Pratinidhi Sabha of Fiji and opened its doors to students in 2005. The University has two campuses and five academic schools; School of Business and Economics, School of Humanities and Arts, School of Law, School of Science and Technology and Umanand Prasad School of Medicine & Health Sciences. The University also has Centres of Excellence devoted to Climate Change, Energy, Environment and Sustainable Development (CCEESD), ITaukei Studies (CIS) and Smart Technologies (CST).

The University is now a recognized provider of higher education in Fiji, and is governed by a Council comprising the leading education stakeholders in Fiji, as well as prominent community and business leaders. The University's development is being funded by the sponsor, the Arya Pratinidhi Sabha of Fiji, a body which has operated in the country for more than a century providing quality primary, secondary and religious education. The Government has also been very generous in providing grants to the University and scholarships/loans to our students in the past eight years. On March 5 2015 UniFiji celebrated its 10 years of existence and service to Fiji.

Vision
The University of Fiji will gain international recognition for academic excellence in its production of new knowledge and innovation through its transformative impact on society.

Mission

- To provide lifelong learning opportunities to all through a student-friendly environment with creative thinking and innovative values to advance knowledge-based development.
- To offer quality, research-based, relevant, disciplinary, interdisciplinary and trans-disciplinary learning and teaching to provide new knowledge and innovation in problem solving.
- To create and advance public engagement with the local community, industry, governmental agencies, and international bodies for collaborative and partnership-type research projects and research-based education.

- To value academic freedom and foster UniFiji's role as a critic and conscience of society.
- To be a model employer, showing respect to staff and promoting their welfare and development.
- To strive for the best possible international governance practices to enhance transparency and accountability in policy formulation and implementation on academia, finance, human resources, information technology services, local and international student experience, and facilities.
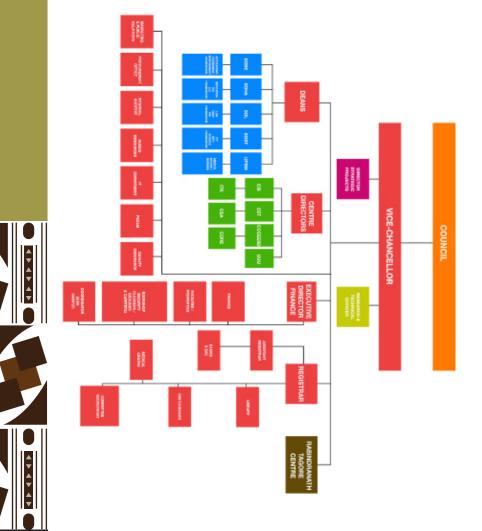
Core Values

The principles of The University of Fiji soar up its decisions and actions in terms of intra-university and inter-university relations, inclusive of international partnerships, to fulfill the mission and achieve the vision of the institution.

The principles of The University of Fiji are as follows:

- **Innovative**–The University of Fiji supports innovation and reforms that will fulfil its mission, advance its vision, and integrate its values by encouraging personalized learning and pedagogy that recognizes living and learning in a technology-rich world;
- **Flexible** –The University of Fiji promotes flexibility in the pursuit of theoretical and practical knowledge while encouraging a life well-lived, a lifelong philosophy of informed, creative thinking to meet evolving challenges and opportunities;
- **Affordable**–The University of Fiji is considerate of the socio-economic status of the students and offers an affordable learning environment. The University demonstrates this commitment by sustaining low tuition fees and offering structured payment plans;
- **Contemporary**–The University of Fiji is contemporary in nature and offers exciting programs that will equip students with the skills, knowledge and experience to support the next generation of children and young people; and
- **Futuristic–**The University is futuristic in scope and endeavours to integrate technologies,engaging students in ways not previously conceivable, creating new learning and teachingpossibilities, enhancing achievement and extending interactions with local and global communities.

ORGANIZATIONAL STRUCTURE AND UNIVERSITY GOVERNANCE

The University is governed by an organizational structure captured in the Decree (Act), and as approved by Council. Decision making at the University occurs through the Council and the 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) QU-UK FRSPH

Registrar
Ambassador Kamlesh Arya, PTC. *NTC*, Dip Edu Adm., B.A. *S.Pac*., DipIR. *Clyde,* G Dip Sp Ed. *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. Balwant Singh
Mr. Arun Padarath	Mr. Chandra Sen
Mr. Ravindra D Varman	
Mr. Parnesh Sharma	
Mr. Jagdish Chand	

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 Teachers 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
Mr. Netani Druavesi, Fijian Teachers Association

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. Anusek Kumar (President of the Students Association)

Elected Member (Section 13(3) of Decree)
A member elected by and from among the non-professorial staff members:
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
Dr. Rajnesh Sant	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

(Committee has 2 vacancies and nominations need to be made of people from outside of University Community)

Secretary - A member of the Registrar's Staff

In Attendance

Vice-Chancellor
Registrar
Executive Director Finance
Internal Auditor

FINANCE COMMITTEE

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

Pro-Chancellor
Vice-Chancellor

Council members
Mr. Parnesh Sharma
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
Dr. Rajnesh Sant
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
Manager IT
Procurement Officer

SCHOLARSHIPS AND LOANS COMMITTEE

Pro-Chancellor (Chair)
One Member of Council
One Member of Senate
Executive Director Finance (proposed inclusion for reasons of financial matters)
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
Mr. Arun Padarath/Dr. Rajnesh Sant
Mr. Ravindra Varman (alternate)

A Centre Director
Registrar
Executive Director Finance

A staff member elected from among academic and academic-related staff

Secretary - Human Resources Manager

TENDER COMMITTEE

Pro-Chancellor (Chair)
Vice-Chancellor

A member of Council
Dr. Rajnesh Sant

Chair of PPDC
Chair of Finance Committee

Secretary - A member of the Registrar's staff

In Attendance
Registrar
Executive Director Finance
Procurement Officer

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

Vacant

Student Representative
A student representative appointed by the Student Council

Vacant

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
Director Strategic Planning

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
1. A/Prof. Wahab Ali
2. Vacant

A Centre Director

Secretary - A member of Registrar's staff

In Attendance - Research & Technical Officer

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 Academic Term course
Full-time senior technical staff and demonstrators in the School
Manager IT
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

In Attendance
UniFiji electrician
UniFiji Plumber

GRADUATION ORGANIZING COMMITTEE

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

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 RECIPIENTS

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, President of the Republic of the Fiji Islands (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
Ambassador Ravineet Sami, M.A *TT*, PGDip (Bus. Admin) *S.Pac*, Dip. *CIPS*, PGCert. *S.Pac*. PGDip (Bus. Leadership) *S.Pac.* Dip. (Bus.Acc) *TPAF*, IFRS *Neoedge*

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

Director Strategic Projects
Vacant

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

Manager Human Resources
Vijay Kumar, EMBA *FNU*, PGDip *S.Pac*, Dip *AQC*, Cert HRM.*IAMR*

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Angeline Prasad, PGDip. B.Com. *UniFiji*
Doreen Reddy, B.Sc. *UniFiji*

Student Counsellor
Vacant

Manager PACAM Project

Anish Maharaj, B.Sc. S.Pac, Dip. *S.Pac.*

IT SERVICES

Manager Information Technology Services

Edwin Liava'a, B.Sc. *S.Pac*., Dip. *TIHE*

System Administrator

Joel Anjaiya

OFFICE OF THE REGISTRAR

Registrar

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University Librarian

Jose A. Poulose, BA. MG, BLISc, MLISc *Madurai Kamaraj*, MA, MPhil *Sree Sankaracharya*

SCHOOL OF BUSINESS AND ECONOMICS

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

DEPARTMENT OF ACCOUNTING AND FINANCE

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Lecturer
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Shivneil Kumar Raj, PGDip. *UniFiji*, B.Com. *UniFiji*

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Head of Department
Vacant

Professor/Associate Professor in Economics
Vacant

Senior Lecturer
Gyaneshwar Rao, M.A. S.Pac., PGDip., *S.Pac.* B.A. *S.Pac.*

Lecturer
Aruna Gounder, MEcon. *Syd.*, B.A. *S.Pac.*   (On Study Leave)

Assistant Lecturers
Priteshni P. Chand, PGDip. *UniFiji,* B.A. *S.Pac.*
Amit Prakash, PGDip. *S.Pac.* B.A. *S.Pac.*, GCeD. *S.Pac.*

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Nikeel Nishkar Kumar, PGCTT. *S.Pac.* B.Com. *S.Pac.*

DEPARTMENT OF MANAGEMENT

Head of Department
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Avineel Avineet Kumar, MBA, PGDip, BA, PGDip.MGT. BCom *UniFiji*

MBA PROGRAMME

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Professor
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SCHOOL OF HUMANITIES AND ARTS

Dean
Tupeni Baba, Ph.D *Macq*, MEd *Syd*. BA, DipEd *NE*

DEPARTMENT OF EDUCATION

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Prathika Gounder, MEd., PCTT. PGDip. B.Ed *S.Pac*., Cert Couslg *TPAF*., Cert IV TAE *APTC*
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Chris Boyle, Ph.D, MSc, PGCE, BA *UK*

Jennifer Charteris, EdD *Waikato*, MTchnLn, Grad DipICT.Ed, B.Ed. *Massey*, DipTeach *PNTC*

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

DEPARTMENT OF LANGUAGE, LITERATURE AND COMMUNICATION

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Professor
Subramani, Ph.D *S.Pac.*, MA. *Brunswick*, BA, DipT. *Christchurch*

Senior Lecturer
Vacant

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Manisha Ramrakha, BA, BEd, MA (Hindi) *Agra University*
Sanjaleen Prasad, MALLC. PGDLLC. UniFiji, BEd. *S. Pac.*

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Salesh Kumar, BA, GCTT *S.Pac,* BA. *S.Pac*. PGD. *UniFiji*, PGDE. *S.Pac*. PGD (Linguistics) *S.Pac.* PGD (Hindi) *UniFiji,* M.Ed. *UniFiji,*

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Tutor
Matilda Gibson, GCert. Rel. Ed. *ACU*, Cert in TESL *S.Pac.*
Suvishna Singh, BA. *UniFiji*
Washni Warsha Kumar, BA. *UniFiji*

SCHOOL OF SCIENCE AND TECHNOLOGY

Interim Dean
Priyatma Singh, PGDip, GCTT. BSc *S.Pac*

DEPARTMENT OF COMPUTER SCIENCE AND INFORMATION TECHNOLOGY

Head of Department
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Professor
A B M Shawkat Ali, Ph.D *Monash*., MSc. MPhil. *Rajshahi.*, BSc. (Hons).

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Lecturer
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Shireen Nisha, PGDip. S.Pac, BCom *UniFiji,*
Neeraj Anand Sharma, BIT. *UniFiji,* T/C EEng. *FIT*
Kunal Kumar, BIT *UniFiji*

DEPARTMENT OF MATHEMATICS

Head of Department & Lecturer
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Associate Professor
Vacant

Lecturer
Vacant

DEPARTMENT OF SCIENCE

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Senior Lecturer
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Lecturer
Kushaal Raj, MSc, BSc, GCEd, *S.Pac.*

Assistant Lecturers
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Ravneel Rajneel Chand, M.Sc., BSc. *S.Pac.*
Sanjay Raj Singh, PGDip. PGDipEd. BSc. *S.Pac.*

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Tutor
Danian Singh, BSc *UniFiji.*
Lionel Joseph, BSc *UniFiji*

Laboratory Technician
Roneel Prasad, BSc *UniFiji*

SCHOOL OF LAW

Foundation Dean/Adjunct Professor
Pt. Devendra Pathik OF, CSM, JP, Arya Ratna, BA, LLB Tas (Retired Justice, High Court of Fiji)

Dean and Professor
Shaista Shameem, Ph.D *Waikato,* LLM *Auckland*, LLB *Waikato*, MA *Canterbury,* BA. *S.Pac*

Visiting Professor
The Honourable Justice Dr. Ajit S. Singh, DCL *McGil*l, LLM (Hons), LLB *VUW* (Judge, Auckland District Court, Auckland, New Zealand)

Adjunct Professors
Justice C. A. Sweeney, QC
Julian R Moti QC, CSI, BA (Hons) *Sydney,* LLB *ANU*, GDLP *UTS*
Brigadier-General Dr. Aziz Mohammed, OF (Mil), MSD, SJD, LLM, LLB Bond
Dr. Miranda Forsyth, PhD *ANU,* LLM *CCU*, BA LLB *UO*

Visiting Lecturers
Parmesh Chand, JD Bond, GDLP *Griffith,* DipEd *S Pac*, MARN
Stephen Lawrence, M Int L *ANU*, BA *Sydney,* LLB (Hons) *ANU*, GDLP *College of Law*

Senior Lecturers
Jiten Singh, LLB, BA *Auckland* (Former Judge, High Court of Fiji)
Ronald Singh, LLM *Pace*, MS *CUNY*, LLB (Hons) *London,* B.Soc.Sc. *Guyana*, GDLP *UniFiji*
Salvin S. Nand, LLM (IP) *WIPO-QUT-Aust*, LLM *VUW-NZ*, PGDip Gov.Pub.Pol. *UniFiji,* LLB & PDLP *S.Pac.*

Lecturers
Humphrey Marau, LLB, PDLP *S. Pac*
Marika Latianara Degei, LLB, PDLP *S.Pac.*
Napolioni Lahi, LLB, PDLP *S. Pac.*
Rosarine Lagi, MBA *CQU,* LLB *S. Pac.* GDLP *UniFiji* PDLD, Dip Ed *S.Pac*
Salaseini Naivaluvou, PGCert.INR. *UniFiji*, LLB, PDLP *S.Pac.*
Shivendra Nath, LLB, PDLP *S.Pac.*

Waisale Tabuya, LLB, PDLP, PLLD *S.Pac.*

Assistant Lecturers

Jafreen S. Khan, Dip.Ed. FCAE, LLB, PDLP, PDLD. *S.Pac.*
Shivani, LLB (Hons) *South Australia,* GDLP Introductory Workshop *ANU*
Varsha F. Bano, LLB, PDLP *S.Pac*

Part-time Lecturer

Pita Niubalavu, LLM (IP) *Queensland,* LLB, GDLP. *UniFiji*

INTERNATIONAL AND REGIONAL AFFAIRS (INR)

Coordinator: Professor Shaista Shameem

Adjunct Professors

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Malakai Koloamatangi, Ph.D, MA, BA *Auckland*
Peter Rajsingh, PhD *CUNY*, BA *Auckland*

Part-time Lecturer

Jioji Kotobalavu, MA *Auckland,* LLB *UniFiji,* Cert. of Diplomacy *Oxford*

UNIVERSITY WIDE PROGRAMME

Lecturer

Sandhiya Gounder, BSC. PGDipGPP, MAGPP. *UniFiji*

UMANAND PRASAD SCHOOL OF MEDICINE & HEALTH SCIENCES

Dean & Senior Lecturer (Internal Medicine)
Elick Ashwin Narayan, MBBS, MMed (Oncology) PR *China*

Medical Laboratory Technician
Muni P Nadan, Certificate IV (Clinical Laboratory Techniques), Certificate III Laboratory Skills (Pathology Techniques) *Granville College, TAFE NSW*

BASIC SCIENCES

Head of Basic Sciences & Senior Lecturer
Ricardo Gregorio C. Corpuz, M.D. Our Lady of Fatima, RMED Ospital Ng Maynila Medical Centre, BSc (Microbiology) *Santo Tomas*

Professor in Basic Science and Surgery
Frederick Merchant, MD Illinois, FACS, B.Sc. (Pharm.)

Associate Professor
Abhijit Gogoi, M.D. (Physiology), MBBS *Dibrugarh*

Lecturer
Sheemal Shareeka Sharma, BPharm. *S.Pac.*

Adjunct
Dr. Sherven Sharma, Ph.D (Med), BSc, Post Doct Med
Prof. S. Sotheeswaran, PhD, BSc *Hull,* BSc (Honors)

COMMUNITY HEALTH AND FAMILY MEDICINE

Head of Department & Senior Lecturer in Community Medicine
Bijend P. Ram, DSM. Fiji, DTPH *Sydney,* HPM *Harvard*, FRSTMH *London*, FFCGP

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CLINICAL SCIENCES

Head of Department & Associate Professor in Clinical Sciences

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Alumeci Tuivucilevu Taoi, MBBS *PNG*, MRCOG *UK*

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Rosario Palo, MD *Manila Central,* BSc *Santo Tomas*

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Dennis G. Buenafe, MD *Manila Central,* PGDip. *FNU*

DEPARTMENT OF NURSING

Nursing Coordinator
Vacant

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CENTRE FOR iTAUKEI STUDIES (CIS)

Director & Associate Professor

Litiana Kuridrani, Ph.D UQ, MBA, PGDip HRM, PGDip. (Social Policy), BA S. Pac.

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Amelia S. Tuilevuka, MTeach. PGDip Edu. *UniFiji.*

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 Bachelor of Medicine and Bachelor of Surgery (MBBS) degree and the Graduate Diploma in Legal Practice (GDLP). The first three letters of the code identify the academic discipline (such as BIO for Biology, or ITK for iTaukei 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	iTaukei Language and Culture
FMED	Forensic Medicine

Prefix	Discipline
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	Medical 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 2018

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 PROGRAMMES		
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 iTaukei Language and Culture	Centre for iTaukei Studies	Centre for iTaukei 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 iTaukei Language, Literature, Communication and Culture	Centre for iTaukeiStudies	Centre for iTaukei Studies
BA in iTaukei Language Literature and Culture	Centre for iTaukei Studies	Centre for iTaukei Studies
BA iTaukei and Management	Centre for iTaukei Studies	Centre for iTaukei 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

	SCHOOL OR OTHER UNIT RE-SPONSIBLE FOR TEACHING PROGRAMME	DEPARTMENT OR OTHER UNIT RESPONSIBLE FOR TEACHING PRO-GRAMME
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 Commu-nity/ Family Medicine	Umanand Prasad School of Medicine and Health Sciences (UPSM&HS)	UPSM&HS

	SCHOOL OR OTHER UNIT RESPONSIBLE FOR TEACHING PROGRAMME	DEPARTMENT OR OTHER UNIT RESPONSIBLE FOR TEACHING PROGRAMME
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 and Arts	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 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

	SCHOOL OR OTHER UNIT RESPONSIBLE FOR TEACHING PROGRAMME	DEPARTMENT OR OTHER UNIT RESPONSIBLE FOR TEACHING PROGRAMME
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

	SCHOOL OR OTHER UNIT RESPONSIBLE FOR TEACHING PROGRAMME	DEPARTMENT OR OTHER UNIT RESPONSIBLE FOR TEACHING PROGRAMME
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

GLOSSARY OF 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 comprises of semesters, trimesters, flexi, summer, winter and year-long programmes.
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 pro gramme).

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 through out the course that count together with an end of semester examination towards the final grade.

Credit: Recognition given towards meeting the require-ments 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 semes-ter. 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 work load 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 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.

Flexi Course or   A Flexi course or programme is an intensive form of learning, which will be offered at any time and through a variety of modes over a full semester/ trimester.

Grade Point Average   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

Finance Office to ensure they meet their financial obligations. Students cannot graduat 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: Each semester has a 14-week teaching period, excluding the mid-semester break, study week and assessment period Yearlong programme covers 32 weeks.

Summer Course or   A Summer course or programme is an intensive
Programme   form of learning, which will be offered during December/January school holidays period.

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.

Trimester: Trimester is one of the three terms in which an academic year is divided.

Tutorials: Small group learning sessions additional to lectures.

Unsatisfactory Progress: See Unsatisfactory Progress Regulations Section in
                               this Calendar.

Winter Course or Program A Winter course or programme is an intensive form
                               of learning, which will be offered for a duration of 4
                               weeks outside the semester/trimester.

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/stream requirements. Under Unclassified Studies, students may enrol in their preferred undergraduate course.

Admission to the Foundation Studies Programme requires a minimum of 200 marks from four subjects with at least 50% in English on the FSLC. 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, Social Science, Information Technology/Mathematics and Science.

Details of the courses in each strand are:

Commerce

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

Social Science

Semester One	Semester Two
HISF11 History 1 GEOF11 Geography 1 LLCF11 English and Study Skills 1 CSAF11 Computer Foundations -optional HICF11/ITKF11 Hindi 1/ iTaukei Language 1- optional LAWF11 Law for Beginners	HISF12 History II GEOF12 Geography II LLCF12 English and Study Skills II HICF12/ITKF12 Hindi II/ iTaukei Language II - optional MTHF13 Mathematics for Social Science -optional

Information Technology / Mathematics

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

Science Option 1

Semester One	Semester Two
BIOF11 Foundation Biology 1	BIOF12 Foundation Biology II
CHEF11 Foundation Chemistry 1	CHEF12 Foundation Chemistry II
PHYF11 Foundation Physics 1	PHYF12 Foundation Physics II
MTHF11 Foundation Mathematics 1	MTHF12 Foundation Mathematics II
CSAF11 Computer Foundations I	CSAF12 Computer Foundations II
LLCF11 English and Study Skills 1	LLCF12 English and Study Skills II

Science (Option 2): For students wishing to pursue MBBS

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

Unclassified Studies Programme

The Unclassified Studies option at the University also enable 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 in the Foundation Studies Programme, including both English courses: LLCF11 and LLCF12. (See also requirements for specific programmes.)

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)

Postgraduate programmes
• Postgraduate Diploma in Accounting
• Master of Commerce in Accounting
• Doctor of Philosophy in Accounting

Diploma in Accounting

The Diploma in Acco0unting programme consists of 16 courses with 15 credit points each, amounting to 240 credit points in total. Students must complete all compulsory courses and elective courses as stated below.

Admission Requirements

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/ECO101 Macroeconomics I/ ITC100 Information Technology for Workplace	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 Methods		15

Year 2 Semester 1

Course Title	Credit Point
ACC201 Management Accounting	15
ACC203 Corporate Accounting	15
ITK111 Spoken iTaukei Language for Beginners/ HIC111 Spoken Hindi for Beginners	15
1 x 200 Level ITC or ECO course	15

Year 2 Semester 2

Course Title	Credit Point
ACC205 Law of Association	15
ACC208 Business Finance	15
UUU200 Contemporary Fiji	15
1 x 200 Level ITC or ECO course	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 elective courses as stated below.

Admission Requirements

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 / ECO101 Macroeconomics I / ITC 100 Information Technology for Workplace	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 Methods	15

Year 2 Semester 1

Course Title	Credit Point
ACC201 Management Accounting	15
ACC203 Corporate Accounting	15
1x200 Level ITC or ECO course	15
ITK111 Spoken iTaukei 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
1 x 200 Level ITC or ECO course	15
*UUU200 Contemporary Fiji	15

Year 3 Semester 1

Course Title	Credit Point
ACC308 Taxation Law and Practice	15
ACC302 Management Information System	15
1 x 300 Level ITC or ECO course	15
MGT309 Strategic Management / 1x300 Level ITC or ECO course	15

Year 3 Semester 2

Course Title	Credit Point
ACC304 Auditing and Assurance Services	15
ACC301 Accounting Theory and Applications	15
1 x 300 Level ITC or ECO course	15
*UUU300 Governance and Ethics	15

*Note: UUU courses can be done either in Semester 1 or 2.

Bachelor of Commerce (Double major in Accounting)
The Bachelor of Commerce (Double major in Accounting) programme consists of 24 courses amounting to 360 credit points. Students must complete all compulsory courses and elective courses as stated below.

Double Major Structure: Students are to complete:
• 10 Courses in Accounting
• 8 Courses in Second Major
• 6 Compulsory Elective Courses

NOTE: Students can choose the following as a Second Major:
• MANAGEMENT or
• ECONOMICS or
• INFORMATION TECHNOLOGY or
• MATHEMATICS or
• ANY OTHER MAJOR

Bachelor of Commerce (Accounting & Second Major)

Year 1 Semester 1

Course Title	Credit Point
ACC101 Accounting 1	15
MTH101 Mathematics for Commerce	15
LLC101 English for Academic Purposes	15
1 x 100 Level Second Major	15

Year 1 Semester 2

Course Title	Credit Point
ACC102 Accounting 2	15
ACC110 Introduction to Accounting Packages	15
1 x 100 Level Second Major	15
*UUU100 Social Research Methods	15

Year 2 Semester 1

Course Title	Credit Point
ACC201 Management Accounting	15
ACC203 Corporate Accounting	15
1 x 200 Level Second Major	15
ITK111 Spoken ITaukei Language for Beginners / HIC111 Spoken Hindi Language for Beginners	15

Year 2 Semester 2

Course Title	Credit Point
ACC208 Business Finance	15
1x200 Level Second Major	15
1x200 Level Second Major	15
*UUU200 Contemporary Fiji	15

Year 3 Semester 1

Course Title	Credit Point
ACC308 Taxation Law and Practice	15
ACC302 Management Information Systems	15
1x300 Level Second Major	15
1x300 Level Second Major	15

Year 3 Semester 2

Course Title	Credit Point
ACC304 Auditing and Assurance Services	15
ACC301 Accounting Theory and Applications	15
1x300 Level Second Major	15
*UUU300 Governance & Ethics	15

*Note: UUU courses can be done either in Semester 1 or 2.

Post Graduate Diploma in Accounting

This programme requires the completion of four courses: 2 core courses and 2 electives with a credit point of 30CP per course: Total Credit Points is 120 CP

Pre requisite: Completion of Bachelor's Degree in Accounting with a GPA of 3.0 or above.

Completion Time:
Full Time Students can take 1 (one) year to complete the programme (enrolling in 2 courses per semester)
Part Time Students will take 2 (two) years to complete the programme whereby they are to enrol in only 1 course per semester.

CORE COURSES:

ACC402 ETHICS, GOVERNANCE AND ACCOUNTABILITY
ACC403 ADVANCED FINANCIAL REPORTING

Electives: (Any Two Courses From The Following)

ACC401 ADVANCED ACCOUNTING THEORY
ACC404 ADVANCED MANAGEMENT ACCOUNTING
ACC405 ADVANCED AUDITING AND ASSURANCE SERVICES
ACC406 FINANCIAL STATEMENT ANALYSIS
ACC407 BUSINESS RESEARCH METHODS (UUU407/MGT407 if
        ACC407 not offered)
ACC408 ADVANCED TAXATION, LAW AND PRACTICE

Master of Commerce in Accounting

Entry Requirements: Completion of PGDACC or equivalent with a GPA of 3.0 or above or Bachelor's degree in Accounting with a GPA of 4.0 or above.

Total Credit Points = 240. Completion of PGDACC will receive full 120 credit points and the other 120 credit points will be derived from the three MCom completion options.

Completion Time:
Full Time Students will normally take 2 years to complete the programme.
Part Time Students will normally take 4 years to complete the programme.

There are three options to complete the degree of Master of Commerce in Accounting.

Option 1

MCom by Coursework
Completion of any four post graduate accounting courses not completed as part of PGDACC
    • 4x 400 PG ACC courses (30 CP per course x 4 = 120 CP)

Option 2

MCom by Coursework and Minor Thesis
Students need to complete any two post graduate accounting courses not completed as part of PGDACC plus a Minor Thesis in Accounting (ACC500).
- 2x 400 PG ACC courses and ACC500 Minor Thesis in Accounting
- Students have to complete ACC407 or equivalent as part of their programme.
- 30 CP per course x 2 = 60 CP) + (ACC500 = 60 CP) = 120 CP

Option 3

MCom by Major Thesis
Students need to do ACC600 Major Thesis in accounting only. ACC600 = 120 CP
- Students have to complete ACC407 or equivalent as part of their programme.

NB: If Students enter MCom directly through Bachelors degree in Accounting with a GPA of 4.0 then they are required to complete 2 core courses and two electives as part of PGDACC plus ACC600 or any other MCom completion options.
- (30CP per course x 4 = 120 CP) + (ACC600/MCom Options=120CP) = 240 CP
- if students are undertaking Minor Thesis or Major Thesis as part of their MCom completion options, students are required to complete ACC407 or equivalent.

NOTE: NO CROSS CREDITS WILL BE ALLOWED WITHIN THE PROGRAMME for PGDACC and MCOM.

Doctor of Philosophy in Accounting (Not Enrolling from 2018)

Programme Requirements
The PhD in Accounting consists of three years of study (full time) or more if part time.

Admission Requirements

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

1. A Master's degree in Accounting or in a relevant field from The University of Fiji with a GPA of 3.0 or above; or
2. A qualification obtained from another tertiary institution deemed by the Senate or Academic Committee to be equivalent to the requirements set out in (1) above.

Compulsory Courses:

ACC700 PhD Thesis (360 credit points) – Full Time Students
ACC700PT for Part Time Students

NOTE: ACC407 Business Research Methods or UUU407 or (any Educational Doctorate course) must be studied if the student has not completed research methods course at postgraduate level. Alternatively, ACC407 or equivalent can be undertaken 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)

Postgraduate Programmes
• Postgraduate Diploma in Economics
• Master of Commerce 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 Requirements

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
LLC101 English for Academic Purposes	15
*MTH101 Mathematics for Commerce	15
1 x 100 level ACC/MGT/ITC course other than ITC100	15

Year 1 Semester 2

Course Title	Credit Point
ECO101 Macroeconomics I	15
UUU100 Social Research Methods	15
ITC100 Information Technology for the Workplace/ ACC110 Introduction to Accounting Packages	15
1 x 100 level ACC/MGT/ITC course	15
*MTH113 Introduction to Statistics	15

Year 2 Semester 1

Course Title	Credit Point
ECO202 Microeconomics II	15
2 x 200 level ACC/MGT/ITC course	30
ITK111 Spoken iTaukei 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
UUU200 Contemporary Fiji	15
1 x 200 level ACC/MGT/ITC course	15

*Students are required to do either MTH 101 or MTH 113

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 elective courses as stated below:

Admission Requirements
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
1 x 100 level course from Minor	15

Year 1 Semester 2

Course Title	Credit Point
ECO101 Macroeconomics I	15
UUU 100 Social Research Methods	15

ITC 100 Information Technology for the Workplace/ ACC110 Introduction to Accounting Packages	15
1 x 100 level course from Minor	15
*MTH 113 Introduction to Statistics	15

Year 2 Semester 1

Course Title	Credit Point
ECO202 Microeconomics II	15
ITK111 Spoken iTaukei Language for Beginners/ HIC111 Spoken Hindi for Beginners	15
2 x 200 level course from Minor	30

Year 2 Semester 2

Course Title	Credit Point
ECO201 Macroeconomics II	15
ECO203 Basic Econometrics	15
UUU200 Contemporary Fiji	15
1 x 200 level course from Minor	15

Year 3 Semester 1

Course Title	Credit Point
* *ECO301 Monetary Economics / ECO306 International	15
Economics/ ECO303 Applied Econometrics	15
UUU300 Governance and Ethics	15
1 x 300 level course from Minor	15

Year 3 Semester 2

Course Title	Credit Point
** ECO302 Public Finance/ ECO305 Agricultural Economics/ ECO304 Economic Growth and Development	15
1 x 300 level course from Minor	15

*Students are required to do either MTH 101 or MTH 113.

** Choose any 5 courses from the options given in academic terms 1 and 2 (ECO 301, ECO 302, ECO 303, ECO 304, ECO 305 and ECO 306).

Bachelor of Commerce (Double 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 elective courses as stated below:

Admission Requirements
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
*MTH101 Mathematics for Commerce	15
LLC101 English for Academic Purposes	15
1 x 100 level course from 2nd Major	15

Year 1 Semester 2

Course Title	Credit Point
ECO101 Macroeconomics I	15
UUU100 Social Research Methods	15
ITC100 Information Technology for the Workplace/ ACC110 Introduction to Accounting Packages	15
1 x 100 level course from 2nd Major	15
*MTH113 Introduction to Statistics	15

Year 2 Semester 1

Course Title	Credit Point
ECO202 Microeconomics II	15
ITK111 Spoken iTaukei Language for Beginners/ HIC111 Spoken Hindi for Beginners	15
2 x 200 level course from 2nd Major	30

Year 2 Semester 2

Course Title	Credit Point
ECO201 Macroeconomics II	15
ECO203 Basic Econometrics	15
UUU200 Contemporary Fiji	15
1 x 200 level course from 2nd Major	15

Year 3 Semester 1

Course Title	Credit Point
**ECO301 Monetary Economics/ ECO303 Applied Econometrics/ ECO306 International Economics	15
UUU300 Contemporary Fiji	15
1 x 300 level course from 2nd Major	15

Year 3 Semester 2

Course Title	Credit Point
**ECO302 Public Finance/ ECO305 Agricultural Economics/ ECO304 Economic Growth and Development	15
2 x 300 level course from 2nd Major	30

Elective

Year 3

Course Title	Credit Point
1 x 300 level course from either major	15

* Students are required to do either MTH 101 or MTH 113 (Except for Accounting students who are required to do MTH 101).

** Choose any 3 courses from the options given in academic terms 1 and 2 (ECO 301, ECO 302, ECO 303, ECO 304, ECO 305 and ECO 306).

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 Requirements:
To qualify for entry into Postgraduate Diploma in Economics, candidates should possess either:
1. The Bachelor's Degree of The University of Fiji with a GPA of at least 3.0 in the 200 and 300 level Economics 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 Requirements

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 or Academic Committee to be equivalent to the requirements set out in (1) above.
3. Bachelors Degree majoring in Economics with a GPA of 4.0 or above.

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)

Postgraduate Programmes
• Postgraduate Diploma in Management
• Master of Commerce in Management
• Doctor of Philosophy 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 Requirements

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
MGT 102 Introduction to Tourism Management	15
UUU100 Social Research	15
1 X 100 level from Minor	15

Year 1 Semester 2

Course Title	Credit Point
MGT105 Organisational Behaviour	15
MGT106 Eco Tourism	15
1 X 100 level from Minor	15
LLC101 English for Academic Purposes	15

Year 2 Semester 1

Course Title	Credit Point
MGT205 Creativity, Innovation and Commercialization	15
MGT204 Management of Industrial Relations	15
1 X 200 level from Minor	15
UUU200 Contemporary Fiji	15

Year 2 Semester 2

Course Title	Credits Point
MGT206 Marketing Principles and Strategies	15
MGT203 Operations and Supply Chain Management	15
1 X 200 level from Minor	15
MGT310 Project Management	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 successfully complete all compulsory courses and a total of 90 credit points from six electives.

Admission Requirements
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
1 X 100 level from Minor	15
LLC101 English for Academic Purposes	15

Year 1 Semester 2

Course Title	Credit Point
MGT105 Organisational Behaviour	15
*MGT106 Eco Tourism	15
1 X 100 level from Minor	15
UUU100 Social Research	15
ITC100 Information Technology for the Workplace	15
**MTH113 Introduction to Statistics	15

Year 2 Semester 1

Course Title	Credit Point
MGT205 Creativity, Innovations and Commercialisation	15
MGT204 Management of Industrial Relations	15

**MTH101 Mathematics for Commerce	15
1 X 200 level from Minor	15

Year 2 Semester 2

Course Title	Credit Point
MGT203 Operations and Supply Chain Management	15
MGT206 Marketing Principles and Strategies	15
1 X 200 level from Minor	15
UUU200 Contemporary Fiji	15

Year 3 Semester 1

Course Title	Credit Point
MGT302 Human Resources Management	15
MGT309 Strategic Management	15
1 X 300 level from Minor	15
ITK111 Spoken iTaukei 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
1 X 300 level from Minor	15
UUU300 Governance and Ethics	15

*Students are required to do either MGT102 or MGT106 (Students who intend to do both MGT 102 and MGT106 may do so by replacing one of the units with 1 X 300 level minor course).

**Students are required to do either MTH101 or MTH113.

Bachelor of Commerce (Double major in Management)

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

Year 1 Semester 1

Course Title	Credit Point
MGT101 Fundamentals of Management	15
ITC 100 Information Technology for the Workplace	15
1 X 100 level from Second Major	15
LLC101 English for Academic Purposes	15

Year 1 Semester 2

Course Title	Credit Point
MGT105 Organisational Behaviour	15
1 X 100 level from Second Major	15
ITK111 Spoken iTaukei Language for Beginners/ HIC111 Spoken Hindi for Beginners	15
UUU100 Social Research	15

Year 2 Semester 1

Course Title	Credit Point
*MGT204 Management of Industrial Relations / MGT205 Creativity, Innovations and Commercialisation	15
1 X 200 level from Second Major	15
1 X 200 level from Second Major	15
**MTH101 Mathematics for Commerce	15

Year 2 Semester 2

Course Title	Credit Point
*MGT203 Operations and Supply Chain Management / MGT206 Marketing Principles and Strategies	15
1 X 200 level from Second Major	15
UUU200 Contemporary Fiji	15
**MTH113 Introduction to Statistics	15

Year 3 Semester 1

Course Title	Credit Point
***MGT302 Human Resources Management / MGT309 Strategic Management	15
1 X 300 level from Second Major	15
1 X 300 level from Either Major	15

Year 3 Semester 2

Course Title	Credit Point
***MGT303 International Marketing / MGT310 Project Management	15
1 X 300 level from Second Major	15
1 X 300 level from Second Major	15
UUU300 Governance and Ethics	15

* Students are required to do any 3 x 200-Level Management courses.
** Students are required to do either MTH 101 or MTH 113 (Except for Accounting students who are required to do MTH 101).
** *Students are required to do any 3 x 300-Level Management courses.

Postgraduate Programmes

Postgraduate Diploma in Management

Entry Requirements
Bachelor's Degree from The University of Fiji with GPA of at least 3.0 in the 200- and 300-level courses in the appropriate major or relevant equivalent.

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

List of Postgraduate Management courses	Credit Point
MGT401 Public Sector Management	30
MGT402 Advanced Marketing	30
MGT403 Entrepreneurship	30
MGT404 Change Management	30
UUU407 Advanced Research Methods / ACC407 Business Research Methods/ MGT 407 Research Methodology	30
MGT406 Special Topic in Management	30
MGT410 Advanced Project Management	30

Master of Commerce in Management

Entry Requirements
Completion of Postgraduate Diploma in Management from The University of Fiji with GPA of at least 3.0 or relevant equivalent; or

Bachelor's Degree from The University of Fiji with GPA of at least 4.0 in the 200 and 300 level courses in the appropriate major or relevant equivalent.

Programme Requirements
The Master of Commerce in Management programme consists of Postgraduate Diploma in Management plus four more Postgraduate

Management courses; or

Postgraduate Diploma in Management plus two more Postgraduate courses 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 for the students to exit the programme with:
• Postgraduate Certificate, if they complete three required courses in the respective area of specialization; or
• Postgraduate Diploma, if they complete six required courses in the respective area of specialization.

Completion of 12 courses in the programme is required for graduation with an MBA Degree. Students are required to complete the Certificate first and have the courses credited to the Diploma, then complete the courses for the Diploma and have them 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 applicants shall be enrolled in the 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) Interviewed by the MBA selection Committee prior to admission to ascertain the suitability of the candidate for the programme.

c) On completion of the first six units candidates must achieve a GPA of 3.0 or better to continue at PG certificate level; they must obtain a GPA of 2.5 or above to proceed to PG Diploma level. Those who wish to continue to the MBA degree must obtain a GPA of 3.0 at PG Diploma level.

d) A candidate who fails a course at more than two attempts, or fails to pass two different courses will not be allowed to continue.

MBA in General Management

List of MBA courses for General Management	Credit Point
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	Credit Point
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	Credit Point
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

Note: MBA candidates are allowed to drop up to two units from the above list (subject to justification and approval) 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 the Postgraduate Diploma in Business Administration. Candidates should note that the MBA 413 unit will have a pre-requisite 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, MBA 406 and one specialized course from MBA 422, MBA 424 and MBA 425 are required.

Postgraduate Certificate in Business Administration (Tourism and Hospitality Management)
THREE courses from the list of MBA courses in Tourism and Hospitality Management, with at least one specialised course from MBA 435, MBA 437 and MBA 441.

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, MBA 406 and any one specialised course from MBA 422, MBA 424 and MBA 425 are required.

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 are required from MBA 435, MBA 437 and MBA 441.

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

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

Department of Education

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 com plete any 4 course work units)
• Master of Educational Leadership
• Postgraduate Diploma in Leadership and Management
• 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 Programme offered at any recognised tertiary institution.

Course Title	Credit
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 Programme offered at any recognised tertiary institution. The student is required to do five 200 level courses: (EDU220, EDU221, EDU222, EDU223 and EDU224)

Course Title	Credits
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 ITaukei 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 listed below.

Course Title	Credit
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

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

Admission Requirements

A Bachelor's degree or a Vocational Diploma qualifies students to apply for the Graduate Diploma in Teaching (GDT). The candidates need to have a GPA of at least 3.0 in their undergraduate studies. Candidates also need to have majored in two teaching subjects (double majors) that are offered in secondary schools.

Semester 1

Course Title	Credit
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
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

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 and EDU418) to graduate with Postgraduate Diploma in Educational Leadership.

Admission Requirements

Candidates need a relevant Bachelor's degree with a GPA of 3.0 or higher.
Students with a lower GPA may be provisionally enrolled in one course only.

Course Title	Credit
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

Master in Educational Leadership

Students who have completed a Postgraduate Diploma in Educational Leadership worth 120 credit points would require either (i) a further four compulsory courses, or (ii) 2 courses and a minor thesis to complete the requirements of 240 credit points for the Master in Educational Leadership.

Admission Requirements

Students should have:

a) completed a Postgraduate Diploma in Educational Leadership with a GPA of at least 3.0; or

b) a recognised Postgraduate Diploma qualification from a recognised university; or

c) Students with a lower GPA in a Postgraduate Diploma qualification may be provisionally enrolled in one course only. To progress further they will need to obtain a GPA of 3.0 or above in that course.

2 Research Projects or Minor Thesis

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

And two remaining compulsory courses from this list:

Course Title	Credit
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

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

Admission Requirements

Candidates must have a relevant Bachelor's degree with a GPA of 3.0 and over. Students with a lower GPA may be provisionally enrolled in one course only.

Course Title	Credit
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

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) completed a Postgraduate Diploma in Education with a GPA of at least 3.0; or
b) a recognised Postgraduate Diploma qualification from a recognised university; or
c) Students with a lower GPA in Postgraduate Diploma qualification may be provisionally enrolled in one course only. To progress further they will need to obtain a GPA of 3.0 or above in that course.

Internship

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

Minor Thesis or 2 Research Projects

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

Postgraduate Diploma in Leadership and Management

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

Admission Requirements

Students should have:

a) must hold a recognised degree with a GPA of 3.0 or higher; or

b) Students with a lower GPA in Postgraduate Diploma qualification may be provisionally enrolled in one course only. To progress further they will need to obtain a GPA of 3.0 or above in that course.

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

Post Master's Certificate in Education

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

Admission Requirements

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

Course Title	Credit
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)

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 Master's Certificate in Education and complete the portfolio or Dissertation to accrue the additional 120 credit points. Candidates must obtain B+ (GPA 3.5) average in the four prescribed courses to advance to the thesis component.

Course Title	Credit
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 English Language and Literature
• Bachelor of Arts (Single Major in English Language and Literature)
• Bachelor of Arts (Double Major in English 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

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

Admission Requirements

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
LLC101 English for Academic Purposes *	15
LLC121 Introduction to Literary Genres	15
UUU100 Social Research	15
MGT101 Fundamentals of Management	15
ITK111 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
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
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 academic terms. Students are required to enrol in these courses either in academic term 1 or academic term 2.

Bachelor of Arts (Single Major in English Language and Literature)

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 Requirements

Persons shall be eligible to be admitted to study for a Bachelor of Arts in English Language and Literature if they have:
a) Passed the University Foundation Programme; 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 and Hindi; 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
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
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
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
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
LLC321 Poetry and Creative Writing	15
HIC311 Varieties of Hindi: Language in Cultural and Situational Contexts	15
HIC312 Translation Hindi/English/iTaukei	15
LLC311 Second Language Learning: Theory and Practice	15
UUU300 Governance and Ethics *	15

Year 3 Semester 2

Course Title	Credit
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, UUU100, UUU200 and UUU300 are offered in both academic terms. Students are required to enrol in the four courses

either in academic term 1 or academic term 2.

Bachelor of Arts (Double Major in Language and Literature and Hindi Language and Indian Culture)

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 Requirements

Persons shall be eligible to be admitted to study for a Bachelor of Arts in English Language and Literature if they have:
a) passed the University Foundation Programme; 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 and Hindi ; or
c) successfully completed Foundation Studies with an average of B from a recognized University.

Year 1 Semester 1

Course Title	Credit
LLC101 English for Academic Purposes *	15
HIC101 Speaking and Listening to Hindi	15
ITC100 Information Technology for the Workplace	15
ITK111 Spoken iTaukei Language for Beginners/ HIC111 Spoken Hindi for Beginners	15
LLC122 Writing Fiji in the South Pacific / LLC121 Introduction to Literary Genres*	15

Year 1 Semester 2

Course Title	Credit
LLC101 English for Academic Purposes *	15
LLC111 Introduction to Linguistics	15
LLC122 Writing Fiji in the South Pacific / LLC121 Introduction to Literary Genres*	15

HIC102 Reading and Writing Hindi	15
UUU100 Social Research	15

Year 2 Semester 1

Course Title	Credit
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
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
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
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/iTaukei	15
HIC323 Study of Fiction: Short Stories and Novel	15
UUU300 Governance and Ethics *	15

* LLC101, LLC121, LLC122, UUU100, UUU200 and UUU300 are offered in both academic terms. Students are required to enrol in the four courses either in academic term 1 or academic term 2

Bachelor of Arts (Double Major in English Language and Literature and iTaukei)

The Bachelor of Arts double major in English Language, and Literature and iTaukei programme consists of 24 courses amounting to 360 Credit Points. Students must complete all compulsory courses.

Major 1: English Language and Literature
Major 2: iTaukei Language and Culture

Admission Requirements
To qualify for Bachelor of Arts (double major in English Language and Literature and iTaukei), 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 iTaukei; or
c) Successfully completed Foundation Studies with an average of B from a recognized University.

Year 1 Semester 1

Course Title	Credit
LLC101 English for Academic Purposes *	15
ITK101 Listening and Speaking iTaukei Language	15
ITC100 Information Technology for the Workplace	15
ITK111/HIC111 Spoken Hindi for Beginners	15
LLC122 Writing Fiji in the South Pacific * / LLC121 Introduction to Literary Genres*	15

Year 1 Semester 2

Course Title	Credit
LLC101 English for Academic Purposes *	15
LLC111 Introduction to Linguistics	15
LLC122 Writing Fiji in the South Pacific * / LLC121 Introduction to Literary Genres*	15
ITK102 Reading and Writing iTaukei Language 1	15
UUU100 Social Research	15

Year 2 Semester 1

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

Year 2 Semester 2

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

Year 3 Semester 1

Course Title	Credit
LLC311 Second Language Learning: Theory & Practise/ LLC321 Poetry and Creative Writing	15
ITK300 Research Project: Independent Project/ITK-301Creating Literature in iTaukei 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
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, LLC121, LLC122, UUU100, UUU200 and UUU300 are offered in both academic terms. Students are required to enrol in the four courses either in academic term 1 or academic term 2.

Bachelor of Arts (Double Major in English Language and Literature and Management)
The Bachelor of Arts double major in 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; or
b) passed the Year 13 National Exam with an aggregate of 200 or above and a pass in English and Accounting/Economics; or
c) successfully completed Foundation Studies with an average of B from a recognized University.

Year 1 Semester 1

Course Title	Credit
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 iTaukei Language for Beginners	15
LLC122 Writing Fiji in the South Pacific / LLC121 Introduction to Literary Genres*	15

Year 1 Semester 2

Course Title	Credit
LLC101 English for Academic Purposes *	15
LLC111 Introduction to Linguistics	15
LLC122 Writing Fiji in the South Pacific / LLC121 Introduction to Literary Genres*	15
MGT105 Organizational Behaviour	15
UUU100 Social Research	15

Year 2 Semester 1

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

Year 2 Semester 2

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

Year 3 Semester 1

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

* LLC101, LLC121, LLC122, UUU100, UUU200 and UUU300 are offered in both academic terms. Students are required to enrol in the four courses either in academic term 1 or academic term 2.

Bachelor of Arts (Double Major in English Language and Literature and Information Technology)

The Bachelor of Arts double major in 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

Admission Requirements
To qualify for Bachelor of Arts (double major in English Language and Literature and Management), 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 Information Technology; or
c) passed any examination deemed by the University to be equivalent to the University; or
d) Successfully completed Foundation Studies with an average of B from a recognized University.

Year 1 Semester 1

Course Title	Credit
LLC101 English for Academic Purposes	15
LLC122 Writing Fiji in the South Pacific / LLC121 Introduction to Literary Genres*	15
ITC100 Information Technology for the Workplace	15
ITC103 Information System in an Organization/ ITC115 Introduction to Software Engineering	15
ITK 111 Spoken iTaukei Language for Beginners/ HIC111 Spoken Hindi for Beginner	15

Year 1 Semester 2

Course Title	Credit
LLC101 English for Academic Purposes	15
LLC111 Introduction to Linguistics	15
LLC122 Writing Fiji in the South Pacific / */LLC121 Introduction to Literary Genres*	15
ITC106 Programming Concepts and Construct/ ITC104 Database Systems	15
UUU100 Social Research	15

Year 2 Semester 1

Course Title	Credit
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
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
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
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
ITC334 Cloud Computing/ITC307 IT Project	15
UUU300 Governance and Ethics	15

* LLC101, LLC121, LLC122, UUU100, UUU200 and UUU300 are offered in both academic terms. Students are required to enrol in the four courses either in academic term 1 or academic term 2.

Postgraduate Diploma in English Literature
The Postgraduate Diploma in English Literature programme consists of 4 courses amounting to 120 credit points. Students should complete any four courses (LLC401, LLC402, LLC421, LLC422, LLC423, LLC424) to graduate with a Postgraduate Diploma in Language and Literature.

Admission Requirements
To qualify for entry into Postgraduate Diploma in English Literature Programme, candidates should possess either:
a) The Bachelor of Arts Degree 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 or Academic Committee to be equivalent to the requirements set out in (a) above; or
c) Students may also be considered who do not satisfy requirement in (a) or (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
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

The Master of Arts in English Literature programme consists of 2 remaining courses and a Minor Thesis (or 2 Independent Projects).

Admission Requirements

To qualify for Master of Arts in English Literature the candidates should have:

a) Successfully completed Postgraduate Diploma in English Literature with a GPA of at least 3.0.

Course Title	Credit
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

The Postgraduate Diploma in Teaching English as a Second Language programme requires successful completion of any 4 courses from among (LLC411, LLC412, LLC413, LLC414, LLC415 and LLC416) amounting to 120 credit points.

Admission Requirements
To qualify for entry into Postgraduate Diploma in Teaching English as a Second Language, candidates should possess either:
a) the Bachelor's Degree 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 or 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) or (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
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
LLC415 Language, Society and Education	30
LLC416 Teaching the Four Skills in English as a Second Language	30

Master of Arts in Teaching English as a Second Language
The Master of Arts in Teaching English as a Second Language programme consists of 3 remaining courses and LLC417 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 Requirements
To qualify for entry into Master in Teaching English as a Second Language, candidates should possess either:
a) Postgraduate Diploma in Teaching English as a Second Language 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 or Academic committee to be equivalent to the requirements set out in (a) above.

Course Title	Credit
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

Doctor of Philosophy (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 Requirements
To qualify for entry into the Doctor of Philosophy (PhD) in English Literature Programme, candidates must possess:
a) A Master's degree from The University of Fiji with a GPA of 3.0 or higher; or
b) A qualification obtained from another tertiary institution deemed by the Senate or Academic Committee to be equivalent to the requirements set out in (a) above.

Course Title	Credit
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
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 Requirements
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 Hindi.

Year 1 Semester 1

Course Title	Credit
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 iTaukei Language for Beginners	15

Year 1 Semester 2

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

Bachelor of Arts (Single Major in Hindi Language and Indian Culture)

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

Admission Requirements

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

Year 1 Semester 1

Course Title	Credit
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 iTaukei Language for Beginners	15

Year 1 Semester 2

Course Title	Credit
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
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
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
HIC311 Varieties of Hindi: Language in Cultural and Situational Contexts	15
HIC312 Translation Hindi/English/iTaukei	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
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, UUU100, UUU200 and UUU300 are offered in both academic terms. Students are required to enrol in these four courses either in academic term 1 or academic term 2.

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

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

Year 1 Semester 1

Course Title	Credit
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 iTaukei Language for Beginners	15
LLC122 Writing Fiji in the South Pacific /LLC121 Introduction to Literary Genres*	15

Year 1 Semester 2

Course Title	Credit
HIC102 Reading & Writing Hindi	15
LLC111 Introduction to Linguistics	15
LLC122 Writing Fiji in the South Pacific / /LLC121 Introduction to Literary Genres*	15
UUU100 Social Research	15
LLC101 English for Academic Purposes*	15

Year 2 Semester 1

Course Title	Credit
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
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
HIC311 Varieties of Hindi: Language in Cultural and Situational Contexts	15
HIC 312 Translation Hindi/English/iTaukei	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
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,LLC121, LLC122, UUU100 UUU200 and UUU300 are offered in both academic terms. Students are required to enrol in the four courses either in academic term 1 or academic term 2.

Postgraduate Diploma in Hindi Literature

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 Requirements

a) To qualify for entry into Postgraduate Diploma in Hindi Literature Programme, candidates should have a Bachelor's Degree 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 or 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) or (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
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

SCHOOL OF LAW

The Bachelor of Law (LLB)
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 mandatory 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 at least 250 marks with 65% in English; or
• Passed the University Foundation Programme; or
• 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
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
ITK111 Spoken iTaukei Language for Beginners 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
LAW201 Law of Torts II	15
LAW203 Law of Contract I	15
LAW204 Law of Contract II	15
LAW205 Constitutional Law	15
LAW206 Administrative Law	15
LAW207 Criminal Law and Procedure	15
LAW208 Property Law I	15
LAW209 Property Law II	15

Year 3 Law Courses

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

Compulsory Courses

Course Title	Credit
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 below.

Compulsory Courses

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

Electives

Course Title	Credit
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)

This is a 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)

The Graduate Diploma in Legal Practice (GDLP) was introduced in 2012 and approved by the Board of Legal Education. GDLP prepares Graduates for admission to the practice of law in Fiji. The programme 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.

Modules

There are a total of 10 Modules 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.

Module Titles	Credits
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)

The Master of Laws (LLM) programme was introduced and approved by the Higher Education Commission and the Board of Legal Education in 2014. The programme is offered in two modes: LLM by Coursework and LLM by Thesis.

Admission requirements:

1. Entry into the LLM programme by coursework normally requires an LLB degree or equivalent with a GPA of at least 3.5.
2. Entry into the LLM by thesis only requires an LLB degree or equivalent with a GPA of 4.0 or better or evidence of at least 3 years professional or research experience deemed to be equivalent to such a GPA.
3. In exceptional cases, 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.
4. 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; or
• Appropriate work or other related experience.
5. Applicants are required to provide supporting information and documents with their applications, together with any appropriate references or reports.
6. Approval to enrol for an LLM depends on:
• Qualifications;
• Ability to research and write independently at the required level;
• The acceptability of the proposed thesis project;
• The availability of resources; and
• The ability of the Faculty to provide adequate supervision.
7. Graduates from a University other than the University of Fiji must submit certified transcripts of their degree results, research proposals and academic writing samples with their applications.

Note: An LLM degree does not qualify the holder for admission to the High Court of Fiji as a Barrister and Solicitor.

Master of Laws by Coursework

Students are required to complete 8 courses (1 compulsory course and 7 electives).

Compulsory Course

Course Title	Credit
LAW401 Legal Methodology and Research	15

Electives

Course Title	Credit
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 by Thesis

The Master of Laws by Thesis requires the completion of:

1. **LAW401** - Legal Methodology and Research; and

2. **LAW412** - Thesis [Students are required to develop a thesis proposal and conduct supervised research leading to the preparation and presentation of a Thesis comprising between 30,000 and 40,000 words (including notes and bibliography)].

Postgraduate International and Regional Relations Programme (INR)

The Postgraduate International and Regional Relations (INR) Programme (previously, the Centre for International and Regional Affairs [CIRA]) is now offered 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. However, Semester long courses are also available subject to availability of Lecturers.

From 2018 the INR courses will be taught comprehensively at the Samabula Campus. In some cases, classes and instructions may be available via video conferencing/teaching at the Saweni Campus.

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)

Postgraduate Certificate in International Relations (PCIR)
The Postgraduate Certificate in the International Relations programme consists of two courses from the Schedule of INR electives. It must include INR401 and either INR404 or INR412.

Note: INR401 is compulsory for the INR Programme, except for PCP. 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 orNR412 except with permission). (INR 401 is compulsory for all

INR programmes, certificates and degrees except PCP.)

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

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 (Single major in Information Technology)
• Bachelor of Science (Double Major in Information Technology)

Postgraduate
• Graduate Certificate in Business Informatics
• Graduate 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
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
ITC104 Database Systems	15
MGT105 Organisational Behaviour	15
MTH113 Introduction to Statistics	15
ITK111/HIC111SpokeniTaukei Language for Beginners/ Spoken Hindi for Beginners (Elective 2)	15

Year 2 Semester 1

Course Title	Credit
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
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
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
BIF302 Business Informatics B	15
BIF305 Social Informatics	15

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

Year 2 Semester 1

Course Title	Credit
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
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
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
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 offers specialisations in the following 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. BIT General - 20 Core Units and 4 electives

Bachelor of Science (Single Major in Information Technology)

Course Breakdown

Year 1 Semester 1

Course Title	Credit
ITC100 Information Technology for the Workplace	15
ITC115 Introduction to Software Engineering	15
(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
ITC106 Programming Concepts and Construct	15
ITK111/HIC111 Spoken iTaukei Language for Beginners/ Spoken Hindi for Beginners	15
(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
ITC221 Computer Application in Art and Design/ ITC2 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
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
ITC314 Web Design and Programming	15
ITC355 Business Intelligence/ ITC325 Games Programming Techniques/ ITC362 System and Network Administration	15
(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
ITC307 IT Project	15
ITC334 Cloud Computing	15
(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
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
ITC106 Programming Concepts and Construct	15
ITK111/HIC111 Spoken iTaukei 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
ITC203 System and Software Architecture	15
BIO211 Biodiversity and Conservation/ CHE211 Physicaland 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
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
ITC314 Web Design and Programming	15
ITC355 Business Intelligence	15
(BIO 311 Research Topics in Plant Biology/314 Evolutionary 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 / UUU300 Governance and Ethics	15

Year 3 Semester 2

Course Title	Credit
ITC307 IT Project	15
ITC334 Cloud Computing/ CHE312 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 academic terms. Students are required to enrol in the two courses either in academic term1 or academic term 2.

Certificate in Information Technology

Course Breakdown

Year 1 Semester 1

Course Title	Credit
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
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
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
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
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
ITC104 Database Systems	15
ITC208 Systems Project and Quality Management	15
ITK111 Spoken iTaukei Language for Beginners/HIC-111Spoken Hind forBeginners	15

Graduate 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

Graduate 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 Master of Information Technology degree 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 Master of Information Technology degree 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

Candidates with an IT related degree may study for the Master of Information Technology degree EITHER entirely by coursework OR by coursework and a thesis.

Master of Information Technology by Thesis
The requirements for the completion of the degree of Master of Information Technology by 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 the opportunity to study in an IT area that matches their work and educational needs.

Certificate in Information Technology
• Any three undergraduate courses 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
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
MTH114 Calculus II and Differential Equations	15
LLC101 English for Academic Purposes	15
ITK111 Spoken iTaukei Language for Beginners/HIC-111Spoken Hindi for Beginners	15
1 x 100 level elective course	15

Year 2 Semester 1

Course Title	Credit
MTH211 Advanced Calculus	15
1x200 level course elective course	15
1x200 level course elective course	15
UUU200 Contemporary Fiji	15

Year 2 Semester 2

Course Title	Credit
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
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 Semester2

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

Year 2 Semester1

Course Title	Credit
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
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
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 Semester2

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

Year 2 Semester 1

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

Year 2 Semester 1

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

Year 2 Semester 2

Course Title	Credit
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
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
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 (BSc) 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
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
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 111Hindi Language for Beginners/ PHY 112 Physics 2*	15

Physics 111 and Physics 112 are compulsory for students wishing to do MBBS subsequently.

Year 2 Semester 1

Course Title	Credit
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
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
BIO 311 Research Topics in Biology / ESC300 Natural Resource Management	15
BIO 312 Physiology/ BIO314 Evolutionary Biology	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
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

Course Breakdown

Year 1 Semester 1

Course Title	Credit
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
CHE112Principles of Organic Chemistry	15
BIO112 Plant Biology/ITC106 Programming Concepts and Constructs	15
LLC101English for Academic Purposes	15
ITK111/HIC111/PHY 112 Spoken iTaukei/Hindi Language for Beginners/Physics II	15

Year 2 Semester 1

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

Year 2 Semester 2

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

Year 3 Semester 2

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

Year 2 Semester 1

Course Title	Credit
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
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
ITC314 Web Design and Programming	15
ITC355 Business Intelligence	15
PHY313 Meteorological Physics/PHY315 Environmental Soil	15
ESC300 Natural Resource Management	15

Year 3 Semester 2

Course Title	Credit
UUU300 Governance and Ethics	15
ITC307 IT Project	15
PHY312 Renewable Energy Resources	15
PHY314 Electricity and Electronics	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
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
CHE112 Principles of Organic Chemistry	15
PHY112 Physics 2	15
LLC101 English for Academic Purposes	15
ITK111 Spoken iTaukei Language for Beginners/HIC111 Spoken Hindi for Beginners	15

Year 2 Semester 1

Course Title	Credit
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
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
CHE314 Biochemistry	15
CHE311 Quantitative and Qualitative Techniques	15
PHY313 Meteorological Physics/ PHY315 Environmental Soil	15
ESC300 Natural Resource Management	15

Year 3 Semester 2

Course Title	Credit
CHE312 Aquatic Chemistry	15
CHE313 Environmental and Applied Chemistry	15
PHY312 Renewable Energy Resources	15
PHY314 Electricity and Electronics	15

Bachelor of Environmental Science

This interdisciplinary programme comprises a total of 24 courses over a three year period. It includes courses from four major disciplines which are Biology, Chemistry, Geography and Climate Change 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
ESC100 Introduction to Environmental Science /BIO111 Animal Biology /BIO112 Plant Biology	15
LLC101 English for Academic Purpose	15
CHE111 Principles of Inorganic and Physical Chemistry	15
ESC101 Energy and Sustainable Development /PHY111 Physics 1	15

* BIO 111 (Animal Biology) is optional with BIO 112 (Plant Biology). If students wish to do BIO 112 (offered in sem 2) then ask them to do UUU 100 this semester.

Year 1 Semester 2

Course Title	Credit
HIC 111 / ITK 111 Spoken Hindi for Beginners/ Spoken Fijian for Beginners	15
ITC100 Information Technology for Workplace	15
ESC102 Environmental Pollution and Remediation / CHE112 Principles of Organic Chemistry	15
UUU100 Social Research	15

Year 2 Semester 1

Course Title	Credit
UUU200 Contemporary Fiji	15
BIO211 Biodiversity and Conservation	15
GEO201 Geology and Mining / ESC Geographical Information System	15
PHY214 Physics of the Environment	15

Year 2 Semester 2

Course Title	Credit
BIO215 Integrated Pest Managment/ ESC202 Agroecology	15
ESC201 Climate Change and Society/ ESC203 Coast Conservation and Management	15
CHE212 Organic and Analytical Chemistry	15
BIO213 Ecology	15

Year 3 Semester 1

Course Title	Credit
UUU 300 Governance and Ethics	15
PHY 315 Environmental Soil Physics/ ESC304 Public Health and Environment/ESC305 Environmental Economics	15
ESC301 Agricultural Biotechnology /ESC302 Environmental Impact Assessment	15
ESC300 Natural Resource Management/ ESC303 Research Project	15

Year 3 Semester 2

Course Title	Credit
LAW 313 Environmental Law	15
CHE 312 Aquatic Chemistry/ BIO315 Aquaculture and Mariculture	15
BIO 313 Marine Biology	15
CHE 313Environmental and Applied Chemistry	15

Diploma in Environmental Science
This programme comprises a total of 16 courses done over a two year period. The programme follows the same structure as Year 1 and Year 2 of the Bachelor of Environmental Science programme.

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 duration of this programme 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 Modelling and Forecasting

Year 2 Semester 2

Course Title
REM407   Research Thesis / Industrial Attachment

Centre for iTaukei 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
This programme is open to students who have:
• A Primary Teachers' Certificate from a teacher training institution or equivalent (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 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 pass all compulsory courses.

Compulsory Courses

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

Year 1 Semester 1

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

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

ITK201 Language in Cultural Context	15
ITK204 Expressive and Performing Arts in iTaukei Language	15
ITK301 Creating Literature in iTaukei language	15
MGT105 Organizational Behavior	15

Year 2 Semester 2

ITK202 iTaukei Ceremonies, Protocols 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 iTaukei Language, Literature and Culture (Secondary)

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

Course Title	Credit
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	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

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

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

Year 2 Semester 1

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

ITK306 Translation Theory & Practice	15
ITK307 Teaching of Reading	15
ITK308 Methodologies of Teaching Writing	15

Note: 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)

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

Major 1: iTaukei Language, Literature and Culture
Major 2: English Language, Literature & Communications/Management/ITC

Course Title	Credit
ITK Major	
ITK101 Listening and Speaking iTaukei Language	15
ITK102 Reading and Writing iTaukei 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 iTaukei Ceremonies, Protocols and Oral Traditions	15
ITK203 Reading and Writing iTaukei Language 11	15
ITK204 Expressive and Performing Arts in iTaukei Culture	15
ITK309 Creating Information Texts in VosaVakaviti	15
ITK300 Research Project: Independent Project	15
ITK301 Creating Literature in iTaukei Language	15
ITK302 Vanua: Land and the People	15
ITK306 Translation Theory 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 /	15
LLC321 Poetry & Creative Writing	15
LLC301 Research Project in Literature Language	15
LLC312 Second Language Teaching Methodology /	15
LLC322 An introduction to Postcolonial Writing: Theory & Text	15
LLC323 Drama & Literary Appreciation	15

Year 1 Semester 1

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

Year 2 Semester 1

Course Title	Credit
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
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
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
LLC312 Second Language Teaching Methodology/	15
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 (iTaukei/Management)

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

Major 1: iTaukei Language, Literature and Culture
Major 2: Management

Course Title	Credit
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 Management Electives	15
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

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

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

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

ITK202 iTaukei Ceremonies, Protocol & Oral Traditions	15
ITK203 Reading & Writing iTaukei Language II	15
MGT206 Marketing Principles and Strategies	15
ITK305 Cultural Teaching and Learning	15

Year 3 Semester 1

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

Year 3 Semester 2

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 MEDCINE & HEALTH SCIENCES

MBBS Programme

Admission Requirements

Direct Entry from Year 13/Equivalent. Students must 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 (1 English, 2 Biology, 2 Chemistry and 2 Physics) and registering a B+ grade in all 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, and C 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

Year 1 (120 CPs)					
#	Course	Code	Duration	Semester	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	MECT104	14 weeks/ semester		30
	• Medical Ethics				
	• Fijian culture				
	• Hindi Culture				
	• Medical terminology				

Year 2 (120 CPs) Prerequisites: MBBS 1					
#	Course	Code	Duration	Semester	CPs
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 |

Year 3 (120 CPs) Prerequisites: MBBS 2					
#	Course	Code	Duration	Semester	CPs
9	Internal Medicine	IMED301	5 weeks	year long	20
10	General Surgery & Orthopaedics	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	General Surgery & Orthopaedics	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	Semester 1	20

Year 5 (120 CPs) Prerequisites: MBBS 4					
#	Course	Code	Dura-tion	Semester	CPs
21	Internal Medicine	IMED 501	4 weeks	year long	16
22	General Surgery & Orthopaedics	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		6 weeks	Semester 2	24
	• ENT	ALSB 506	1 week		
	• Ophthalmology		1 week		
	• Anaesthesiol-ogy		1 week		
	• Physiotherapy		1 week		
	• Radiology		1 week		
	• Emergency Medicine		1 week		
27	Forensic Medicine	FMED 507	4 weeks	Semester 1	16

Year 6 (120 CPs) Prerequisites: MBBS 5					
#	Course	Code	Duration	Semester	CPs
28	Internal Medicine	IMED601	4 weeks	year long	15
29	General Surgery & Orthopaedics	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
• General Surgery & Orthopaedics
• Obstetrics and Gynaecology
• Paediatrics
• Community Medicine
• Evidence Based Practice

Bachelor of Nursing Bridging In- Service
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.

Admission Requirements:
• To enter Bachelor of Nursing In-Service Programme an applicant must be a licensed registered Nurse; or
• Have other qualifications acceptable at the discretion of the Dean of School.

Bachelor of Nursing Bridging Post Registration					
Programme Duration: 1year					
#	Course	Code	Duration	Trimester	CPs
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 (PGCert-PHC)

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

Admission Requirements:

To enter Postgraduate Certificate in Primary Health Care (PGCertPHC) Programme an applicant should have an approved Bachelor's degree in any field of health sciences.

Students must complete all courses.

Postgraduate Certificate in Primary Health Care (PGCertPHC)					
Programme Duration: 1year					
#	Course	Code	Duration	Semester	CPs
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

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.

Admission Requirements:

•To enter the Master of Nursing by Thesis Programme an applicant must have a Bachelor's Degree in nursing sciences with a GPA of 3.0 and above; or

•Have other qualifications acceptable at the discretion of the Dean of School.

Master of Nursing by Thesis					
Programme Duration: 2years					
#	Course	Code	Duration	Semester	CPs
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

UNIVERSITY WIDE PROGRAMME

Programme Structure

The University Wide courses have been designed to establish and maintain links with all the University's schools and campuses for the purposes of encouraging, promoting and coordinating interdisciplinary studies on a campus-wide basis. It is the intent of the University to encourage the development and offering of interdisciplinary courses such as social research, contemporary Fiji and governance and ethics.

All University Wide courses bear the prefix UUU in their course codes. They are defined as compulsory courses for purposes of degree requirements for the BA, BCom and BSc degrees. Credits earned through these courses are generally applied to the degree as compulsory credits. The compulsory courses are:
- UUU100 Social Research
- UUU200 Contemporary Fiji
- UUU300 Governance and Ethics

The University Wide Programme also offers a Postgraduate Diploma in Governance and Public Policy, and a Master of Arts in Governance and Public Policy.

Postgraduate Diploma in Governance and Public Policy

The Postgraduate Diploma in Governance and Public Policy programme consists of 4 courses amounting to 120 credit points. Students must pass all compulsory courses.

Compulsory Courses: UUU401, UUU402, UUU403 and UUU407

Admission Requirements

a.Bachelor's Degree in any Social Sciences or related field with a GPA of at least 3.0 in the 200 and 300 level courses in the appropriate major, or

b.A qualification obtained from some other tertiary institution deemed by the Senate to be equivalent to the requirements set out in (a) above, or

c.A professional qualification deemed by the Senate to be equivalent to the requirements set out in (a) above.

Core Course Title	Credit
UUU401 Development Theory and Practice	30
UUU402 Theory and Practice in Public Policy	30
UUU403 Governance, Politics and Development	30
UUU407 Advance Research Methods	30

Master of Arts in Governance and Public Policy

To complete the Master of Arts in Governance and Public Policy, a student must have a Postgraduate Diploma in Governance and Public Policy, plus two other courses (UUU405 and UUU406) and a minor thesis (UUU600).

COURSE DESCRIPTIONS

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: 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 and 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 and 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 and 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 account-ing courses by focusing on issues relating to the application of account ing techniques within an economic and conceptual framework.

ACC302   Management Information Systems   SEM 1

Prerequisite: any CSA/ITC 100-Level Course / ACC110
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 fun-damentals 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 stra-tegic 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 globali-zation 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 1/2

Prerequisite: ACC301 or equivalent, ACC304 or equivalent, ACC201 or equivalent and Bachelor's Degree in Accounting
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. It encourages students to critically evaluate the status of accounting and financial theory; provides students with an ethical dimension to the practice of accounting; prepares students for Master and PhD study; encourages students to reflect on their own personal ethical development; encourages students to think critically about accounting and its role in society as a form of labour and as a servant of capital; encourages students to reflect on the motivations of social actors in the corporate world; expands students' understanding of the topics of social and environmental reporting and to the related theories; expands students' understanding of budgeting and the related theories; expands students' understanding of how budgeting process-es and practices might be influenced by societal culture; and expands students' understanding of the historical development of accounting in post-colonial countries including Fiji and Sub Saharan Africa.

ACC402   Ethics, Governance & Accountability   SEM 1/2

Prerequisite: ACC301 or equivalent, ACC304 or equivalent, ACC201 or equivalent and Bachelor's Degree in Accounting
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. It provides students with an ethical dimension to the practice of Accounting; prepares students for Master's and PhD studies; encourages students to reflect on their own personal ethical development; encourages students to think critically about accounting and its role in society as a form of labour and as a servant of capital; and encourages students to reflect on the motivations of social actors in the corporate world.

ACC403   Advanced Financial Reporting   SEM 1/2

Prerequisite: ACC203, ACC301 or equivalent and Bachelor's Degree in Accounting
Continuous Assessment: 50%; Final Examination: 50%

The aims of ACC403: Advanced Financial Accounting enables 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 analysing and evaluating their usage in practice. It provides a deeper understanding of the knowledge acquired in ACC101, ACC203, and ACC301.

ACC404   Advanced Management Accounting   SEM 1/2

Prerequisite: ACC201, ACC301 or equivalent and Bachelor's Degree in Accounting
Continuous Assessment: 50%; Final Examination: 50%

The focus of this unit is on advanced issues in management accounting and control systems. The issues addressed are strategic in nature and these are interesting, as well as very challenging mainly because of their inter- and multi-disciplinary nature. The need for management accounting information across the entire value chain of firms is emphasised in this unit. The topics for discussion in this advanced unit cut

across many disciplines such as sociology, organisational behaviour, culture, politics among others, and these further add to the challenges and complexity. Moreover, many argue that core values of accounting reside outside accounting. As such management accounting's multi and interdisciplinary nature provides an enabling role in the choice of appropriate theoretical framework for research. The practice is also much more dispersed, permeating all the key areas of management process, strategic as well as operational, across the entire value chain. The course topics focuses mainly on strategic dimensions of MACS.

ACC405	**Advanced Auditing and Assurance Services**	**SEM 1/2**

Prerequisite: ACC203, ACC304 or equivalent and Bachelor's Degree in Accounting
Continuous Assessment: 50%; Final Examination: 50%

This unit focuses on advanced issues in auditing and assurance services. This course is primarily focused on the external audit of corporate financial statements while also covering other assurance services, professional ethics, and legal liabilities. The lectures presented are structured to correspond with auditing process in theory and practice, and inevitably integrate Australian and International Auditing Standards. The majority of the lectures deal with the various activities undertaken by external auditors. The main stages of the audit process are addressed including risk analysis in auditing, audit planning and documentation, fraud auditing, gathering and evaluating audit evidence (including performance of tests of controls and substantive audit procedures) and the formation of the audit opinion. Other topics, including auditors' legal responsibilities, audit quality and ethics, and other assurance services, are also dealt with as special topics. Continuous corporate collapses together with global financial turmoil are presenting new challenges to corporate managements, thereby forcing auditors to re-examine their role as providers of assurance services to stakeholders of organisations. This unit aims to enhance the students' knowledge of current approaches to auditing and assurance services and to demonstrate effective and efficient auditing techniques whilst conducting auditing and gathering

reliable corroborated evidence that will assist in providing reliable assurance and sustainability reports. Students are provided the opportunity to examine different types of financial statements, documents and information systems.

ACC406   Financial Statement Analysis   SEM 1/2

Prerequisite: ACC203, ACC301 or equivalent and Bachelor's Degree in Accounting
Continuous Assessment: 50%; Final Examination: 50%

Financial statements disclose financial information concerning the overall performance, financial position and changes in financial position of the reporting entity. The information provided on its own is not useful unless incorporated with analysis and interpretation. This course is designed to build knowledge on the presentation of financial statements and is not limited to primary users but to anyone who can also benefit from the insights and analytical techniques of financial statement analysis. It is important for people in the business environment and knowing financial information is critical for business decision making. It provides a framework for using financial statement data in a variety of business analysis and valuation context. The course aims to develop fundamental analytical skills to interpret financial statements for effective decisions in an increasingly competitive business environment. The financial health of the firm is presented in the basic financial statements which is important for various stakeholders.

ACC407   Business Research Methods   SEM 1/2

Prerequisite: Bachelor's Degree in Accounting or Equivalent
Continuous Assessment: 50%; Final Examination: 50%

This postgraduate unit on Business Research Methods is designed to investigate in a systematic and organised way, the specific problems and issues encountered in organisational settings that include both profit and non-profit entities. It includes a series to steps and strategies designed to obtain answers to issues and problems faced by managersand other organisational participants in their everyday setting. For

postgraduate students, training in research methods sensitises them to the choices that are available in terms of research methods and data analysis that can be employed when investigating and disseminating new business knowledge. Apart from providing insights into the research process, training in business research methods provides awareness of what constitutes good and poor research.

ACC408   Advanced Taxation, Law & Practice   SEM 1/2

Prerequisite: ACC203, ACC308 or equivalent and Bachelor's Degree in Accounting
Continuous Assessment: 50%; Final Examination: 50%

This unit provides an understanding of the structure of Fiji's Income Tax System and its principal participants. It covers Fiji's legal system, including the key areas of law affecting different types of businesses and applies various theories in an attempt to problem solving. The unit further explores practical issues faced by tax practitioners under the various types of taxes in Fiji and attempts to evaluate the implication of tax treaties with other country(s), both from theoretical and practical perspectives.

ACC500   Minor Thesis in Accounting   SEM 1/2

Prerequisite: Post Graduate Diploma in Accounting or equivalent

Students undertake an in-depth research leading to a thesis of 15,000 to 20,000 words in accounting as a component of the Master of Commerce in Accounting.

ACC600   Major Thesis in Accounting   SEM 1/2

Prerequisite: Postgraduate Diploma in Accounting or equivalent

Students undertake a major research leading to a thesis of 30,000 to 40,000 words in accounting as a requirement for the Master of Commerce in Accounting by thesis only.

ACC700/ACC700PT   PhD in Accounting   SEM 1/2

Prerequisite: Master of Commerce in Accounting or equivalent

The department of Accounting and Finance offers the degree of Doctor of Philosophy in Accounting. Students wishing to pursue this programme should consult the Head of Department for admission requirements and regulations. The programme is offered on a full time and part time basis. Students undertake rigorous research in area of accounting leading to a thesis of 80,000-100,000 words. Students need to have a good level of research experience in order to undertake this programme.

Biology

BIOF11   Foundation Biology I   SEM 1

Prerequisite: Pass in Fiji Year 12 Examination or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course introduces students to 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 Year 12 Examination or equivalent
Continuous Assessment: 50%; Final Examination: 50%

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. This course provides suitable background for students who wish to continue their studies in medicine or in graduate-level study in Biology.

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 protozoans, 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 plants, including their human and ecological relevance. 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 or BIO112 or equivalent
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 are boosting world agriculture, the environment and the society as a whole.

BIO213	Ecology	SEM 2

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

This course unifies 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 or BIO112 or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course covers principles of microbiology with emphasis on micro-organisms and human diseases. 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 will be able to demonstrate knowledge of microorganisms and the disease process as well as aseptic and sterile techniques.

BIO311   Research Topics in Biology   SEM 1

Prerequisite: A pass in BIO211 or BIO213 or equivalent
Continuous Assessment: 60%; Final Examination: 40%

This course provides an overview of quantitative techniques used in Biology and focuses on the design, experimentation and communication of autonomous research projects. Students select topics of their interest and after consultation with the instructor, embark on an independent project and present the findings at the end of the academic term.

BIO312   Physiology   SEM 1

Prerequisite: A pass in BIO212 or BIO214 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 functions and regulations of the human body and the physiological integration of the organ-systems to maintain homeostasis.

BIO313	Marine Biology	SEM 2

Prerequisite: A pass in BIO211 or BIO213 or equivalent
Continuous Assessment: 60%; Final Examination: 40%

The main focus of this course is marine organisms and their interactions in marine ecosystem. It incorporates 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 also discusses 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 or 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. Students 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 Academic Term 1 and part B in Academic Term 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 metadata management.

BIF304   Business Intelligence Systems   SEM 1

Prerequisite: Satisfactory completion of ITC208 and ITC213
Co-requisite: Business Informatics Internship (part B) – you must enrol in BII (Part B) at the time that you enrol 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 tools, techniques and models for intelligence analyses and visualizations are examined with 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 Year 12 Examination or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course builds upon the chemistry studied at Year 12 level and aims

to equip and prepare for studies at degree level in chemistry. The course focuses on understanding the uncertainty principles and balancing chemical equations and determining the limiting reactants and percentage yield. Emphasis is placed on solutions, quantum theory, chemical bonds, polarity orbitals, molecular geometry and intermolecular forces.

CHEF12	Foundation Chemistry II	SEM 2

Prerequisite: Pass in Fiji Year 12 Examination or equivalent
Continuous Assessment: 50%; Final Examination: 50%

The course provides an understanding of the concepts of physical, inorganic and organic chemistry. The main focus of the designed course is on energy changes in chemical reactions, Hess's law and bond energies, chemical equilibrium, solubility and solubility product, acidic and basic solutions with conjugate salts, buffers and titration curves. This course will also include introductory concepts of organic chemistry and their reactions. Designed laboratory work will enhance student's practical skills.

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 of CHE 112
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 or 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 or 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 or 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 or 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

CSAF11	Computer Foundations 1	SEM 1

Prerequisite: Pass in Fiji Year 12 Examination or equivalent
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: A pass in CSAF 11
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, with specific illustrations drawn from these economies 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-relation

ships between economic 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 analyse 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 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 onenabling 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: EC0201 and EC0203
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 underuncertainty, 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 II**	**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.

ECO500 **Minor Thesis in Economics (SRP)** **SEM 1/2**

Prerequisite: Post Graduate Diploma in Economics or equivalent

Students undertake an in-depth research leading to a thesis of 15,000 to 20,000 words in Economics as a component of the Master of Commerce in Economics.

ECO600 **Major Thesis in Economics** **SEM 1/2**

Prerequisite: Postgraduate Diploma in Economics or equivalent

Students undertake a major research leading to a thesis of 30,000 to 40,000 words in Economics as a requirement for the Master of Commerce in Economics by thesis only.

Education

EDU120 **Child Growth & Development** **Not offered in 2018**

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 2018**

Prerequisite: Nil

This course aims to discover the key social science issues relating to the teaching and learning process within the primary curriculum.

Participants learn and demonstrate the way individuals interact with each other and with environment. It affords the construction of the family trees and ascertains the different roles of the family members.

EDU122	Primary Science Education I	Not offered in 2018

Prerequisite: Nil

Participants in this course 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 in 2018

Prerequisite: Nil

Participants in this course get to appreciate, understand and learn selected contents from the mathematics prescriptions for years 1 to 8 in Fiji schools. They are afforded an opportunity to 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 2018

Prerequisite: Nil

This course helps to appreciate the role of socio cultural and developmental view in language learning. It examines the literacy practices essential for young children to develop effective composition and comprehension of texts, and to comprehend the process of composing genres to develop teaching strategies that support the language learning processes.

EDU125	Teaching and Learning in Primary School	Not offered in 2018

Prerequisite: Nil

This course explores the concepts of teaching and learning in primary schools. It reflects upon the teachers' role in understanding the theoretical underpinnings of the teaching/learning process. It applies and contextualises reflective teaching practice in simulated and real teaching situations.

EDU126	Studies in Physical Education and Health	Not offered in 2018

Prerequisite: Nil

This course affords the acquisition of knowledge, skills and characteristics essential for Physical Education practitioners. It provides an understanding, appreciation and value of the principles of basic psychomotor and health studies perspectives. Participants devise meaningful and enjoyable ways of participating in physical education activities and promoting healthy living.

EDU127	Professional Experience I	Not offered

Prerequisite: Nil

This course provides both, practical and theoretical exposures. Participants observe school and classroom dynamics in order to understand the teachers' professional life; Develop skills necessary for managing single class groups and for planning, teaching and evaluating learning outcomes of single lessons; and comply with the ethical code of conduct of the teaching profession.

EDU220	Educational Psychology & the Teaching Learning Process	Offered in 2018

Prerequisite: EDU120
Continuous Assessment: 60% Final examination: 40%

In this course participants study the theories of human learning and the relationship of learning principles to the learning and teaching process. They critically analyse cognitive, behaviourial and social learning theories; and are afforded opportunities to formulate and evaluate arguments related to students' physical, psychological, emotional and social growth.

EDU221	Teacher Ethics and Virtues Education	Offered in 2018

Prerequisite: EDU121
Continuous Assessment: 60% Final examination: 40%

This course helps participants to interpret and understand major ethical theories and how to implement them in the school system. It provides an understanding on how develop basic counselling skills for behaviour management in classrooms. They develop the ability to make coherent sense of complex links between various aspects of governance processes, practices, principles and ethics.

EDU222	Diversity and Differentiated Learning	Not offered in 2018

Prerequisite: Nil
Continuous Assessment: 60%; Final examination: 40%

This course offers an opportunity for participants to understand, design and develop appropriate mechanisms to cope with challenges in a class. It constructs broad concepts and skills that lend themselves to teaching at different degrees of complexity; and utilises a variety of instructional delivery methods to address different learning styles.

EDU223	School Curriculum Planning & Delivery in Primary School	Not offered in 2018

Prerequisite: EDU125
Continuous Assessment: 60%; Final examination: 40%

This course examines the complexities of the teaching profession with regards to planning and designing of lessons. It develops an awareness and understanding of the processes of the curriculum planning, development and implementation; and analyses and evaluates ways of identifying curriculum gaps to mediate the constraints of reality.

EDU224	iTaukei Language and Conversational Hindi	Not offered in 2018

Prerequisite: none
Continuous Assessment: 60% Final examination: 40%

This course aims to demonstrate basic conversational skills in vernacular languages. It examines a variety of vernacular language contexts of the two major language groups in Fiji, analyses the elements of language, and establishes the appropriate relationship among various linguistic components.

EDU225	Music and Arts Curriculum	Not offered in 2018

Prerequisite: none
Continuous Assessment: 60% Final examination: 40%

This course examines the role of music and arts in the local cultures. It forges an appreciation of the contributions of music and arts in a child's development. It also develops appropriate approach (es) to music and arts curriculum to ensure a stimulating and conducive learning environment.

EDU226	**Curriculum Studies in**	**Not offered**
	Physical Education	**in 2018**

Prerequisite: none
Continuous Assessment: 60% Final examination: 40%

This course is designed to examine the importance of physical education in growth and development. Perusing curricula helps to acquire and demonstrate an understanding of the concepts, processes and skills underpinning physical education and health needed to ensure a healthy lifestyle and promote healthy living.

EDU227	**Professional Experience II**	**Not offered**
		in 2018

Prerequisite: EDU127
Continuous Assessment: 60%; Final examination: 40%

This course aims to help participants recognise the role of the professional classroom practitioner. Through an awareness of normal curricular and co-curricular responsibilities and activities, they learn to develop skills necessary for planning, teaching and evaluating learning outcomes in multiple class groups.

EDU320	**Monitoring Assessing &**	**Not offered**
	Evaluating Student Learning	**in 2018**
	in Primary School	

Prerequisite: EDU125
Continuous Assessment: 60%   Final examination: 40%

This course is geared to assist participants to identify the nature and purposes of assessments for and of learning. They define and discuss the application and implications of various classroom assessment and evaluation procedures. They also critique and appraise conventional methods of educational assessments.

EDU321	PEMAC – Healthy Living and Family Life Education	Offered in 2018 Summer

Prerequisite: EDU126 & EDU226
Continuous Assessment: 100%

This course develops an understanding of the importance of physical fitness, health and well-being and the factors that contribute to total health. Participants learn to recognise express art works that communicate ideas through which students explore, solve problems and use ideas, experiences and observations. It helps them to demonstrate their artistic and aesthetic understanding to appreciate and evaluate arts.

EDU322	Primary Numeracy and Literacy Education	Not offered in 2018

Prerequisite: EDU123 & EDU124
Continuous Assessment: 60%   Final examination: 40%

In this course, participants undertake critical analyses and evaluations of the impact of language on society. They apply such knowledge on the underpinnings of language on society to examine the relationship of first language acquisition to second language learning. They further appraise various literacy programmes and select the appropriate learning approaches for their classrooms.

EDU323	Primary Science and Social Science Education	Offered in 2018

Prerequisite: EDU122 & EDU121
Continuous Assessment: 60%   Final examination: 40%

This course appraises the framework of knowledge and skills in the teaching of primary Science in the classroom. It synthesises perspectives on addressing misconceptions or preconceived ideas in science learning. It affords understanding of social justice and socio-economic issues through dramatisation and other non-conventional means.

EDU324	Educational Leadership	Not offered
	Innovation & Technology	in 2018

Prerequisite: Entry into this course requires approval of the Dean
Continuous Assessment: 100%

This course examines the chronic issues in the study of technology and its impact on educational leadership. It advocates learning and further research in educational leadership and teaching. It also affords participants opportunities to appraise the roles and responsibilities of the use of innovative instructional technology in the educational institutions that ultimately enhances the student achievement in the present rapid technology advancing world.

EDU325	School Administration Planning	Offered
	and Reporting	in 2018

Prerequisite: Entry into this course is by approval of the Dean
Continuous Assessment: 60% Final examination: 40%

This course prepares teachers and future leaders to function as equal partners with the Ministry of Education in making Fiji a knowledge-based society. This course acknowledges the goals of the Ministry of Education in filling the gaps and strengthening the affiliation between and among the staff members, the parents and the school communities. School administration could be a challenging task which requires knowledge, skills and guidance to facilitate the work of the school heads and the overall smooth functioning of the institution.

EDU326	Teacher as a Researcher: Fostering	Offered
	inquiry based Learning	in 2018

Prerequisite: Entry into this course is by approval of the Dean
Continuous Assessment: 100%

By the end of this course, participants would demonstrate an under

standing of inquiry based learning and the applications of research paradigms in education. The course examines the different sampling methods used in data collection through surveys. It further identifies and analyses ethical issues involved in a research study. Participants also develop basic skills in qualitative, quantitative and mixed method data analysis and reporting.

| EDU327 | Professional Internship and | SEM 2 |
| | Reflective Teaching | |

Prerequisite: EDU227
Continuous Assessment: 100%

Professional internship and reflective teaching in school afford participants. Offers hands-on experience in schools. It makes diversity, fairness and respect for others and their cultures more visible through demonstration by way of the numerous related school activities. Internships also demonstrate evidences of meaningful collaboration with colleagues in addressing school wide issues.

| EDU310 | Addressing Curriculum Issues | SEM 1 |
| | for the 21st Century Classroom | |

Prerequisite: A Bachelor's Degree
Continuous Assessment: 60%;   Final Examination: 40%

This course contextualises and critically analyses issues relating to 21st century educational challenges. It evaluates the effects and impacts of globalization on learning. It affords an understanding of the myriad of challenges currently confronting schools and forges an aspiration among participants to become lifelong learners, astute to the phenomena of change.

EDU311   Contemporary Issues in Teaching and   SEM 1 Learning in Pacific Island Countries

Prerequisite: A Bachelor's Degree
Continuous assessment: 60%; Final examination 40%;

This course provides an opportunity to appreciate how current educational theories are shaped by contemporary regional and world-wide social changes. Among the contemporary issues, are the current and emerging social, political, technological and economic issues and challenges impacting the day-to-day practices and activities of teachers. The course allows participants to express ideas and opinions about educational issues that have major impacts on teaching and learning activities.

EDU312   Educational Psychology   SEM 1

Prerequisite: A Bachelor's Degree
Continuous assessment: 60%; Final examination 40%;

This course affords a broad and integrate knowledge and understanding of the importance of psychology in the teaching-learning environment. It undertakes critical analyses and evaluations of the different learning theories, namely, cognitivism, behaviourism and constructivism. It identifies a selection of principal strategies that could be implemented in the classroom to address issues among emotionally and socially disturbed children.

EDU313   Monitoring Assessment & Evaluation   SEM 2

Prerequisite: A Bachelor's Degree
Continuous Assessment: 60%; Exam: 40%;

This course helps participants to comprehend the nature and purposes of different forms of assessments. It affords them an opportunity to apply their understanding to the various subject areas within the school context. Participants would also create authentic assessment

procedures and processes based on discernment and awareness of the Ministry of Education and the school requirements.

| EDU314 | **Teaching as Research and Action** | **SEM 2** |

Prerequisite: A Bachelor's Degree
Continuous assessment: 100%;

In this course, participants indulge in discussions and evolving an an outline of the elements of a meaningful research proposal. They integrate action research methodologies into a project design. They learn the importance of and how to extract information from research literature by way of a literature review. They recognize the importance and purposes of different research designs. The course also helps them to improve and develop their skills in problem solving, communication, and self-management.

| EDU315 | **Planning for Teaching & Learning** | **SEM 2** |

Prerequisite: A Bachelor's Degree
Continuous assessment: 60%; Final examination 40%;

In this course, participants get the opportunity to understand and appreciate the relevance of curriculum orientation and development in local context. The course helps to formulate interpretations of the nature of the subject matter for a particular discipline. It also helps to translate and apply such knowledge of curriculum to statements associated with subject specialism.

| EDU316 | **Professional Experience I** | **SEM 1** |

Prerequisite: At least 3 Education Units
Continuous assessment 100%

The eight weeks practicum aims to develop good communication skills and a better understanding of the school culture. It promotes the creation and management of required resources, materials and equipment. The particpants establish connection with and relate to various educa-

tional contexts, and involve in the decision-making processes in the school.

EDU317	Professional Experience II	SEM 1 and 2

Prerequisite: EDU316
Continuous assessment 100%

This second eight-week school placement aims to provide effective and positive learning experiences for participants. It allows them to employ the range of teaching and learning methods acquired and or learned in delivering their classes effectively. It allows them to also inculcate the habit of showing respect to and understanding the students' socio-cultural backgrounds, and likewise the professional community within a school.

EDU401	Educational Leadership for the 21st Century	Not offered in 2018

Prerequisite: Entry into this course is by approval of the Dean
Continuous Assessment: 100%;

This course provides an understanding the importance of leadership in education and looks at the crucial role of leadership in school improvements through equity and access, and the introduction of new technologies in the teaching-learning process. The course also addresses the importance of ethical and moral leadership in education, and looks at the impacts and influences of traditional/cultural aspects of leadership in Pacific societies.

EDU402	Organizational Management	Not offered in 2018

Prerequisite: Entry into this course is by approval of the Dean
Continuous Assessment: 100%

This course addresses management within schools and their districts,

linking organisational strategies to the wider community and national contexts. As Leaders participants will view and understand organisational components of schools and systems as integral parts of the culture of learning that require collaboration and context-awareness to enable effective implementation and delivery of the school programmes. The school leaders will learn how to skilfully interpret shared values and goals in implementing the school plans and vision in a structurally sound and sustainable manner.

EDU404	Leadership in Teaching,	SEM 2
	Learning and Assessment	

Prerequisite: Entry into this course is by approval of the Dean
Continuous Assessment: 100%

This course integrates contemporary ideas and literature in undertaking a critical exploration of the relationships between and among learning, curriculum and assessments. It gives an opportunity to analyse current policies and practices at the personal, local and national levels. The course provides the participants with the necessary tools and resources to evaluate and develop their views of learning, knowledge and pedagogy and to apply them to the development of their practice.

EDU405	Contemporary Issues in	SEM 1&2
	Education in Fiji	

Prerequisite: Entry into this course is by approval of the Dean
Continuous Assessment: 100%

This course examines current issues affecting education in Fiji and the South Pacific region. It also looks at current issues and trends in educational practices through the perspectives of history, philosophy, sociology, psychology, anthropology, and the politics of education. It also focuses on the theoretical and practical issues of diversity in the classroom settings, especially those related to culture, race/ethnicity, gender, language, and socio-economic factors.

EDU406	Educational Innovation and Change	SEM 1 & 2

Prerequisite: Entry into this course is by approval of the Dean
Continuous Assessment: 100%

Educational Innovation & Change explores the strategies for dissemination, adoption, implementation, and integration of changes for teachers, administrators, and leaders of professional organizations. It concentrates on theoretical models and their applications, change agencies, and modification of organizational climate and structures. The course also examines the barriers to innovation in educational settings and addresses the issue of leading and managing change in the modern world.

EDU407	Independent Study I	SEM 1 & 2

Prerequisite: EDU403 or EDU410 or EDU418
Continuous Assessment: 100%

In this course, participants 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 programmes. Research projects selected should be worthy of substantial inquiry, i.e., one that warrants investigation due to its centrality to the field of study or to issues of practice.

EDU408	Independent Study II	SEM 1 & 2

Prerequisite: EDU403 or EDU410 or EDU418 and EDU407
Continuous Assessment: 100%

This course develops a second in-depth research project which goes deeper into an issue or phenomenon, and which is expected to lead to a report of approximately 10,000 words. The report is expected to contribute to a greater understanding of the phenomenon investigated. This project is a required part of the Master of Educational Leadership and Master of Teaching programmes.

EDU409   Framing Experience – Professional   SEM 1
Evaluation and Planning
(Offered subject to minimum number of students)

Prerequisite: Entry into this course is by approval of the Dean
Continuous Assessment: 100%

This course revolves around shaping and re-shaping participants' thinking on their outlook and life experiences for effective leadership and success. 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 influence future actions and learning. Self-reflection is a process that can be used to maximize personal satisfaction and strengthen commitment.

EDU411   Understanding the Social Context   SEM 1
for Schools: Addressing Diversity
in Schools and Classrooms
(Offered subject to number of students)

Prerequisite: Entry into this course is by approval of the Dean
Continuous Assessment: 100%;

This course critically examines the broader social context for schools and academic programmes and learning at multiple levels. It begins by examining the policies, practices, and procedures that influence teaching, learning, and the curriculum. It develops a meaningful understanding of the phenomena from the interactions and relationships among teachers, students, parents, bureaucracies and the wider community, the prevailing ideologies, and the core societal values that influence the process, conditions and social contexts of schooling for particular populations of students.

EDU412	**Application of Theories of Teaching,**	**SEM 2**
	Learning and Assessment to	
	Classroom Practice	
	(Offered subject to number of students)	

Prerequisite: Entry into this course is by approval of the Dean
Continuous Assessment: 100%;

This course explores variuos strategies and approaches that lead to learner-centered classrooms. In looking at the teaching process, participants are expected to consider mandated curriculum reforms, evaluation processes as well as holistic methods of measuring students' learning. This course extends the pedagogical knowledge by allowing participants to understand and apply learning theories, develop subject matter expertise, and implement general and discipline-centered specific instructional strategies and practices.

EDU413	**Internship A: Teaching and**	**SEM 2**
	Learning Portfolio	
	(Offered subject to number of students)	

Prerequisite: EDU409, EDU410 or EDU418, EDU411 and EDU412
Continuous Assessment: 100%

This internship activity allows participants to develop an understanding of the conceptual framework of the inner-core of teaching and learning in the classroom, and encompasses four areas of the teacher's work, namely, knowledge, skills, dispositions and inquiry.

EDU414	**Internship B: Leadership Portfolio**	**SEM 2**
	(Offered subject to number of students)	

Prerequisite: EDU409, EDU410 or EDU418, EDU411 and EDU412
Continuous Assessment: 100%;

This internship activity allows participants to develop a broader understanding of school-based issues and programmes in which participants

are working. It allows them to demonstrate advanced leadership skills and teaching professionalism. It also helps to demonstrate competency in the outer core of the conceptual framework, through creativity and scholarship, authentic leadership, diversity, fairness and respect, including engaged learning and civic participation.

EDU418	Research Methods for Education	SEM 1

Prerequisite: Entry into this course is by approval of the Dean
Continuous Assessment: 100%

This course addresses the intricate knowledge necessary to understand and conduct educational inquiry and research. The broad intentions of this course will enable participants to demonstrate evidence of having gained knowledge on the nature and methods of undertaking and conducting educational research into issues associated with a range of educational phenomena and settings.

EDU600	Minor Thesis	SEM 1 & 2
	(Subject to the availability of supervisors)	

Prerequisite: Approval of the Dean

This 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 expected to make a new and creative contribution to the field of study and demonstrate the student's expertise in Education. This minor thesis is the final hurdle in completing the Master's degree.

EDU780	Professional Workplace Culture and Learning	Not offered in 2018

Prerequisite: Master's Degree in Education
Continuous Assessment: 100%

This course focuses philosophically and practically on 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 workplaces through the context of research and professional literature. Candidates will explore the nature of contemporary workplaces, with a focus on professional settings, and by identifying issues for further research.

EDU781	**Advanced Research Methods**	**Not offered**
	for Education	**in 2018**

Prerequisite: Master's Degree in Education
Continuous Assessment: 100%;

This course focuses on knowledge and skills related to research inquiry through an in-depth understanding of 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 is placed on the emerging mixed method approaches to educational research.

EDU782	**Paradigms and Professional Research**	**SEM 1**
	(Offered to continuing students only)	

Prerequisite: Master's Degree in Education
Continuous Assessment: 100%

This course extends research to the academic sub-community of planning. It affords an opportunity to understand how the discipline has been actually defined in the schools of professional research. In this unit, doctoral students analyse research paradigms and alternative positions and strategies in professional research. Models of knowledge production are discussed and students will explore a range of conceptual frameworks and situate their own research project(s) within a particular research paradigm.

EDU783   Applying Research Methods in   SEM 2
            Educational/Research Proposal
            (Offered to continuing students only)

Prerequisite: Master's Degree in Education
Continuous Assessment: 100%

This course explores educational research, including its uses and applicability to and within other disciplines, such as, psychology, sociology, anthropology, science, and philosophy. In relation to works done in a wide variety of contexts, it proposes that researchers use "multiple research approaches and theoretical constructs". This means using a combination of qualitative and quantitative methods as well as common methodology from the fields and disciplines mentioned. Participants will develop a research proposal for the Thesis.

EDU784   Portfolio or Dissertation or Journal   SEM 1&2
            Articles at Doctoral Level
            (Offered to continuing students only)

Prerequisite: EDU780, EDU781, EDU782 and EDU783
Continuous Assessment: 100%

This course aims to develop an advanced study and research design with the resulting thesis being substantially an original contribution to the subject investigated. Exclusive of appendices, the thesis should not exceed 100,000 words for non-science subjects. For scientific subjects, the word-length would normally not exceed 50,000 words. Original contributions require the nature and extent of the candidate's inputs to be precisely expressed with distinct appropriate acknowledgment to other authors.

Environmental Science

ESC100	Introduction to Environmental Science	Not offered

Prerequisite: A pass in Year 13 Chemistry/Biology/Physics/Geography, foundation or equivalent.
Continuous Assessment: 50%; Final Examination: 50%

This course will provide an overview of the essentials of environmental science by exploring the multiple ways in which the environment impacts our life. The course aims to stimulate students' interest in the field of environmental science by enabling them to construct an understanding of the relationship between humans and their environment. The students will learn about the major environmental issues that affect the well being of all organisms by treating the environment and society as an intricately interrelated system. The interdisciplinary nature of the course will provide students with an opportunity to explore these environmental issues in a balanced and holistic manner. The course will empower students with the skills required to research and explore ways in which the major environmental issues can be mitigated so that the environment can be conserved as humans strive to meet development goals in this ever-changing world.

ESC101	Energy and Sustainable Development	Not offered

Prerequisite: A pass in Year 13 Chemistry/Biology/Physics/Geography, foundation or equivalent.
Continuous Assessment: 50%; Final Examination: 50%

With the global consumption of energy increasing exponentially, the impacts of its use is becoming apparent on our environment. The course will provide an introduction to the energy scenario of the world and explore the impacts of the transition towards the recent diversification of energy production. Fiji's energy sector will be studied in detail. This course further aims to provide students with material that helps

them understand the environmental impacts of energy production and consumption by tracing the life cycle of energy use. Impacts on all different components such as the land, cyrosphere, biosphere, hydrosphere and the atmosphere will be explored. The infrastructure associated with generating energy can cause irreversible damages to our environment. A major component of the course will be to explore sustainable strategies that could be use to keep the impacts within manageable bounds. Concepts such as energy efficiency, energy conservation and renewable energy will be explored in the concept of increasing the sustainability of energy use.

ESC102	**Environmental Pollution and**	**Not offered**
	Remediation	

Prerequisite: A pass in Year 13 Chemistry/Biology/Physics/Geography, foundation or equivalent.
Continuous Assessment: 50%; Final Examination: 50%

The course will explore sources of environment pollution and strategies for remediation process. Environment toxicology monitoring using water analysis and remediation techniques will be explored in-depth. The remediation process including local and international standards for fixed pollutants currently in practice will be studied and student will also learn the key historical events in reflection to major breakouts into the environmental issues worldwide. Students will learn a combination of analytical procedures and software modeling techniques in overcoming the basic and major pollution types in the environment. Specific scenarios from literature and the best remediation technique applications for each case scenario will also be studied.

ESC201	**Climate Change and Society**	**SEM 2**

Prerequisite: A pass in any two Year 1 science courses
Continuous Assessment: 50%; Final Examination: 50%

The course discusses the anthropogenic greenhouse gas effect together with other the human impact on the atmosphere, including the impact

of industrialization and other sources of greenhouse gases. The course also includes an introductory examination of the major international treaties involved in attempts to curb the threats of climate change. It further analyses 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.

ESC202	Agroecology	SEM 2

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, national landscape and global scale. It also incorporates 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.

ESC 203	Coast Conservation and Management	Not offered

Prerequisite: A pass in any three of the Year 2 Environmental science courses, foundation or equivalent.
Continuous Assessment: 50%; Final Examination: 50%

This course will focus on the issues and threats presently faced by the coastal ecosystems of the Pacific Island Countries (PICs) from anthropogenic and climatic influences. Management and conservation principles will be explored and the appropriate measures will be determined for the challenges of coastal communities of the PICs. Traditional, historical and contemporary approaches to coastal conservation and management will be explored including the set up and effectiveness of marine protected areas. A minor research project will also be part of the course where the students will apply their knowledge and skills in the

practical setting and context of the local coastal communities and come up with possible management and conservation plans. The ethical and practical implications surrounding the conservation and management issues will also be studied.

ESC204/BIO215 Integrated Pest Management

Prerequisite: A pass in any two of the Year 1 Environmental science courses, foundation or equivalent.
Continuous Assessment: 50%; Final Examination: 50%

This course explores interdisciplinary approach to the relevant aspects of agricultural production related to the interactions between natural processes, human activities and the environment. These changes have been stimulated by the broad-based concern for a quality environment, by the hazard of intensified pest damage to our food and fiber production systems, by the inadequacies and spiralling costs of conventional crop protection programs, the toxicological hazards of unwise pesticide usage, and by the negative interactions of independent and often narrowly based crop protection practices. This course provides comprehensive knowledge on the functions of various sustainable farming practices. Protecting the environment while nourishing an escalating population, preserving the world's biodiversity, and supporting agriculture is a colossal responsibility and this course will explore a mosaic of case studies to understand the myriad approaches used for sustainable agriculture.

ESC300   Natural Resource Management   SEM 1

Prerequisite: A pass in any two 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 introduces 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. Further, the principles of environmental ethics and details about each resource, and the ways in which it can be used and managed are examined.

ESC302　　　　Environmental Impact Assessment

Prerequisite: A pass in any two Year 2 science courses
Continuous Assessment: 60%; Final Examination: 40%

Environmental Impact Assessment (EIA) is an important tool for public and private development and planning decisions toward creating a sustainable society. In this course, students learn EIA theories, methods and regulations. Students 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. The main objective of this course is to introduce students to environmental assessment, with a focus on the origins, purposes, processes and gradual evolution of EIA toward a Sustainability- Oriented framework, with particular reference to the situation in Fiji. Special emphasis will also be placed on "strategic environmental assessment" as new areas of EIA

ESC303　　　　Environmental Impact Assessment　　　SEM 1

Prerequisite: A pass in any two Year 2 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. Students 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/assessments, with particular reference to the situation in Fiji.

ESC304   Public Health and Environment   TBA

Prerequisite: A pass in any three of the Year 2 Environmental science courses, foundation or equivalent.
Continuous Assessment: 50%; Final Examination: 50%

This course will examine some of the living concepts that come into play in the arena of public health administration. In particular the course will include study of environmental factors such as the food interconnections, the role of living biota, food security and agriculture, geographical shifts, anthropogenic activities, health and social relationships with the nature. Students will draw out the impacts on environment and how it ensures physical and economic safety. The basic of the course underlies in the skills students will develop in characterizing the environment especially the physical and biological factors relating to and or affecting public health. The physical environment keeps changing due to incidents such as climate change and a further focus on current and future crisis in terms of a global overview will be applied into the course. The course will enable students to discuss, create and make new scenarios to combat upcoming environmental health issues.

ESC305   Environmental Economics   TBA

Prerequisite: A pass in any three of the Year 2 Environmental science courses, foundation or equivalent.
Continuous Assessment: 50%; Final Examination: 50%

This course raises the tantalizing issue of addressing environmental concerns from economic perspective. In particular, the course aims to provide in-depth understanding as to how environmental problems can be tackled using economic tools and theories. In addition, the course shows how economic theory can be used to provide answers to current environmental concerns such as global warming, pollutions, ozone depletion and climate policy at regional and global levels. The students will also learn how misallocation of resources can lead to environmental problems and market operations. The course is designed for students of non-economic study programmes who are interested in studying environmental economics.

It prepares students for a career in natural resource management and the analysis of environmental policies and regulations.

ESC306/BIO315   Aquaculture and Mariculture   TBA

Prerequisite: A pass in any three of the Year 2 Environmental science courses, foundation or equivalent.
Continuous Assessment: 50%; Final Examination: 50%

The objective of this course is to enable students to apply the technical, economic and social knowledge of freshwater aquaculture and coastal mariculture principles to develop and resolve issues relating to aquaculture and mariculture. The course requires students to be able to make effective decisions to develop, use and sustain aquaculture and mariculture systems to meet human socioeconomic and food security needs. This course will present students with different types of aquaculture and mariculture techniques and how it can be effectively used and managed. Issues relating to hatchery, rearing, harvesting and economics of aquaculture are examined. The course also examines specific aquaculture techniques for some important commercial aquaculture and mariculture species in Fiji.

Geography

GEOF11   Foundation Geography 1   SEM 1

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 provides an introduction to the global perspectives on, and basic concepts and fundamental questions of geography. It focuses on the ways through which all places on Earth are interconnected, and how the human-uses of Earth's surface vary over space. This course also examines the ways in which the people of the Pacific islands have utilized their resources and the impact of such usage on the environment.

GEOF12   Foundation Geography II   SEM 2

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 analyses the inter relationships between people and the natural environment. There is an emphasis on interactions among climate, landforms, soils and vegetation that also examines human interaction with the environment. The course further explores ways to safeguard the environment.

GEO201   Geology and Mining   SEM 1

Prerequisite: A pass in year 13 examination, 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.

GEO202   Physical Geography   SEM 2

Prerequisite: A pass in year 13 examination, or equivalent
Continuous Assessment: 40%; Final Examination: 60%

Physical Geography is one of the two major divisions of Geography; it involves the study of our planet Earth, our home and the home of other living things. Physical Geography, as a physical science, is concerned with the processes which influence the physical environment. Physical Geography examines the phenomena and processes of the Earth's

atmospheric systems 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

Prerequisite: Pass in Year 12 Hindi or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course aims to extend communication skills in Hindi, as well as enhance knowledge, understanding and appreciation of Hinduism. It undertakes a theme approach, and links the learning to central themes for better integration of the four language skills. It develops and improves communication, writing, and reading skills in Hindi through practice in reading and comprehension of passages.

HICF12	Foundation Hindi II	SEM 2

Prerequisite: Pass in Year 12 Hindi or equivalent
Continuous Assessment: 50%; Final Examination: 50%

The course affords further studies in the Hindi language at degree level. It utilises a theme approach, and links the learning to central themes for better integration of the language skills. Participants have the opportunity to read and understand the characteristics of novels. They also focus on understanding and mastering the rules of grammar, and applying them to assigned passages. They further develop letter writing skills during the course.

HIC111   **Spoken Hindi for Beginners**   SEM 1 & 2

Prerequisite: pass in Year 13 Hindi and matured work experience
Continuous Assessment: 60%; Final Examination: 40%

This course takes a practical approach to improve speaking. Participants listen and practice basic structures of everyday conversational skills. They also indulge in reading and writing activities. The course also emphasises developing conversational fluency at a basic level to achieve a fair level of Hindi Language proficiency. It develops communication in Hindi through writing, reading and speaking skills, based initially on familiarisation with Indian culture: food, family importance, dressing and religious and cultural festivals.

HIC101   **Speaking and Listening to Hindi**   SEM 1

Prerequisite: Pass in Year 12 Hindi or equivalent
Continuous Assessment: 60%; Final Examination: 40%

This course furthers acquisition of the necessary knowledge and skills which enable Fiji- Hindi speakers with limited mastery over standard Hindi to achieve a good grasp and understanding of standard spoken and written Hindi. Participants have opportunities to use the correct forms of grammar and sentence structures while writing and speaking in Hindi. They recognise, differentiate and vocalise the various standard Hindi sounds and apply them in their writing and speaking.

HIC102   **Reading and Writing Hindi**   SEM 2

Prerequisite: Pass in Year 13 Hindi or equivalent
Continuous Assessment: 60%; Final Exam: 40%

This course complements HIC 101. Participants acquire the necessary knowledge and skills, and apply the knowledge of Hindi Language sound, form and structure to compose words, phrases and sentences. They learn the various forms of writing, and develop the skills of note taking, summarising, presenting information, ideas and opinions in a variety of ways. By applying grammar rules in sentence

construction, summaries and case studies, participants develop communication, reading and writing skills and to master the language.

HIC211	**Structure of Hindi I: Basic Grammar and Syntax**	**SEM 1**

Prerequisite: HIC101 and HIC102
Continuous Assessment: 60%; Final Exam: 40%

This course is designed to assist participants to appreciate, learn, read and write standard Hindi. It focuses on Hindi grammar in depth and includes the study of joining and subtracting of letters, words and syntax. They learn the figures of speech in Hindi language and their importance in Hindi poetry. Through numerous exercises, including analysing sentences in terms of parts of speech, they would master sentence correction and sentence structure.

HIC212	**Study and Critique of Hindi Cinema** **SEM 1**

Prerequisite: HIC101 and HIC102
Continuous Assessment: 60%; Final Exam: 40%

In this course, participants discover how the Hindi Language and Indian Culture are represented through Hindi films produced over the last 50 years. It studies a variety of genres, such as historical films, religious films, art films, and films dealing with social issues. It also looks at the history of the Indian cinema and applies that knowledge to write critical appreciation of the film/cinema industry.

HIC221	**Cultural Values in Literature I: Oral Literature**	**SEM 2**

Prerequisite: HIC101, HIC102, HIC211 and HIC212
Continuous Assessment: 60%; Final Exam: 40%

This course develops knowledge of Indian culture and traditions through its focus on Indian poetry, songs, folk songs, dances and religious

customs. It traces the origins and history of Indian literature and dances. Participants are expected to read Hindi poetry and develop the ability to sing Hindi songs with an understanding of their deeper meanings. They learn to compare the folklore and traditions of Indians in Fiji and the religious and cultural chants which help in the appreciation of the Sanskrit language and moral values.

HIC222   Poetry and Drama in Hindi   SEM 2

Prerequisite: HIC101, HIC102, HIC211 and HIC212
Continuous Assessment: 60%; Final Exam: 40%

This course studies the Ancient, Medieval, Modern and Local Indo-Fijian poets/writers and poetry and literature. It explores 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). Participants learn the features and characteristics of plays and drama, study plays and write good poems.
Note: this course is not available to double major students

HIC311   Varieties of Hindi: Language in   SEM 2
                 Cultural and Situational Contexts

Prerequisite: HIC101, HIC102, and HIC211
Continuous Assessment: 60%; Final Exam: 40%

This course analyses the grammatical and structural elements of the varieties of Hindi. It researches various social and religious observances and uses this knowledge to understand different variations of the language in various situational contexts. It identifies how language can be used in different ways and forges an, appreciation for the beauty of Indian culture, sacraments and festivals. Participants are expected to study books and materials based on their culture and present them in their oral and written forms.

HIC312   Translation Hindi/English/iTaukei   SEM 1

Prerequisite: HIC101, HIC102, HIC211 and HIC212
Continuous Assessment: 60%; Final Exam: 40%

The course covers the importance of and need for translation, and the tools that facilitate translation. It begins with a study the different cultural backgrounds and history of the three languages in Fiji. Students then study the rationale for and the different types of translation – literal translation, faithful translation, free translation and trans-creations. They learn the different types of construction of sentence structures in Hindi, English and ITaukei.

HIC321   Cultural Values in Literature II: SEM 2
Oral Literature

Prerequisite: HIC101, HIC102, HIC211, HIC212 and HIC311
Continuous Assessment: 60%; Final Exam: 40%

This course focuses on the cultural values depicted/espoused in oral literature. It generates and collates the knowledge of Indian culture through the study of India's famous epics – the Ramayan and the Mahabharat. Participants have an opportunity to learn, interpret and read Chaupais and the Mantras from the Valmiki Ramayan and the Tulsidas Ramayan. The course also studies the story of Vyas's epic Mahabharat, and its relevance to modern society. Some study of the Bhagvat Geeta for learning and appreciation would also be done.

HIC322   Fiji Hindi Language and Literature   SEM 2

Prerequisite: HIC101, HIC102, HIC211, HIC212, HIC221 and HIC222
Continuous Assessment: 60%; Final Exam: 40% Note: This course is not available to double major students

This course revolves around the study of the History and Origins of language and literature in Fiji. It involves comparing the standard Hindi with Fiji's Hindi language. There is also a focus on various local writers

/ authors of novels, short stories and poetry written in Fiji's Hindi language where the origins of Fiji's Hindi and literature in Fiji's Hindi through the writings of Indo-Fijian writers are introduced.

HIC323 Study of Fiction: Short Stories   SEM 2
and Novel

Prerequisite: HIC101, HIC102, HIC211, HIC212, HIC221, HIC222, HIC311
Continuous Assessment: 60%; Final Exam: 40%

The study of fiction aimks to develop an appreciation and understanding of Hindi fiction, especially through the short story and novel genres. Students are expected to familiarise themselves with various critical approaches to these genres, through the study of a range of fictions by different authors, based on social, historical, political and religious themes.

HIC401 Modern Hindi Fiction (Study of   SEM 2
Novels and Short Stories)

Prerequisite: Recognized Bachelor's degree in Hindi Studies
Continuous Assessment: 100%

The study of the Hindi writers and their works of fiction involves an in-depth understanding of the history and development of Hindi prose in the modern era. This course emphasises the major themes adopted by the writers of this era. The study of various novels and short stories advances the knowledge of the major themes of modern Hindi literature. This course critically analyses, evaluates and helps students appreciate the two forms of literary text.

HIC402 History of Hindi Literature: SEM 1
Ancient/Medieval/Modern

Prerequisite: Recognized Bachelor's degree in Hindi Studies
Continuous Assessment: 70%; Final Exam: 30%

The course centers on the origins and development of Hindi language and literature in different eras. It studies in depth, the four stages into which Hindi literature is divided: Adikal (the early period), Bhaktikal (the devotional period), Ritikal (the scholastic period) and Adhunikkal (the modern period). It emphasises the works of famous poets and writers in the different periods, analyses the major themes adopted by the writers across different eras, and provides an understanding of the development of Hindi literature through the ancient, medieval and modern periods.

HIC403	Medieval and Modern Poetry	SEM 2

Prerequisite: Recognized Bachelor's degree in Hindi Studies
Continuous Assessment: 100%

This course delves into medieval and modern poetry and identifies the peculiarities of each period, including the literary thoughts and styles. Focus will also be on understanding and learning concepts such as 'Ras' (essence), 'Chand' (metric) and 'Alankaar' (figure of speech) with the view of using them in creative writing. This will concretise understanding of the power and possibilities of words so that participants can use words more effectively.

HIC404	Hindi Drama and Stage Craft	SEM 1

Prerequisite: Recognized Bachelor's degree in Hindi Studies
Continuous Assessment: 100%

This course provides the opportunity for students to read and evaluate the dramas described, and to use this knowledge when dealing with other works of drama in Hindi. Furthermore, the course fosters and develops creative thinking and scenic construction, with a focus on costumes and properties, make-up-prosthetics, sound effects, background music and lighting. Participants are expected to write a drama script and plan the drama to be acted/performed.

History

HISF11	**Foundation History 1**	**SEM 1**

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**

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 emphasises changes in the Pacific Islands from a barren state to its inhabitancies, from 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 for all INR programmes, diplomas and certificates except PCP.
Continuous Assessment: 100%

This compulsory course for the INR programme provides both theory and methodology for research in the field of international relations.

Students will be provided with a range of international relations theory and practice to assist them with achieving success in the INR programme as a whole. Issues such as relationships among states, the United Nations models of statehood, sovereignty and other significant issues for international theory in the 2st century will be explored in the course. Students will also be provided with the range of social science methods of research for their projects and assignments in the course.

INR402   International Co-operation   SEM TBA
**   and Organization**

Continuous Assessment: 100%

The last century has 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 experiences 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 provides students with a background to the political processes and institutions involved in 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 it 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 the supervisor approved by the Director/Coordinator. 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/Coordinator.

INR405　　Conflict and Peace in the Pacific　SEM TBA

Continuous Assessment: 100%

The course examines conflicts and peace-building in the Pacific. It begins with a survey of the origins of contemporary conflicts in the Pacific Islands, and then introduces students to the wider international context of peace-building. In particular, it examines the 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 to develop an understanding of the purposes and processes of multilateral conferences, both globally and regionally. It also aims to help develop knowledge and skills needed by delegates to such conferences. The course addresses the informal processes 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 also gives 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   SEM TBA
                  Internationally

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 seek to develop a broad appreciation of the contributions of multilateral institutions and international organisations 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 tool 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   SEM TBA
International Change

Continuous Assessment: 100%

This course considers the concepts for understanding states, nations, power, conflict, legitimacy and ownership.

It deals with the changing nature of international development politics, and its role in the context of international change. Particular attention is paid to the contested post-colonial character of development inter-ventions and the political challenges facing societies that are looking to develop.

INR412   Special Research Project   SEM TBA

Continuous Assessment: 100%

This unit provides opportunity for a negotiated research project on a topic selected by the student in consultation with the supervisor ap-proved by the Director/Coordinator. It is intended to facilitate 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/Coordinator prior to enrolling in this unit.

INR413   Contemporary Strategic Issues   SEM TBA
in Asia Pacific

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   SEM TBA
**   and Operations**

Continuous Assessment: 100%

This course examines the development of the United Nations as the global agency responsible for world peace and security. The unit focuses on the United Nations and its various organs and agencies and the contributions they make towards promoting world peace in various ways. Special emphasis is placed on the processes for security, both, physical and human.

INR415   US Foreign Policy: Foundations   SEM TBA
**   and Practice**

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

Continuous Assessment: 100%

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.

INR417   Treaty Negotiations and Drafting   SEM TBA

Continuous Assessment: 100%

This course affords opportunities for practical negotiations, dispute resolution and Treaty drafting. Designed for Foreign Affairs and State negotiators, it trains students in both advocacy and legal and treaty drafting, and enables them 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   SEM 1 &2
the Workplace

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   SEM 1

Prerequisite: None
Continuous Assessment: 50%; Final Examination: 50%

Students are 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

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 organisational 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   SEM 2
                  Constructs

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 stresses 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   SEM 1
                  Engineering

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. The course covers those parts of the software engineering process which are applicable to an introductory course.

ITC203   System Software Architecture   SEM 1

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   SEM 2
               Management

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 based on standards 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 are also discussed.

ITC213   System Analysis and Modelling   SEM 2

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   SEM 1

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   SEM 2

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

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

Prerequisite: ITC221
Continuous Assessment: 50%; Final Examination: 50%

This course introduces students to the foundations of animation and the fundamental principles of drawings 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

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 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

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

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

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

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

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

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 provides an introduction to the mobile application landscape and available platforms. Participants learn about creating apps that are valuable for customers, making apps available and how to keep the content current and engaging. They also determine which development platform to use, and the importance of managing mobile devices and security.

ITC314　Web Design and Programming　SEM 1

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

Prerequisite: ITC224 or ITC216
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

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

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 while popular distributed technologies are investigated.

ITC334　　　Cloud Computing　　　SEM 2

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. Students 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

Prerequisite: MTH201
Continuous Assessment: 50%; Final Examination: 50%

This course covers the following topics and sub-topics: 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, and firewalls.

ITC336   Networking System   SEM 1

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 discussions on application (HTTP, SMTP, DNS, FTP), transport (TCP, UDP), network (IP), and link layer (Ethernet) protocols.

ITC345   Data Analytics   SEM 2

Prerequisite: MTH201
Continuous Assessment: 50%; Final Examination: 50%

This course introduces students to the tools and techniques of data ana

-lytics 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

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 involves 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

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 tools, techniques and models for intelligence analysis and visualization are examined with 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

Prerequisite: ITC263
Continuous Assessment: 50%; Final Examination: 50%

The major focus of this course is on 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, and firewalls.

ITC362　　　System and Network Administration　　SEM 1

Prerequisite: ITC263
Continuous Assessment: 50%; Final Examination: 50%

This course covers 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　　SEM 2

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   SEM 1 &2

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   SEM 1 &2
**   Implementation**

Prerequisite: BIT Degree
Continuous Assessment: 50%; Final Examination: 50%

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. It also covers aspects relating to testing of web applications. In addition, it covers the use of a scripting language and XML. The practical aspect of the course involves development of a web application.

ITC403　　Network Security　　　　SEM 1&2

Prerequisite: BIT Degree
Continuous Assessment: 50%; Final Examination: 50%

This course focuses on the managerial aspects of network security. Topics covered include symmetric encryption, public key cryptography, key distribution, user authentication, security (transport level, wireless network, email, IP), attacking software, defences and network security management. Coverage on the foundational and technical components of network security is included to reinforce key concepts.

ITC404　　Advances in Software Engineering　SEM 1&2

Prerequisite: ITC115
Continuous Assessment: 50%; Final Examination: 50%

The objective of the course is to introduce students to the theory, techniques and applications of software measurement and metrics. 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.

ITC405　　Enterprise Database and　　SEM 1&2
　　　　　　　Knowledge Base systems

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 implementa-

tion issues are explored.

ITC406   Mobile Networking & Applications   SEM 1&2

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 investigates and evaluates the applications of mobile communications. In this class participants also study the principles behind the most current developments in mobile communications.

ITC410   Supervised Project   SEM 1&2

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   SEM 1&2
              Warehousing

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 metadata management.

ITC416   Advanced Business Intelligence   SEM 1&2
Systems

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 tools, techniques and models for intelligence analysis and visualization are examined with emphasis on new and emerging technologies such as data mining and intelligent agents. The course also introduce students to a range of research methods suitable for information systems professionals.

ITC431   Client Server Computing   SEM 1&2

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

Prerequisite: BIT Degree
Continuous Assessment: 50%; Final Examination: 50%

This course focuses on presentation of artificial intelligence as a coherent body of ideas and methods to acquaint the students with the basic programs in the field and their underlying theory.
Students 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

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

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 mana-

gerial to technical, are examined in the context of system design and security evaluation.

The course also presents a practical implementation of security requirements.

ITC491	**Research Methodology 1**	SEM 1&2

Prerequisite: BIT Degree
Continuous Assessment: 100%

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 also introduces various techniques in statistical analysis. Topics discussed include planning, foundations, and experimental methods, exploratory and descriptive methods, analysing and interpreting data, and writing the research report.

ITC500	**Thesis**	SEM 1&2

Prerequisite: Postgraduate Diploma in IT

Students are expected to produce a research thesis on a topic/subject related to Computer Science/Information Technology after doing a significant amount of research under a close supervision. Students are expected to develop the necessary theory and algorithms to solve their specific research problems. The students would individually produce quality research publishable papers by the end of the course drawing upon discussions and practice on 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

Prerequisite: Masters in IT

The Department of Computer Science and Information Technology offers the Degree of Doctor of Philosophy in Computer Science/Information Systems. Candidates interested in enrolling in this PhD degree programme should consult with the Head of the Department of Computer Science and Information Technology and familiarize themselves with the Admission Regulations and Programme Regulations and requirements for the PhD degree. The PhD programme is offered both, on full time and part time basis.

iTaukei Language and Culture

ITKF11   Foundation iTaukei Language 1   SEM 1

Prerequisite: Year 12 and Year 13 iTaukei Language
Continuous Assessment: 50% Final Examination: 50%

ITKF11 is based on Year 12 and Year13 of the iTaukei Prescription. The course is designed to extend students' communication skills in iTaukei, as well as enhancing their knowledge, understanding and appreciation of the iTaukei 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 iTaukei Language 11   SEM 2

Prerequisite: Year 12 and Year 13 iTaukei Language
Continuous Assessment: 50% Final Examination: 50%

ITKF11 is based on Year 12 and Year13 of the iTaukei Prescription. The course is designed to extend students' communication skills in iTaukei, as well as enhancing their knowledge, understanding and appreciation of the iTaukei 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 iTaukei   SEM 1
Language

Prerequisite: Year 13 or matured work experience
Continuous Assessment: 50% Final Examination: 50%

This course offers a comparative study of English and iTaukei sound systems - consonants, vowels, diphthong, stress, rhythm, intonations, pitch and juncture, sound combinations to form words, manner of articulation and point of articulation.

The emphasis is on learning to recognize, differentiate and vocalize iTaukei sounds; identifying the problems encountered when iTaukei students use the English language, and understanding the sound, form and structure of the iTaukei language. They are to apply these to conversational iTaukei language, speeches and ceremonial presentations.

ITK102   Reading and Writing iTaukei   SEM 1
Language 1

Prerequisite: Year 13 or matured work experience
Continuous Assessment: 50%; Final examination: 50%

This course revolves around the study of the iTaukei Registers- conversation, language of religion, legal language, language of instruction, newspaper reporting, weather & climatic features & their relationship to annual cultivation practices and the land, and oral and written sport commentaries. The emphasis is on outstanding the main features of written communication: purpose, structure and audience. The course aims at broadening and advancing understanding of the effects of the language of the registers on the lives of students and people in the communities.

ITK111   Spoken iTaukei language for   SEM 1 & 2
Beginners

Prerequisite: Year 13 or matured work experience
Continuous Assessment: 50% Final examination: 50%

This is a compulsory course for all non-iTaukei language speaking students taking any degree at the University of Fiji Students listen to live spoken language or pre-recorded conversations and practise basic structures to gain everyday conversational skills.. 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

Prerequisite: ITK101 and ITK102
Continuous Assessment: 50%;   Final examination: 50%

Students in this course get the opportunity to demonstrate basic conversational skills in vernacular languages. The course examines a variety of vernacular language contexts of the two major language groups in Fiji. It analyses the elements of language and establishes understanding of the appropriate relationships among linguistic components.

ITK202   iTaukei Ceremonies, Protocols   SEM 2
and Oral Traditions

Prerequisite: ITK101 & ITK102
Continuous Assessment: 50%   Final examination: 50%

This course studies the four categories of ceremonies: welcoming, farewelling, celebrating and bereavement; and the 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   SEM 2
Language 11

Prerequisite: ITK101 & ITK202
Continuous Assessment: 50%; Final Examination: 50%

There is very little published iTaukei Literature; therefore, the course is designed to develop creative writing skills by encouraging students to write iTaukei short stories, drama and poems, including life writing. Students 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.

ITK204   Expressive and Performing Arts   SEM 1

Prerequisite: ITK201 and ITK202
Continuous Assessment: 50%; Final examination: 50%

This course emphasises the iTaukei 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 deeper understanding of the culture and lifestyles that the iTaukei people treasure as theirs, and to consider, discuss and take actions to maintain and sustain their true identity.

ITK205   Teaching and Learning   SEM 1&2
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 includes mostly observations and some co-teaching and solo teaching, assessments, evaluations and reflections which will be evaluated first by the immediate supervisor, then by the Lecturer in-charge. Student-teachers are to collect pre-determined pedagogical artifacts required for Practicum I portfolio as they interact and engage in the teaching and learning processes.

ITK300	Research Project: Independent Project	SEM 2, Flexi

Prerequisite: UUU100
Continuous Assessment: 100%

This course involves the practise of socio-cultural and anthropological research through enhanced understanding of research methods, field work, literature reviews, data analysis, and interpretation and reporting of results. Individuals will design independent work on selected topics of their choice, such as cultural gestures and postures, migrations, politics, indigenous education, and health and food habits. Students can also 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 iTaukei Language	SEM 1

Prerequisite: ITK 102 and ITK 203
Continuous Assessment: 100%

The studies in this course include understanding literature, composing

and comprehending non-fiction works, writing poems, writing fiction, and producing literary materials. The final grade will be based on the continuous assessment of the individual assignments submitted in the final portfolio of work at the end of the academic term.

I**TK302**   **Vanua: Land and the People   SEM 1& Flexi**

Prerequisite: ITK 101
Continuous Assessment: 100%

ITK 302 involves a study of the close connection and interaction of the vanua, land, biodiversity, yaubula and the 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 investigate the arrivals of the iTaukei people, other Pacific Islanders and other ethnic groups. The course also looks at the interconnectedness of the land to the beliefs, identity, values and cultural practices and how the people embrace their vanua. Students look at land tenure, village bi-laws, pre-colonial, colonial and post-colonial Fiji changes and challenges.

ITK303   **Teaching and Learning iTaukei   SEM 2**
               Language

Prerequisite: Year 13 iTaukei Courses
Continuous Assessment: 50%; Final Examination: 50%

ITK 303 is a component of the Degree in Teaching iTaukei Language & Culture and Management programme. The course is for students who aim to teach iTaukei Language and Culture in schools and for practicing teachers who are teaching iTaukei in schools today. The general goal of this course is to prepare students as Teachers of iTaukei language by focusing on being literate in the iTaukei language by being able to compose (think, speak, write and shape), comprehend (listen, read, view and reflect) and communicate effectively within a wide range of contexts, in particular in the teaching and learning of the iTaukei 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 iTaukei culture, and through the practice of listening, speaking, reading and writing skills in various language registers.

ITK304   Teaching and Learning iTaukei   Flexi
**   Literature**

Prerequisite: Year 13 iTaukei Courses
Continuous Assessment: 50%; Final Examination: 50%

Designed especially for future teachers of iTaukei 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 iTaukei literature in general. Third, students will learn how to teach iTaukei literature in vernacular in the secondary schools' classrooms.

ITK305   Promoting Cultural Teaching and   SEM 2
**   Learning**

Prerequisite: ITK 303 and ITK 304
Continuous Assessment: 50%; Final Examination: 50%

The course is for practising teachers who teach iTaukei 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. Emphasis is also on 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 &   SEM 2 & Flexi
Practice

Prerequisite: Good knowledge of standard iTaukei 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 iTaukei language and culture programme. The course is for students who aim to teach iTaukei Language and Culture in schools and practicing teachers who are teaching iTaukei in schools today. The course covers the theory, principles 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 iTaukei language. Also students will acquire skills to help them recognize problems involved in transferring information between iTaukei and English language. Apart from assisting teachers of the iTaukei language, this course also assists iTaukei writers, students of literature and those involved in the production of texts in iTaukei language or those engaged in translation. The course is taught in both, English and iTaukei.

ITK307   Teaching of Reading   SEM I

Prerequisite: Good knowledge of standard iTaukei 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 iTaukei language and culture programme. The course is for students who aim to teach iTaukei language and Culture in schools and for practicing teachers who are teaching iTaukei in schools today. The general goal of this course is to prepare students as teachers of iTaukei 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 iTaukei 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

Prerequisite: Available for teachers currently teaching iTaukei or are aspiring to teach iTaukei.

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 iTaukei 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, analysing the written piece and assessing it to gauge its purpose and content.

ITK309   Creating Information Texts in   SEM I
            Vosa VakaViti

Prerequisite: Year 13 language and literature courses Continuous Assessment: 100%

ITK 309 is a component of the Degree Programme in teaching iTaukei language and culture programme. The course develops students' creative writing skills. It helps students sharpen their writing skills and their work towards completion of publishable materials, Students concentrate on a particular area of creative writing they find most interesting. Guidance in writing is provided through the different stages of the writing process to afford students experience in writing idioms and generating themes that will culminate in major fiction or non-fiction short stories, songs, poems and other similar works. Students may specialize in any creative writing form and must produce literary piece of work at the end of the course.

ITK310   Teaching and Learning Practicum II

Prerequisite Practicum I
Continuous Assessment: 100%

ITK310 comprises the second part of practical application of the teaching and learning process with a several best practice approaches, strategies and assessment skills required in the Teaching and Learning practicum in schools. Students in the Teaching Practicum II will be under the supervision of Associate Teacher-mentors approved by the principal. Teaching Practicum II includes 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 put together pre-determined pedagogical materials required for Practicum II as they interact and engage in the teaching and learning processes.

LAW

Note:
(i) Mootings, mock trials or debates are compulsory in LLB courses except Law 300: Law Project, and Law 324: Legal Drafting.
(ii) All Law 100 courses are prerequisites for the rest of the LLB programme.

LAW100   Sociology of Law   SEM 1

Prerequisite: Pass in Year 13 or Equivalent as per criteria for admission into the LLB programme
Continuous Assessment: 40%; Final Exam: 60%

This course considers the relationship between Law and Society and established development of legal systems within a historical framework. It draws upon a variety of socio-legal thought on the role of law in society. This course specifically considers the concept of 'social contract' in its historical and contemporary contexts and relates it to legal systems as a whole in western, colonial and post-colonial states with a view to understanding its role in law-making and constitutional theory.

The course also encourages the law and society debates. This course must be understood in relation to Law 101 and Law 102.

LAW101   Introduction to Law   SEM 1

Prerequisite: Pass in Year 13 or Equivalent as per criteria for admission into the LLB programme
Continuous Assessment: 40% ; Final Exam: 60%

This course examines how law began in all societies and the use of law for social cohesion, order as well as revolutionary change. The course will also examine the historical connection between the development of common law in England and the current laws of Fiji. It considers the range of law making institutions, how law reforms come about, the importance of legal research and writing, the role of precedents, the approaches to statutory interpretation and the development of legal skills in problem solving. This course must be understood in relation to Law 100 and Law 102

LAW102   Legal Methods and Research   SEM 1

Prerequisite: Pass in Year 13 or Equivalent, as per criteria for admission into the LLB programme
Continuous Assessment: 40%; Final Exam: 60%

This methodology course provides students with knowledge and analytical skills, including practical/hands-on writing skills, to help them carry out research for legal work. Students are expected to become highly competent in legal writing, speaking, writing opinions and debating ideas and concepts, as well as in developing legal study skills, for example mind-mapping and conceptualising legal ideas. Students are required to analyse judicial decisions, identify legal argument and reasoning, and undertake a wide variety of research tasks. They learn to use the School of Law Referencing Guide. They also develop speaking and writing skills through the 'Bema' (oratory platform) methodology, as well as present advocacy skills through mooting and debates. This course must be understood in relation to Law 100 and Law 101.

LAW103　　Introduction to Criminal Law　　SEM 2

Prerequisite: LAW 100, LAW 101 and LAW102
Continuous Assessment 40%; Final Examination 60%

The aim of the course is to introduce students to Criminal Law in all its facets. It examines the philosophy behind Criminal Law including the dilemma of law and morality and law and justice. It will provide students with fundamental knowledge and understanding of the general principles of the criminal justice system including the concept of jury trials and the way this has been interpreted in Fiji. Students will study topics such as onus and standard of proof, actus reus and mens rea. The Crimes Decree will be the focus of most of the analysis, though the British Criminal Legal System will also be considered as a way of understanding the roots of the western criminal law tradition. Criminal law from other jurisdictions (for example the USA) will also be analysed in brief as comparison. This is a combined theory/practical course. It places criminal law within the perspective of society's need to penalise offensive behaviour. The course considers the practical implications of criminality through a study of case law, practice and procedure.

LAW104　　Law of Torts I　　SEM 2

Prerequisite: LAW 100, LAW 101 and LAW 102
Continuous Assessment 40%; Final Examination 60%

This course analyses the basic principles of the law of Torts from its origins in history. It examines how a legal system operates to compensate for the financial, physical and psychological harm a person suffers as a result of another person's wrongdoing. Particular focus would be on trespass actions, negligence (duty of care, breach of duty, and foreseeability), nervous shock, and breach of privacy, among other aspects of the law of Torts. This is the basic torts course which introduces and explains the principle behind the law of torts.

LAW201   Law of Torts II   SEM 1

Prerequisite: LAW 100, LAW101, LAW 102, LAW103 and LAW104
Continuous Assessment: 40%; Final Examination: 60%

This course builds on the foundation laid in Law of Torts I and must
be studied in sequence. At the conclusion of Torts II students should be
able to understand and apply the core principles of the main tort areas,
including of negligence and trespass, and identify relevant legal issues,
arguments and counter-arguments as well as likely outcomes of an ac-
tion in tort. Students should be able to apply case law and legislation to
a given set of facts, provide authorities in support of legal propositions
on the topic and comment critically on the outcome and reasoning of
cases studied in class.

LAW203   Law of Contracts I   SEM 1

Prerequisite: LAW 100, LAW101, LAW 102, LAW103 and LAW104
Continuous Assessment: 40%; Final Examination: 60%

This course considers the history of the notion of promise in early con-
tract law, and the evolution of the law of contract, particularly in mer-
cantilism, contractual elements, formation and formalities, equitable
estoppel, and privity of contracts, express and implied terms, the role
and definition of different types of consideration as well as the role
of promises in legally binding contracts. This is a basic contracts law
course that sets the scene for Law 204.

LAW204   Law of Contracts II   SEM 2

Prerequisites: Successful completion of All Year 1 Law units and
LAW201 and LAW203
Continuous assessment: 40%; Final Examination: 60%

This course builds upon the principles and skills acquired in LAW 203
with particular emphasis on breach of contract and its consequences.
It includes the effects of contracts on common law development and
remedies for breach of contract. The invasion of contract law by new

rules, especially estoppels and the impact of the Fijian Fair Trading Act (and its regulations), makes it clear that the modern commercial contractual relationship is multi-faceted and that the study of contract law now provides more variety than in the traditional rules of commercial contractual activity.

LAW205	Constitutional Law	SEM 2

Prerequisite: Successful completion of All Year 1 Law units and LAW201 ,LAW 203, LAW 207 and LAW208
Continuous Assessment: 40%; Final Examination 60%

This course introduces students to the basic elements of constitutional law in Fiji from the 1800s to the 21st century. It compares the different roles of the legislature, executive and the judiciary in all Fiji's Constitutions from the Cakobau Constitutions to the present. It includes a study of the three arms of the state, namely, the executive, parliament, and the judiciary and the separation of powers doctrine, as well as the difference between liberal and illiberal democracy as well as other forms of governance in other jurisdictions. The course also surveys the significant ways in which constitutional change occurs including by revolutionary transformations in places such as Pakistan, Granada, Ceylon, Rhodesia and Fiji. This course includes a visit to the Fijian Parliament and to the Courts and will include elections observations in relevant years.

LAW206	Administrative Law	SEM 2

Prerequisites: Successful completion of All Year 1 Law units and LAW201, LAW 203, LAW 207 and LAW208
Continuous Assessment: 40%; Final Examination: 60%

This course examines the (mostly) judge-made common law framework for controlling and monitoring decision-making by the government or statutory bodies and public officers. The focus is on the legal restraints that are placed on government officials and the ways in which the principle of government accountability is maintained and power restricted. Particular attention is paid to the role of the courts, tribunals,

and other protective mechanisms for reviewing discretionary decision-making by public officials. The course considers the opportunities available to the public to question government power and the possible abuse of power.

LAW207　　　Criminal Law and Procedure　　　SEM 1

Prerequisite: LAW 100, LAW101, LAW 102, LAW103 and LAW104
Continuous Assessment: 40%; Final Examination: 60%

This course builds on the principles and skills explored in LAW 103 by developing a deeper and more practical understanding and application of the Crimes Act, the Criminal Procedure Code and the Penal Code. It is a practical course with solid theoretical foundations. Students will have an opportunity to observe criminal trials in all the criminal courts and report on them.

LAW208　　　Property Law I　　　SEM 1

Prerequisites: LAW 100, LAW101, LAW 102, LAW103 and LAW104
Continuous Assessment: 40%; Final Examination: 60%

The aim of this course is to provide an understanding of general principles of property law in history and in Fiji. In particular, the course considers the concept of property transfers and its significance to society, as well as the nature and range of interests and rights that people can claim in relation to property. Students also examine the ways in which law is used to regulate, control and protect the acquisition, use and alienation of property. Consideration is also given to personal property, including intellectual property and real property, within the context of the laws and customs of Fiji. The Torrens System is discussed in relation to its adaptation and operation in Fiji against the background of customary and leasehold property rights.

LAW209   Property Law II   SEM 2

Prerequisites: Successful completion of All Year 1 Law units and
LAW201, LAW 203, LAW 207 and LAW208
Continuous Assessment: 40%; Final Examination: 60%

This course examines in detail the introduced (western) land law in
Fiji. In particular, there will be consideration of the historical and ju-
risprudential basis of freehold estates, perpetual estates, fixed term es-
tates, inheritable estates, commoners' allotments, leasehold estates, the
registration system for such estates, and the physical planning legisla-
tion that regulates the use of such land in Fiji. A visit to the Titles Office
will be arranged annually so that students can observe how property
transactions are carried out and conveyance achieved.

LAW300   Law Project   Elective

Prerequisites: Successful completion of All Year 1 Law units and LAW
201, LAW 203, LAW 207 and LAW 208. The course requires a student
to have a B+ average grade in all their completed law subjects.
Continuous Assessment: 100% course work

This course is designed for students to conduct research on their area
of interest under close supervision. It aims to prepare students for post-
graduate study and also to equip them with practical legal research
skills and dissertation writing experience. This course is only available
to students who have a B+ average in their previous law courses.

LAW301   Intellectual Property Law   Elective

Prerequisites: Successful completion of all Year 1 Law units and
LAW203, LAW204, LAW206 and LAW208
Continuous Assessment: 40%; Final Examination: 60%

The course provides an overview of the legal protection of informa-
tion and knowledge that belongs to the authors or inventors of ideas so
that exploitation of ideas, information and knowledge of others can be
prevented. The course considers the law on copyright, designs, confi-

dential information, patents, trademarks and passing off, among other elements. The course also reviews traditional knowledge and designs in terms of the gaps in the current laws in Fiji to protect such knowledge and establishes the mechanisms by which they can be protected.

LAW302   Employment Law   SEM 1

Prerequisites: Successful completion of Year 1 and Year 2 Law units
Continuous Assessment 40%; Final Examination: 60%

This course examines employment law in Fiji within the framework of international law established by the International Labour Organisation. Students are introduced to the practical and theoretical perspectives on legal rules, principles and institutions that regulate work variously defined, including housework, childcare and work in the informal sectors such as housekeeping, child labour and subsistence work. The Employment Relations Act (ERA) will be closely studied to acquire knowledge of the principles of summary dismissal and grievance procedures and the extent of protection of workers in Fiji, particularly through unions, the institutions of government, mediation services, the Employment Relations Tribunal and the Employment Court. Students will observe employment hearings, and are expected to engage in a mock employment tribunal trial.

LAW303   Corporations, Insolvency and   SEM 1
                Liquidation Law

Prerequisites: Successful completion of Year 1 and Year 2 Law Units
Continuous Assessment 40%; Final Examination 60%

This course is designed to achieve an understanding of Fiji's corporate law, including those related to insolvency and liquidation. The course covers incorporations and the concept of separate legal personality, corporate constitutions, and membership of corporations. It also addresses issues relating to dealings with third parties, the duties and liabilities of directors and officers, as well as shareholders' rights. An understanding of tangible and intangible corporate property will also be analysed in this course. The class will visit a corporation so that students can have

a first-hand view of how the corporate world operates.

LAW304   Customary Law   Elective

Prerequisites: Successful completion of Year 1 and Year 2 Law Units
Continuous Assessment: 40%; Final Examination: 60%

This course examines the recognition given to customary law by the State in many contexts including Fiji. Customary institutions such as the i-Taukei Land Trust Board and its relevant commissions will be examined so that students can understand how Customary Law operates in Fiji. The course provides a discourse of the application of customary law by State institutions (for example, the Courts) and other key players in the legal or political system. It also considers the interrelation between customary law and western laws and decrees. The course draws on experiences and studies internally as well as from the region and internationally. Students are expected to visit the I-taukei Land Trust Board (ILTB) to add interest to the course.

LAW305   Public International Law   Elective
**   (Conventions and Treaties/Protocols)**
**   and Human Rights Law**

Prerequisites: Successful completion of Year 1 and Year 2 Law Units
Continuous Assessment: 40%, Final Examination: 60%

This course introduces students to the main principles and substantive elements in the international legal system, particularly on the nature, sources, and subjects of international law, the powers and duties of a state, and the responsibilities of regional and international organisations. How public international law applies in Fiji is also be examined with a view to noting Fiji's international obligations to the United Nations.

LAW306   Competition and Consumer Law   SEM 2

Prerequisites: Successful completion of Year 1 and Year 2 Law Units
Continuous Assessment: 40%; Final Examination: 60%

The course considers (successful and unsuccessful) efforts made by traders to restrict competition at the expense of rivals, consumers, and society as a whole. Relevant law is found in the Fair Trading Act (and its amendments) 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 mainte-nance, exclusive dealing and monopoly. The course also considers the work of the Consumer Council in protecting consumers and will invite the Council to provide practical information of its work to students.

LAW307   Jurisprudence   SEM 1

Prerequisites: Successful completion of Year 1 and Year 2 Law Units
Continuous Assessment: 40%; Final Examination 60%

This course examines the theories and history of the development of law in western legal systems, the colonial introduction of English law to its possessions and its post-colonial response, as well as new de-velopments in Jurisprudence, for example feminist and post-colonial law. The distinctions between the theories of law such as Natural Law, Positivist Law, Marxist Theory of Law, Economic Theory of Law and Post-modern Legal Theory is addressed in the course with the focus being critical legal studies in the 20th and 21st centuries. Students are expected to take a position on one of the theories and debate it with other students in the class.

LAW309   Family Law   SEM 1

Prerequisite: Successful completion of Year 1 and Year 2 Law Units
Continuous Assessment: 40%; Final Examination: 60%

This course aims to equip students with theoretical and contextual ma-terial to enable them to think critically about, and take a considered

position on, family law issues. It is also designed to enable students to understand law in relation to marriage and partnerships in the nature of marriage, same sex marriage, nullity and dissolution of marriage, violence and abuse in families, and parenting after separation and relationship breakdown. Students experience a Family Court Mediation strategy through a practical exercise organised in partnership with the Family Court Registry.

LAW310   Revenue and Taxation Law   SEM 1

Prerequisites: Successful completion of Year 1 , Year 2 and Year 3 Law units
Continuous Assessment: 40%;   Final Examination: 60%

This course introduces students to the main principles of Fiji's taxation regime against the background of the history of the law of taxation generally. In order to understand the critical function of taxation, the tax system is studied in its historical, legal, economic, social and political contexts. Issues considered include the FIRCA regime and international taxations arrangements with Fiji.

LAW311   Law of Evidence   SEM 1

Prerequisite: Successful completion of Year 1, Year 2 and Year 3 Law units
Continuous Assessment: 40%, Final Examination: 60%

The law of evidence is key to the study and practice of law as a whole. The course examines rules and principles which govern the presentation and proof of facts and information in civil and criminal court proceedings. It considers in detail the forms and types of evidence, the onus and standard of proof, rules of proof, corroboration, admissibility, discretion, and the effect of non-compliance with rules of evidence, and other rules of evidence, for example in relation to wills, death-bed confessions and unusual events.

LAW312   Legal Ethics, Governance and   SEM 2
Public Accountability

Prerequisites: Successful completion of Year 1, Year 2 and Year 3 Law units
Continuous Assessment: 40%; Final Examination: 60%

This course provides an introduction to the duty of the profession and public officials to be ethical, accountable and transparent as a public duty. It affords analytical exercises, including examination of the various theories of ethics, the concept of professional responsibility and the reasons why lawyers and public officials have a higher duty and burden to practise ethical and professional behaviour. An analysis of the work of FICAC and the ILSC is also undertaken in this course.

LAW313   Environmental Law   Elective

Prerequisites: Successful completion of Year 1 and Year 2 Law Units
Continuous Assessment: 40%; Final Examination: 60%

This course is concerned with the institutional arrangements locally and internationally that underpin the practice of environmental and planning law. It 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. The international concern with climate change issues and policies is also studied in this class, including COP 23 and its effects on international relations.

LAW314   International Trade Law   Elective

Prerequisites: Successful completion of Year 1 and Year 2 Law Units
Continuous Assessment: 40%; Final Examination: 60%

This course introduces students to the fundamental principles of international trade law historically, as well as in modern times. The primary goal is to familiarise students with the main pillars in the area of international law and its 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, the IMF and the World Bank.

LAW315   Civil Procedure   SEM 2

Prerequisites: Successful completion of Year 1, Year 2 and Year 3 Law units
Continuous Assessment: 40%; Final Examination 60%

This course is designed to develop students' skills and understanding of the jurisdiction of the courts in Fiji, and the process by which proceedings are commenced and continued through the courts (Magistrates Court, High Court, Court of Appeal and Supreme Court as well as in courts such as the Small Claims Tribunal, and other Tribunals and quasi-courts including Inquisitorial and Disciplinary Courts) until judgments and their enforcement. The main aim is to ensure students understand the rules of pleadings, service of process on the defendants, obtaining default judgments, setting aside default judgments, the system of discovery, trial process and a general understanding of the various ways to enforce judgments. The following are also examined: the adversarial system and alternative inquisitorial system

LAW316   Principles of Equity, Trust and   SEM 1
             Succession Law

Prerequisites: Successful completion of Year 1 and Year 2 Law Units
Continuous Assessment: 40%; Final Examination: 60%

This course provides students with an understanding of the law of Equity with special emphasis on fiduciary obligations, trusts and equitable assignment of property as well as equitable remedies. It examines the history and relevance of equity in modern times, the nature of fiduciary obligations and breaches of obligations, defence and remedies for breaches of obligations, the nature of trusts, the creation of express trusts, the termination of trusts, the rights and duties of trusties and the rights of beneficiaries. Equitable proprietary and personal remedies also form a core part of the course.

LAW318   Commercial Law   SEM 2

Prerequisites: Successful completion of Year 1 and Year 2 Law Units
Continuous Assessment: 40%; Final Examination: 60%

This course provides an understanding of the laws relating to commercial transactions in Fiji, and generally as a principle historically, beginning with early mercantile and other relevant law. The course also aims to develop a more focused ability in students to interpret and apply the laws relating to commercial transactions. The course examines in detail negotiable instruments, the sale of goods, agency relationships, insurance and reinsurance, and commercial securities and intellectual property. Expert and eminent commercial lawyers are invited to discuss their works in the commercial world with students and to share their experiences of the prospects and pitfalls of working as a lawyer in the corporate sphere. A thorough understanding and application of certain court decisions of Fiji's new Companies Act are also covered in this course.

LAW319   Corporate Securities Law   Elective

Prerequisites: Successful completion of Year 1 and Year 2 Law Units
Continuous Assessment: 40%; Final Examination: 60%

Corporate Securities Law is designed to give students a deep understanding of corporate finance and to provide a practical perspective on corporate finance and financial markets. The course also considers the disclosure system and securities market regulation, including registration, and exemptions and remedies under the Capital Market Development Act. Shares, bonds, bitcoins and gold bullion as well as different forms of security are also considered in the course. The crash of various financial markets is also analysed with a view to understanding whether and how they can be prevented and whether Fiji can avoid international market problems by taking particular pre-cautionary actions.

LAW320   Banking and Finance Law   Elective

Prerequisites: Successful completion of Year 1 and Year 2 Law Units
Continuous Assessment: 40%; Final Examination: 60%

Banking and Finance Law examines the law and practice concerning the provision of finance and banking facilities. The focus is on understanding the principles of Banking and Finance from earliest times (historical practice and law), the raising of debt finance, including secured transactions, subordinated and unsecured lending, bank finance, capital market borrowings, and syndicated loan financing, as well as charges and fees associated with banking. A practical aspect of the course is to be able to read financial market information at a glance so that lawyers are able to advise clients promptly and thoroughly.

LAW321   Law and Economics   Elective

Prerequisites: Successful completion of Year 1 and Year 2 Law Units
Continuous Assessment: 40%; Final Examination: 60%

Law and Economics explores the basic principles of economic reasoning and efficiency in relation to law. The course also examines the ways in which Law and Economics together shed light on a variety of otherwise puzzling aspects of property, contract, tort and both private and public law.

LAW322   Dispute Resolution and Alternative   SEM 2
                 Dispute Resolution

Prerequisites: Successful completion of Year 1 and Year 2 Law Units
Continuous Assessment: 40%; Final Examination: 60%

In traditional legal studies, the adversarial approach is often assumed to be the best means of resolving disputes. This narrow view has shaped the views of lawyers about the nature and pattern of disputes, as well as the preferred method of dispute resolution. The course considers alternative and appropriate dispute resolution mechanisms which emphasise the 'win-win' situation and sustainable outcomes in resolving

disputes in all areas of legal practice including family, tax and commercial law. Students will have the benefit of listening to practitioners and judges who prefer alternative or appropriate methods of dispute or conflict resolution.

LAW323   Medical Law and Ethics   Elective

Prerequisites: Successful completion of Year 1 and Year 2 Law Units
Continuous Assessment: 40%; Final Examination: 60%

This course recognises the fact that the medical and legal professions are intertwined in relation to services provided to the public. It deals with the relationship between the law and those in health-care professions. The course requires students' active participation in discussing legal and medical ethics, including the right to life, abortion, euthanasia, suicide, professional negligence, professional privilege and its limits, evidence in court, and mental health. Professionals in the field will be invited to make presentations to the class on important issues for the medical and legal professions in Fiji.

LAW324   Legal Drafting   SEM 2

Prerequisites: Successful completion of Year 1, Year 2 and Year 3 Law units
Continuous Assessment: 100% Course work. This course does not have an examination component. This course also requires 100% attendance unless absence is for a good reason, to be decided pursuant to policy.

Legal drafting is about the preparation of legal documents in all aspects of the law. Drafting is a basic skill required by lawyers in legal practice whether they are government lawyers or private practitioners in civil or criminal law. The course aims to give students an appreciation of issues involved in administering legal documents, and provide hands-on experience in drafting submissions, interpreting legislation and regulations, drafting commercial agreements and written communication, including emails written in the course of legal duty.

LAW325   Corruption Law   Elective

Prerequisites: Successful completion of Year 1 and Year 2 Law Units
Continuous Assessment: 40%; Final Examination: 60%

This course develops students' knowledge about anti-corruption laws in Fiji including by understanding the national integrity systems framework. It considers a number of key areas of regulation and key institutions established internationally and nationally for combating corruption, for example Transparency International and FICAC It also considers the socio/legal context in which anti-corruption laws function and the importance of engaging the wider society, or civil society, in policy discussions about corruption. The course includes an analysis of case law in relation to defence strategies when a client is charged with corruption including burden of proof, evidence and drafting legal strategy.

LAW326   Law of the Sea   Elective

Prerequisites: Successful completion of Year 1 and Year 2 Law Units
Continuous Assessment: 40%; Final Examination: 60%

This course focuses on the Law and Policy for marine spaces and marine resources. It covers aspects of international law and domestic laws of states in regards to claims on and uses of marine zones and territorial waters of each state as well as application and examples of dispute settlement mechanisms.

LAW328   Advocacy, Practice and Civil   SEM 2
             Procedures

Prerequisites: Successful completion of Year 1, Year 2 and Year 3 Law units
Continuous Assessment: 40%; Final Examination: 60%

The course focuses on principles of Advocacy, Legal Practice and Civil Procedure. It will not duplicate the topics covered in Law 315 but reinforce them. The course covers mitigation pleas, methods of developing

a theory of the case, evidence in chief, cross examination, conduct and etiquette in court and appeals. In addition the course explores the practical application of the rules of evidence and the trial procedure. The advocacy aspect of the course will include visits to courts and parliament to observe advocacy styles and strategies of experienced advocates.

LAW329   Migration Law   Elective

Prerequisite: - Successful completion of Year 1 and Year 2 Law Units
Continuous Assessment: 40%; Final examination: 60%

This course introduces students to immigration policy and laws in Fiji as well as in Australia, New Zealand, Canada, and USA among other countries. Emphasis is placed on understanding the popular visa categories, such as, for Tourism, and Skilled and Family Reunion visas. Students are also given an overview of the visa classes and subclasses and will be taught the importance of understanding the methods of obtaining visas, including identification, interpretation and application. This course also examines aspects of refugee laws in many countries where refugees have settled, or hope to settle, the prejudices they may encounter as they prepare to make a new life in a new country and the ways in which national support mechanisms and re-settlement conditions function.

LAW330   Military Law   SEM 1

Prerequisites: All first and second year law courses.
Continuous assessment: 40%; Final Examination: 60%

This course reviews the military structure, hierarchy and ranks as well as existing laws within the Forces and their relationship with National Laws. The course covers Regulations, Standing Orders, and Administrative Instructions and Routine Orders. It includes an understanding of the Powers of Officer Commanding, Commanding Officers and Appropriate Superior Authorities. It also covers the topics of Awards and Punishment in the Armed Services, Formulation of Charge Reports, Arrest and Custody, Regimental and Board of Inquiry, Orderly Room Procedures, Summary and Abstract of Evidence and Court Martial

Procedures and Practices.

Graduate Diploma in Legal Practice (GDLP)

LAWD01	Ethical Responsibility Module	TBA

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

In this module students will understand the rules of ethical responsibility, their duties as lawyers to the courts and to their clients and the ways in which they can apply rules of conduct in various contexts. They will be trained for responsibilities in specific areas of legal work.

LAWD02	Graduate Skills Module	TBA

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

In this course students will cover the professional skills necessary for a lawyer to be a successful advocate and solicitor. The graduate skills module will run for 4 days within which students will learn verbal and written communication skills, the conduct of the initial interview with a client as well as subsequent interviews which require problem solving and negotiation skills. The aim is to provide practical knowledge at the initial stages of the relationship between solicitor and client. Students will be tested in the skills of verbal and written communication, interviewing clients, negotiation, problem-solving and mediation.

LAWD03	Trust Accounting Module	TBA

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

This Module on Trust Accounting will be conducted over 5 days. The 2nd, 4th and 5th day assessments will be distributed for completion by students. The aim is to emphasise a practical knowledge of trust

accounting in Legal Practice. The module will cover the requirements and processes involved in opening a trust account, handling the Trust Ledger, possible trust accounting offences, the annual auditing process and regulations to be complied with, and how a client's moneys are paid.

LAWD04   Conveyancing Skills Module   TBA

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

This module deals with transactions in buying, selling, transferring and leasing land. It will give students hands-on experience with drawing all necessary documentation for these transactions as well as handling clients' funds, managing client files, and dealing with appropriate registration authorities.

LAWD05   Family Law and Deceased Estates   TBA
**   Module**

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

This module will be conducted over 3 days and requires students to complete the standard forms and draft relevant documents, advise parties and attend to family case mediation where relevant. The aim is to provide information on Family Law procedure and forms, mediation and other forms of alterative and appropriate dispute resolution in Fiji and to consider the impact of family breakdown on those involved.

LAWD06   Probate and Administration of   TBA
**   Estate Module**

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

Students will receive hands on experience in dealing with the law relat-

ing to wills, probates, inheritance and property management, including negotiation in respect of disputes over assets in a deceased's estate. Students will learn to take instructions from clients, draft wills and other testamentary documents, and to make sure there is no ambiguity in the interpretation of clauses. They will practise drawing up documents for obtaining different types of grants in estates. Administration, winding up and accounting to the beneficiaries regarding estate matters are also taught in this module.

LAWD07　　Commercial Law Module　　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 module students will cover the law, practice and procedure of commercial transactions which will enable them 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, establishment and advice on different commercial entities and corporate structure options, the revenue aspects of transactions, and the financing of transactions.

LAWD08　　Criminal Litigation Module　　TBA

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

This module introduces the practice of criminal litigation, including the expectations of a criminal magistrate or judge from defence counsel and the criminal prosecutor. The rights of persons detained, the procedure of arrests and detentions, bail applications, drafting criminal charges, pleas in mitigation, sentencing/alternatives to a prison sentence, appealing a sentence, legal 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, and an application for 'no case to answer' as well as closing speeches will be covered in this course.

LAWD09   Civil Litigation Module   TBA

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

This module introduces students to the litigation process beginning with the preparation and filing of law suits and understanding court rules on preparing papers and documents, we well as responses or replies to them. Also included are 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   TBA
             Organization

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

Students will be placed in a recognised organisation for this Module. These practical placements are assessed on the work students produce during their placement in their relevant organisation. At work they will keep a journal in which they will record the files they handle and the work they undertake and complete for the organisation. Students are required to complete 5 assignments during this period and submit their work journals for assessment upon return to the campus after 4 weeks.

Master of Laws (LLM)

The School of Law offers Master of Laws (LLM) by both, coursework and thesis.

LAW400   Advanced Political Legal Theory   TBA

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

This course explores a number of important theoretical issues concerning law. They include the nature and function of law in modern societies, the nature of citizens' obligations under the law, the nature of legal reasoning and 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 Library work, including in e-format. The course will help students to learn how to draft submissions and papers, develop strategies for using legal research to solve problems and to select and use all possible 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. The course includes a survey of different methodology used in legal study.

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 as well as internationally. Over the past fifteen years IP has become 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 traditional and cultural properties, its intersection with competition law and the 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 diverse societies, disputes and conflicts are a natural part of everyday interactions. Alternative or Appropriate Dispute Resolution is not a new concept; it is in fact consistent with traditional methods of dispute resolution in Fiji and the Pacific. Alternative dispute resolution mechanisms predate the formalised system of legal recourse to the courts which is more common to our societies today. This course examines the difference between the adversarial and alternative/appropriate dispute resolution mechanisms including in developing process and procedures for moving to the alternative route for conflict resolution.

LAW404	**Insolvency and Liquidation Law and Practice**	**TBA**

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

Insolvency and Liquidation Law gives students 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 deals with the consumer driven economy and the way in which the global consumer organizations 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 basic and effective consumer and competition laws, and includes analysis of the various roles of the relevant institutions and the various types of legislation that have been devised for the protection of consumers in the provision of goods and services.

LAW406   International Commercial Law   TBA

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

This course provides an understanding of the laws relating to international commercial transactions beginning with the principle of international commercial law historically for example early mercantile and other relevant law. The course also aims to develop a more focused ability in students to interpret and apply the laws relating to international commercial transactions. The course examines in detail negotiable instruments, the sale of goods, agency relationships, insurance and reinsurance, and international commercial securities and intellectual property. Expert and eminent international commercial lawyers will be invited to discuss their work in the globalised commercial world with students and to share their experiences of the prospects and pitfalls of working as a lawyer in the international corporate sphere. An understanding and application in certain court decisions of Fiji's new Companies Act will be covered in this course as far they concern international commercial law.

LAW407   International and Comparative   TBA
                    Labour Law

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

The purpose of this course is to enhance the understanding of labour

law in Fiji and the region alongside interpretation of international labour law. It focuses on the adoption of international labour law and its regulation and influence in the world. The course will cover mechanisms that regulate the employment sectors internationally, and the movement of labour from the initial commercial and plantation economies, including slavery and indenture. It will also consider the issues that cause unemployment across the global capitalist framework. The course will cover a selection of topics on international and comparative labour law. An understanding of the Employment Relations Promulgation of Fiji and the International Labour Organisation's institutions and remedies for Fiji in the recent past is essential for this course.

LAW408 International Environmental Law TBA

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

This course has two parts. The first part will provide students with an overview of the development of international environmental law throughout the 20th century as well as the major theoretical and policy debates that have surrounded it. The second part of the course will introduce the fundamental principles and concepts of Pacific Island Countries' environmental law and policy with special reference to Fiji. An important part of the course will consider climate change issues in relation to how this has affected foreign policy debates internationally.

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 internationally and in the Pacific. New models of investment will be surveyed with a view to assessing their advantage in the Pacific. The structure of lectures includes class presentations, contractual negotiation exercises and simulated arbitration. The class will have the advantage of listening to and learning from guest speakers who are experts in international

investment law.

LAW410   International Law   TBA

Prerequisite: - Bachelor of Laws
Continuous Assessment: 100%

This course is intended to provide a detailed study of the rules, doctrines and institutions of international law including public international organisations and NGOs such as for example, the United Nations, ILO and other similar organisations. It will provide students with a critical analysis of relevant international law for Fiji and a firm basis upon which to intelligently consider views on the political importance of international law with special reference to its application in Fiji.

LAW411   Comparative Constitutional Law   TBA

Prerequisite: Bachelor of Laws
Continuous Assessment: 100%

This course provides an introduction to the conceptual design and structure of pre-modern, modern and post-modern constitutions and the analytical framework for juristic comparison of their component features, structures and principles. The history of Fiji's constitutional experiments and experience as well as the text of the 2013 Constitution will be the focal point of the jurisprudential inquiry into what unites us with, and divides us from, other constitutional democracies. The concept of liberal and illiberal democracies will also be considered in this course.

Doctor of Laws

The School of Law also offers a PhD programme in Law, subject to availability of academic staff to supervise.

Language, Literature and Communication

LLCF11   English and Study Skills I   SEM 1

Prerequisite: Pass in Year 12 Examination
Continuous Assessment: 50%; Final Examination: 50%

This course is designed to demonstrate language, communication and study skills which will assist in effectively studying in English at the tertiary level. It adopts 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. It also aims to improve knowledge and thinking strategies to succeed in any learning environment.

LLCF12   English and Study Skills II   SEM 2

Prerequisite: LLCF11
Continuous Assessment: 50%; Final Examination: 50%

This course employs a theme approach to develop interest in reading textbooks and journal articles. Constructs writing in a variety of academic styles, develops listening and speaking abilities and illustrates note-taking, summarizing, referencing and other generic skills. Develops active and efficient participation skills in the learning process to accomplish specific skills and strategies needed to achieve academic goals with greater success.

LLC101   English for Academic Purposes   SEM 1 & 2

Prerequisite: Pass in Year 13 English or equivalent
Continuous Assessment: 60%; Final Examination: 40%

This course develops the reading, writing, listening and speaking skills useful in every discipline. It demonstrates comprehension by employing reading strategies and summarizing; illustrates academic vocabulary and synthesises and paraphrases reading materials to facilitate

acceptable academic writing. It also forges group interaction skills and applies written and oral communication strategies. It improves and inculcates critical thinking and develops overall academic skills.

LLC101 English for Academic Purposes SEM 1 & 2

Prerequisite: Pass in Year 13 English or equivalent
Continuous Assessment: 60%; Final Examination: 40%

This course aims to develop reading, writing, listening and speaking skills useful in every discipline. Students are expected to: demonstrate comprehension by employing reading and summarizing strategies; illustrate academic vocabulary and synthesize and paraphrase reading materials consistent with acceptable academic writing; employ group interaction skills and apply themselves to written and oral communication; and generally, demonstrate critical thinking and improve overall academic skills.

LLC111 Introduction to Linguistics SEM 2

Prerequisite: FSFE English or equivalent
Continuous Assessment: 60%; Final Examination: 40%

In this course, students discover the key principles essential for the study of the five sub-sections of language: phonology, morphology, semantics, syntax and pragmatics. The course examines the sociolinguistic, physiological and psychological aspects of language and the relationship between language, society, ethnicity, nationality, culture and gender.

It affords the acquisition of skills necessary for observing and recording practical evidence-based research in support of the theoretical aspects of linguistic study.

LLC121 Introduction to Literary Genres SEM 1 & 2

Prerequisite: Pass in Year 13 English or equivalent
Continuous Assessment: 60%; Final Examination: 40%

This course familiarises students with the basic genres in literature and the many varieties within these genres. It develops literary appreciation by engaging in close examination of the important constituents of the various genres; and affords acquisition of metalanguage required for essays and the study of literature texts that enhance analysis and appreciation.

LLC122   Writing Fiji in the South Pacific   SEM 1 & 2

Prerequisite: Pass in Year 13 English or equivalent
Continuous Assessment: 60%; Final Examination: 40%

This course builds on the literary knowledge of Year 13 and/or Foundation courses. It integrates a study of a range of genres: stories, novels, poetry, travel, autobiography and historical documents to understand how Fiji figured in the imagination of colonial and post-colonial writings and literature, both from the insiders' and outsiders' perspectives.

LLC211   The Structure of Language   SEM 1

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

Prerequisite: LLC211
Continuous Assessment: 60%; Final Examination: 40%

This course explores the basics of functional grammar by analysing the lexico-grammar and identifying the distinctive structural features

of texts across different genres and registers. It provides an opportunity to acquire the knowledge and tools needed to identify and teach the distinctive features of various aspects of grammar.

| LLC213 | English as a Second Language: Curriculum and Materials Writing | SEM 2 |

Prerequisite: LLC211
Continuous Assessment: 60%; Final Examination: 40%

This course examines the curriculum process with illustrations drawn from a number of subjects. It inspects three levels of the ESL curricula in Fiji – early primary, junior secondary and senior secondary. It provides familiarisation with all aspects of the language (including literature) curricula, especially at the secondary level; and adapts curriculum and best practice from outside sources for materials not adequately addressed by the prescribed resources. The course also compares different types of materials to familiarise students with diverse approaches adopted by writers in their preparation of student-learning resources in ESL.

| LLC221 | Short Fiction and Literary Appreciation | SEM 1 |

Prerequisite: LLC121 or LLC122
Continuous Assessment: 60%; Final Examination: 40%

This course provides an understanding and appreciation of the genres of short stories and novellas. It differentiates the elements of a novella and a novel and familiarises students with various critical approaches to these genres. Students are expected to assimilate and interpret a range of short stories, including masterpieces from the nineteenth and early twentieth century, short stories from post-colonial societies and modern short stories.

LLC222   Introduction to Women's Writing   SEM 2

Prerequisite: LLC121 or LLC122
Continuous Assessment: 60%; Final Examination: 40%

This course examines a wide selection of short stories and novels written by women. It evaluates and provides a critique on the privileging of male experiences and the misrepresentations of reality in the fiction of male writers. I also examines the extent to which women's writings differ from those of men, the themes women writers' typical focus and ways in which women counter false representations of the female gender in male writings. It emphasises feminist literary theory to enable insightful analyses of women's writings.

LLC301   Research Project in Language/   SEM 1
Literature

Prerequisite: LLC221/LLC222/ LLC211/LLC212/ LLC213
Continuous Assessments: 100 %

This course aims at developing an in-depth research project leading to a report of about 5000 words. Students are required to select topics for research in consultation with their supervisors. They then provide critical insight and analysis through review of several works from the perspective of postcolonial theory, diasporic theory in general, and feminist literary theory in particular, wherever applicable. Students then complete and produce a Research Project in Literature/Language under the supervisor's guidance.

LLC311   Second Language Learning: SEM 1
Theory & Practice

Prerequisite: LLC213
Continuous Assessment: 50%; Final Examination: 50%

This course engages the students with theories on the process of language learning in general, with particular emphasis on the learning

of English as a second language in Fiji. It presents language-teachers with an opportunity to acquire fundamental knowledge that would help them to be more effective and sensitive to the needs of second language speakers with profound comprehension of language learning. While teaching English as a Second Language is the key focus, the course is pertinent to all language-teachers, whether of ESL/EFL or vernacular.

LLC312	Second Language Teaching Methodology	SEM 2

Prerequisite: LLC111, LLC211, LLC212 and LLC311
Continuous Assessment: 50%; Final Examination: 50%

Central to this course is an examination of the similarities and differences between and among the major theoretical perspectives and methods that have dominated the field of second language teaching in the last few decades. Students critically analyse the theories underlying the methods to derive the most effective strategies and best practice approaches for the teaching of English as a second language in Fiji.

LLC321	Poetry and Creative Writing	SEM 1

Prerequisite: LLC221/LLC222
Continuous Assessments: 60 %; Final Examination: 40%

This course creates an awareness of poetry across the spectrum of Fiji's languages, cultures and subcultures through an examination of the poetic forms and expressions found in rites and rituals, ceremonies and festivals, and songs and music. The selection of poems in English would be drawn from the Romantic period to Postcolonial period and students are to apply Literary Theories in the discussion of the poets' works. Students will also translate poems and songs from their mother tongues to English and develop and write original poems based on selected themes; and craft and write a final essay on the oeuvre of a single poet of their choice.

LLC322　　An Introduction to Postcolonial　　SEM 2
　　　　　　Writing Theory

Prerequisite: LLC221/LLC222
Continuous Assessments: 60 %; Final Examination: 40%

This course familiarises students with literature in English, written in many parts of the world, specifically the Commonwealth. It focuses on a study of essays, short stories, fictions and autobiographies. It examines a selection poems and other literary works to explore the major sociocultural, economic and politicat concerns, commentaries and themes that inform postcolonial writings. It also takes a critical look at Fiji's colonial experience in relation to the other South Pacific economies; key words and themes of postcolonial theories, including postcolonial feminist theory. It also explores the creative role of the English language in the creation of literary works in the Commonwealth.

LLC323　　Drama and Literary Appreciation　　SEM 2

Prerequisite: LLC221/LLC222
Continuous Assessments: 60 %; Final Examination: 40%

This course focuses on creating a deeper understanding of drama and literary works. It applies advanced analytical and interpretive skills through critical lens to both, the works of Pacific dramatists, and against the backdrop of acclaimed international playwrights. It provides an understanding of theoretical concepts, such as "modernism", "post-modernism" and "post-colonialism" in the context of seventeenth, eighteenth, nineteenth and twentieth century Western dramas. Besides developing an awareness of how the texts might be dramatized, it explores drama as an art form which provides an opportunity to gain first-hand knowledge and understanding of everyday real life issues of peoples of Fiji and the wider South Pacific region.

LLC401   Modern Fiction: Film & Text   SEM 1 & 2

Prerequisite: Bachelor's degree in English
Continuous Assessment: 100%

This course discusses the ideas of modernity and modernism in the arts, especially with regards to literary writings and films. It analyses and critiques modern literary works and films that are both, popular and successful, and explores their thematic and rhetorical features. Besides the themes, styles, milieu and place in literary history, it focuses on the stylistic, structural and thematic developments in literary works and films. Activities include reading and reviewing texts and conventional and experimental narrative forms through the lens of narrative theory. Among the authors in focus, are O'Conner, Kafka, V.S. Naipaul, James Joyce, Adiga, Achebe, Rhys, and Carver. There is also a selection of films to be studied which establish the nexus between the two creative art forms.

LLC402   Poetry and Criticism   SEM 1 & 2

Prerequisite: Bachelor's degree in English
Continuous Assessment: 100%

This course recognises the contributions of a number of significant poets in English. It critically examines a selection of popular poems, especially by poets such as William Wordsworth, Samuel Taylor Coleridge, John Keats, Alfred Lord Tennyson, T S Eliot, W B Yeats, and Seamus Heaney among some Australian and Asia-Pacific poets. Applying literary theories, this course uses seminar styled sessions in reading, discussing these works of poems while highlighting the importance of and effective teaching and writing of poems in the classrooms. Participants also have the opportunity to write and translate a few poems during the workshops. The discussions also explore the idea of literary criticism through the study of Selected Essays by Wordsworth, Eliot and Derek Walcott.

LLC411   Language Awareness & Language   SEM 1 & 2
                Issues

Prerequisite: Bachelor's degree in English
Continuous Assessment: 100%

Independent course
This course focuses on the main areas of linguistics, namely: phonology, morphology, semantics, syntax and pragmatics. It examines the application of linguistics to second language teaching, especially with reference to the issues of language change and language variety and their implications for second language teaching. It also explores the critical issues of vernacular education and bilingualism / multilingualism in Fijian context; and identifies significance of language maintenance and the need for language revival in a pluralistic setting.

LLC412   The Second Language   SEM 1 & 2
                Learning Process

Prerequisite: Bachelor's degree in English
Continuous Assessment: 100%

Independent course
This course focuses on process theories of language learning in general, with an emphasis on the learning of English as a second language in Fiji. It aims at providing profound comprehension of language learning processes, while at the same time, creating competency in and sensitivity to the needs of second language speakers. Students are expected to acquire essential skills for the teaching of English as a second language in Fiji. This course is applicable to any ESL/EFL or vernacular teaching activities.

LLC413   Methodology of Second Language   SEM 1 & 2
                Teaching

Prerequisite: Bachelor's degree in English
Continuous Assessment: 100%

Independent course

This course examines the similarities and differences among the prevalent methodologies which have dominated the field of teaching of second languages. The fundamental underlying belief is that an effective language teacher needs to be familiar with all the successful and/or best practice methods and techniques which have been employed by practitioners the field to date.

Students would acquire knowledge of the theories underlying the methodologies and techniques and of the ways they have been successfully applied in the teaching of English as a second language.

LLC414	Applications of TESL Methodology: Materials Design and Evaluation	SEM 1 & 2

Prerequisite: Bachelor's degree in English
Continuous Assessment: 100%

Independent course

This course reviews the major second language teaching methodologies, especially those which have had a positive impact on the content of the curricula and the teaching-learning processes at various levels in Fiji's schools. It examines and critically assesses curriculum planning and implementation activities, based on a principled and thorough approach. It further identifies and evaluates the theoretical foundations and appropriateness of the texts and other teaching-learning resources used in Fiji's primary and secondary schools' English curricula. The course also develops the skills needed to prepare and deliver curriculum materials, with a view to enhancing the teachers' resources for subsequent teaching and learning in the classrooms.

LLC415	Language, Society & Education	SEM 1 & 2

Prerequisite: Bachelor's degree in English; Literature major or minor
Continuous Assessment: 100%

Independent course
This course explores the relationships between language and society. It examines the myriad of sociolinguistic factors that create situational and social varieties of languages within a regional setting by analysing and describing the grammatical features and structures that create these varieties. It further investigates the relationships between language and culture, the causes of societal and national multilingualism, language loss and maintenance, and restricted codes. It also analyses the implications of language loss, language change and language maintenance for language teaching; and explores the critical issues impacting 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
This course focuses on successful strategies used in the teaching and learning of the four fundamental universal life-long skills applied in acquiring a Language: listening, speaking, reading and writing. It builds on LLC413 and LLC414, and concentrates on the holistic and integrated approaches to the teaching of these four skills. It examines past and current ways in which listening and speaking skills have been taught. It emphasises stratgies to advance reading in the ESL/EFL classroom. In particular, it stresses concurrent reading and writing activities as strategies and ways of improving ESL/EFL and the learners' writing skills.

LLC417   Research Topic in TESL   SEM 1 & 2

Prerequisite: EDU418
Continuous Assessment: 100%

This research course provides training and skills-upgrade necessary for research inquiry through a profound focus on critical analysis of language strategies of investigation. With dearth of research in the South Pacific and particularly in Fiji, this course provides a platform that encourages research activities; it also provides the participants with

an opportunity for professional growth and development in the field of research through its focus on diverse but solid research designs.

| LLC421 | Postcolonial Fiction: Theory & Discourse | SEM 1 & 2 |

Prerequisite: Bachelor's degree in English
Continuous Assessment: 100%

This course focuses on various literary theories and their relevance to the study, teaching and writing of literature, particularly works of fiction. It emphasises principally colonial-postcolonial perspectives that explore the creative role that the English language has played in the development of literary works in the Commonwealth. It further examines and interprets several themes, and poses questions and debates on colonial-postcolonial writings.

| LLC422 | Research Project: Study of a Single Author | SEM 1 & 2 |

Prerequisite: Bachelor's degree in English.
Continuous Assessment: 100%

Independent course
This course undertakes a critical study of a single author whose works have been studied in one of the other prescribed Postgraduate courses in this programme. The choice of the research topic on the author will be decided by the student in 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 works.

| LLC423 | Women's Writing: Theory & Text | SEM 1 & 2 |

Prerequisite: Bachelor's degree in English
Continuous Assessment: 100%

This course draws attention to the works of women writers and chal-

lenges the misrepresentation of women and their literary works. It focuses on a selection of both, nineteenth century and modern essays, short stories and novels, as works by western and post-colonial women writers. Appreciate Feminist Theory in relation to Postcolonial Theory. It examines through the feminist critical theoretical perspectives and themes prevalent in these texts, such as eclectic, biological, psychological, historical and feminist approaches. The course develops into an insightful reading of these texts while affording a basic understanding of postcolonial feminist literature.

| LLC424 | Creative Writing: Life-Writing and Short Fiction | SEM 1 & 2 |

Prerequisite: Bachelor's degree in English
Continuous Assessment: 100%

This course aims to prepare participants for Life Writing, a popular genre in postcolonial fictions. It affords in-depth readings and studies on the autobiographical works of several 20th century writers. It provides a platform to understand and learn techniques to write someone's life story, and allows exploration of the significance of the art and act of writing and shaping lives and identity of someone in society through skilful choice and use of words and imagination. Students are expected to write at least one short story during the academic term.

| LLC425 | Independent Study I (Poetry) | SEM 2 |

Prerequisite: Bachelor's degree in English.
Continuous Assessment: 100%

In this course students undertake an in-depth research project on the subject of poetry, aimed at producing an essay of between 7,500 and 10,000 words. The research on a chosen topic is pursued subject to the coordinator's approval. Students are expected to develop specialist knowledge and skills in literary interpretation of poetry and demonstrate a deeper level of knowledge and expertise on specific poets or poetic works through the research project. This course is undertaken

after the student has completed the major coursework units. This course (LLC425) is the first of two projects (LLC426 is the other) being the final hurdles in completing the Master of Arts in Literature by coursework. The alternative to these is LLC 600: Minor Thesis.

LLC426	Independent Study II (Literary Contexts)	SEM 2

Prerequisite: Bachelor's degree in English.
Continuous Assessment: 100%

In this course students undertake an in-depth research project on the subject of poetry, aimed at producing an essay of between 7,500 and 10,000 words. The research on a chosen topic is pursued subject to the coordinator's approval. Students are expected to develop specialist knowledge and skills in literary interpretation of poetry and demonstrate a deeper level of knowledge and expertise on specific poets or poetic works through the research project. This course is undertaken after the student has completed the major coursework units. This course (LLC426) is the final of two projects (LLC425, completed, the other) being the final hurdle in completing the Master of Arts in Literature by coursework. The alternative to these is LLC 600: Minor Thesis.

LLC600	Minor Thesis (English Literature)	SEM 1 & 2

Prerequisite: Postgraduate Diploma in English Literature
Continuous Assessment: 100%

This minor thesis involves in-depth research undertakings leading to a thesis of 15,000 to 20,000 words. The thesis is expected to make original and creative contributions to a field of study that demonstrate the makings of a scholar of literature. This thesis allows for the acquisition of advanced knowledge in the field of literary studies.

As a component of the Master of Arts (Literature), this thesis can only be undertaken after the completion of six courses, the first four courses comprising the requirements for the Postgraduate Diploma in Literature.

LLC700	Doctor of Philosophy (PhD) in English	Offered in 2018

Prerequisite: Master of Arts in Literature.
External Examination: 100%

In this course the student engages in a substantial project of original research under academic supervision. The student is expected to demonstrate superior skills in the research methodologies and critical thinking as required by any PhD studies.

See Regulations on PhD.

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 focuses on coverage of regional and international issues in tourism management; 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 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. The prescribed MGT102 and MGT106 units are tailor-made for students with a preference for Tourism, but who may opt to work elsewhere and join the Tourism Industry at any stage.. Hence, the four prescribed 100 level management courses can enable students to be immediately absorbed into the labour market given that they provide professional skills training in tourism research, economic impact, sociocultural and environmental development, and the shift towards sound environmental practices with regards to the eco-tourism initiatives. Students participate in specified field trips and establish contacts with local eco-tourism operators; and conduct research for selected companies and firms with the intention of using the report/findings to join the organization.

MGT106   Ecotourism   SEM 2 (Blended Mode)

Prerequisite: None
Continuous Assessment: 50%; Final Examination: 50%

This course provides stakeholders and interested students, with a balanced and comprehensive exposure to the growing knowledge of ecotourism. It provides the skills necessary to critically evaluate and effectively manage the tourism sector. It focuses on the best practice for planning and strategic management of ecotourism ventures, through integrated discussions on the role of local and indigenous communities. It includes field surveys and research recognition of 'hard and soft' varieties of tourism. The course contents cover the criteria and contexts of ecotourism, the emerging markets, the ecotourism environments, the ecological impacts, the economic and social impacts, ecotourism as a business, the external environments, the organizations and policies, the selected environments and activities and the ecotourism world survey. Students are exposed to contemporary issues through case studies, field surveys and research and expats testimonies in the field of ecotourism from both, private and public sectors which prepare participants 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 looks at the micro structure of organizations to ascertain the relationship between employees and the firm. An examination is made of the roles played by employees with regards to personal and professional goals and the impact of these goals in relation to achieving overall organizational goals within a given time frame. There is no prerequisite for this course.

MGT203　　　Operations and Supply　　　SEM 2

Prerequisites: MGT101 and MGT105
Continuous Assessment: 50%; Final Examination: 50%

This course introduces students to the various aspects of Operations and Supply Chain Management. As a discipline, this concept 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 learn to examine the effectiveness of operating systems in both, the manufacturing and service sectors, and use 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 relations issues within private and public sector organisational settings, including, NGOs, and regional and international organizations. The course also focuses on employer-employee relationships within the context of expectations, goals setting and achievement, strategies and structures, and dispute settlements. This course is recommended for

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 explores the skills, attitudes and knowledge needed to create and manage new ventures based on creative and innovation ideas. It emphases creative ideas and add value to produce outputs. Emphasis is also on innovations that increase the competitive advantage. Worldwide product innovations will be used as case studies to understand the process of business models to commercialise incremental as well as disruptive innovations. Discussions on these concepts would focus on comparative advantages to the corporate sector as well as the 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 teaches students the fundamental principles of marketing, including cultivating in students a creative and innovative spirit. Students are encouraged to forge new product development and appropriate marketing strategies. The course also emphasise the promotion of new products within the tourism industry, with appropriate research conducted on one of the major industry sectors.

MGT302	Human Resource Management	SEM 1

Prerequisite: MGT204
Continuous Assessment: 50%; Final Examination: 50%

This course introduces the functional area of human resource manage-

ment. It focuses on employer-employee relations within the context of policy making and techniques. The course covers the role of the human resource function, employee planning and forecasting, recruitment and employee selection, employee development and employer-employee relations, human resources information systems and performance management. Students are exposed to international human resource management systems and the challenges and issues relating totsuch system.

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 multinational corporations (MNCs). General topics 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 placed on trade sanctions employed by the World Trade Organisation (WTO), and the impact of the regional trade agreements such as PICTA and PACER and their impacts on Fiji. It also looks 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 takes 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, as 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, and best practice tools and techniques of project management, covering many aspects such as project selection, planning, scheduling, implementation, commissioning and final review. Discussions on each stage focus on the relevant requisite resources, such as manpower, machines, materials, money and intellectual capacity towards time-cost trade-off and resources scheduling.

MGT401   Public Sector Management   SEM 1 or 2

Prerequisite: B.Com. with Management as a major or equivalent
Continuous Assessment: 50%; Final Examination: 50%

The course is designed to help public service managers acquire a greater insight into functional and general disciplines such as managing people, finance and information. It covers 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 quality service/assurance management..

MGT402   Advanced Marketing   SEM 1 or 2

Prerequisite: B.Com. with Management as a major or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course covers both theoretical and practical areas, such as marketing concepts and systems, retail and wholesale systems and strategies, product development, packaging and presentation, e-marketing, e-commerce, marketing organisations, international marketing, market analysis, performance analysis/evaluation and reporting.

MGT403   Entrepreneurship   SEM 1 or 2

Prerequisite: B.Com. with Management as a major or equivalent
Continuous Assessment: 50%; Final Examination: 50%

The course helps 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 cover the scope and nature of entrepreneurship, intellectual property and com-mercialization of innovation, legal and ethical concerns, launching and operations of a venture, venture capital, development and exit from business and corporate entrepreneurship and intrapreneurship.

MGT404   Change Management   SEM 1

Prerequisite: B.Com. with Management as a major or equivalent
Continuous Assessment: 50%; Final Examination: 50%

The programme is designed to help students understand the planned as well as unplanned change processes that take place at the work place. Students will be provided with theoretical understanding on change processes, challenges faced by managers in implementing changes, re-sistance and challenges to changes, conflict and conflict resolutions, ne-gotiations and employee relationship management and the management of changes imposed by the global trends. The contents also cover chal-lenges of change, organisational change, change strategies, managing planned and unplanned change, communication and conflict manage-ment, negotiations, change leadership and workplace diversity manage-ment.

MGT406   Special Topics in Management   SEM 1 or 2

Prerequisite: B.Com. with Management as a major or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course covers some topics of current interest to or demand from students who wish to continue towards their Master of Commerce de-gree.

MGT407   Research Methodology   SEM 1 or 2

Prerequisite: B.Com. 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 serve as a guide to management students for conducting research studies. Thus, it covers the processes of social research focusing on building and strengthening the knowledge base and research skills required such as the various methodological constructs and research analyses and techniques.

MGT410   Project Management   SEM 1 or 2

Prerequisite: BCom with Management as a major or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course provides management graduates a solid understanding of concepts, tools and techniques of project management covering many aspects, such as project selection, planning, scheduling, implementation, commissioning and final review. Application of project management tools in large projects will be discussed with the aid of case studies and virtual projects.

MGT500   Minor Thesis in Management   SEM 1/2

Prerequisite: Post Graduate Diploma in Management or Equivalent

Students undertake an in-depth research leading to a thesis of 15,000 to 20,000 words in Management as a component of the Master of Commerce in Management degree.

MGT600   Major Thesis in Management   SEM 1/2

Prerequisite: Postgraduate Diploma in Management or equivalent

Students undertake a major research leading to a thesis of 30,000 to 40,000 words in Management as a requirement for the Master of Commerce in Management by thesis only.

See Regulations on Master's Thesis elsewhere in this Calendar & Handbook.

MGT700/MGT700PT   PhD in Management   SEM 1/2

Prerequisite: Master of Commerce in Management or equivalent

The Department of Management offers the degree of Doctor of Philosophy in Management. Students wishing to pursue this programme should consult the Head of Department for admission requirements and regulations. The programme is offered on either a full time or a part time basis. Students undertake rigorous research in an area of management leading to a thesis of 80,000-100,000 words. Students need to have a good level of research experience in order to undertake this programme.

See Regulations on PhD elsewhere in this Calendar & Handbook.

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, and political, social, and ethical dynamics, and support of respective local governments towards the business 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 helps students to think and analyse events and issues occurring in and pertaining to the internal dynamics of organizations, including human behaviour as well as management perspectives, and to understand and effectively manage these events, especially in the context of the Pacific region. It also focuses on the micro, macro and global dimensions of organizations which facilitate 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 afforded opportunities to comprehend the working of the markets, the determination of prices and outputs, and the techniques and tools of decision making that the players in the market can adopt to ensure rational and effective 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 examines the role of accounting as an information system both, from point of view of external users such as the shareholders, the investors, and internal organizational managers with various levels of responsibility. First, it focuses on understanding and interpretating

financial statements and their underlying principles and concepts. Then it delves into cost and management accounting to facilitate the managers in their decisions and actions towards improving the productivity of the 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 and application of basic mathematics and statistics to a wide range of real world problems in managerial decision making in modern business organizations. The course includes tabular and graphical analysis, numerical measures, probability, sampling and distribution, interval estimates, and linear regression analysis.

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 an organization's human resources. It first discusses the relationship of human resource strategies with the overall corporate strategy. Then, it delineates all relevant aspects of human resources management in a dynamic business environment. Students are exposed to critical analyses of current issues encroaching on the theory and practice of human resources management in global, regional and local contexts.

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 analysing the various fundamental areas of the transformation process in operations, from input resources to outputs of quality goods and services. It strives to apply the development strategies in management science to facilitate the art of decision making to optimize the effectiveness of the man-machine systems in any business organization geared 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. It also delves 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 the local as well as the global marketplace.

MBA409   Financial Management   TRIM 3

Prerequisite: MBA404
Continuous Assessment: 50%; Final Examination: 50%

This course is designed to introduce corporate finance theories and their applications so that solutions to key financial management decisions can be identified. Practicing managers and administrators from different functional and strategic business fields would acquire the knowledge to broaden and deepen their conceptual and analytical skills to better manage the finance functions 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 of the organisation and in various functional and strategic areas of management. It delineates the methodologies and approaches for the most effective use and application of information and related/ associated technology to support the managers in their decision making processes.

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 providing managers with the tools to analyse the legal and regulatory environment in which the business operates so they are better able to manage and mitigate issues that affect everyday business decisions. It starts with an overview of various legal concepts and principles. Then, it indulges in-depth discussions on the various legal provisions under the various statutes and Acts in the local context and the impacts they may/have on business strategies, and how businesses deal with such challenges, especially those involving government agencies.

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 valuable options that add value to all stakeholders' interests in a dynamic and ever changing business world. It integrates the inputs from various related subjects, such as individual and organizational behaviour, operations, marketing, accounting, finance, and information technology within a strategic management framework. On completion of the course, students should be able to understand the key parameters in the development of an organization's strategic management, analyze the effectiveness/deficience of those parameters, suggest appropriate strategic behaviour for the or-

ganization, and demonstrate an understanding of how strategic changes can occur within an organization to facilitate its 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 patterns among labour, management and the government, and build and/or strengthen awareness of certain important and critical employment and industrial relations issues in the global and local contexts. Thorough examinations and discussions evolve around the Employment Relations Promulgation (ERP), the dispute handling/resolution system in place, compensations, occupational health and safety, productivity, and collective bargaining.

MBA424   Accounting for Human Resource   TRIM 1
Managers

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 and strategies employed 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 also examines whether the human resource of an organization is appreciating or depreciating.

MBA425   Human Resource Information   TRIM 2
Systems

Prerequisite: Entry into this course requires the approval of the Head of the MBA Programme

Continuous Assessment: 50%; Final Examination: 50%

This course begins with a focus on the information needs of managing human resources as an asset. It then introduces and fosters discussions on the various tools, components, and appropriate system requirements for a localized human resources information system that facilitates weighing the cost-benefits of various decisions and actions relevant to functional and strategic human resources management. Students gain confidence in and better understanding on assessing the benefits of a strategic human resources management information system and the strategies/ precautions that can be taken 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, implementing and evaluating events ranging from social gatherings, such as weddings, to major conferences, festivals and mega-events. It emphases budgeting, marketing, working with the media, sponsorship and fundraising and other strategic managerial functions for effective event and festival management activities.

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 outputs, and the techniques of decision making that the players in the market can adopt to ensure rational decisions making. It demonstrates the uses and applications of economic theory in all relevant areas of decision-making and actions towards development, management, utilization, and maintenance of all tourism and hospitality services.

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 demands, packaging, branding, pricing, promoting, advertising and distribution. In addition to the local and regional context, it deals with the scope and patterns of international tourism demands, its dimensions and trends, and analysis of tourist behaviour and experiences. The course also focuses on socio-cultural and environmental impacts and techniques for mitigating negative results of tourism development.

MBA413   Guided Work Studies   TRIM 1,2,3

Work studies at work place provide insights to the organization to make necessary changes and modify processes in order to become more efficient and effective. This course enables students to acquire practical skills & competencies to engage in systematic work studies while upgrading their knowledge base on tools, techniques and analytical skills.

Mathematics

MTHF11   Foundation Mathematics I   SEM 1

Prerequisite: Pass in 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 equips students with a solid foundation of mathematical tools to develop and strengthen their problem solving abilities.

MTHF12   Foundation Mathematics   SEM 2

Prerequisite: Pass in 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 also focuses 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 gain practice by analysing 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: Year 13 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, such as 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 and MTHF12 or Year 13 Mathematics
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: Year 13 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 tables 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 (1) calculus: applications of the definite integral, techniques of integration, first-order differential equations and its applications. (2) Differential Equations: first order ordinary differential

equations, method of separating variables, exact and linear ODEs, mathematical modelling. (3) Second order ODEs, homogeneous differential equations, differential operators. (4) Non-homogeneous differential equations, higher order ODEs, linear and non- linear systems of ODEs.

MTH201　　Discrete Mathematics　　　　SEM 2

Prerequisite: Year 13 Mathematics or equivalent
Continuous Assessment: 40%; Final Examination: 60%

This is an introductory course on 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: MTH111and MTH114
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 an 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. It also introduces the statistical package: PH Stats.

MTH214   Linear Algebra   SEM 2

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 eigen 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 course focuses on helping 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: a mathematically rigorous introduction to calculus and the analysis of real-valued functions of one variable. The emphasis is 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 provides 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 is 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 in 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, and ring theory and fields.

MTH402   Advanced Real Analysis   SEM 1 or 2

Prerequisite: MTH314 or equivalent
Continuous Assessment: 50%; Final Examination: 50%

The course introduces and studies the basic concepts in 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 and builds on 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: MTH314 or equivalent
Continuous Assessment: 50%; Final Examination: 50%

The course is designed to consider the needs of students, teachers and research workers in the field of Mathematics,　Physics, Engineering, Information Technology, Computer Science and other sciences. The course fouses on gamma function, hyper geometric functions, generalized and confluent hyper geometric functions, Legendre's and Bessel functions, ltraspherical, Jacobi, Laguerre and Hermite polynomials.

MTH406　　Integral Transforms with　　SEM 1 or 2
　　　　　　　Applications

Prerequisite: MTH314 or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course provides and develops basic mathematical analysis, the theory of differential and integral equations, approximation theory, and 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 on applied mathematics 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 serve a mathematical tool for the theory of statistics, adapted to the needs of the students with average mathematical equipment including an ordinary knowledge and use of the integral calculus. The course deals with the random variables and their probability distributions, moments and generating functions, sampling distributions, tests 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 main objective of the course is to introduce students to new techniques, namely difference equations and integral equations methods. The course covers differential 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   SEM 1 or 2
                    using MATLAB

Prerequisite: MTH312 or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course focuses on solving differential equations using computers. The 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 students' 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 students' 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 underlies 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 MBBS courses 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 helps students understand principles of embryology and stages in the development of organs and systems from conception to birth. Instructions include 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, and includes neural and hormonal homeostatic control mechanisms, body fluids & compartments, membranes & transport, acid-base balance, muscle, cardiovascular, pulmonary, penal, 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 in 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 provides introductory knowledge of and skills on communication technology. This course is a preparatory course which helps 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 a disease. An understanding of this subject is vital for the study of clinical medicine and current medical practice. The broad goal of this course is to provide a comprehensive knowledge of mechanisms and causes of diseases in order to critically compare and evaluate the natural history and clinical manifestations of the diseases. Pathology addresses four components of a 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 insights into the 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 focus helps students to 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. In this course students learn the different classes of drugs, how they are used therapeutically, and their Pharmacokinetics and Pharmacodynamics properties. It aims 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. The study of 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 comprises 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 effective health care, as well as, to enhance personal and social development, fostering intellectual skills and humanistic values in medical professionals. It enhances effective communication, along with scientific and creative thinking paired with a humanistic approach. It creates and lays concrete foundations for evolving competent and compassionate professional physicians.

IMED301   Internal Medicine

Prerequisite: MBBS2
Continuous Assessment: 60% Final exam: 40%

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 also provides students with an understanding of the essential principles of clinical anatomy, physiology and mechanism of disease, assessment techniques and introduction to physical examinations. Students will conduct laboratory tests and learn how to interpret and make decisions about diseases and management planning.

SURG302   Surgery

Prerequisite: MBBS2
Continuous assessment: 60% Final exam: 40%

This course teaches or equips the medical students with the basic surgical skills. These skills include: 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 haemostasis 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: 60%; Final Examination: 40%

This course provides an intensive introductory understanding of Obstetrics and Gynaecology before the students are exposed to a hospital setting or to the field. The contents are geared to develop and/or enhance the required knowledge and skills to help them acclimatize to the real-patient exposure and setting.

PAED304   Paediatrics

Prerequisite: MBBS2
Continuous Assessment: 60%; Final exam: 40%

This course on general paediatrics covers areas such as the causes of childhood morbidity and mortality, mortality rates and their social underpinnings, growth and developmental milestones, behavioural derangements, indices of child health, and interventions to prevent childhood illnesses. Other nutrition and malnutrition topics in paediatric respiratory medicine are also be covered, as well as some 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 workplace.

CMED305   Community Health and Family Medicine

Pre-requisite: MBBS2
Continuous Assessment: 60%; Final exam: 40%

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. Heavy emphasis is placed on prior-

ity 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 mechanisms essential in primary care practice.

CLSK306   Clinical Skills

Prerequisite: MBBS2
Continuous Assessment: 60%; Final exam: 40%

This course serves as an introduction to Clinical Science and its applications to the doctor-patient relationship. It facilitates 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 are expected to develop sufficient interpersonal and clinical skills in this course in order to integrate rapidly and smoothly into the hospital setting when they start their clinical internships/practicals.

IMED401   Internal Medicine

Prerequisite: MBBS 3
Continuous Assessment: 60%; Final exam: 40%

This course provides a hospital-based 5-weeks rotation experience in general medicine that allows students to be trained in a professional medical environment to: obtain optimal learning experience and develop the knowledge and necessary clinical and communication skills, master history taking and physical examination, including mental status, diagnosis and generating treatment plans for common maladies.

SURG402   Surgery

Prerequisite: MBBS 3
Continuous Assessment: 60%; Final exam: 40%

The students rotate in General Surgery and Orthopaedics. The focused learning is on clinical aspect of General Surgery and Orthopaedics. At the end of their rotations, students should be able to perform/demonstrate history taking and examination skills in the hospital and primary care setting. Students should be able to formulate clinical problems and diagnose the patient to come up with a list of learning issues that represent the key knowledge needed to understand the patient's condition. Students also take part in patients' clinical assessments and examinations. Students also develop skills to be independent learners. During this time, students may arrange to revisit cr practise history taking on patients or observing interns and nurses performing routine patient-care activities.

OBGY403   Obstetrics and Gynaecology

Prerequisite: MBBS 3
Continuous Assessment: 60%; Final exam: 40%

This course is taken in the Department of Obstetrics and Gynaecology. In this course, the students are exposed for the first time to the hospital environment where they have hands-on experience in Department's activities. The students are expected to attend handovers and discuss the cases on a daily basis with their mentors. The students are required to observe senior registrars and tutors carrying out routine procedures after which, they are given a chance to provide their own methods/plan s in patient management. At the end of this rotation, the students should be able to formulate a problem list, carry out basic obstetrics & gynaecological procedures and be adept in history taking.

PAED404   Paediatrics

Prerequisite: MBBS 3
Continuous Assessment: 60%; Final exam: 40%

This course is a hospital-based rotation in general paediatric medicine and allows students to be trained in a professional medical environment where they obtain optimal learning experience and develop the knowledge and necessary clinical and communication skills, master

history taking and physical examination, including diagnosis and generating treatment plans for common maladies. The course also takes them through Clinical Practice, an attachment in the major paediatric and neonatal ward, the IMCI clinic, neonatal clinic and Paediatric Outpatient Department where they learn from the case materials presented in each of these areas.

CMED405   Community Health and Family Medicine

Prerequisite: MBBS 3
Continuous Assessment: 60%; Final exam: 40%

The value of preventive care is made known through direct observation and supervised participation as students are engaged in 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, and zone and school visits where students apply different levels and methods of preventive care within the local communities. Students 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: 60%; Final exam: 40%

This course aims to teach 4th year medical students the ways to approach, access and manage psychiatric symptoms relevant to their future medical practice. The course also provides them with the generic knowledge, skills and attitude necessary to practice basic psychiatry in the community. Common cases and scenarios are reported and presented in class through several modalities of teaching, such as lectures, return demo, focus group discussions and workshops. Good medical practice in psychiatry is outlined and guidelines are given to participants. The curriculum is outcome-based, and aims to teach them the practical application of principles of psychiatry and is learner-centred

to demonstrate the ethical and humane attitude of doctor to their patients.

IMED501   Internal Medicine

Prerequisite: MBBS 4
Continuous Assessment: 60%; Final exam: 40%

This is an integrated curriculum, which is designed to equip students with a fundamental knowledge and understanding of Medicine. Furthermore, it aims at 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: 60%; Final exam: 40%

In Year 5, students rotate in General Surgery and Orthopaedics. They focused learning is on advance clinical general surgery and orthopaedics. Theme-based teaching continues with a teaching slot built into the activities, e.g. specific clinical or communication skills, pathologic and basic science continued medical education in researching the evidence basis for specific treatment and or management options and seminars on ethical, epidemiological or psychosocial issues. Independent learning times are to be a continuing process.

OBGY503   Obstetrics and Gynaecology

Prerequisite: MBBS 4
Continuous Assessment: 60%; Final exam: 40%

This course is designed for Year 5 students for whom 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 are assessed during

the course through both, written and oral examinations and overall class participation.

PAED504 Paediatrics

Prerequisite: MBBS 4
Continuous Assessment: 60%; Final exam: 40%

The course covers 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 the children's out- patient department; they also learn to and make presenton to each of these areas.

CMED505 Community Health and Family Medicine

Prerequisite: MBBS 4
Continuous Assessment: 60%; Final exam: 40%

The course is offered in MBBS Year V. Students gain first-hand experience in the evaluation and management of common medical problems of varied age groups in an ambulatory setting. Students also gain familiarity on occupational health, and alternative medicine practices and geriatric care while incorporating training in preventive and evidence-based medicine.

ALSB506 Allied Subject

Prerequisite: MBBS 4
Continuous Assessment: 60%; Final exam: 40%

The Department of Clinical Sciences conducts this 5 week course. The students rotate in six departments, namely, Otorhinolaryngology (ENT), Ophthalmology, Rehabilitation Medicine, Radiology, Anaesthesia and Emergency Medicine. Each rotation is one week and introduces basic concepts on different subjects. At the end of the rotation period, students are expected to have a better understanding of pathophysiology

of diseases for eyes and ears. Radiology rotation equips the student with a better understanding of anatomy and enables them to effectively visualise and diagnose using imaging techniques. The experience helps them to appreciate the role of physiotherapy in medicine and be more adept at handling emergencies and trauma. The students should be able to incorporate their clinical knowledge into allied subjects to diagnose, prognose, refer and manage patients more effectively.

FMED507   Forensic Medicine

Prerequisite: MBBS4
Continuous Assessment: 60%; Final exam: 40%

The purpose of this course is to determine 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. Students learn to determine identity as 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 students 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: 60%; Final exam: 40%

This is a 4 week, pre-internship course in the Department of Internal Medicine in which the students work as trainee interns. The students are rostered by their respective teams in the Internal Medicine department to be on call on weekends and to perform 24 hour on-call duty in their respective wards. These students have hands-on experience in history taking, physical examination, assessment, management, and perform procedures in the wards under the guidance/supervision of a consultant or the registrar of the medical department. The students are also exposed to handling emergencies and to provide/perform resuscitation to patients in emergency cases.

SURG602 Surgery

Prerequisite: MBBS 5
Continuous assessment: 60%; Final exam: 40%

This is a 4 week course in the Department of General Surgery and Orthopaedics conducted by the Department of Clinical Sciences. The trainee-interns in General Surgery rotate in the four major sections of the unit (Surgical Wards, Surgical Outpatients, Major Operating and Minor Operating Theatres). The students function as trainee-interns under direct supervision of the consultants, registrars and attending staff. Their responsibilities 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 are expected to present admitted cases during doctors' rounds and attend the departmental conferences. The students should master history taking, physical examination and basic surgical procedures, and should maintain a log book.

OBGY603 Obstetrics and Gynaecology

Prerequisite: MBBS 5
Continuous assessment: 60%; Final exam: 40%

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 are to be accomplished through lectures, group discussions, bed-side teaching and assessment of clinical acumen in the hospital setting. Students are assessed on their clinical capability, written examinations and Objective Structured Clinical Examinations (OSKE).

PAED604 Paediatrics

Prerequisite: MBBS5
Continuous assessment: 60%; Final exam: 40%

The 4-weeks course involves attachment as a trainee intern in the discipline of paediatrics, and covers all areas of paediatrics at outpatient clinics, emergency, paediatric ward, paediatric intensive care, neonatal ward and neonatal intensive care unit. The course 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: 60% Final exam: 40%

The course is offered by the Department of Community and Family Medicine for 6 students and community diagnosis is a core component. Students in their final year assume a more independent role as a family physician in real life situations. The course also engages students' knowledge and understanding of the varied public health programmes, services, planning, resource mobilisation, health policies, legislations and international health.

Bachelor of Nursing (Bridging) Post Registration

BNUR311   Advanced Nursing Theories, Ethics
                & Perspectives

Prerequisite: Diploma in General Nursing
Continuous Assessment: 50%; Final Examination: 50%

This course discusses the development of nursing theories and links specific nursing theories to research and to practical applications 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 course helps develop effective reading and academic writing skills. Presentation skills are fostered. Critical thinking and reflective thinking skills are introduced.

The course also introduces opportunities for students to learn and understand their roles as nurses, and the laws that govern their practice. It also allows the nurses to learn and understand advanced spiritual care and cultural diversity of the clients/patients.

BNUR312   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 revolves around the type of evidence needed in health care practice. Students are provided with concrete or real examples which give them practice/experience in using research to generate evidence. The course combines EBP, research and quality nursing care.

BNUR313   Teaching and Learning Health Promotion

Prerequisite: Diploma in general Nursing
Continuous Assessment: 50%; Final Examination: 50%

This course is designed to discuss and impart knowledge on teaching and learning health promotion principles, strategies and concepts in public health practice. The different health promotion policies and models are connected to the teaching and linking of community programmes and projects. Intervention strategies are also taught with basic teaching methods as well as the challenges, issues and impacts of health promotion activities at all levels.

BNUR314   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 also discusses health systems, health services and unit management for practicing nurses. It provides an overview of the current health care systems and health workforce, and the policy context within which all professionals practice is located. It also provides an overview of 5 fields of health service provision that have attracted national policy and planning interests: indigenous health, rural health, aged care, mental health and rehabilitation. These are examined as fields of specialist health care. Students also learn to apply quality management principles and risk management strategies to clinical situations.

BNUR315   Palliative and Chronic Nursing

Prerequisite: Diploma in General Nursing
Continuous Assessment: 50%; Final Examination: 50%

This subject discusses the concepts of chronic illness and how it affects the person, the family, the health care system and the society at large. The common problems like chronic pain, fatigue, family coping and self-efficacy is identified and used in the management of patient cases. The relationship of chronic illness to cardiovascular, respiratory diseases, musculoskeletal, neurological is explored. Discussions on cancer and HIV/AIDS, Chronic illness related to gastrointestinal and genito-urinary disease are also offered.

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 will also introduce the registered nurse to advance physiological nursing knowledge and advanced physical nursing assessment. Content includes physiological and biological concepts with inform specialist nursing practice and this will be applied to patients with complex health needs. The subjects are relevant to nurses caring for patients in specialist clinical practice settings.

Master of Nursing (Course work)

PMED701   Global Nursing Theories, Principles, Perspectives and Standards

Prerequisite: Bachelor's in Nursing, Public Health & Health Sciences
Continuous Assessment: 100%

This unit introduces nursing theories, and practices at the global level and discusses how to best adopt them in Fiji's health system. It will also unearth concepts of nursing standards, nursing practice and customer satisfaction at the workplace settings. This course also uses advanced clinical reasoning for ambiguous and uncertain clinical presentations, and incorporates 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 are used to understand the implications of trends for changing nursing care.

PMED702   Ethics, Professional and Legal Issues

Prerequisite: Bachelor's in Nursing, Public Health & Health Sciences
Continuous Assessment: 100%

The course explores ethical and professional issues in the medical practice. It also presents cases and discussions on both, the legal bindings and legal aspects of patient care. The content is designed to allow for hands-on practice addressing intellectual attributes, competencies, skills and dispositions on the nursing practice and the legal issues surrounding the practice.

PMED703   Human Resource Planning and Unit Management

Prerequisite: Bachelor's in Nursing, Public Health & Health Sciences
Continuous Assessment: 100%

The programme covers 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 are also being exposed to relevant theories and models of public health leadership and management. Upon completion of this course, students are expected to be adequately prepared for management and leadership roles in public health and broader health services, including human service delivery organizations, local health administration departments and international agencies.

PMED704   Health System Research

Prerequisite: Bachelor's in Nursing, Public Health & Health Sciences
Continuous Assessment: 100%

The course improves participants' skills in both qualitative and quantitative research methods that are used in evaluating public health programmes and health service delivery systems. The programme also assists them to explore the various contributions 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 contributions and inspires confidence in national capacity to lead critical global health programmes.

PMED705   Thesis and Dissertation Proposal

Prerequisite: Registered Nurse with a Bachelor's in Nursing, Public Health & Health Sciences degree with GPA 3.00 and above is preferable; other qualifications at the discretion of the Dean and the Nursing Coordinator via academic counselling.
Continuous Assessment: 100%

Students are guided on writing research proposals for field work. Students get to learn the national health system's research protocols and processes. Other   aspects of research higher degree-skills are incorporated, such as academic reading skills, systematic and literature reviews and report writing. The use of software such as End Notes, Epi Info, NVivo and SPSS are also introduced. The outcome of PMED 705 is a Research Proposal ready to be submitted for ethical clearance and approvals for field work.

PMED706   Health Systems Policy, Planning and
Program Management

Prerequisite: Bachelor's in Nursing, Public Health & Health Sciences degree
Continuous Assessment: 100%

Health systems management and policy development skill are essential. This unit introduces students to better understand the rapidly changing health care environment in the existing health system. This course also prepares them to develop analytical thinking, independent learning, and provides effective leadership on health issues by working collaboratively with other allied health workers. Students enrolled in this

programme focus on addressing the region's most pressing health concerns.

Important Notes:
Exit 1: Post Graduate Certificate in Health Management & Professional Standards PGC NUR MNGMT
1.   PMED 701 Global Nursing Theories, Principles, Perspectives and Standards
2.   PMED 702 Ethics, Professional and Legal Issues
3.   PMED 703 Human Resource Planning and Unit Management

Exit 2: Post Graduate Diploma in Health Systems Research PGDHSR
4.   PMED 704 Health System Research
5.   PMED705   Thesis and Dissertation Proposal or PMED 712 Epidemiology & Biostatistics
6.   PMED706   Health Systems Policy, Planning and Program Management
After completing the PGDHSR, student will choose between additional 6 courses electives or conduct a Mini Thesis

Master of Nursing by Thesis

Students will have to do 2 core courses PMED 704 Health Systems Research and PMED 705 Thesis, Dissertation,
Proposal to support their research proposal writing and research field work skills

Prerequisite: Bachelor's in Nursing, Public Health & Health Sciences degree with a GPA 3.5 and above to go into the Full Thesis program
Prerequisite: Bachelor's in Nursing, Public Health & Health Sciences degree with a GPA 3.5 and above to go into the Full Thesis program
PMED801   Preparatory Field Work
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 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 Data Analysis

Continuous Assessment: 100%

During this course, the students focus fully on their field work using research instruments with consultation and approval of their Supervisors. The students analyse the collected data and prepare their thesis reports.

PMED803   Report Writing & Drafts Reviews

Internally the student and Supervisor review of drafts

PMED804   Thesis submitted for Examination

Physics

PHYF11   Foundation Physics I   SEM 1

Prerequisite: Pass in Fiji Year 12 Examination or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This Foundation Physics programme follows on 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 course 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 they learn to analyse and make sense of the principles that govern their physical environment. This knowledge is used to further their tertiary studies in Physics/Natural Sciences.

PHYF12   Foundation Physics II   SEM 2

Prerequisite: Pass in Fiji Year 12 Examination or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course is a continuation of PHYF11 and introduces the second half of the introductory concepts for foundation physics. The course focuses in the physics of oscillations and waves, vibrating strings and, the motion of charges under electric and magnetic fields, and the nature of light as seen classically through optics and from quantum mechanics. The course also includes a practical physics element in which students learn in laboratories.

PHY111   Physics 1   SEM 1

Prerequisite: A pass in Year 13 Physics and Mathematics or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course provides part of the minimum core of 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 introduces students to the classical aspects of wave phenomena and 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.

PHY112   Physics 2   SEM 2

Prerequisite: A pass in Year 13 Physics and Mathematics or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course is designed primarily for students studying Physics in the School of Science and Technology. Physics 2 consolidates concepts studied in PHY111. It is a core physics course 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 basic concepts in electromagnetism, lights and optics, and modern physics.

PHY212   Atmospheric Physics   SEM 1

Prerequisite: A pass in PHY111 or 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 enables 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

Prerequisite: A pass in 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

Prerequisite: A pass in PHY111 or PHY112 or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course aims to provide students with the necessary knowledge and skills 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 are also examined.

PHY311   Research Topic in Physics   SEM 1

Prerequisite: A pass in 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 enables students to learn, manage and complete research projects on a particular topic in Physics. Students develop the skills of planning, record-keeping, analysis and communication necessary for a successful project. The course also aims to familiarize students with the process of carrying out a literature review in the focused area of research and also covers skills required to make effective written and oral presentations.

PHY312   Renewable Energy Resources   SEM 2

Prerequisite: A pass in PHY212 and PHY214 or equivalent
Continuous Assessment: 50%; Final Examination: 50%

This course presents the physical and technical principles of utilizing renewable energy. The course discusses 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) is covered, after topics such as energy generation from hydro-power, wind, bio-mass and bio-fuels. Harnessing of ocean, tidal and wave energies are also examined. The importance of renewable energy resources to every nation's energy strategy and the role it plays in the environment as well as its sustainability are highlighted.

PHY313   Meteorological Physics   SEM 1

Prerequisite: A pass in 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 concentrate on the weather patterns in the tropics, and weather forecasting using a variety of techniques. Particular attention is devoted to the analysis of weather charts and diagrams. Topics such as condensation, air pressure, air mass, fronts and cyclones are covered to familiarize students with the elements of weather. The concepts of synoptic and micro meteorology are also be covered. The laboratory work reinforces the major principles studied in class.

PHY314   Electricity and Electronics   SEM 2

Prerequisite: A pass in PHY111 and PHY112
Continuous Assessment: 50%; Final Examination: 50%

This course aims to provide students with the knowledge of electricity and electronics.

This course involves construction of circuits using active and passive devices such as inductors, diodes, NPN and PNP transistors, and the exploration of the operation of JFET, MOSFET, and BJT. Digital electronics are also discussed with a focus on digital number systems, binary number systems, and the BCD number system. Topics such as logic gates, arithmetic circuits, multiplexers and de-multiplexers are covered to familiarize students with basic building blocks of arithmetic logic units. Lab sessions provide realistic applications of the concepts.

PHY315   Environmental Soil Physics   SEM 1

Prerequisite: A pass in 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 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 are discussed. Proper management of the soil, improvement of soil structure, control of infiltration and evaporation, regulation of soil temperature, and prevention of erosion are also studied. Lab sessions are used to illustrate the major principles covered in the lectures.

PHY400	**Special Research Topic in Environmental Physics**	**SEM 1**

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**

Prerequisite: A first degree in Science and/or relevant field experience
Continuous Assessment: 50%; Final Examination: 50%

The course covers 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 are studied, and include sources of data, analysis of data, estimation of data, and determination when actual data is not available. Case studies on existing systems such as Nadarivatu Hydro, Butoni wind farm, Nabowalu hybrid and the copra/biofuel units are undertaken.

PHY402   Advanced Environmental Physics   SEM 1

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 applications to real atmospheric and environmental systems. A large part of this course looks 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 are emphasized.

PHY403   Climate Change and Environment   SEM 2

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. Analysing 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 force are 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

Prerequisite: A first degree in Science and/or relevant field experience
Continuous Assessment: 50%; Final Examination: 50%

This comparative public policy course focuses on two major and inter-related themes: environment and energy.

The course focuses on several key topics, such as 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, the production of electricity, the promise, demise and resuscitation of nuclear power, sustainable and renewable energy policies, donor agencies and their influence on policy making, and the acute environmental problems and future challenges for local and global policymakers.

Renewable Energy Management

REM400   Renewable Energy Technology I   SEM 1

Pre-requisites: GPA of 3 and above in BSc Physics or Chemistry

This course explains the theories of biological processes, biomass materials and logistics, and conversion technologies for bioenergy products, such as biogas, ethanol, butanol, biodiesel, and synthetic gases. The course discusses anaerobic digestion of waste materials for biogas and hydrogen production, bioethanol and biobutanol production from starch and cellulose, and biodiesel production from plant oils. It addresses thermal processes, including gasification and pyrolysis of agricultural residues and woody biomass. The course also covers pre-treatment technologies, enzymatic reactions, fermentation, and microbiological metabolisms and pathways. It explores the engineering principles of biomass gasification and pyrolysis and potential end-products.

REM401   Renewable Energy Technology II   SEM 1

Pre-requisites: GPA of 3 and above in BSc Physics or Chemistry

This course presents the principles of producing renewable energy. It discusses the main characteristics of the available two major renewable energy technologies. The study of the processes of electricity generation from solar radiation (photovoltaic and solar thermal power plant technologies) are covered. This will be preceded by topics of energy

generation from wind. The course also presents the importance of re-
newable energy resources to Fiji and the PICs energy strategy and its
role in the environment and its sustainability. The case studies and the
research projects reinforce the understanding of major principles that
have been covered in the lectures and provide the students with realistic
applications of the concepts studied.

REM402 Renewable Energy and Sustainable Development SEM 2

Pre-requisites: GPA of 3 and above in BSc Physics or Chemistry

This unit explores the key issues between energy resources, the envi-
ronment and sustainable development. Renewable energy technologies
greatly prevail over the risks of conventional energy technologies; how-
ever, like every other technological conception it has to be managed
sustainably for future generations. This course highlights the challenges
of assessing, designing, introducing and maintaining small scale sus-
tainable energy technologies in developing countries. Renewable en-
ergy is viewed in the context of the ethical framework of sustainable de-
velopment, which includes environmental effects, biodiversity impacts,
policy, and legislation. It also looks at aspects of capitalizing on the
renewable energy options available to future generations. Sustainable
development criteria are an integral part of energy policy and as such
the course also incorporates an understanding of environmental law(s).
Climate change and global warming have further amplified the need to
address energy provisions on a sustainable basis. All these issues are
viewed in a holistic, rather than a purely technical way, and a mosaic of
aspects are investigated in relation to renewable energy and sustainable
development.

REM403 Energy Economics and Management SEM 2

Pre-requisites: GPA of 3 and above in BSc Physics or Chemistry

The general goals of this course are to provide education that will help
the students to analyze problems with various practices of energy pro-
duction and to evaluate the feasibility of possible solutions to these

problems. The course focus on resource conservation, climate protection and cost savings, and whether users have permanent access to the energy they need. This course also bridges the theory-practice gap between scientific and technological foundations of energy and the real-world applications. Students are expected to understand energy finance and economics to help them function successfully in the energy industry. This course also introduces students to principles and tools necessary to conduct sound decision making and analysis.

REM404   Renewable Energy Technology III   SEM 1

Pre-requisites: A pass in REM400 Renewable Energy Technologies I and REM401 Renewable Energy Technologies II or equivalent

This course advances knowledge on RE technologies, namely, geothermal, hydro-electricity, tidal energy, ocean thermal energy conversion (OTEC) and hydrogen fuel cells. Fiji and other PICs have the potential in these sectors of RE, however, more research needs to be done to look for potential sites and viable technologies. The understanding of the working principles of these technologies and the applications allow the student to apply knowledge gained in solving the energy problems in Fiji and the PICs using these untapped resources. This course also develops the understanding of electricity generation from these technologies. Hence, this course allows students to undertake research projects in these technologies to identify potential sites for geothermal, mini/micro hydro as well as tidal and OTEC for electricity generation. Studying hybrid systems and researching on other applications of hydrogen fuel cells are also covered.

REM405   Sustainable and Environmental   SEM I
           Chemistry

Pre-requisites: A pass in REM402 Renewable Energy and Sustainable Development or equivalent

Sustainable and environmental chemistry is the design of chemical products and processes that reduce or eliminate the use and generation of hazardous substances. It breaks away from the traditional methods

but considers alternative routes obviating the need to produce waste. This unit embodies the concept of "benign by design" and involves tailoring or modifying chemical processes to minimize or eliminate hazardous waste from being produced during a chemicals generation, use, and eventual degradation. The inter-relatedness of environmental problems on local, regional and global scales are explored, with emphasis on major issues such as climate change and energy use.

REM406   Energy Modelling and Forecasting   SEM I

Prerequisite: A pass in REM400 Renewable Energy Technologies I and REM401 Renewable Energy Technologies II or equivalent

Statistical forecasting is a critical component of every modern business, including those in the energy sector. Deciding whether to build another power generation plant by considering the traditional power and renewable energy sources in the short term or long term requires forecasting future demands. This course provides a comprehensive introduction to forecasting methods and presents information on each method to help students use them sensibly. This course also gives students the opportunity to learn the key aspects of the supply and demand of energy using statistical forecasting methods.

University Wide Programme

UUU100   Social Research Methods   SEM 1 & 2

Prerequisite: None
Continuous Assessment: 50%; Final Examination: 50%

This course familiarises 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 organization of data as well as the analysis, interpretation and reporting of the results. Throughout this course, ethical issues related to the entire research process are 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 |

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 organizations 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 |

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 looks at the concept of ethics, ethics in relation to morality, ethics in relation to development, human rights, leadership, public and private sector governance, and ethics in relation to professionalism and justice.

UUU401　　Development Theory and Practice　　SEM 1

Prerequisite: Minimum requirement of a B average in undergraduate social science courses and/or approval of the Vice-Chancellor.
Continuous Assessment: 100%

This course is primarily for participants 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 are 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

Prerequisite: Minimum requirement of a B average in undergraduate social science courses and/or approval of the Vice-Chancellor.
Continuous Assessment: 100% Coursework

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

Prerequisites: Minimum requirement of a B average in undergraduate social science courses and/or approval of the Vice-Chancellor.
Continuous Assessment: 100% Coursework

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   SEM 1
Public Policy

Prerequisites: Minimum requirement of a B average in UUU407.
Continuous Assessment: 100% Coursework

The content of the course will be decided according to the student's special research interest in the field of Third World or Pacific governance and public policy.

UUU406   Special Topics in Development   SEM 2
Management and Growth

Prerequisites: Minimum requirement of a B average in UUU405
Continuous Assessment: 100% Coursework

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 Methods   SEM 1

Prerequisites: Minimum GPA of 2.5 for Bachelor's Degree
Continuous Assessment: 100% Coursework

This course which is taught by a team of senior academics, introduces postgraduate students to key aspects of postgraduate research, including research philosophy, methods, design, and ethics. Students are introduced to a range of research tools and are 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 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 the learning and teaching leading to awards of the University. This framework of principles and rules informs the rationale for assurance and sustainability of academic standards.

These regulations applly to all students, and all academic programmes and awards. The Senate approves and administers these regulations, and the Senate may update, review or amend these regulations and may modify the regulations for a distinct award. These academic regulations and procedures are subject to annual reviews and students are expected to become acquainted with the regulations and procedures.

The regulations and procedures sustain academic standards and ensure that students have consistent and equitable assistance. The student's enrolment in a programme indicates agreement to comply with the University's regulations and procedures.

Principles of Regulations and Procedures:
• The University of Fiji is endowed with corporate responsibility for sustaining the academic standards of its awards, programme quality, equitability and consistency of treatment meted out to students.
• The treatment of students must be on the basis of capacity, potential and academic performance, and students should not be disadvantaged on any basis related to academic study.
• The University is expected to provide suitable learning, teaching and assessment functions.

The University of Fiji 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, unless there is an exception approved by the Board of Studies.

ADMISSION, REGISTRATION, WITHDRAWAL AND AUDITING REGULATIONS

1.0 Definitions

(i)	Admission:	The assessment of the eligibility of an applicant to study at the University of Fiji.
(ii)	Enrolment:	The completion of the processes of application, approval, offer letter and acceptance.
(iii)	Registration:	Academic counselling, course offering and registration by payment of fees.
(iv)	Mature Entry:	The University recognises prior learning consistent with the University's Policy.

    • Over 21 years of age.
    • Some Schools may have specific mature entry requirements.

(v) Differently-abled student: A disability is defined as a condition which has a long-term (has lasted for 12 months or is likely to do so), substantial (not minor or trivial) and adverse impact on an individual's capacity to undertake normal day-to-day activities. Disability covers a wide variety of conditions, encompassing long-term illness (often from the point of diagnosis) as well as physical or psychological problems, eg:

    • Vision or hearing impairments;
    • Physical impairments such as paraplegia, cerebral palsy, repetitive strain injury (RSI) and arthritis;
    • Mental health difficulties such as depression, anxiety and eating disorders;
    • Specific learning difficulties such as dyslexia, dyspraxia and Attention Deficit (Hyperactivity) Disorder. These conditions do not need to be shown to have a substantial adverse effect on normal day-to-day activities as it is accepted that they will in all cases significantly affect students in higher education;

• Long-term health conditions such as HIV, diabetes, epilepsy, inflammatory bowel disease/Crohn's disease, Chronic Fatigue Syndrome/ME, multiple sclerosis and cancer. A person with such a condition continues to be regarded as disabled despite fluctuations in the severity of their condition or, in the case of cancer, after recovery.

2.0   Admission Criteria

2.1   To be admitted to a programme offered by The University of Fiji a person shall have:

2.1.1.   Met the admission requirements of the University; and

2.1.2.   Any additional admission requirements of a particular programme.

2.2.   To be admitted to The University of Fiji a person shall have:

2.2.1.   Passed a Senate-recognized Year 13 or equivalent examination outlined in Clause 2.3; or

2.2.2.   Completed a diploma or a degree at a recognized tertiary institution; or

2.2.3.   Met the criteria outlined in Clause 2.5 for admission with standing; or

2.2.4.   Met the criteria outlined in Clause 2.6 for mature student admission; or

2.2.5.   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:

2.3.1.   In the Year 13 Examination, achieved

i. An aggregate of not less than 200 marks out of 400; and

ii. At least 50% in each of the four subjects, one of which is English.

2.3.2.   Completed the requirements for a UNIFIJI Certificate in Foundation Studies; or a foundation or equivalent

programme from any other institution.

2.3.3. Completed studies at Year 13 level deemed equivalent by Senate or its delegate to 2.3.1.

2.3.4. For MBBS and LLB entry requirements, please refer to the respective schools' entry requirements.

2.4. Failure to Meet UNIFIJI Requirements

2.4.1. Fiji Year 13 Examination

Students who attain a score of 199 and less in four subjects will be admitted to the Unclassified Studies and will be required to register in and pass one, two or three Foundation courses to become eligible for Degreestudies. The classifications are as follows:

i. Students scoring marks between 190 –199 must register in and pass at least one Foundation course and not more than three degree course

ii. Students scoring marks between180 -189 must register and pass in at least two Foundation courses and not more than two degree courses.

iii. Students scoring marks between170 -179 must register and pass in at least three Foundation courses and not more than one degree course.

iv. Students scoring below 169 marks must register for full foundation programme.

2.4.2. 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 2.2.3 shall normally have completed a tertiary qualification for which UniFiji credit transfers are allowable.

2.6. Mature Student Admission:

2.6.1. A person who does not meet the requirements in Clause 2.2.1, 2.2.2, 2.2.3 and 2.2.5 may be admitted as a ma-ture 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.

2.6.2. The decision of Senate or its delegate shall take into ac
count the person's academic background, and nature
of their employment and experience.

2.6.3. 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. Foundation Student Admission
2.7.1. To be admitted as a Foundation student a person shall
have:
i. passed a Year 12 or equivalent examination as out-
lined in Clause 2.8; or
ii. having not passed a Year 12 or equivalent examina-
tion must proceed as prescribed in Clause 2.9 below.

2.7.2. A person admitted to the University under Clause 2.2
(e) shall be eligible to register only for courses at the
Foundation programme level until they have met the
criteria required in any other section of Clause 2.2.

2.7.3. 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.

2.8. Year 12 Equivalent Examinations
A person seeking admission under Clause 2.7 (a) (i) shall have:

2.8.1. In the Fiji Year 12 Certificate Examination, achieved
i. An aggregate of not less than 200 marks out of 400;
and
ii. At least 50% in each of the four subjects, one of
which is English; or

2.8.2. Completed studies at Year 12 level deemed equivalent
by Senate or its delegate to 2.8 (a) above.

3.0 Admission Procedures

3.1. Applications
3.1.1. Persons seeking admission to the University for the
purpose of pursuing a programme or a course of study
shall apply for admission on the Application for
Admission Form.

3.1.2.   Applicants must provide the following documents with the Application for Admission Form:
i. a certified copy of educational qualifications and tran scripts;
ii. a certified copy of the birth certificate, and marriage certificate if the surname is different from that on the birth certificate; and
iii. Other documents that may be required by the University.

3.2.   All applications must be received at the University by the dates as advertised by the University.

4.   Admission

4.1.   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.

4.2.   Any person who is admitted to the University is deemed to agree to comply with the regulations and rules of the University of Fiji.

4.3.   No person shall be admitted to more than one programme con currently unless otherwise approved by the academic authority.

5.   Cancellation of Admission

5.1.   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.

5.2.   In the event that the admission is declined or cancelled subject to 3.1, the student may reapply after one (1) semester.

6   Enrolment and Registration

6.1.   All students must enrol each year at the required times in accord -ance with registration procedures approved from time to time by the University.

6.2.   Registration shall take place at the beginning of each

semester/trimester/flexi/summer/year-long MBBS (hereinafter referred to as Academic Term), at dates determined by the University. All students are required to register to validate their student status with the University.

6.3. 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).

6.4. Late registration is permitted until a week after the first Friday of the Academic Term. A fee of $50.00 shall be incurred by students who register late.

6.5. Students shall notify the Registrar as soon as possible of any sub sequent change(s) in the information given at registration relat ing to name, address, choice of courses and any other personal details.

6.6. Students 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 been properly registered.

6.7. The applicant's signature on a Registration Form at registration indicates a declaration that the information they have provided is complete and accurate and a promise that as registered students they will abide by the statutes, ordinances, regulations and rules of the University.

7. Restriction on Enrolment

7.1. Students of the University who are deemed during the first year of their studies to have a deficiency in any subject, shall be re-quired to complete a prescribed test. Students failing this test would be required to complete a prescribed test. Students fail-ing this test would be required to enrol in and pass a basic course specified for this purpose before they would be permitted to proceed any further. Students shall be charged the tuition fees specified for the course.

7.2. Students who fail a course on three occasions will not be permitted to re-enrol in that course except for cases under the clause on compassionate/restricted pass.

7.3 Students who are suspended under the Unsatisfactory Progress Regulations shall not be allowed to enrol in the Academic Term in which they are serving their suspension.

7.4.   English Language Skills Assessment: All new students shall sit the English Language Skills Assessment (ELSA) Test except students admitted to (1) Foundation Programmes, and (2) Post-graduate Programmes.

8.   Change of Course

8.1.   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 Academic Term.

9.   Change of Programme

9.1.   Students wishing to change their programme of study must apply to the Dean of School on the prescribed form.

9.2.   Students on a scholarships must have the written approval of their sponsor(s) to change their programme.

9.3.   Students shall not normally be permitted to change their programme after the first Friday of the Academic Term.

10.   Withdrawal from Courses

10.1.   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 Academic Term 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 Academic Term. The final date of withdrawal is the first Friday after the mid-term break.

10.2.   Students who withdraw after the deadline shall be charged full fees.

10.3.   Students who withdraw from courses during the Academic Term shall be recorded as having withdrawn from that course(s) and their names shall be removed from the course lists. Students who do not formally withdraw from a course but ceased at tending classes or doing exams shall be recorded as having failed the course.

11.   Cancellation of Registration

11.1.   The University shall cancel the registration of students who failed to pay their tuition fees in full or have failed to make alternative arrangements with the University's Finance Department 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.

11.2.   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 and revalidation fees to the University.

12.   Withdrawal from the University
Students who wish to withdraw from the University must apply for withdrawal on the prescribed form in order to be refunded any prescribed tuition fee deposits they may have paid. However, a registration fee is not refundable.

13.   Leave of Absence

13.1.   Students can apply to take leave from their programme for up to one year. Students whose disability, mental health or medical condition is impacting negatively on their ability to study may choose to apply for leave of absence from their programme.

13.2.   The University may consider leave of absence for up to two years only.

14.   Resuming Studies

14.1.   Students who withdraw from studies without completing their programme may request to resume studies at the University. Such students are required to submit their requests in writing to the Student Administrative Services.

14.2.   Students under 12 and 13 above, will apply by completing the necessary form if they wish to resume studies; their application

will be treated as a new application and they may be required to provide information that was not previously provided to the University.

14.3. Such students may be admitted to the programme in which they were previously enrolled but must follow the most current programme structure. Credits for any course completed previously and deemed relevant to the new structure may be transferred.

15. Auditing of Courses

15.1. The University may permit a limited number of persons to audit its courses where resources permit.

15.2. 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.

15.3. Persons who have been accepted to audit a course may, how ever, apply to become external borrowers under the normal library regulations.

15.4. 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 considered by the appropriate School.

15.5. A decision to accept an applicant to audit a course shall only be made after the end of the first week of the Academic Term.

15.6. 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.

15.7. A certificate of attendance may be issued at the end of the course.

15.8. The fee for auditing is 50 percent of the normal fee of a course.

16. Unclassified Studies

16.1. Students may apply to the University to take courses under Unclassified Studies that do not lead to the award of a certificate,

diploma or degree.

16.2. 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 Year 12 or Year 13.

16.3. A person who is not eligible to be admitted under Clause 16.1 and 16.2 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.

16.4. Students for Unclassified Studies shall pay fees as if they were proceeding to the relevant degree, diploma or certificate.

16.5. The normal regulations for assessing and crediting of courses shall apply.

16.6. 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.

16.7. Qualifying courses taken under Unclassified Studies as pre-req uisites to a particular programme will not be credited towards a qualification.

16.8. 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 Degrees, Postgraduate Certificates, Postgraduate Diplomas, Master's Degrees, Doctor of Philosophy and Doctor of Education Degrees.

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, except candidates who have been granted credits or exemptions under the Cross-Credit Regulations may complete their programme of study in a shorter 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 200-level, 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 Academic Term and 60 Credit Points in the second Academic Term. 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 the prerequisites or 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:
   i. a pass grade (excluding R) in a specified or unspecified course at a lower level, or
   ii. completion of a specific course at the same level.

1.6   LLC101 is a compulsory course for the Certificate programmes.

2.0   Diploma Programmes

2.1   The University offers Diplomas in various disciplines. To obtain 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 three (3) Academic Terms, except candidates who have been granted credits or exemptions under the Cross-Credit Regulations may complete their programme of study in a shorter 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 the prerequisites or as the Senate may require for that course. Not withstanding this regulation, the Senate may, upon the recommedation of the Dean of the School, waive the require ments relating to prerequisites in individual cases. Prerequisites may include:

i. a pass grade (excluding R) in a specified or unspecified course at a lower level, or

ii. 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

Note: General programme regulations for Bachelor's Degree (other than LLB and MBBS).

3.1   The University offers the Bachelor's degree in several disciplines. To obtain a Bachelor's degree of the University,

candidates shall be admitted to the University in accordance with the Admission Regulations and follow a programme of full-time or part-time study in one or more of the Schools of the University, normally for a period of not less than 6 Academic Terms, except candidates who have been granted credits or exemptions under the Cross Credit Regulations may complete their programme of study in a shorter time as the Senate may permit.

3.2   The programme of study for the Bachelor's degree 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-lev el, with the permission of the Dean of the School.

3.3   The Bachelor's degree shall be structured so that it consists of either a single major (with a minor) or a double major.

3.4   For a single major, the following requirements must be met:
        i. a minimum of 150 Credit Points and a maximum of 180 Credit Points in the discipline of the single major. Of the minimum 150 Credit Points required, at least 30 Credit Points 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. Electives for the balance of Credit Points are to include compulsory University Wide Courses.
        ii. 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.

3.5   For a double major, the following requirements must be met:
        i. a minimum of 120 Credit Points and a maximum of 165 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 in courses at the 200-level, and at least 45 Credit Points must be in courses at the 300-level.

      ii. the balance of the Credit Points shall be from other courses to meet the 360 Credit Points requirements, inclusive of the University Wide Courses.

3.6   The normal course load for the Bachelor's Degree shall be 60 Credit Points in a 15-week Academic Term for courses at the 100, 200 and 300-levels. A student would normally be allowed to take an overload if:

    i. the student's GPA is 3.0 or better for the Academic Term immediately before that in which the overload is to be taken; or

    ii. the overload would allow the student to graduate in the final year.

3.7   No person shall enrol for a course unless the person has satisfied the prerequisites, or 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:

    i. A pass grade (excluding R) in a specified or unspecified course at a lower level, or

    ii. Completion of a specific course at the same level.

3.8   The following courses are compulsory for all Bachelor degrees except for the MBBS and LLB degrees:

ITK111 Spoken iTaukei for Beginners	OR	15 Credit Points
HIC111 Spoken Hindi for Beginners		15 Credit Points
ITC100 Information Technology for the Workplace		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		**90 Credit Points**

3.9   The following courses are compulsory for the MBBS and LLB degrees:

ITK111 Spoken iTaukei 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
		45 Credit Points

3.10   Bachelor of Laws

The following specific regulations apply:
(a) 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, with special entry requirements as set out at (b); or
  ii. Passed the University Foundation Programme as per (c); or
  iii. Admission with standing/mature entry as per (d).
(b) 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.
(c) Persons who have taken the University Foundation courses must obtain at least 50% each in Law for Beginners, and any other two subjects from the following: Accounting, Agricultural Science, Biology, Chemistry, Computer Studies, Economics, Geography, History, Mathematics, Physics or Technology.
(d) For Admission with Standing/Mature entry persons must:
  i. Have at least passed Fiji School Leaving Certificate Examination (Year 12) or equivalent with 65% in English; and
  ii. Be at least 25 years of age and have 5 years of relevant work experience.

3.11   Bachelor of Medicine and Bachelor of Surgery (MBBS)

3.11.1. 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; or
    (c) obtained either a Bachelor's or Master's Degree; or
    (d) Admission with Standing/Mature Entry.
3.11.2. Direct Entry from Year 13/Equivalent: Students to attain a pass in Year 13 Examination or its equivalent and have an aggregate of 300 or above marks in the

four subjects – 50% in Biology, Chemistry and Physics, with a minimum of 60% in English.

3.11.3. Foundation Science after Y12: Students 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.

3.11.4. Foundation Science Post Y13: Students 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.

3.11.5. Degree Level Entry: A Bachelor of Science Programme Y1, having completed 100-Level Courses of (1 English, 2 Biology, 2 Chemistry, 2 Physics and any other 1 x 100-level course) registering a B+ grade in all 8 Courses and a GPA of 3.5 or above.

3.11.6 Candidates who have completed a Bachelors degree in science or medical science must have a GPA of 3.5 and above.

3.11.7. Mature Entry: Persons may gain entry as a mature can didates if they:
   i. Have completed Y13; and
   ii. Are above the age of 21 and below the age of 40; and
   iii. Have demonstrated required competence in the 3 Science subjects (Biology/Chemistry/Physics) and English; and
   iv. Have 5 years of experience in medical field.
   v. Have submitted a medical report from a General Medical Practitioner.

3.1.1.8 Transfer - Medical Students - Students seeking transfer from another medical school will only be accepted in Y1 of the MBBS Programme.

4.   **Postgraduate Certificates and Postgraduate Diplomas**

4.1.   At postgraduate level, UniFiji offers postgraduate certificates and postgraduate diplomas in a range of disciplines. The post graduate 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.

4.2. Postgraduate Certificate courses comprise of 2 to 3 courses. New postgraduate students hoping to enrol must first complete an application form, available at any campus or from the Uni Fiji website. Students requiring academic counselling can consult staff at the UniFiji campuses.

4.3. Full details and admission requirements for postgraduate certificates appear under the School in which they are offered.

4.4. The general admission requirements for the postgraduate diploma are:
   i. a bachelor's degree with a grade point average (GPA) of at least 3.0 in the relevant discipline; or
   ii. a tertiary qualification deemed by Senate or its delegate to be equivalent to the criteria in clause (a); or
   iii. a professional qualification deemed by Senate or its delegate to be equivalent to the criteria in clause (a); or
   iv. in exceptional cases, demonstrated experience or achievement as per the programme requirements as deemed by Senate or its delegate to be sufficient; or
   v. eligibility under the mature student admission criteria.
   vi. Notwithstanding the provisions set out above, Senate or its delegate may require applicants to demonstrate their suitability for admission by additional work and/or sitting for examinations as it may deemed necessary. A 400-level course taken as a qualifying course for the Postgradate Diploma may be credited towards the Postgraduate programme.
   vii. Some programmes have additional or exceptional admission or programme requirements, which have been listed with the programmes under their respective faculties

4.5. Full details and programme requirements for postgraduate certificates and diplomas appear under the School in which they are offered.

4.6. The Postgraduate Diploma is an entry qualification for the Master's degree.
   i. The University may award the Postgraduate Diploma in areas of study offered by the University.

ii. 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.

iii. The maximum period of candidature for the Postgraduate Diploma shall be 2 years of full-time study or 4 years of part-time study.

iv. Each programme of study of the Postgraduate Diploma shall consist of a minimum of 4 courses at 400-level. See exceptions for Graduate Diploma in Legal Practice in Clause 5 BELOW.

v. Students will not be allowed, during their candidature for the Postgraduate Diploma, to suspend their studies for more than 6 months.

vi. A student who has obtained a GPA of at least 3.0 after completing at least 4 courses for the Postgraduate Diploma may apply for admission to the master's degree programme.

vii. A student admitted into the Postgraduate Diploma shall not be allowed to enrol concurrently in the master's degree programme.

viii. Notwithstanding the general programme regulations, some postgraduate diplomas have other specific requirements and regulations. (See respective Schools for details.)

5.   **Graduate Diploma in Legal Practice**

5.1.   The Graduate Diploma in Legal Practice programme, prepares students with an approved LLB Degree for the practice of Law in Fiji. This programme comprises of 10 Modules and is for a duration of 6 months of full-time study.

5.2.   Candidates must:
        (a) Demonstrate competency in all aspects of the programme.
        (b) Attend all Modules and workshops on each component of the programme.
        (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.   **MASTER'S PROGRAMME**

6.1.   A Master's degree programme is normally 2 years of full-time
        or 3- 4 years of part-time study worth 240 credit points.
6.2.   The Master's Degree is normally taken after a relevant post
        graduate diploma, except in the cases of the:
        (i)   Master of Law (LLM);
        (ii)   Master in Business Administration (MBA);
        (iii)   Master of Arts in International Relations & Diplomacy
                 (MAIRD); and
        (iv)   Where a candidate chooses to enrol directly in the
                 Master's programme after obtaining, or qualifying to
                 receive, a relevant postgraduate diploma.

6.3.   Master Of Business Administration
        The Master of Business Administration consists of twelve
        courses. Persons are eligible to be admitted to study for the
        Master of Business Administration if they have:
        a)   A bachelor's degree from a recognised tertiary institu-
                 tion and a minimum of three years significant work
                 experience in an executive of professional position
                 involving considerable authority and decision making;
                 and
        b)   Passed the MBA Admissions Test; or
        c)   Postgraduate diploma from The University of Fiji
                 School of Business with a minimum GPA of 3.0; or
        d)   An equivalent qualification from another recognised
                 tertiary institution, plus
        e)   5 years significant work experience in an executive
                 or professional position involving considerable
                 authority and decision making; or
        f)   Have met the mature student admission criteria, which
                 shall be judged on the basis of exceptional
                 professional achievements.

        All applicants will be subject to interview.
        A student who obtains three fail grades will not be allowed to
        continue with the Master of Business Administration
        programme.

6.4.   Master's Degree By Thesis
         Persons shall be eligible to be admitted to study for the degree
         of Master's by Thesis (240 credit points) if they have obtained:
   i.   a Bachelor's degree with a GPA of at least 4.0 in an
            appropriate major (may bypass the postgraduate
            diploma and proceed to complete the master's pro-
            gramme by thesis). The candidate may be required to
            complete postgraduate courses as specified on admis-
            sion to the master's programme, or
   ii.   an appropriate Postgraduate Diploma with at least 120
            credit points and a GPA of at least 3.0; or
   iii.   from some other (internationally recognized) tertiary
            institution a qualification deemed by the relevant Post-
            graduate Committee to be equivalent to the Unifiji
            Bachelor's degree (equivalent to the requirements set
            out in (i-iv); or
   iv.   a professional diploma or degree deemed by the rele-
            vant Postgraduate Committee to be equivalent to the
            requirements set out in (i-iv) above.
6.5.   The Postgraduate Committee will require applicants to demon-
         strate their suitability for admission as students for the Master's
         Degree by carrying out such work and/or sitting for such
         examinations as it may determine.
6.6.   Students proceeding to the Master's Degree by Thesis shall
         enrol provisionally in the programme for a semester to prepare
         their thesis proposal and meet other requirements of the pro-
         gramme. Students will also be required to present their proposal
         at a seminar. The final proposal will be submitted to the Post-
         graduate Committee for approval and candidature confirmation.
         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.
6.7.   If the student's candidature is confirmed, the date of registration
         of the student of the Master's degree by Thesis shall be the date
         on which they were enrolled provisionally for the degree.
6.8.   Academic Supervisors:
   i.   The relevant Postgraduate Committee shall appoint a

          supervisor or supervisors for every student enrolled in a
Master's by Thesis programme.

ii.   The supervisor, who is also a staff member of the University shall be referred to as the Principal Supervisor.

iii.   The supervisor must have publications in the relevant field

6.9.   Responsibilities of Master's Students:
After enrolment every student of Master's by Thesis shall be required to:

    i.   register every Academic Term until the thesis has been submitted for examination;

    ii.   be enrolled for a period of at least one year full-time study and two years for part-time study; and

    iii.   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.

6.10.   Students enrolled for a thesis shall submit to the relevant Post graduate Committee at the end of 6 months reports on their progress. The report shall include a brief plan agreed to by the supervisor and student for the remaining work.

6.11.   Candidature

    (a)   Tenure of the Master's degree 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.

    (b)   Students may be allowed during their candidature for the Master's degree to suspend their studies for up to six months 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 sus pending studies without prior approval will be considered to have withdrawn from the programme.

    (c)   A student who has been granted suspended candidature and does not resume in the following Academic Term will be considered to have withdrawn from the programme.

(d)   The normal period of candidature for the Master's degree shall be two years full-time study and four years part-time study.

(e)   The minimum period of candidature for the Master's degree shall be one year full-time study and two years part-time study.

(f)   In exceptional cases, a thesis may be submitted before the normal period provided the Credit Points requirements have been met, and with the approval of the Vice-Chancellor on the recommendation of the Post graduate Committee.

7.   DOCTOR OF PHILOSOPHY

7.1.   Admission Requirements

i.   (a) person who has been awarded a Master's Degree by Thesis by a Senate recognized university shall be eligible to apply for registration as a student of the degree of Doctor of Philosophy and, if the application is approved, to be so registered.

ii.   An applicant with a Master's Degree by Coursework shall be required to complete a Research Methods course and a Directed Research Project as prerequisites for admission to the PhD.

7.2.   A person can be admitted to a Doctor of Philosophy programme at the start of any Academic Term.

7.3.   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 potential supervisor(s).

7.4.   A recommendation for registration by the Postgraduate Committee shall include the proposed name(s) of one or more supervisors.

Academic Supervisors:

i.   The relevant Postgraduate Committee shall appoint a supervisor or supervisors for every student enrolled in a PhD programme.

ii.   The supervisor, who is also a staff member of the University shall be referred to as the Principal Supervisor.

iii. The supervisor must have publications in the relevant field

7.5. 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 School, 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.

7.6. 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 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.

7.7. 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. On successful defence, the candidate shall be confirmed into the PhD candidature or invited to submit a Master's thesis within the following Academic Term.

7.8. For final candidature confirmation, the candidate whose research project has been accepted must successfully pass a mid-term review through a confirmation seminar to the Postgraduate Examination Committee in the first six months of the first-year. The mid-term review should demonstrate among other things:

i. strong analytical, problem-solving and critical thinking abilities;

ii. required breadth and in-depth knowledge of the discipline;

iii. required academic background for the specific doctoral research to follow;

iv. potential ability to conduct independent and original

research; and

v. ability to communicate knowledge of the discipline.

7.9. 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.

7.10. Transfer of Registration from Master's Degree to PhD Degree:

    i. The Vice-Chancellor may approve students' applications 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 to the University's Postgraduate 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) a confirmation seminar (equivalent to the mid-term review) to the relevant Postgraduate Committee high lighting 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. This exercise aims to demonstrate that the candidates have full command of their subject and that the upgrading to a PhD is their own initiative and they are fully aware of the implications of this decision.

    ii. The Regulations for PhD students shall apply from the date the transfer was approved.

7.11. Thesis Supervisors

    7.11.1. The relevant Postgraduate Committee shall appoint at least two supervisors for every doctoral student, one of whom shall be a member of staff of the University and shall be referred to as the Principal Supervisor while the other would be Co-Supervisor.

    7.11.2. Both supervisors must meet the requirements of the in ternational best practices in terms of supervising

Doctoral and Master's theses.

7.11.3. Members of the University academic staff shall normally at any one time supervise no more than the equivalent of 2 full-time research students at PhD level and 3 full-time students at Master's level.

7.11.4. Both the supervisors must have recent publications in the relevant field

7.12. Responsibilities of PhD Students

7.12.1 After enrolment every student of the degree of Doctor of Philosophy shall be required to:

(a) register each academic term 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 the Principal Supervisor;

(c) be enrolled for the period of candidature;

(d) 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 every 6 months submit to the relevant Postgraduate Committee reports on their progress. The report shall include a brief plan agreed to by the supervisor and student for remaining work.

7.12.2 The Vice-Chancellor may permit a student to pursue studies at another institution for such period as may be determined necessary:

(i) 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 Postgraduate Committee; and/or

(ii) field work may be carried out at such places and for such periods as may be determined from time to time by Senate or Postgraduate Committee.

(iii) The Student must obtain prior approval of the post graduatecommittee for field work and laboratory work which are carried outoutside of the university of Fiji

7.13. Candidature

    a)   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.

    b)   All research degree students at UniFiji are admitted on a provisional basis and must satisfactorily complete the candidature confirmation process at an early stage of candidature. See process on candidature confirmation.

    c)   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 University's 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.

    d)   A candidate who, having suspended candidature with approval as provided for in (c) above, does not resume in the following academic term will be considered to have withdrawn from the programme, and candidature will lapse automatically.

    e)   The normal period of candidature for the degree of Doctor of Philosophy shall be three years full-time study and six years for part-time study.

    f)   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.

    g)   In exceptional cases, a thesis may be submitted before the normal period so long as the credit points requirements have been met and with the approval of the Vice-Chancellor and or Senate on the recommendation of the Postgraduate Committee.

    h)   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.

7.14.   Submission of Thesis for Examination

a)   Students who have fulfilled the conditions prescribed in these regulations may apply via the supervisor to the Chair of the Postgraduate Committee to have the thesis examined.

b)   Student shall submit two copies of the thesis in the case of Master's, and three copies in the case of PhD to the School in a format prescribed by Senate.

c)   The thesis may be soft cover or ring-bound for the purpose of the examination.

d)   The approved copy (two hardbound copies and one electronic (PDF) copy of the thesis)must be deposited with the UniFiji Library for retention by the University.

e)   Before students submit a thesis to the Postgraduate Committee, the Principal Supervisor must be satisfied that the students have completed their programme of advanced study and that the conditions specified in Clause 4.6 for Master's and Clause 5.13 for PhD have been fulfilled, and a certificate to this effect from the Principal Supervisor shall accomany the thesis when it is submitted.

f)   Where there is disagreement over this certification between the Principal Supervisor and the student, the Postgraduate Committee shall make appropriate recommendations to the Vice-Chancellor or Senate.

g)   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.

h)   The thesis may not contain any material that the student has previously submitted for a higher degree of any university.

i)   A PhD thesis (including notes and bibliography) shall be a minimum of 80,000 and a maximum of 100,000

words in length.

j)   A Master's thesis (including notes and bibliography) shall be a minimum of 40,000 and a maximum of 60,000 words in length.

k)   A Minor thesis (including notes and bibliography) shall be a minimum of 20,000 and a maximum of 30,000 words in length.

7.15.   Examination of Thesis

a)   For the examination of a PhD thesis the Postgraduate Committee shall appoint three examiners, one of whom shall normally be internal to the University. The other two examiners shall be persons external to the University.

b)   For the examination of the Master's thesis the Postgraduate Committee shall appoint two examiners, one of whom shall normally be internal to the University. The other examiner shall be persons external to the University.

c)   Persons involved in the supervision of the thesis shall not be engaged as examiners.

d)   The thesis examiners shall not be members of the University's Postgraduate Committee.

e)   If the University lacks the required expertise to examine either Master's or PhD thesis the relevant Postgraduate Committee shall appoint two and three external examiners respectively.

7.16.   Criteria for potential examiners

The following criteria shall be considered by the Postgraduate Committee in nominating thesis examiners:

I.   Availability

• Examiners are given maximum of two months from the date of receipt of thesis to assess it and return their reports.

• Secretary of the Postgraduate Committee must invite the first three preferences of examiners and obtain their acceptances before lodging their names with the Postgraduate Committee for final appointment.

• It is not necessary to have invited the reserve examiner, but the Secretary of the Postgraduate

Committee should have secured a confirmation from the preferred examiners that they are in a position to examine the thesis within the two months time-frame.

- Examiners need to know the estimated time of submission. It is important not to underestimate or overestimate an expected submission date as examiners often organize their schedules in anticipation of receiving a thesis at a particular time.

II. Expertise

- Examiners must hold an equivalent or above degree to that which they are examining, and they must be clearly shown to be recognized experts in their field.
- They must be able to testify that the thesis before them:
- for the PhD, is a substantial and original contribution to knowledge in its given field.
- for the master's degree, is a substantial work generally based on independent research.
- The Secretary to the Postgraduate Committee must list examiners' qualifications and indicate whether they are still active in their given field by providing either a brief curriculum vitae or a list of key and/or recent publications.

III. Independence

- The Secretary to the Postgraduate Committee must provide a statement which confirms that there is no conflict of interests between and among examiners and the student or supervisors.

IV) Relevance

- The list of examiners must be accompanied by a statement (at least a paragraph) which outlines the relevance of each nominee to the particular field.
- It is usual to recommend two examiners who have expertise specific to the area and one more general examiner who may be able to provide an overview.
- The name of any nominated reserve must also be submitted along with details of his or her relevance.

V) Confidentiality

- Examiners need an indication whether the thesis

contains confidential information.

- If the thesis does contain confidential information, the Secretary to the Postgraduate Committee should secure an undertaking from examiners that they will keep the contents of the thesis confidential, and advise the Postgraduate Committee accordingly.

7.17. Reports by Examiners of Thesis

    a) The relevant Postgraduate Committee shall submit a copy of the thesis and a copy of the Report Form to each examiner.

    b) The examiners may require the student to undergo such oral, written or practical examinations as they may specify to the Postgraduate Committee.

    c) The examiners shall not consult with each other before presenting their reports.

    d) Each examiner shall submit a full written report to the Postgraduate Committee on the form provided and shall specify whether:

        i the degree be awarded to the student; or

        ii the degree not be awarded to the student; or

        iii the student to undertake minor revisions and corrections to the thesis and these changes be approved by the internal examiner; or

        iv the student to undertake substantial revisions and corrections to the thesis and the thesis be re-examined by all examiners.

7.18. The recommendations of the Postgraduate Committee together with the reports of the examiners shall be submitted to the Senate.

7.19. Decisions on Recommendations of Examiners

    a) After considering the recommendations of the Post-graduate Committee the University shall decide whether:

    b) to award the degree; or

    c) to not award the degree; or

    d) 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. (In each

case, details of those amendments are to be specified to the student.); or

e)   to take such other action as it deems appropriate.

7.20.   Where substantial concurrence is not achieved by the examiners, the Vice-Chancellor and/or Senate may appoint an external arbitrator. The report of the external arbitrator shall be forwarded to the Vice-Chancellor and/or Senate for consideration.

7.21.   A student shall not be permitted to re-submit a thesis on more than one occasion other than in exceptional circumstances, with the express approval of the Vice-Chancellor and/or Senate 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.

7.22.   Appeals

Appeals with regards to decisions under this policy can only be made on procedural grounds and will be considered by the Postgraduate Committee.

7.23.   Condition for Award of the Degree

a)   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 of the deposit with the University Library of copies of the thesis as specified in the Regulations on the Presentation of Thesis.

b)   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.

7.24.   Deadline Extension

a)   The students shall apply to the Postgraduate Committee for extension of time for their dissertation and upon approval, shall re-enrol and pay the appropriate fees.

b)   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.

c)   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.

7.25.   Thesis Printing, Binding And Lodgement Regulations

a)   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.

b)   Every thesis or Supervised Research Project shall be presented in print and electronic form as required by the University, using the approved referencing style.

c)   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 and/or Senate. The copies may be soft-cover or ring-bound for this purpose.

d)   For the award of the degree, the student shall provide to the Postgraduate Committee copies of the thesis or Supervised Research Project, corrected and/or modified according to directions of the University, as follows:

     i   2 hard-bound copies; and

     ii   an electronic copy in CD or DVD format (PDF Format).

e)   The Postgraduate Committee shall distribute the copies as follows:

     i.   1 copy with the University Library at Saweni Campus; and

     ii.   1 copy with the appropriate Faculty of the University.

f)   The hard-bound copies of the Thesis or Supervised Research Project must:

  i. be signed on the Declaration of Authenticity page by the student; and

  ii. contain a statement of the student's restrictions, if any, regarding accessibility.

g) The copyright and other rights for the Thesis or Supervised Research Project shall remain with the author.

8. Doctor of Education (EdD)

8.1. Period of Candidature

 a) The period of candidature for the degree will, from the date of enrolment, be:

  i for part-time candidates, a minimum of four years and a maximum of seven years;

  ii for full-time candidates, a minimum of three years and a maximum of five years.

 b) Where the Senate allows a candidate to transfer from full-time 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).

 c) The Senate may in exceptional circumstances vary the period of candidature. Exceptional circumstances are unforeseen circumstances, which students feel may have had a significant impact on their academic performance, e.g. an exam or other form of summative assessment. Such circumstances might include, but are not limited to, illness, injury, personal/family problems or bereavement, natural disaster to mention a few.

8.2. Conditions of Candidature

 a) Every candidate is required to complete a probationary period from the beginning of candidature as follows:

  i six months for full-time candidates; and

  ii 12 months for part-time candidates.

 b) 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.

c) Requirement to enrol each Academic Term and annually.

Every candidate must enrol each Academic Term 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.

d) 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 re search will be approved also by the Postgraduate Committee.

e) Requirement to submit each Academic Term reports on candidate's progress. Every candidate and supervisor will submit a report to the Postgraduate Committee by the last day of lectures each Academic Term. 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 and give reasons for any contemplated change to the approved programme of research.

8.3. 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 the studies at another institution for such period as it will determine.

8.4. 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.

8.5. Supervisor Consultation

Every candidate is required to consult regularly with the supervisor. This may be in person or using ICT, including video. The nature and time of the consultation will be determined by

the supervisors and the Head of Department.

8.6.   Concurrent enrolment in another programme not allowed.
No candidate will enrol in another programme of study con
currently with enrolment in the degree of Doctor of Education.

8.7.   Termination and Redress
Candidate to show cause why candidature should not be termi-
nated. A candidate will be required to show cause to the Post-
graduate 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 courses of the degree
more than once; or

(c)   if the candidate's supervisor (if there is only one
supervisor) or principal supervisor (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.

8.8.   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 Commit-
tee by the stated date; or

b)   the Postgraduate Committee considers the candidate's
response unsatisfactory.

8.9.   Supervision Appointment

8.9.1.   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.

8.9.2.   The supervisors must have recent publications in the
relevant field.

8.9.3. 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.

8.10. Duties of supervisor

8.10.1. The duties of the supervisor (where there is only one supervisor) or principal supervisor will include:

8.10.1.1. ensuring that the candidate's research topic is at an appropriate academic level and is likely, if successfully completed, to be worthy of publication;

8.10.1.2. 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;

8.10.1.3. 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.

8.10.1.4. 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.

8.11. Cross credits for the coursework component of the degree may be awarded in accordance with the Cross Credit Regulations.

8.12. Programme Structure

8.12.1. The EdD degree is made up of the following courses:
   i   EDU780 Professional Workplace Culture & Learning
   ii EDU781 Advanced Research Methods for Education

       iii   EDU782 Paradigm and Professional Research

       iv   EDU783Applying Research methods in Education/ Research Proposal

       v   EDU784 Portfolio or Dissertation at Doctorate level.

    8.12.2. Candidates must satisfy the conditions in Clause 8.12.1 in order to advance to the thesis.

    8.12.3. Award of Post-Master's Certificate in Education is the coursework component of the EdD.

    8.12.4. Students are awarded the Post-Master's Certificate in Education after successfully completing the prescribed four courses of the EdD degree.

    8.12.5. Proposal should be approved by the Postgraduate Committee.

8.13.   A candidate must obtain a B+ (GPA 3.5) average in the four prescribed courses to advance to the thesis.

8.14.   The thesis which must be written in English will be prepared and presented to the examiners appointed by the Postgraduate Committee in accordance with the regulations for the submission of the EdD.

8.15.   The length of the thesis, exclusive of any appendices, shall be a minimum of 60,000 and a maximum of 75,000 words.

8.16.   Examination of the Thesis

    8.16.1. The appointment of examiners to mark the thesis will be made in accordance with the University's Postgraduate regulations.

    8.16.2. The examiners of the thesis will examine the thesis and submit their report in accordance with the University's Postgraduate regulations.

    8.16.3. The reports of the examiners will be considered in accordance with the procedures the University's Postgraduate regulations.

    8.16.4. Where there is substantial disagreement by the examiners, the procedures of the University's Postgraduate regulations will apply.

    8.16.5. The University's Postgraduate regulations for the EdD resubmission of the thesis will apply.

    8.16.6. The conditions under the University's Postgraduate regulations apply to the award of the EdD degree.

ASSESSMENT REGULATIONS

1.0   Coursework

1.1   Allocation of Marks between Coursework and Final Examination
    1.1.1   The award of a grade shall take into account performance in coursework and examination, or coursework only without any final examination or vice-versa, for a course approved by Senate to be assessed in that manner.
    1.1.2   The final examination and the work assessed during the academic term shall each constitute not less than 40% and not more than 60% of the marks upon which the final grade is based, unless, otherwise specified in the programme requirements.
    1.1.3   Assessments criteria for the five schools are based on the following:
        i   SOL and SOST - For the courses with an examination component, a student must achieve a minimum of 50% in coursework and 50% in final examination in order to pass the course as a whole. Failure to achieve the minimum requirement for the coursework will result in failure in the course as a whole. The minimum pass mark for all the courses in the LLB programme is 50%.
        ii   CIS - Required minimum 50% to pass the course for 100 % full assessment courses. Must pass the exam to pass the course for examinable courses. Minimum 50% to pass the course.
        iii   SOBE – In courses with an examination component, a student must achieve a minimum of 40% in final examination in order to pass the course as a whole.

Failure to achieve the minimum requirement in the final exam will result in failure in the course as a whole. The minimum pass mark for all the courses in the BCOM programme is 50%.

iv   UPSM – In Courses with an examination component, a student must achieve a minimum of 50% in coursework and 50% in final examination in order to pass the course as a whole. Failure to achieve the minimum requirement for the coursework will result in failure in the course as a whole.

v   SOHA – In a Course that has a 60% coursework and 40% examination, a student must achieve a minimum of 24 out of 60% in coursework and 16 out of 40% in the final examination. The student must attain 50% in total in order to pass the course as a whole. With a Course that has 50% coursework and 50% examination, a student must achieve a minimum of 20 out of 50% in coursework and 20 out of 50% in final examination. The student must attain 50%   in order to pass the course as a whole. Failure to achieve the minimum requirement for the coursework and the examination will result in failure in the course as a whole.

1.2   Deadline for the Submission of Student Coursework
    1.2.1   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 academic term.
    1.2.2   This deadline shall also apply to courses that are assessed entirely by coursework.
    1.2.3   In no circumstance, students are to submit any course work after the last day of lectures for that academic term, but may, in exceptional cases, be granted the extension by the Head of Department.

1.3   Minimum Requirement for Courses
    1.3.1   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 as specified in the course outline) in the continuous assessment and/or at the final examination.

1.3.2   A student who fails to attain the specified minimum standard of performance and participation mentioned in Clause 1.1.3 shall be awarded a fail grade mentioned in Clause 8, 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.

1.3.3   A student who fails to attain the specified minimum standard of performance and participation mentioned in Clause 1.1.3 shall not be considered for a Restricted Pass.

1.3.4   Attendance at laboratory classes (Science/CS/IT) is compulsory. Students who fail to complete at least 80% of the practical requirements (including laboratory work) of a course shall be awarded a fail grade notwith standing 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.

1.3.5   Attendance in Tutorial and Participation –
   i   To pass any course where tutorials and/or computer laboratories are required, students must attend at least 85% of these to be eligible to pass the course. Students who do not meet the 85% minimum requirement will fail the course.
   ii   Students with valid extenuating circumstances for non-compliance must receive written approval from the Head of School for exemption from this regulation or additional work in lieu of.
   iii   This regulation normally applies to face-to-face students.
   iv   Attendance via skype or other distance mode tutorialsand discussions are encouraged and monitored separately.

1.4   Release of Coursework Marks
Continuous assessment marks shall be released progressively

to the students and the final marks shall be made available to students at least one week before the final exams 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.

2.0   Organisation of Exams

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   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 public holidays.

2.4   Examinations are to be conducted by the University in the presence of duly appointed invigilators.

2.5   The examination scripts shall be marked by the examiners.

2.6   The exam mark together with the continuous coursework shall comprise the final grade and submitted to the Registrar.

2.7   The scripts of students shall be stored securely by the Registrar for a period of twelve months from the last date on which the examinations were held.

3.0   Moderation of Examination Papers

3.1   The examination paper will undergo the moderation process.

3.2   The Heads of Schools/Units or their delegates will moderate the papers and processes to ensure that the questions are fair, set at an appropriate level and test the specific required learning out comes of the course.

3.3   During this process course coordinators are expected to produce the following:
   i   Exam papers;
   ii   Course outline;
   iii   Detailed solutions for the questions; and
   iv   Detailed marking scheme.

4.0   Examination of Differently-abled Students

4.1   Students with a visual impairment:
    4.1.1   shall sit their examinations in rooms separate from other students, and
    4.1.2   may use Braille typewriters or other approved enabling technologies, and
    4.1.3   shall be allowed an additional 30 minutes writing time for each one hour examination time, and
    4.1.4   may be provided assistance to complete parts of answer sheets that they cannot fill in unassisted, such as multiple choice questions.
    4.1.5   The guidelines for the preparation of an examination question paper for a course in which a reader of Braille is registered are that:
       i   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.
      ii   University staff approved by the Vice-Chancellor or delegate or nominee shall supervise the translation of the examination question paper into Braille.
     iii   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.
    4.1.6   Answering of examination questions by a reader of Braille shall be as follows:
       i   Where the examiner requires the answers to be written on the question paper or on special stationery such as a multiple choice answer sheet, a transcriber shall write the answers given by the student.
      ii   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.
    4.1.7   The Braille answer scripts shall be handled as follows:
       i   The student's answer script shall be collected by the examination supervisor and forwarded to Student Administrative Services.

ii   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.

4.1.8   A student with profound visual impairment or other dis ability   may use a transcriber with the permission of the Vice Chancellor or delegate or nominee.

4.1.9   For a student with any other type of physical impair ment that may adversely affect his/her performance under ordinary examination conditions, examination procedures shall be determined by the Vice-Chancellor or delegate or nominee.

5.0   Conduct of Examination Regulations

5.1   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 at tendance slips.

5.2   The examinations shall comprise such written, oral and practical examinations as the examiners, with the approval of the Senate, may determine.

5.3   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.

5.4   No candidate shall communicate with an examiner in regard to an examination except through the Registrar.

5.5   No candidate may be examined in any subject or part of a subject at any other time than that set down in the timetable except with the permission of the Vice-Chancellor.

5.6   No candidate shall be allowed to enter an examination room later than one (1) hour after the beginning of the examination nor leave the examination room until one (1) hour has elapsed from the beginning of the examination nor during the last 15 minutes of the examination.

5.7   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 supervisor announces that they may do so.

5.8   No candidate shall bring 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.

5.9   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, such as unmarked Statutes or High Court Rules in the case of SoL. The approval of the Senate shall be obtained normally before a course which is partly assessed by an open book examination is taught.

5.10   Unless authorized by the examiners, candidates shall NOT 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, including cell phones, that is capable of transmitting, storing or receiving messages.

5.11   A candidate who contravenes Clause 5.10 above shall have such materials or devices confiscated by the supervisor for the durtion of the examination, and subject to other sanctions in accordance with Rules under Conduct in Examination Room.

5.12   No candidate shall communicate with another in the examination room.

5.13   No candidate shall continue writing 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 amendmentor addition to his script.

5.14   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.

5.15   The scripts of candidates shall be retained by the Registrar who shall keep them in safe custody for a period of twelve months from the last date on which the examinations were held.

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6.0   Conduct in Examination Room

6.1   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.

6.2　No student shall have in an examination venue any written or printed material, any electronic nor computing device whether or not capable of storing material, nor any device, including cell phone, that is capable of transmitting, storing or receiving messages, except:

　　6.2.1　Where the written or printed matter has been authorized by the examiner of the course; and/or

　　6.2.2　Where the use of the electronic calculator has been authorized by an examiner.

6.3　No student shall enter the examination room later than one (1) hour 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.

6.4　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.

6.5　Students may read their examination papers for a period of not more than 10 minutes before the examination commences but may not begin writing until the supervisor announces that they may do so.

6.6　Students shall display their UniFiji student identification cards or any other form of acceptable identification on their examination desks.

6.7　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.

6.8　No student may, in the examination room, smoke or consume food or drink (other than water from a non-spill container).

6.9　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 a paper be allowed to a student for reading over scripts or making any amendment or addition to scripts.

6.10   After an examination, no student shall communicate with an examiner in regard to an examination except through the Vice-Chancellor or delegate or nominee.

6.11   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 suspected of other dishonest practice or misconduct with respect to an examination, that student shall be liable to:

        6.11.1   be denied admission or re-admission to the examination room; and/or

        6.11.2   have any illicit material and/or devices confiscated by the exam supervisor for the duration of the examination; and

        6.11.3   have their partially-completed script confiscated and be given a fresh answer booklet; and/or

        6.11.4   be required to move to a different desk; and/or

        6.11.5   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

        6.11.6   be reported to the Vice-Chancellor or delegate or nominee.

6.12   Where an examination supervisor or competent authority has taken any of the actions in Clause 6.11, the alleged offender shall be dealt with by the Student Discipline Committee.

7.0   Application for Aegrotat Pass, Compassionate Pass, or Special and Supplementary Examination

7.1   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 seek advice from their respective Schools prior to making application to the Registrar for consideration for the award of an Aegrotat Pass, Compassionate Pass, or to sit a special examination.

7.2   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 per the University regulations.

7.3   Application for Aegrotat Pass

7.3.1   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.

7.3.2   An Aegrotat Pass shall be given with the approval of the School Board of Studies under the following conditions:

    i   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:

        (a)   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 student; 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;

    ii   that the student achieve in the coursework a mark equivalent to a grade of at least a B; and

    iii   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

    iv   The Senate may approve cases where a student's coursework mark is lower than a grade of B (as required in Clause 7.3.2 (ii) above if this is recommended by the School Board of Studies.

v)   In considering applications under this regulation it shall also be permissible to take into consideration the effect on the student's performance during the academic term of any illness or injury.

7.4   Application for Compassionate Pass

7.4.1   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.

7.4.2   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 Clause 7.3.2 (ii).

7.4.3   In considering applications for a Compassionate Pass, it shall be permissible to take into consideration the effect on the student's performance during the academic term of any exceptional circumstances beyond the control of the student.

7.4.4   The Senate may approve cases where a student's course work mark is lower than a grade of B (as required in 7.3.2 (ii) above) if this is recommended by the School Board of Studies.

7.5   Special Examination

7.5.1   Approval may be granted by the School Board of Studies for a student to sit a special examination in the following cases:

i   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 Clause 7.3.2 (ii); or

ii   if the School Board of Studies, on the recommendation of the coordinator or lecturer of the course concerned, may recommend the students to sit such an examination notwithstanding the fact that the students may be eligble for the award of an Aegrotat Pass or Compassionate Pass.

iii   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.

iv   Where a student sits a special examination under the provision of Clauses 7.3.1 or 7.4.1, that student shall not be considered subsequently for an Aegrotat or Compassionate Pass in that course in that academic term.

v   Where a student sits a special examination an examination fee shall be paid by the student before the examination is arranged.

vi   The final assessment of students sitting a special examination shall be based on both coursework and examination and shall be graded.

vii   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.

7.6   Supplementary Examination

7.6.1   A supplementary examination may be conducted for students who have failed to attain a pass grade in the final examination (year-end for MBBS) due to:

i.   Fail in the final exam paper but pass in coursework. See MBBS programme for specific requirements;

ii.   Failure to appear for exams for which valid documentations are provided.

7.6.2.   A supplementary examination will require prior approval from the Board of Studies.

7.6.3. There is a maximum limit of 3 supplementary exams per student for the entire duration of the programme.

7.6.4. Any student requesting a fourth supplementary examination will require permission from the Registrar who shall consult with the Dean. Any further attempts will require Senate endorsement.

7.6.5. Approval for Supplementary Examination in the School of Law may be granted by the School Board of Studies for a student to sit a supplementary examination in the following case:

7.6.5.1. Where students in the final academic term of studies in the School of Law have failed the written portion of the final examination in ONLY one course (not the coursework component) in the final academic term and their total score for that course is 45 and above.

8.0 Confirmation of Grades

8.1 Grading System
The following grading system will be used by all faculties, except the School of Law (See Clause 8.2 for SoL grading system) in awarding final grades for academic performances in a course:

Pass grades

Grades	Intervals	Classifications	Credit Points
A+	91-100	Pass with High Distinction	4.5
A	83-90	Pass with Distinction	4.0
B+	75-82	Pass with High Credit	3.5
B	67-74	Pass with Credit	3.0
C+	59-66	High Pass	2.5
C	50-58	Pass	2.0
D	40-49	Fail	1.5
E	0-39	Fail	0
R			1.0

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

D   Work below the standard required for a pass.
E   Very weak performance or failure to complete to the satisfaction of the examiner such practical, field or such other prescribed work.
X   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.
XX   The letters 'XX' denote the student has neither submitted coursework 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

8.2   SoL Grading System

Grades	Intervals	Classifications	Grade Points
A+	90-100	High Distinction	4.33
A	85-89	Distinction	4.00
A-	80-84	High Credit	3.73
B+	75-79	Credit	3.33
B	70-74	Credit	3.00
B-	65-69	Credit	2.73
C+	60-64	Pass	2.33
C	55-59	Pass	2.00
C-	50-54	Pass	1.50
D	45-49	Fail	1.00
E	Below 45	Fail	0.00

8.3   Students shall be awarded an Aegrotat or Compassionate Pass if they satisfy the conditions prescribed in these Regulations respectively.

8.4   Students may be awarded a Restricted Pass if they satisfy the conditions prescribed in Clause 10. See restrictions for SoL in Clause 10.6

8.5   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.

8.6   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).

8.7   Double Marking of Borderline Cases

8.7.1   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):

8.7.2 The initial marker of the course may review all border line cases.

8.7.3 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 may appoint another lecturer (appointed reviewer) from within the same school or department to review the cases.

8.7.4 If, as a result of the review by the appointed reviewer, the student's grade has changed the appointed reviewer may confer with the initial marker before the Head of School approves the change in the marks.

8.7.5 In a case where the Head of School is the initial marker, the next most senior person in the school or department may approve the final mark.

8.8 Assessment Meetings

There shall be, for each school, an Assessment Meeting convened by the Board of Studies, which the Head of School shall chair and which all Course Coordinators as appropriate shall at tend. The Assessment Meeting or the Chair in between meetings, shall, for all credit courses offered by that School:

8.8.1 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;

8.8.2 consider for approval the award of Aegrotat and Com passionate Passes in accordance with Clauses 7.3 and 7.4 (relating to cases where the coursework of a student is at least a 'B' grade);

8.8.3 consider for approval applications for Special Examinations in accordance with Clause 7.5;

8.8.4 make recommendations about the award of Restricted Passes;

8.8.5 make recommendations about the award of Aegrotat and Compassionate Passes, and for special

examinations in accordance with Clauses 7.3, 7.4, and 7.5 of these Regulations (relating to cases where students' coursework grades are below B grade) to the School Board of Studies.

8.9   Responsibilities of the Chair of the Senate

      8.9.1   The Chair of the Senate shall:
          i   consider recommendations from the School Board of Studies Meeting for award of Aegrotat and Compassionate Passes, and for Special Examinations in accordance with Clauses 7.3, 7.4, and 7.5 of these Regulations (relating to cases where students' course grades are be low B grade); and
          ii   consider recommendations from the School Board of Studies Meeting for award of Restricted Passes.

9.0   Notification of Students' Results

9.1   Official notification of the grades approved by the Senate shall be issued to each student by the Office of the Registrar within five (5) working days.

10.0   Restricted Pass For A Completing Student

10.1   Restricted Pass: A restricted pass may, on the recommendation of an examiner or by the School Board of Studies, be awarded:
      10.1.1   to potentially graduating students who have passed, in their final year, all but one of the prescribed courses.
10.2   Where it is recommended, a restricted pass:
      10.2.1   shall be awarded to a student only if the total marks for that course are five (5) marks or less than the pass mark, and
      10.2.2   shall not normally be awarded in retrospect.
10.3   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.
10.4   A restricted pass awarded in any course shall not normally permit a student to be awarded a cross credit for that course.

10.5 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.

10.6 UPSM & HS and SOL do not give students restricted pass.

11.0 Reconsideration of Course Grades

11.1 Students may have their grade for any course reconsidered by a lecturer other than the original marker, or where this is not practicable, by the Head of the relevant School.

11.2 Applications for reconsideration of course grades shall be sent by the student on the prescribed form to the Office of the Registrar or delegate or nominee within four weeks of the date of official release of the particular course results in the case of on-campus courses and within eight weeks in the case of distance and flexible learning courses.

11.3 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 re consideration, the grade for the course is raised.

11.4 Reconsideration of a course grade shall include:

11.4.1 a careful check that the total examination mark has been accurately transcribed within the weightings (% coursework vs. %final examination) previously established by the examiner;

11.4.2 a careful check that each examination question and part question was read by the marker and given an appropriate mark;

11.4.3 a careful remarking of each examination question and part question;

11.4.4 a careful check that the coursework mark has been accurately transcribed within the weightings previously established by the examiner; and

11.4.5   a careful computation of the marks awarded for all coursework.

12.0   Completion of Programme and Graduation

12.1   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.

12.2   Completion of Programme forms will be assessed by the Heads of Schools against the programme requirements listed in the relevant Handbook and Calendar.

12.3   For credit transfers awarded from an outside institution, students must provide this information together with their Completion of Programme form to Student Academic Services for consideration in consultation with the respective Deans.

12.4   If a student is exempted from a course requirement including a substitution by another course, this Substitution/Exemption exemption must be approved by the Faculty Dean and given to Student Academic Services when the student enrols for that substituted course. This must be done during the course of their study.

12.5   Students will be informed of the status of their application via written (or email) communication from Student Academic Services Office.

12.6   After receiving approval to graduate, students must ensure that that all fees and penal liabilities (financial, disciplinary, etc.) are cleared.

12.7   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 certificates and transcripts within a week following the graduation ceremony.

12.8   Otherwise the certificates will be mailed to them.

12.9   The original certificate/testamur will only be awarded once and is not normally reprinted if lost or damaged after it has been presented to the graduands.

13.0   Cross-Credit Regulations

13.1   The following criteria shall govern the award of cross-credits:

13.1.1   Where examinations passed or credits 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.

13.1.2   Where examinations passed or credits 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.

13.1.3   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.

13.1.4   The award of specified or unspecified cross-credits shall be made by:

13.1.4.1 The Registrar, in consultation with appropriate Departments, up to the limit in Clause 13.1.5.1 below.

13.1.4.2 Senate in exceptional cases where it is deemed necessary to exceed the limit in Clause 13.1.5.1. below.

13.1.5   The following restrictions shall apply in the awarding of cross-credits:

13.1.5.1 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.

13.2   Courses may be cross-credited once only

13.3   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.

13.4   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 for 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.

13.5   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

.13.6   Candidates with an Advanced Diploma in Accounting shall be permitted to cross credit the following courses towards a BCom (Accounting) at The University of Fiji: ACC101, ACC102, ACC103, ACC201, ACC203, ACC208, ITC101, LLC101, UUU100, MGT101, three electives.

13.7   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.

13.8   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.

13.9   Candidates who have completed courses towards an LLB from a recognised University may cross credit courses towards an LLB at The University of Fiji on a case-by-case basis based on the contents and duration of each course and no more than 50 percent of the courses.

13.10   Cross credits information are correct at the time of writing, and any changes to course codes or descriptions will be subject to a case-by-case analysis.

13.11   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.

14.0   Unsatisfactory Progress Regulations

14.1   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.

14.2   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.

14.3   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 academic term. the CGPA.

14.4   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.

14.5   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.

14.6   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.

14.7   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 academic term.

14.8   Students who fail to maintain satisfactory progress (as defined in Clause 14.1 above) but have a CGPA of at least 1.5 but below 2.0, will be put on probation for one academic term.

14.9   Students who fail to maintain satisfactory progress (as defined in Clause 14.1 above) and have a CGPA of less than 1.5, will be suspended for one academic term.

14.10 Students who on their first probation:
   14.10.1 attain a CGPA of 2.0 or better will cease to be on probation,
   14.10.2 fail to attain a SGPA of 2.0 or better will be suspended for one academic term,
   14.10.3 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 academic term

14.11 Students who on their second probationary academic term fail to attain both an academic term GPA and a cumulative GPA of 2.0, will be suspended for one academic term.

14.12 Students who do not maintain satisfactory performance (as defined in Clause 1 above) after their first suspension will be suspended for two academic terms.

14.13 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.

14.14 Appeals: Students who are excluded from the University under the Unsatisfactory Progress Regulations may appeal in writing to the Registrar.

14.15 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 be considered notwithstanding that it has been lodged after the fourteen days.

14.16 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.

14.17 The Senate shall consider such appeals and may confirm the suspension or exclusion, or waive it and allow the students to continue with their studies under such conditions as the Committee may consider necessary.

14.18 The decision of the Senate shall be final.

14.19 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 enrol in credit courses offered by the University.

14.20 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.

15.0 Relief of Hardship Regulations

15.1 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:

15.1.1 that any alteration or amendment of a University statute or regulation involving a change in a programme of study or examination requirements has caused hardship to a student, or

15.1.2 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

15.1.3 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.

15.2 Students may appeal against any decision of the Vice-Chancellor to the Senate, which may make such provision as it thinks fit.

REGULATIONS GOVERNING ACADEMIC MISCONDUCT

1.   What is Academic Misconduct?

Academic misconduct occurs where a student uses dishonest practices (such as cheating or plagiarism) in carrying out academic work (coursework, assignments or examinations). Minor academic offences are dealt with by the School. Serious cases are referred by the School 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 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:

a) 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 textual sources qualifies as plagiarism.

b) Lifting or cutting and pasting extracts without quotation marks or appropriate acknowledgement of sources.

c) Paraphrasing of content and ideas without proper acknowledgement of the source.

d) The use of images, diagrams, photographs and material from blogs and social networks, without acknowledgement.

e) 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.

ii) Collusion

Collusion means working with someone else to deceive or mislead to gain an unfair academic advantage. It includes:

a) 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.

b) Facilitating or enabling another student to plagiarize in any way.

iii) 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):

a) Doing anything to gain an unfair or illicit academic advantage in an examination;

b) Possessing, referring to or having access to any material, or to access the internet 'crib 'notes or device (including cell phones) containing information directly or indirectly related to the subject matter under examination other than what is explicitly approved for examination purposes;

c) Using a cell phone (or any other electronic device) to communicate with any other student or person inside or outside the examination venue;

d) Copying from another student in a test or examination;

e) Enabling another student to cheat in a test or examination;

f) Soliciting a person to sit a test or final examination in place of the student enrolled;

g) Sitting a test or final examination in the place of another student;

h) Manipulating scores in tests or examination or in any other form of assessment; or

i) Enabling another student in any or a combination of any of the above.

2.   Procedures for Dealing with Academic Misconduct

i)   Plagiarism or Collusion

a) When a marker finds a student has plagiarised or colluded, the relevant piece of academic work MUST be brought to the attention of the course coordinator concerned.

b) The course coordinator will endeavour to locate the sources from which the 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 relevant Dean. It will include a copy of the academic work and a list of sources, page numbers and/or copies of the plagiarized sources.

c) The student will be notified by the Dean and issued with an official letter stating the allegations and giving them the opportunity to present their case.

d) If the Dean is satisfied that the students have engaged in such conduct, the Dean may implement a penalty according to the provisions of 3.0 below.

ii)   Mandatory use of Turnitin – plagiarism detection software

a) 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 citations are 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).

b) 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.

c) 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.

iii)   Cheating

a) Every effort must be made to ensure that an acceptable test, examination and assessment environment is provided for such tasks. This includes an uncrowded adequate seating arrangement and test supervision during such tasks.

b) 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.

c) In the case of cheating in examinations, the supervisor of the examination shall at the point of discovery or suspicion:

- i.   have the illicit material and/or devices confiscated for the duration of the examination; and
- ii.   have the partially-completed script confiscated and be given a fresh answer booklet; and/or
- iii.   require the student to move to a different desk; and
- iv.   require the student, at the end of the examination, to accompany the supervisor to the Coordinator of the course; and

     v.   be reported to the Dean and Vice-Chancellor or their delegate or nominee once the Coordinator of the course has undertaken an investigation of the suspicious conduct by the student.

  d)   A proven case of cheating will be penalized according to the schedule in 3 below

3.   Penalties for Academic Misconduct

a) Any case of academic misconduct will be reported in writing by the course coordinator to the Head of School and the Dean of School.

b) The penalties imposed for proven cases of misconduct vary. Based on the seriousness of the case, the penalties include, but are not limited to:

    i.   A written reprimand of the student from the Dean;

    ii. A requirement that the student complete further work, or repeat work, for the course.

    iii. Deprivation of credit for a course, or for a component of assessment of the course, to which the academic misconduct relates, by the relevant Dean.

    iv. Cancellation of any previously-credited pass in a course associated with the offence, by the relevant Dean.

c) Significant and repeat offences will be referred to the University's Student Discipline Committee, which can:

    i.   Impose a fine not exceeding $500FJD; and/or

    ii. Prohibit the student from using any of the University's library and computing network facilities for a period not exceeding twenty-eight days; and/or

    iii. Recommend to the Vice-Chancellor that a student's enrolment be suspended for any period and on terms considered necessary by the committee; and/or

    iv. 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 are copyright compliant. All UNIFIJI staff are 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.

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 to make an accurate copy of the original. It should not be adapted or reformatted as 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:
 a) 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 re view" does not need to be included in the bibliographic list of readings, it must be acknowledged in the course materials.
 b) 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.
 c) 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 Copy right Act, then this should be indicated:

> CC – Creative Commons;
>
> CL - Copied under license;
>
> OA – Open Access;
>
> PD – Public Domain.

d) Any copying or use of copyright works beyond these proce dures must be cleared through the UNIFIJI Copyright authority.

THE HONORARY DEGREE OF DOCTOR OF THE UNIVERSITY

a. Council may award an Honorary degree of Doctor of the University.

b. Normally, the Honorary Degrees Committee shall recommend as a candidate for an Honorary degree only a person who has an exceptional record of achievement.

c. There are six separate criteria under which nominations can be considered. Nominations can be made citing one or more of the following as appropriate:

    i)   academic and scholarly distinction

    ii)   services to the arts and sciences

    iii)   work in areas of special educational concern to the University

    iv)   exceptional contributions to the educational or cultural well-being of society public services

    v)   services to the University

d. 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.

e. The candidate should have a distinguished list of publications and long standing service contribution to education and the wider community.

f. However, the Committee may recommend to the Council as a candidate for an Honorary degree, a person whose distinction and achievements, though not fitting the categories above, manifest outstanding personal qualities that the Senate may wish to recognize and whose acceptance of an Honorary degree would bring acclaim to the University.

g. 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

1.   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 at its 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 other areas. Our users enjoy researching with unlimited full access to thousands of e-Journals from ProQuest Central, LexisNexis Legal, JSTOR, HINARI and other online resources. These resources are accessible for any library user from any network.

2.   Collection

The libraries maintain a wide range of collection of print resources on all areas of study and research, and on general readings as well. They maintain a strong reference collection, and have also developed some valuable special collections; some of our notable special collections are Pacific Collection, Hindi Collection, and iTaukei Collection, Prem Misir Collection, Subramani Collection, Wadan Narsey Collection and Rabindranath Tagore Collection.

3.   Library 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 journals, magazines, articles, dissertations, reviews, abstracts etc. The Uni-Fiji Library accesses 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/INFORM (a world class business journal database), Accounting and Tax (comprehensive coverage), Business Monitor International (BMI) Industry Reports, over 1250

international newspapers, reference materials among others.

- 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. This service provides access to 80,000 legal documents such as cases, legislations, etc. all essential to the study and research on Law.

4.   Facilities

Computer /internet: The librarries are equipped with computer facilities to support the students' access the internet and the growing number of web-based educational resources.

5.   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.

6.   Borrowing Conditions

a. Borrowers shall observe the conditions of borrowing posted in the Library, which may be amended from time to time by the University Librarian.

b. No book or other item held by the Library may be borrowed with out the loan of it having been officially recorded by the Library staff.

c. 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.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.

e. 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 re placement payment will normally be refunded within 30 days of the declaration.

f.. 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.

g. At the end of each borrowing period, by the date stamped in the book for this purpose, 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.

h. 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.

i. 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 re turned to the collection by Library staff if not claimed.

7. Other Conditions of Library Use

a. 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 debarred period from the Library will be imposed.

b. Smoking, consuming food and drink, using matches, using

mobile telephones and personal stereos are not permitted. Lap tops are permitted in the Library but only with the permission of the University Librarian,, which permission may not be un-reasonably denied. When allowed, laptops are strictly for the purposes of study; playing music, games or movies on laptops is not permitted.

c.   Mobile telephone must be switched off before entering the Library. Penalties apply to any contravention.

d.   Bags, briefcases, outdoor clothes, parcels and umbrellas, shall be left in designated areas.

e.   The Library shall reserve the right to remove personal belong-ings 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.

f.   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.

g.   Persons leaving the Library shall allow books, papers and other possessions to be examined by the staff at the exit control point.

h.   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.

8.   Inter-Library Loans

Readers for whom books or other items have been borrowed from other libraries shall comply with the loan conditions imposed by the lending libraries.

9.   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.

10.   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.

11.   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.

12.   Borrowing Periods

a)   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.

b)   The category and number of items issued per category is specified below:

    a.   Students: Three (3) books from the general collection for up to seven (7) days, one (1) book from the Reserve collection on overnight.

    b.   Academic Staff: Seven (7) books from the general collection for up to 3 months; one (1) book from the Re serve Collection for up to Seven (7) days.

    c.   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

13.   Renewal

An item on loan may be renewed on the condition that the material is not reserved by any other user.

14.   Recall

An item on loan can be recalled by the library staff at any time.

15.   Reservation

a)   A book on loan may be reserved by users at any time.

b)   It is the user's responsibility to check for the availability of the resources at the issue desk.

16.   Issue and Return of Books

a)   Readers shall borrow items held by the Library on production of a valid borrower's identity card.

b)   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.

c)   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.

d)   When an item is returned it must be handed in at the appropriate point in the Library.

e)   The Library shall not be responsible for items which are re turned without formal cancellation of their issue, whether the items are returned directly to the shelves or left anywhere else in the Library.

f)   The loan and return of Library materials shall cease at the issue desk at the time specified by the Library. All readers must va- cate the Library 15 minutes before closing time.

17.   Library Fines

For Library fines, refer to 'Other Fees and Charges'

INFORMATION AND COMMUNICATIONS TECHNOLOGY (ICT) POLICY

1. Introduction

This policy applies to all clients/users 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 include, 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, the client/user agrees to comply with all copyright and other intellectual property laws and agreements.

The client/user also agrees not to violate any civil or criminal laws in using the system.

Furthermore, client/user agrees to indemnify and protect the University (and its representatives) from any claim, damage, or cost related to their 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.

2. Unauthorized Use

a) The client/user agrees not to share passwords that are provided for access to University services.

b) The client/user agrees not to use a computer account that does not belong to them.

c) The client/user agrees 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.

d) The client/user 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.

e) The client/user agrees 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 the client/user is in doubt as to whether they have permission to copy software, assume the negative.

f) The client/user agrees not to create, alter, or delete any electronic information contained in any system associated with University ICT resources that is not part of their own work.

g) The client/user shall not use University of Fiji's ICT resources as a means of obtaining unauthorized access to any other computing systems.

h) The client/user agrees not to intentionally access, download, store, or distribute material of a pornographic nature other than with the approval from an authorized University Officer for re search related purposes.

i) The client/user agrees not to perform any monitoring, scanning or "sniffing" of the University ICT network unless authorized

by the Manager Information Technology Services.

3. Unauthorized Personal Use

3.1. Unauthorized use of Information Communication Technology includes, but is not limited to:
  a) Infringing the copyright or other intellectual property right of the University or third parties.
  b) Scanning and/or printing resources protected by copy right.
  c) Disrupting communication and information devices through such means as mass emailing or transmitting files which place an unnecessary burden on the University resources.
  d) Disrupting or interfering with the use of Information Communication Technology.
  e) Effecting security breaches of network communication. Security breaches include, but are not limited to, accessing data of which the client/user is not an intended recipient, and logging in to a server or account that the client is not authorized to access.
  f) Executing any form of unauthorized network monitoring.
  g) Circumventing user authentication or security of any host, network, or account.
  h) Without authority, destroying, altering, dismantling, disfiguring, preventing rightful access to, or otherwise interfering with, the integrity of Information Communication Technology.
  i) Accessing offensive internet sites.
  j) Storing of non-academic related material in the network drive share allocated.

3.2. Users shall not use the internet or email access to:
  a) Download, distribute, store or display pornographic and other offensive graphics, images or statements, or other material obtained from offensive internet sites.
  b) 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).

c) Download and store illegal music, videos and software.
d) Download large amounts of material for personal use.
e) Download information for external Organizations or the general public, without Authorization.
f) Distribute chain letters.
g) Distribute defamatory, obscene, offensive, or harassing messages.
h) Distribute confidential information without authority.
i) Distribute private or personal information about other people without Authorization.
j) Distribute messages anonymously, using a false identity, or using another person's user or email details.
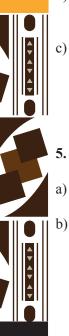
4. Malware (Virus and Spyware)

a) 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.
b) 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.
c) If the user's computer is infected or suspects that the 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.

5. Violations

a) Any suspected violations should be reported to the IT Services office immediately.
b) Violation of this policy may result in fines and suspension of user's ICT services and may also lead to disciplinary actions by the University.

6. Using Internet Dongle and Pocket Wifi – Creating Back-doors

a) Connecting an Internet Dongle or a Pocket Wifi to user's computer while user is connected to the University computer network is prohibited.

b) The client/user must seek assistance from IT Services to make sure they are disconnected from the University computer net work to avoid creating a back-door to the University Network.

7. Intellectual Property

a) Any software or system produced or developed while being employed by the University renders that product or software or programme with all source code an intellectual property of the University of Fiji.

b) All use and distribution will be copyrighted by the University.

8. Passwords

a) Any password for any given system while being employed by the University renders that password an intellectual property of the University of Fiji.

b) The University has the legal right to demand retrieval of that password when required from the staff member.

9. Vandalism and Theft

Vandalism and Theft of computer gadgets such as keyboards, mouses, etc, are prohibited and will lead to disciplinary actions by the University.

COUNSELLING SERVICE

1. 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 partici-pating in their academic performances or work.

2. 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.

3. The counselling centre is located at the Saweni Campus. The services are also available to students and staff of the Suva cam-pus for two days at the end of every month and at other times on a need basis.

4. Any personal issues of concern or any troubling matters can be raised with the counsellor. Every issue will be kept strictly con-fidential and the counsellor will not release any information either verbally or in writing without prior consent of the individual.

UNIFIJI STUDENT LOAN/SCHOLARSHIP SCHEME

1.   This is an internal Loan scheme largely financed through contributions from individuals, families and businesses on a private basis. It has a humble beginning and remains so, although it has the potential to grow as people's interest in educating the poor increases. To ensure the success of the scheme, the Founder – Arya Pratinidhi Sabha of Fiji, amongst others - has contributed $413,840.

2.   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, through the continued support and generosity of the people.

3.   Students can apply for financial assistance from the UniFiji Loan Scheme at the beginning of Academic Term 1 every year. This loan scheme currently assists students enrolled 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 on an Academic Term basis.

4.   Loan scheme is advertised to the students who are on board through all student account and applications are received and processed by the Council's Scholarship and Loans Committee. If desirous the name could be changed through an advice to and approval of the Council. We cannot specify/advertise the quantum of funds available at any one time. This is because the loans scheme is funded by individual and or corporate contributors some are one off. Funds also depend how much has been reimbursed by earlier borrowers. Successful applicants need to meet a specified hardship index that is stated in the criteria form SL1/12/8 itself. Depending on the volume of funds available, an applicant receives either a partial or full award. MBBS applicant receives only 50% of the total annual fee.

5.   The Scholarship to students is privately sponsored by businesses annually. The most prominent is Lalita Jeraj Trust, which services specific areas of studies.

(MORE INFO NEEDED on scholarship…what areas of study/application process/approximately how much available per student …….)

THE UNIVERSITY OF FIJI FEES STRUCTURE 2018

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
300 Level Courses	Accounting	650	1,300
	Information Technology/ Business Informatics	550	1,100
	Economics	650	1,300
	Education	380	760
	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			
	Master In Nursing Courses	1,200	2,400
	Post Graduate Diploma in 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 per year per-perper($1900/SEM)	3,800	7,600
	Part Time ($950/SEM) per year	1,900	3,800
	Master of Laws (Coursework)	900	1,800
	Master of Laws (Thesis - Full Time) per year	1,900	3,800
	Master of Laws (Thesis - Part Time) per year	950	1,900
	Doctor of Education (Thesis) per year	1,900	3,800
	Doctor of Education (Course Work) per year	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
	MBA Students per Trimester	50.00	300.00
Personal Accident Premium	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

	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 semester	5.00	5.00
	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

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 whole.

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