

School of Humanities (SOH) Academic Advice FAQ's

What is a stream? How is it different to a major or minor?

A major consists of 48 credit points in a single subject (discipline) area.

A minor consists of 36 credit points in a single subject (discipline) area.

A stream is a core program of study that incorporates specific units of study compulsory for students enrolled in that stream.

The program within a stream consists of core units of study completed in a single subject (discipline) area, and sometimes incorporates a major in that stream. Check the course resolutions of your degree in the Handbook for the year you started your degree for details.

The available streams in the Bachelor of Arts/Bachelor of Advanced Studies are <u>International</u> <u>and Global Studies</u>, <u>Languages</u>, <u>Media and Communications</u> and <u>Politics and International</u> <u>Relations</u>. In some streams it is possible to do two majors or a major and a minor. In this case your stream may count as your first major (e.g. Media and Communications).

The Dalyell stream is a targeted stream for high achievers; see here for further details.

If I have a question about units in my degree/major, whom should I contact?

If you have a question about a unit of study in which you are enrolled, you should contact the Unit of Study (UoS) coordinator; you will find their details in the Unit of Study outline, available from your UoS Canvas home page.

If you have a question about a unit of study in which you are **not yet** enrolled, you should contact the UoS coordinator: <u>type the UoS code into the bar</u> to find the current or most recent version of the UoS outline, in which you will be able to identify the UoS coordinator.

How do I know if I am on track to complete my degree and my major(s) and/or minor(s)?

Check the **course resolutions** of your degree in the <u>Handbook</u> for the year you started your degree against the units you have completed so far. If you didn't start this year, click on the <u>Handbook archive</u> to access the rules for the year you began your degree. You should also check the Handbook rules for **each subject area** in which you want to complete a major or minor. The number of credit points you have completed is another indication of your progress. Sydney Student can be helpful in outlining the units of study at various levels (e.g. Level 1000, 2000, 3000) you need to complete, and demonstrating when you have completed the requirements at each level with a tick.

I'm not sure my major/minor/degree is right for me. Who should I contact for advice?

You can contact a member of the <u>FASS academic advice team.</u> You can check if there is an advisor in your discipline on the <u>University website</u> and contact them directly. If there is not an

advisor in your discipline, please register here and you will be allocated an advisor who will contact you to set up a meeting. Academic advisors can help you with planning and advancing through your degree. They can also help you get back on track if you find yourself on the Academic Progression Register.

I am not happy with my current degree. How do I change degrees?

You may be able to apply for an <u>allowable transfer</u>. If not, you will need to submit an <u>internal course application</u>. If you have successfully completed **fewer than 48cp**, you will be assessed on your entry qualification (e.g. your ATAR for domestic students or high-school qualification or equivalent for international students). If you have successfully completed 48cp or more, you will be assessed on either your entry qualification (ATAR or equivalent) or your weighted average mark (<u>WAM</u>), whichever is the better result. Please note that there are deadlines for changing degrees; check <u>here</u> for further details.

If I change degrees, will credit from previous study be transferred automatically?

If you successfully apply for an <u>allowable transfer</u>, a credit application will automatically be generated for you. If you make a successful <u>internal course application</u>, you will need to <u>apply for credit transfer</u> once you have enrolled in your new degree. Please note that there are deadlines for credit applications; check the deadline dates for each semester here.

What happens if I change majors? How will this affect my progression through my degree?

It's best to <u>change majors</u> earlier rather than later in your degree. If you change your major, you will need to remap your degree. The Handbook rules governing your new major will be those from the year in which you commenced your degree. You can access UoS outlines and course planners through the <u>FASS Student Portal</u>. You may need to meet with a <u>FASS</u> academic advisor for further information.

Any units allocated to your discontinued major will be allocated as elective units in your degree. This may result in you needing to exceed the credit point limit of your degree in order to meet the requirements of any new **core** major or minor. You will need permission from the Dean to do this, and you will need to meet with an **academic advisor**.

If you decide to change majors, you should do so before the <u>last day to add a unit</u> (usually the end of Week 2 in the <u>semester calendar</u>). If you change majors after this date, the units allocated to your discontinued major may be withdrawn.

Which handbook rules should I follow if I start a new major in a year other than the year I enrolled in my degree?

If you change majors, you should still follow the rules for the major in the <u>handbook</u> for the year you started your degree (check the <u>online handbook archive</u> if you didn't start in 2022).

How do I complete my major if the required units are no longer offered?

You will need to contact the discipline UG coordinator to find out which units you should take instead.

How many electives am I allowed to take in my degree? What counts as an elective?

Check the course resolutions of your degree in the <u>Handbook</u> for the year you started your degree; the amount of elective space depends on the degree in which you are enrolled. An elective unit is any unit that is not compulsory for completion of your degree ie that falls outside your major, minor or specific stream requirements. You can choose your electives from

the <u>Table A subject areas</u> (any FASS subject area if you are enrolled in a FASS degree) or the <u>Table S subject areas</u> (this table includes disciplines offered outside of FASS).

I am not happy with a unit of study in which I am enrolled. Can I change once semester has started?

Once a study session (semester or intensive session) has started, there is a deadline by which students need to enrol in units of study; check here for the last day to add a unit of study for your study session.

Once a study session has started, there is a deadline by which students can drop a unit of study. If you withdraw from a unit of study before the <u>census date for that session</u>, you will not be charged fees for that unit and there are no academic penalties. If you discontinue a unit after census date, there may be implications in the form of penalties and/or fees charged. Check here for details.

I started my degree before 2018. Can I complete the Interdisciplinary Impact unit and have this counted towards my major requirements?

Students in the old curriculum (pre-2018 students) are **not** required to complete interdisciplinary impact (XXXX3999) or industry and community project Units (XXXX3998) to fulfill the requirements of their major (and subsequently their degree).

You can choose to complete an interdisciplinary impact unit XXXX3999 in line with your discipline as an elective if you have elective space in your degree and have met the prerequisites.

You will need to apply for **Enrolment Exception Request** to enrol into the interdisciplinary impact unit.

If pre-2018 students would like these interdisciplinary units to count towards the pre-2018 curriculum majors, you need to seek the permission of the Undergraduate Coordinator for the discipline. You will also need to specify this in your Enrolment Exception Request application.

An alternative for pre-2018 students in their final year is to enrol in the elective interdisciplinary project unit INDP3000; this unit does not have the same pre-requisites as XXXX3999/XXXX3998 and thus should not require a Enrolment Exception Request application.

How can I ask for permission to enrol in units that are not available to me on Sydney Student?

This is generally not allowable. However, under exceptional circumstances, you could email the Unit of Study coordinator to ask permission: type-the-UoS code into the bar to find the current or most recent version of the UoS outline, in which you will be able to identify the UoS coordinator. If they agree, attach their email of approval to a Sydney Student for Exception Request. If you cannot contact the unit coordinator, just lodge an application for Enrolment Exception Request.

I'm enrolled in one of the new (post-2024) degrees. When should I take OLE units?

You can take Open Learning Environment (OLE) units when you like, preferably early in your degree. Check out the OLE page on the University website. Most post-2024 degrees require 6cp of OLE units and often students enrol in them in S1 in their first year to get them out of the way. Be aware that many of them are only worth 2cp, so you could have up to 3 x 2cp units at once; the assessment tasks for this study load would be numerous and hard to keep track of, especially as some are offered in intensive mode rather than throughout the whole semester. This leads to a confusing and disjointed experience. In your first semester/first year, it's great to focus on your majors and get a feel for your discipline. You can also complete

some OLEs as intensive units between semesters, during the winter and summer breaks. There are 6-credit point OLEs available in some intensive sessions between semesters that involve international travel; check the OLES units listed here for details. Please note that these units are designed as a beginner language and cultural experience for students not enrolled in a major in the same language. For further information contact the unit of study coordinator by accessing the UoS outline here.

Please note that if you are a <u>Dalyell Scholar</u>, you only need to complete 6cp of OLE units, as you have an additional 12 credit points of Dalyell-Scholar units you are required to complete.

Where can I find information about intensive units relevant to my major(s)/degree?

There are numerous intensive study periods throughout the academic year; information is available here. There is currently no comprehensive list of intensive units available on the University website; we are trying to organise this. You should check out the unit of study table in the current handbook; in the right-hand column of the unit of study table, there is an indication of when the unit is offered. Another workaround solution is to find the code for the intensive session in which you wish to study, then go to the information page about class timetables on the Current Students website. Click on the "Central timetables" link on the right, type Ctrl+F and then type in the session code into the search box; click on "Highlight All, and all available units of study will then be highlighted.

Can I enrol in a unit if I do not have the necessary pre-requisites?

If you do not have the pre-requisites but believe you qualify to enrol in a unit, you will need to apply for **Enrolment Exception Request**. You should always confirm the unit is appropriate with an academic advisor before applying for Enrolment Exception Request; contacting the UoS coordinator will facilitate the Enrolment Exception Request application process.

I'm interested in doing an internship. What opportunities are open to me?

There may be FASS internships available that are specific to your discipline; you can find more information here. It's also worth checking the University's CareerHub website.

I wish to go on exchange as part of my degree. What is the process?

To apply for exchange, you should first go to the <u>Study Abroad and Exchange site</u> and enrol in an information session. You may subsequently need to speak to a departmental exchange coordinator about the exchange credit approval requirements of your degree. It's easiest to study elective units whilst on exchange, although some disciplines will also allow you to seek specified credit for units studied overseas if they correspond to the learning objectives, assessment tasks and course content of USyd offerings.

The "apply" page may assist with the latest updates as this outlines the entire admin process for students. Please note that organising your exchange experience can take up to 12 months, so best to start investigating early. Please note that some degrees recommend exchange at a particular time in your degree; you should check with the UG coordinator in your discipline.

I wish to suspend my studies; how to I go about this?

It is possible to <u>suspend your studies;</u> it's best to seek advice from an academic advisor if you are contemplating this. Domestic students can take up to a year off and even longer if necessary; they must seek approval from an Associate Dean. Suspension is more complex for international students, but it is possible in certain circumstances; you need to consider your visa and eCoE deadlines. International students seeking to suspend should <u>check their eligibility</u> and consult an academic advisor prior to submitting an application to suspend.

How many credit points per semester is considered 'full time'?

Recent changes to the University calendar year have seen the University year divided into two sessions (January to June; July to December), each of which include intensives. Details are available here. 24cp per session is a recommended full-time load, but students can now take up to 32cp per session without requiring Enrolment Exception. **Anything over 24cp is generally not advisable.** Domestic students taking a minimum of 18cp per semester qualify as full time in the eyes of the government and so qualify for a student transport card and government benefits. International students must enrol in at least 24 cp per semester, with at least 18cp taken during the main session (called Semester 1 or Semester 2), unless they get formal permission from an academic advisor or an Associate Dean to take a reduced load (in which case a study plan is required).

How do I reduce my load?

Domestic students can reduce their study load via Sydney Student. International students should seek advice from an academic advisor, and follow the steps outlined here.

How do I qualify for Honours in my 4th year?

Contact the disciplline Honours coordinator. In some schools it is possible to enrol in a Joint Honours program across different disciplines. Please note that not all disciplines offer a midyear intake. If you are enrolled in the combined BA/BAdv Studies degree, you have the option of applying for Honours in your 4th year via Sydney Student; in this case, as part of your application, you must upload a written letter of approval from the discipline Honours coordinator or other member of the discipline. In some cases, it is possible to enrol in Honours part-time.

If you are currently enrolled in the Bachelor of Arts or Bachelor of Economics and commenced your studies in 2018 or later (or transferred to the new curriculum version of your degree in 2018), how you commence Honours will depend on how much of your degree you have completed.

- If you've completed 96 credit points or less, you will need to change to the combined Bachelor of Advanced Studies. You will then be able to undertake Honours as an additional fourth year.
- If you've completed 97-120 credit points, we recommend you change to the
 combined Bachelor of Advanced Studies to complete Honours. However, if you are on
 track to complete two majors, you do have the choice to complete your Bachelor of
 Arts or Bachelor of Economics then apply for the <u>stand-alone Bachelor of Advanced</u>
 Studies in order to undertake Honours.
- If you've completed 121 credit points or more, you will need to complete your Bachelor of Arts or Bachelor of Economics and apply for the <u>stand-alone Bachelor of</u> <u>Advanced Studies</u> in order to undertake Honours.

Please note that Honours applications will **not** be assessed until after the publication of results from your previous semester. This is generally early July for Semester 1 and late December for Semester 2, more information is available here.

Discipline of Classics and Ancient History

Can I major in Ancient History and Modern History if I want to be a teacher?

The <u>NSW Education Standards Authority</u> (NESA) requires secondary teachers to have at least two teaching areas. It is our understanding that Ancient History and Modern History count as a

single teaching area. You should seek further detailed advice from an <u>academic advisor</u> in the School of Education and Social Work.

I am planning to teach Ancient History at secondary school, what units should I take?

The Discipline of Classics an Ancient History does not provide advice on this question. Please speak to an academic advisor in the School of Education and Social Work.

What is the classical languages requirement for Ancient History Honours?

In addition to the standard Honours entry requirements for the Faculty, students who plan to enter the Honours programme for Ancient History should complete 12 credit points of an ancient language (Latin or Ancient Greek).

How can I fit the Latin/Greek units needed for Honours into my Ancient History degree?

Depending on the requirements of your major/s and your degree you may need some help accommodating the study of an ancient language. An <u>academic advisor</u> can help you plan ahead.

How can I plan my degree so that I can achieve a double major and meet the classical languages requirement for Honours?

You should speak to an academic advisor.

Are there any OLEs that would complement my degree?

There are no specific OLE recommendations from the Discipline of Classics and Ancient History.

What units from other disciplines can I count towards my Ancient History major?

There are some units from other disciplines which you can count towards your Ancient History major. These are regularly reviewed so you should consult the handbook for the year you started your degree.

I have missed out on a core unit; how can I complete my major?

If you have missed a core unit run during semester, you should plan to undertake it as an intensive unit, if available. Seek the advice of an <u>academic advisor</u> for further information.

What opportunities are there for career planning in Classics and Ancient History?

There are lots of possible careers open to students who have studied Classical Languages or Ancient History. Look out for Discipline careers events and speak with the University's Careers Centre.

How can I find out what units are on offer each year?

Refer to the current Handbook.

What can I do if I want to enrol in a unit on offer this year (and not on offer next year) for which I have not completed the prerequisites?

You should speak to an Academic Advisor, or alternatively apply for **Enrolment Exception Request**, please ensure you have appropriate supporting documentation.

Whom do I contact if I am having trouble enrolling in a unit for which I have completed the prerequisites?

You should contact the Unit of Study coordinator or the Discipline's Undergraduate Coordinator. You could also submit an application for **Enrolment Exception Request** highlighting the fact that you have completed the prerequisites.

I have done Latin/Ancient Greek for the HSC. Which Latin/Ancient Greek courses should I take at University?

You should look for Latin/Ancient Greek units with prerequisites of "HSC Latin/Classical Greek". If you encounter any difficulties, you should contact the Undergraduate Coordinator for Classics and Ancient History (scroll down to Our People, then check Key Academic Contacts).

Discipline of Philosophy

Does the Philosophy major have any core units?

Yes; you can find the requirements for the major here.

How do I find what units are on offer each year?

This information is available in the Handbook of the current year.

I wish to study Honours in Philosophy. How do I find out about this?

You should contact the department's <u>Honours coordinator</u> (scroll down to Our People, then Key Academic contacts), who can provide advice about requirements for admission, the application procedure, and the Honours program itself.