GET STARTED!
Click through the links below to information in this Guide

STEP 1 Have a look at your Course Map for the structure of your course. This may vary depending on the campus and the year you started the course. Make a note of the core units you need to enrol in for 2018.

STEP 2 Make sure you’ve read the Course Information. It has links to the Handbook, which contains information on the major, minor and specialisation options available in your course. Be sure you are familiar with the rules and structure of your course.

STEP 3 Next up, check the Unit Information for details about elective units offered at your campus this year. Pay particular attention to prerequisite requirements.

STEP 4 Head over to the Enrolment page on the ACU website. You’ll see step-by-step instructions on how to enrol in units via Student Connect.

The Course Enrolment Guide is designed to assist you in the selection of units and to ensure that you are aware of the requirements of your degree, diploma or certificate. Specific information relating to unit content and assessments will be provided by your School.

Before you go, did you know?
Course Enrolment Guides can change so you should check the website for the latest updates. Additional information from your School, Faculty and the University will be sent to your ACU student email address so make sure you’ve got it set up and you...
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# 1. COURSE MAP

For new students commencing in 2018

Bachelor of Business Administration/Bachelor of Laws – Melbourne and North Sydney

<table>
<thead>
<tr>
<th>Year 1 Semester 1</th>
<th>Year 2 Semester 2</th>
<th>Year 2 Semester 1</th>
<th>Year 2 Semester 2</th>
<th>Year 3 Semester 1</th>
<th>Year 3 Semester 2</th>
<th>Year 4 Semester 1</th>
<th>Year 4 Semester 2</th>
<th>Year 5 Semester 1</th>
<th>Year 5 Semester 2</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>LAWS104</strong></td>
<td>Legal Reading, Writing and Research</td>
<td><strong>LAWS105</strong></td>
<td>Contract Law</td>
<td><strong>MGMT100</strong></td>
<td>Managing : People, Systems and Culture</td>
<td><strong>JSYS111</strong></td>
<td>Fundamentals of Business Information Systems</td>
<td><strong>LAWS107</strong></td>
<td>Public Law (Pre: LAWS104)</td>
</tr>
<tr>
<td><strong>LAWS105</strong></td>
<td></td>
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</tr>
<tr>
<td><strong>LAWS202</strong></td>
<td>Comparative Legal Systems (Pre: LAWS104, LAWS105, LAWS106, LAWS206)</td>
<td><strong>LAWS305</strong></td>
<td>Property (Pre: LAWS104, LAWS105, LAWS108)</td>
<td><strong>UNCC300</strong></td>
<td>Justice and Change in a Global World (Pre: UNCC100)</td>
<td><strong>#BBA Elective</strong></td>
<td>(Students are required to choose one unit from the listed BBA units)</td>
<td><strong>LAWS200</strong></td>
<td>Business Organisations (Pre: LAWS104, LAWS105, LAWS106, LAWS206)</td>
</tr>
<tr>
<td><strong>LAWS201</strong></td>
<td>Civil Procedure and Alternative Dispute Resolution (Pre: LAWS104, LAWS105, LAWS206)</td>
<td><strong>LAWS204</strong></td>
<td>Land Law (Pre: LAWS104, LAWS205)</td>
<td><strong>MGMT304</strong></td>
<td>Strategic Management (Pre: completion of 150cp)</td>
<td><strong>#Business Elective 1</strong></td>
<td></td>
<td><strong>LAWS301</strong></td>
<td>Evidence (Pre: LAWS104, LAWS106)</td>
</tr>
<tr>
<td><strong>LAWS302</strong></td>
<td>Constitutional Law (Pre: LAWS104, LAWS107)</td>
<td><strong>LAWS303</strong></td>
<td>Equity and Trusts (Pre: LAWS104, LAWS105, LAWS205)</td>
<td><strong>LAW Elective 1</strong> (Pre: LAWS104)</td>
<td><strong>#Business Elective 2</strong></td>
<td></td>
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<tr>
<td><strong>LAWS300</strong></td>
<td>Administrative Law (Pre: LAWS104, LAWS107)</td>
<td><strong>LAWS404</strong></td>
<td>Public and Private International Law (Pre: LAWS104, LAWS105, LAWS106, LAWS107, LAWS206)</td>
<td><strong>LAW Elective 2</strong> (Pre: LAWS104)</td>
<td><strong>BUSN304</strong></td>
<td>Working with Diversity and Conflict (Pre: completion of 150cp)</td>
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<tr>
<td><strong>LAWS407</strong></td>
<td>International Human Rights Law (Pre: LAWS104, LAWS107)</td>
<td><strong>LAWS405</strong></td>
<td>Legal Community Engagement (Pre: LAWS104, LAWP100, LAWP200) OR Elective if enrolled before 2018</td>
<td><strong>LAW Elective 3</strong> (Pre: LAWS104)</td>
<td><strong>LAW Elective 4</strong> (Pre: LAWS104)</td>
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**NOTES:**

#BBA Elective - Students are required to choose any two from the listed BBA units:

HRMG200 Human Resource Management: Staff and Employee Engagement (MGMT100)

MKTG202 Marketing Communications: Engaging Stakeholders (MKTG100)

BUSN201 International Business (MGMT100)

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*Do not enrol in LAWP units until you have a placement approved by the Pro Bono Coordinator. See Pro Bono/Legal Professional Experience.*
**Special Note for students studying the Bachelor of Business Administration/Bachelor of Laws** – because of the similarity in content between some Business and Law units, the following Business units need not be completed in the Bachelor of Business Administration/Bachelor of Laws:

<table>
<thead>
<tr>
<th>Business Units</th>
<th>Equivalent Law Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIPX202 Community Engagement: Building Strengths and Capabilities</td>
<td>LAWP100 Pro Bono/Legal Professional Experience 1</td>
</tr>
<tr>
<td>BUSN102 Ethical Communication for Business</td>
<td>LAWS104 Legal Reading, Writing and Research</td>
</tr>
</tbody>
</table>

Students may select 2 Elective Units from the Schedule of Unit Offerings for any ACU Peter Faber Business School Bachelor degree course.

**PLEASE NOTE:**
All units are delivered in Attendance mode, unless otherwise indicated.
Prerequisite units are indicated in italics.
Students who do not follow the sequence recommended in their Course Map cannot be guaranteed a clash free timetable or completion within the normal course duration period.

**STUDY MODES**
- **Attendance:** Unit delivered primarily via face-to-face or video conference attendance, at an ACU campus or another location.
- **Multi-mode:** Unit delivered via a combination of online content and a compulsory attendance component (including examinations, practicums, residential etc).
- **Online:** Unit delivered fully online (including assessments).

**GENERAL ELECTIVE UNITS**
General elective units are any other undergraduate units (including Law Elective units not already taken as a Law Elective Unit).

**LAW ELECTIVE UNITS**
All Law Elective units have a prerequisite of LAWS104. Some Law Elective units have additional prerequisites, these are listed in the Course Rules.

**PREREQUISITES**
A prerequisite is a requirement that must be met by a student before enrolment in a stipulated unit. It is your responsibility to ensure that you meet all prerequisites prior to enrolling in a unit.
2. COURSE & UNIT INFORMATION

Course Structure

The ACU Handbook¹ provides detailed information about each ACU course, including minimum duration, requirements for completion, exit points, any available majors/minors/specialisations, Core Curriculum Program units and descriptions of units. Please follow the links below to view the rules for your course:

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Course Rules Handbook Link</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Business Administration/Bachelor of Laws – commenced 2018</td>
<td><a href="http://handbook.acu.edu.au/1268741">http://handbook.acu.edu.au/1268741</a></td>
</tr>
</tbody>
</table>

2018 Unit Selection

Please note that study modes and unit availability are subject to change and not all units are on offer at all times. Students must refer to their course map first, and then check the relevant offering list/s below for 2018 unit availability prior to enrolling.

Click here to see your 2018 Business Units!
Click here to see your 2018 Law Elective Units!

¹ http://www.acu.edu.au/452097
Pro Bono/ Legal Professional Experience Units

All Law students must complete the practical units LAWP100 Legal Professional Experience 1 (usually undertaken in Year 2) and LAWP200 Legal Professional Experience 2 (usually undertaken in Year 3). All LAWP units are 0 credit point units.

LAWP300 Legal Professional Experience 3 is an optional unit and not required for course completion.

Do not enrol in LAWP units until you have a placement approved by the Pro Bono Coordinator. You must also have completed the prerequisite units before enrolling in a LAWP unit.

When your placement is approved, you may enrol in the unit in the Semester 1, Semester 2 or Summer Term study period.

All students will need to self enrol into their campus Pro Bono/Legal Professional Experience LEO page to access the Pro Bono Handbook and Pro Bono Placement Approval Form.

Melbourne Students:

North Sydney and Strathfield students:

Enquiries regarding Pro Bono/Legal Professional Experience Units may be directed to: probono.coordinator@acu.edu.au.

Honours in Law

Admission to the Bachelor of Business Administration/Bachelor of Laws (Honours) program is by invitation only. Students must have completed 120 credit points of Law units and obtained a Grade Point Average of 5.75 to be invited to the Honours program.

Bachelor of Business Administration/Bachelor of Laws (Honours) students will follow the Bachelor of Business Administration/Bachelor of Laws (Honours) Course Enrolment Guide if they accept an offer to this program.

3. GETTING ADVICE

Course Advice

Course Coordinators and/or Course Advisors are available to assist you with course advice. Students should in the first instance contact the Course Administrator on their campus. If required, your query will be referred to a Course Advisor or the National Course Coordinator. Please email your enquiry or request to make an appointment.
### Thomas More Law School

<table>
<thead>
<tr>
<th>Melbourne Campus</th>
<th></th>
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</thead>
<tbody>
<tr>
<td><strong>Course Coordinator</strong></td>
<td>Dr Brianna Chesser</td>
</tr>
<tr>
<td><strong>Course Administrator</strong></td>
<td><a href="mailto:Law.Ug.VIC@acu.edu.au">Law.Ug.VIC@acu.edu.au</a></td>
</tr>
<tr>
<td><strong>Pro Bono/Legal Professional Experience</strong></td>
<td><a href="mailto:probono.coordinator@acu.edu.au">probono.coordinator@acu.edu.au</a></td>
</tr>
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</table>

<table>
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<tr>
<th>North Sydney Campus</th>
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</tr>
</thead>
<tbody>
<tr>
<td><strong>Course Coordinator</strong></td>
<td>Dr Leela Cejnar</td>
</tr>
<tr>
<td><strong>Course Administrator</strong></td>
<td><a href="mailto:Law.Ug.Nsw@acu.edu.au">Law.Ug.Nsw@acu.edu.au</a></td>
</tr>
<tr>
<td><strong>Pro Bono/Legal Professional Experience</strong></td>
<td><a href="mailto:probono.coordinator@acu.edu.au">probono.coordinator@acu.edu.au</a></td>
</tr>
</tbody>
</table>

### Peter Faber Business School

<table>
<thead>
<tr>
<th>National Course Coordinator</th>
<th>Dr Pandula Gamage</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Melbourne Campus</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course Advisor</strong></td>
<td>Dr Thomas Kobinah</td>
</tr>
<tr>
<td><strong>Course Administrator</strong></td>
<td><a href="mailto:Business.UG@acu.edu.au">Business.UG@acu.edu.au</a></td>
</tr>
</tbody>
</table>

<table>
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<tr>
<th>North Sydney Campus</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Course Advisor</strong></td>
<td>Dr Ralitza Bell</td>
</tr>
<tr>
<td><strong>Course Administrator</strong></td>
<td><a href="mailto:Business.UG@acu.edu.au">Business.UG@acu.edu.au</a></td>
</tr>
</tbody>
</table>

### General Advice

All queries not specifically related to your course, such as admissions, enrolment, fees, scholarships, exams, timetabling and graduations should be directed to [ASK ACU](https://acu.service-now.com/kb/).

The [Administration & Enrolment](https://students.acu.edu.au/332297) webpage also has useful information to help you in managing your studies (log in required).

### Social Media Policy

ACU encourages its staff, students and affiliates to participate in social media in ways that demonstrate respect for the dignity of all human beings; and do not bring ACU into disrepute or imply ACU endorsement of personal views.

Please visit the link below for more information about your obligation and responsibilities:

[Social Media Policy](https://acu.service-now.com/kb/)

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2 https://acu.service-now.com/kb/

3 https://students.acu.edu.au/332297

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Information last updated on 31 January 2018