2020 Enrolment Advice

Program Enrolment Advice Session: No Enrolment Advice Session

PROGRAM CODE	ICPM	YEAR LEVEL	**1**
PROGRAM NAME	Graduate Certificate in Project Management		
ACADEMIC PLAN	n/a	CAMPUS	City East
CAMPUS CENTRAL (Please contact Campus Central if you need help with enrolling or have any queries about the information on this form)	Campus Central City East Level 3, Playford Building ask@campuscentral.unisa.edu.au 1300 301 703	SCHOOL (Please contact the School Office if you have any other queries)	School of Natural & Built Environments NBEenquiries@unisa.edu.au 8302 2227

DEFINITIONS:

Subject Area and Catalogue Number	A 4-letter subject area code plus a 4-digit catalogue number make up the course code, e.g. **BUSS 5328**. You can search for courses by using this code.
Class Number	A class number is a unique number used to identify individual classes held during a specified study period. You can use class numbers to enrol, starting with the class number of the enrolment class.
Enrolment Class	An Enrolment Class is the first class you enrol in for a particular course. This can be a lecture (LEC), tutorial (TUT), workshop (WSH), practical (PRA) or external (EXT). There may be multiple enrolment classes to choose between. All other classes will be related to the enrolment class and will display once you select your enrolment class.
Related Classes	Related classes are other components (i.e. a tutorial or practical) that make up the course. In some cases you may be automatically enrolled into a particular related class that is associated with the enrolment class you selected.
Auto Enrol Class	In some courses, once you select the Enrolment Class, you are automatically enrolled (Auto-Enrol) in a second (related) class (e.g. by choosing a tutorial you are automatically enrolled into the lecture). You may still be required to select another related class to complete your enrolment.

External Class   The external class number will be listed in the Classes column below. This number is the only enrolment class number you need to enter in 'Manage my Enrolment' when enrolling.

First Semester (Study Period 2)

Subject Area	Catalogue Number	Course Name	Classes	Notes
BUSS	5142	[Principles of Project Management](#)	Enrol into Lecture 20387 **and** Tutorial 20388 Please refer to [class timetable](#)	
BUSS	5070	[Project Risk Management](#)	Enrol into Lecture 20373 **and** Tutorial 20374 Please refer to [class timetable](#)	

Second Semester (Study Period 5)

Subject Area	Catalogue Number	Course Name	Class numbers	Notes
BUSS	5163	[Project Control Methods](#)	Enrol into Lecture 50346 **and** Tutorial 50347 Please refer to [class timetable](#)	

BUSS	5102	[Project Leadership and Teams](#)	Enrol into Lecture 50348 **and** Tutorial 50349 Please refer to [class timetable](#)	

NOTES:

1. The table above shows the full list of courses to be taken by a student undertaking a part-time load in this year of the program.
   Those students seeking to study with a full-time load will complete these courses as part of the Graduate Diploma in Project Management.
2. Students enrol in all courses for both study periods (Study Periods 2 & 5) at the beginning of the year.
3. Please ensure you check the course timetable to confirm the location and possible external mode offering for each course.
4. **If you have a Study Plan, please bring it to your enrolment session to assist with enrolment.**

PROGRAM NOTES:

1. This program is only available part-time over one year or two years.

EXTERNAL STUDENTS

Students studying off-campus. Administrative services for external students are located at [Campus Central](#).

External mode includes online, distance education, industry placement or directed research. Virtual classrooms are deemed to be an external mode of delivery. External model does not normally include a face to face component, however some courses offered in external mode may require a small component of on-campus activity.

It is strongly recommended that you visit the Study Support webpage to gain valuable information regarding your studies.
https://i.unisa.edu.au/students/student-support-services/study-support/

PART TIME STUDENTS

You can study part-time which means undertaking less than the load specified for full time status.

(**Full-time load** - The standard annual full-time load is 36 units or 1.0 EFTSL (Equivalent Full-Time Student Load). A student undertaking at least 75% of a full-time load for the academic year will be full-time for that year. A student who is undertaking at least 75% of a full-time load, for either the first half or second half of the year, will be full-time for that half year).

If you require further enrolment advice, please refer to the **School contact details** listed on the first page or contact Campus Central.