## School of Engineering and Technology

### CA99 Associate Degree of Information Technology

**Part Time Study Plan – Term 3 2018 onwards**

<table>
<thead>
<tr>
<th>Year</th>
<th>Unit Code</th>
<th>Unit Name</th>
<th>CP</th>
<th>Requisites</th>
<th>Adv. Stand</th>
<th>Comp Term/Status</th>
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<tbody>
<tr>
<td>Year 1</td>
<td>COIT11233**</td>
<td>Ethics and Social Issues</td>
<td>6</td>
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<tr>
<td>Year 1</td>
<td>COIT11239**</td>
<td>Professional Communication Skills for ICT</td>
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<td>Anti-Req COMM11003</td>
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<tr>
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<td>Pre-Req COIT11226 Anti-Req COIT12167</td>
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<td>Year 4</td>
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<td>Total Units: 16</td>
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<td>96</td>
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</table>

**Available over Term 3**

**CP = Credit Points**

✓ Completed

For information on the terminology used in the above study plan, please refer to the Glossary on the last page of this document.

**Important Note:** This Study Plan has no formal or legal status but is used to assist students in planning their course. Students should refer to the official University database and/or University transcripts to ensure they are meeting course requirements.
MORE DETAILS:

To satisfy the requirements for the award of CA99 Associate Degree of Information Technology, students must complete 16 units (96 credit points).

Recommended Study Schedule

Students should complete units in an order that is as close as possible to the recommended structure set out in this study plan. Students should concentrate on completing all first year units before moving on to second year units, and all second year units before moving on to third year units.

Course Structure Requirements

In the CA99 Associate Degree of Information Technology, students are required to complete the following course structure:

- 12 Core Units
- 4 Specified Elective Units

Course Duration Requirements

<table>
<thead>
<tr>
<th>Duration</th>
<th>Requirement</th>
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<tbody>
<tr>
<td>Full Time Duration</td>
<td>2 years full time</td>
</tr>
<tr>
<td>Part Time Duration</td>
<td>4 years part time</td>
</tr>
</tbody>
</table>

Please also note that if you fail units or take a Leave of Absence, your course duration and completion timeframe may be extended.

Interim Awards

CG36 Diploma of Information and Communications Technology

Exit Awards

CG36 Diploma of Information and Communications Technology

Professional Accreditation

Australian Computer Society (ACS) - Associate level.

Please note: the ACS accredits each campus individually, therefore students should check the current status of accreditation for newly established locations.

For enquiries concerning eligibility or membership, please refer to the ACS official website: http://www.acs.org.au/

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Deferment/Leave of Absence

Domestic students in the Associate Degree of Information Technology degree are permitted to defer the initial offer of their degree for a maximum of 12 months before their offer is withdrawn. Furthermore, domestic students may also take an approved Leave of Absence (LOA) once they have commenced their course of study however only a maximum of 12 months can be granted without requesting further approval from the Head of Course.

You can apply for a deferment or LOA [here](#).

International students are not permitted to defer their initial offer or take a Leave of Absence unless otherwise discussed with their Home Campus.

Credit Transfer

If you have undertaken study in the last ten years, or have relevant in-formal or non-formal learning, you may be eligible for credit towards your course. Please note that some courses have reduced timeframes within which prior study remains eligible for credit. Please refer to the CQUni Handbook for specific credit time limits relating to your course.

To submit an application for credit, please refer to the Credit Calculator or contact the Academic Pathways Team via their email credit@cqu.edu.au. Further information about the credit process can also be found on the Credit for Prior Learning webpage.

Credit applications should be submitted at least four (4) weeks before the relevant term commences. Applications must be complete with all supporting documentation to be assessed by CQUniversity. CQUniversity cannot obtain documents from other institutions, organisations or individuals.

Specified Elective Unit List

Student must complete 4 units from the following list:

- COIS12073 Enterprise Systems – Pre-Req Completion of 48 Credit Points ([Available Term 2 & 3](#))
- COIT11134 Object Oriented Programming – Pre-Req COIT11222 ([Available Term 1 & 2](#))
- COIT12200 Software Design & Development – Pre-Req COIT11134 & COIT11237 ([Available Term 1](#))
- COIT12201 Electronic Crime and Digital Forensics – Pre-Req COIT11238 and COIT12206 ([Available Term 2](#))
- COIT12202 Network Security Concepts – Pre-Req COIT12206 ([Available Term 2](#))
- COIT12203 Workflow Analysis & Modelling – Pre-Req COIT11239 ([Available Term 1 & 2](#))
- COIT12205 Knowledge Management Principles – Pre-Req COIT11226 ([Available Term 1](#))
- COIT12206 TCP/IP Principles and Protocols – Pre-Req COIT11233 ([Available Term 2 & 3](#))
- COIT12207 Internet Applications – Pre-Req COIT11237, COIT11222 & COIS12036 ([Available Term 2](#))
- HRMT11010 Organisational Behaviour ([Available Term 1, 2 & 3](#))

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Electives

Students in the CA99 Associate Degree of Information Technology course are encouraged to choose their electives from the Specified Unit List (see above Page 3).

Electives may also be chosen from other CQUni undergraduate courses, provided requisites are met. Suggested courses where students may find suitable electives include CQ18 Bachelor of Information Technology, CC24 Bachelor of Digital Media and CA01 Bachelor of Business.

At least two electives must be a level 2 unit. Level 2 Units have a unit number beginning with “12”, e.g. COIT12200.

If you have any questions in regard to your course, please contact the Course Advice Team:

PLEASE CHECK THE CQU HANDBOOK FOR TERM AVAILABILITIES AND PRE-REQUISITES AS THEY MAY CHANGE FROM YEAR TO YEAR http://handbook.cqu.edu.au
GLOSSARY

- **Course**: A course is the combination of units that contribute towards either a CQUUniversity award qualification or non-award study.

- **Course Code**: A course code identifies the specific course a student may be studying at CQUUniversity.

- **Unit**: A unit is the individual subject students must complete in order to graduate from their course.

- **Unit Code**: A unit code identifies a specific unit that a student is enrolled in under their course.

- **Pre-Requisite (Pre-Req) Unit**: A pre-req unit is a unit which students must pass before being allowed to enrol in the subsequent unit.

- **Co-Requisite (Co-Req) Unit**: A co-req unit is a unit that must be studied at the same time as another unit.

- **Anti-Requisite (Anti-Req) Unit**: An anti-req unit is an old unit that has been replaced by a new unit and students are not permitted to study the old unit.

- **Credit Points (CP)**: Credit Points are the numerical value of a unit which contributes to the total Credit Points for a course.

- **Core Unit**: A core unit is a compulsory unit that a student must study to meet the requirements of their course.

- **Elective Unit**: An elective unit is a unit within a course that is not compulsory and students may have a choice in what unit they study, provided it meets the elective requirements of their course.

- **Major**: A major is a specific area within a course where a student specialises in and is normally made up of 8 units for undergraduate courses, and 4 units for postgraduate courses. Not all courses have majors.

- **Double Major**: A double major is where students specialise in 2 areas of study and is normally made up of 16 units. Double majors are normally only available in undergraduate courses.

- **Minor**: Like a major, a minor is a specific area within a course where a student specialises and is normally made up of 4 units.

- **Term**: A specified period of time for higher education units in which teaching, learning and assessment occurs. CQUniversity offers 3 Academic Terms per year: Term 1, Term 2 and Term 3.