School of Engineering and Technology

CG99 Bachelor of Information Technology (Co-Op)
Business Analysis Major
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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<tr>
<td>Year 1</td>
<td>COIT11223**</td>
<td>Ethics and Social Issues</td>
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<td>COIT11226**</td>
<td>System Analysis</td>
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<td>COIT11238**</td>
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<td>COIT11239**</td>
<td>Professional Communications for ICT</td>
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<td>COIT11222**</td>
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<td>Organisational Behaviour</td>
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<td>COIT12203</td>
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<td>Pre-Req Completion of 72cp</td>
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STUDY PLAN CONTINUED ON NEXT PAGE

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<td>** Total Units: 22</td>
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<td>144</td>
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** Available over Term 3  
# Double weighted unit  
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.

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MORE DETAILS:

To satisfy the requirements for the award of CG99 Bachelor of Information Technology (Co-Op) (Business Analysis), students must complete 22 units (144 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 CG99 Bachelor of Information Technology (Co-Op) (Business Analysis), students are required to complete the following course structure:

- 9 Core Units
- 7 Business Analysis Major Units
- 6 Elective Units

Course Duration Requirements

**Full Time Duration** 3 year full time

**Part Time Duration** 6 years part time

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**

- CA99 Associate Degree of Information Technology
- CG36 Diploma of Information and Communications Technology

**Exit Awards**

- CA99 Associate Degree of Information Technology
- CG36 Diploma of Information and Communications Technology

Professional Accreditation

Australian Computer Society (ACS) - Professional 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: [www.acs.org.au](http://www.acs.org.au).

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Deferment/Leave of Absence

Domestic students in the Bachelor of Information Technology (Co-Op) 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.

Electives

- Electives may include recommended electives as listed below
- Electives may include any unit from the Bachelor of Information Technology (Co-Op) majors as listed above provided all pre-requisites have been met
- No more than 3 may be at Level 1 (e.g. COIT11239).
- Students may choose to do any of the following as electives:
  - COIT12204 Web Site Development
  - BUSN19024 Professional Practice Preparation
  - COIS13034 Cloud Based Smart Applications Management
  - COIT12209 Data Science
- Electives may also be chosen from other CQUni undergraduate courses, provided requisites are met.

Suggested courses where students may find suitable electives include CC24 Bachelor of Digital Media and CA01 Bachelor of Business.

Practicum / Work Requirements

COIT13238 Industry Work Placement

Students must undertake an industry placement. The normal duration of the placement is six months. The minimum placement duration is four months. Placements shorter than six months will be exception cases. Students may need to travel to and arrange appropriate accommodation in the location of the placement.

Students that do not obtain a work placement cannot complete an additional 2 electives required to complete the course. Students who do not achieve a placement will need to transfer to CQ18 BIT to be complete their course.
Internship Information

- Students undertaking an internship will enrol in the unit COIT13239 Undergraduate ICT Internship instead of the capstone unit COIT13232 Business Analysis Project
- Students who elect to take the internship option instead of a capstone unit should refer to the study schedule posted on the Moodle site "School of Engineering and Technology Internships" (SET Internships).

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 CQUniversity award qualification or non-award study.

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

- **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.

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