COURSE HANDBOOK

ALPHACRUCIS COLLEGE

BACHELOR OF ARTS AND BACHELOR OF APPLIED SOCIAL SCIENCE

OVERVIEW

BECOME A THOUGHT LEADER		
This double degree will develop graduates who can provide creative solutions, by integrating a Christian worldview and discipline expertise to complex issues in applied social sciences.	Program Director	Dr David Hastie and Catrina Henderson
	AQF Level	AQF Level 7 (Undergraduate)
	Qualification	Bachelor Degree
	Subjects	32
	IELTS	6.5
	Languages of Instruction	English
	CRICOS Code	108379A and 093683J
	ASCED Code[1]	090513
	Accreditation	Self-accredited2
	Course Length	4 years full-time/Up to 12 years part-time

The Bachelor of Arts and Bachelor of Applied Social Science double degree is designed to provide graduates with a broad and coherent body of knowledge, with depth in the underlying principles and concepts in applied social sciences and one or more of AC's wide range of disciplines as a basis for independent lifelong learning and innovative electives that distinguish this AC degree from others available in Australia.

Graduates will be equipped for professional life in the ministry, not-for profit sector, commercial enterprises or government organisations. General skills in communication and problem solving are developed alongside specialist knowledge and expertise in their chosen discipline area. Theory is applied and professional skills developed through practical assessments and work-integrated learning.

[1] The ASCED Code for the Bachelor of Arts depends on the specialisation undertaken.
[2] AC's Bachelor of Applied Social Science is accredited by the *Tertiary Education Quality and Standards Agency (TEQSA)*.

AC GRADUATE ATTRIBUTES

Christian Worldview
A knowledge of the Christian story, derived from the Scriptures and tradition of the church. An awareness of the implications of this story for self-identity in the context of local and global communities. This includes a commitment to engage with alternate worldviews, showing appreciation of the values and perspectives of others.

Leadership
The ability to provide effective Christian leadership to individuals, groups and organisations, demonstrated in the capacity to influence and enable others to accomplish worthwhile objectives which contribute to the human good and the kingdom of God. This includes seeking to emulate the example of Jesus Christ in serving and empowering others.

Integrity and Justice
The ability to apply a Christian worldview in the diverse situations and responsibilities of life, and to exercise faith, hope, love and generosity as prevailing attitudes. This includes the active promotion of the gospel, social justice, equality, mutual respect and an ecological ethos.

Communications
The ability to communicate effectively to a range of audiences, in appropriate contexts using high levels of verbal, written and technological skills. This includes visual and media literacy, numeracy, rhetoric and persuasion.

Personal and Social Skills
Demonstrate relational skills that incorporate the flexibility for both independent and collaborative situations. This includes personal and group organizational skills, conflict management and resolution, as well as the ability to value and respect the opinions of others.

Critical and Creative Thinking
A capacity for critical and reflective thinking that is explored not only individually but within a community context. This includes a capacity to be creative and to research, analyse and resolve problems in innovative and prophetic ways.

Professional Knowledge
Use and maintain knowledge about a discipline or field, in terms of theoretical, conceptual and methodological elements, striving continually and independently to secure further knowledge and where appropriate, defined professional skills.

COURSE STRUCTURE

The double degree course structure is based on eight semesters (each of 12 weeks duration, plus an exam week), with four subjects taught in each semester. It comprises:

- 15 compulsory core subjects
- 2 specialisations each from the separate awards (15 subjects)
- 2 elective subjects

To qualify for award of the double degree of Bachelor of Arts and Bachelor of Applied Social Science a candidate shall complete at least 320 credit points, including satisfactory completion of the core and specialisation subjects of each course noted below.

CONTENT OF THE COURSE OF STUDY		CREDIT POINTS
CORE SUBJECTS	RES101 Introduction to Academic Writing and Research or SSC100 Foundations in Social Science Research Methods SSC110 Psychology of Emotion and Wellbeing SSC112 Counselling Practice I SSC210 Human Lifespan Development SSC211 Principles of Psychology SSC212 Grief and Loss SSC213 Social Identity in Australia SSC214 Counselling Practice II SSC215 Group and Community Work SSC216 Mental Health SSC219 Professional Accountability SSC220 Professional Considerations THE101 Christian Worldview	15 x 10
SPECIALISATION	1 major (specialisation) of 8 subjects from the Bachelor of Arts 1 major (specialisation) of 7 subjects from the Bachelor of Applied Social Science	15 x 10
ELECTIVES	2 subjects (20 credit points) taken from an accredited Level 7 course of study offered by the College.	2 x 10
RULES OF PROGRESSION	Maximum of 10 subjects (10 credit points) at 100 level, and at least six subjects (60 credit points) at 300 level	
OTHER PROTOCOLS	Any course protocols defined in the Bachelor of Arts or Bachelor of Applied Social Science apply here.	
PRE-REQUISITES FOR SPECIFIC SUBJECTS	Pre-requisites are noted on the subject outline. Students must have completed the pre-requisite to enrol in the subject.	

For information on the teaching faculty for this subject, please visit our website.

Course Learning Outcomes

Details of course learning outcomes are available in the Bachelor of Arts and Bachelor of Applied Social Science course of study handbooks.

Graduate Pathways

Students who have successfully completed this double degree may progress into AC's Bachelor of Advanced Studies (Honours) or one of AC's postgraduate courses. Graduates are advised to contact the Future Students Team for information on eligibility requirements for further study.

Career Opportunities

Details of career opportunities are available in the Bachelor of Arts and Bachelor of Applied Social Science course of study handbooks.

Work-Integrated Learning

Work-Integrated Learning may be undertaken through various Professional Practice and Professional Experience subjects at AC. These subjects seek to create a direct linkage between the learning, skills and values engaged in lectures, and the reflection which occurs when these are applied in real-life settings. These work-based training subjects comprise of instruction, academic assessment and a placement in a workplace for each subject.

To qualify for this double degree, a candidate will complete at least one professional practice subject (10 credit points). Students are usually required to find their own workplace/ employer/ mentor to be approved by AC. In some cases, a new aspect within a student's current paid employment may be suitable as a work placement.

For further information related to Work-Integrated Learning please see the Professional Practice Handbook on Moodle or contact our Student Support team.

ADMISSION CRITERIA

Academic Entry Requirements

Applicants with Recent Secondary Education

Applicants seeking entry on the basis of recent secondary education will need to demonstrate completion of NSW Higher School Certificate with an ATAR of 65 or higher, or the completion of the interstate or overseas equivalent qualification and result, or equivalent.

Applicants with Vocational Education and Training Study

Applicants seeking entry on the basis of a Vocational Education and Training (VET) qualification will need to demonstrate the completion of a Certificate III or higher qualification awarded under the Australian Qualification Framework by an authorised institution or registered training organisation.

Applicants with Higher Education Study

Applicants seeking entry on the basis of a higher education qualification will need to demonstrate the completion of a higher education diploma or higher qualification awarded under the Australian Qualification Framework by an authorised institution (or overseas equivalent).

Applicants with Work and Life Experience

Applicants seeking entry on the basis of work and life experience may apply for provisional entry, and complete the provisional entry qualifying period to become a full candidate.

For further information about AC's Academic entry requirements, please see:

- *AC's Admissions Requirements*
- *Higher Education Provisional Entry Policy*
- *Admissions Policy*

English Language Proficiency

Overseas students are required to demonstrate their English proficiency skills. Such students admitted into our programs must attain an overall IELTS (or equivalent) score of 6.5 (with no score below 6.0 in any of the four skills areas). IELTS (or equivalent) is not required for applicants who have undertaken five years of required higher education study (or equivalent) in English from an approved country or who have completed a Certificate IV or higher qualification awarded in English under the Australian Qualification Framework by an authorised institution or registered training organisation.

Applicants are encouraged to contact the International Student Office if they are unsure of the equivalence of their English language proficiency test scores.

Essential Requirements

The Program Director or delegated representative may conduct a pre-admission interview (either face-to-face or phone or via Zoom) with applicants seeking entry into the course on the basis of a Certificate III qualification. This interview aims to assess academic suitability and preparedness of the applicant for undergraduate level study.

In exceptional circumstances the Program Director may recommend that an applicant be admitted who does not have the qualifications specified. In this case, evidence must be supplied to verify that the applicant has equivalent qualifications based on academic and professional attainment and demonstration of an appropriate capacity for the research.

Special Admissions Pathways

AC's Admissions Policy details the special admission pathways for our courses of study. The Special Admission Pathways are evaluated on a case-by-case basis by the Program Director. A student's admission requirements may be reconsidered on educational disadvantage grounds, including but not limited to:

- Aboriginal or Torres Strait Islander descent, where the normal entry path has not been followed;
- socioeconomic reasons (such as low-family income or poor living conditions);
- learning or language difficulties;
- physical disability;
- completion of a prescribed program of non-award study (four subjects or 40 credit points) with an overall GPA of 1.8 or better.

For a full list of educational disadvantage grounds, please see AC's Admissions Policy.

DIVERSITY AND EQUITY

AC is committed to providing a learning environment that is free from discrimination on the basis of income, age, disability, social and ethnic background, location or gender. AC endeavours to increase opportunities for people of all backgrounds to participate in training programs, and implement programs that take into account the specific needs of participants. AC encourages students to inform AC of any disability, medical condition or learning need that may impact on your studies to arrange a study plan that best suits your needs.

HOW TO APPLY

Once you have chosen your course of study, you will need to apply direct to AC. Applications typically close 3 weeks before semester commences.

All AC application forms are completed online. There are different forms depending on the level of study you are applying for and the location of your course.

Further information on How to Apply and access to AC's Application Forms is available on our website.

Credit transfers and recognised prior learning (RPL)

You may be entitled to credit for prior learning, whether formal or informal. Formal learning can include previous study in higher education, vocational education, or adult and community education. Informal learning can include on the job learning or various kinds of work and life experience. Credit can reduce the amount of study needed to complete a degree.

For further information about credit and recognition of prior learning please see AC's Credit Transfer and Recognition of Prior Learning Policy or contact our Student Support team.

HOW TO ENROL

Once you have returned a signed copy of your Letter of Offer to accept your place at AC, you will be invited to enrol in your specific subjects in the next academic period. Students are advised to consult their timetable (can be found here), review their Academic Advice Sheet and contact the Student Support Team for tailored academic advice before completing the enrolment form.

Applications for credit transfers or recognised prior learning will be communicated to you once they have been processed.

STUDENT SERVICES

Student Support Team

AC's Student Support Team and Higher Degree Research Support Officer exists to ensure you get from Orientation Day to Graduation Day with a smile on your face!

Academic Support

- Tailored academic guidance
- Assessment variation to accommodate disabilities, medical conditions and/or learning needs
- Exam reader/writers
- Physical libraries
- Access to online journal databases
- Access to eBook resources
- Resources are also provided online for self-development

Non-Academic Support

- Pastoral Care
- Chaplains
- Professional counselling
- Careers guidance
- On–campus childcare*
- Extra-curricular and community services
- SRC – Student Representative Council
- Recreation areas

Student Life

All students can take part in:

- mission trips and community service projects
- weekly chapel services
- lunches and gatherings on campus
- opportunities to hear or present research
- masterclasses to take your skills and knowledge to the next level
- social events both on and away from campus
- exchange programs with other colleges and universities around the world

…and much, much more! To find out what is happening near you or to get specific details just contact the Student Support Team:

Email: studentsupport@ac.edu.au
Phone: (02) 8893 9005
https://www.ac.edu.au/student-services/

STUDENT PROFILE

The table below gives an indication of the likely peer cohort for new students at AC. It provides data on students that commenced study and passed the census date in the most relevant recent intake period for which data are available, including those admitted through all offer rounds and international students studying in Australia.

Applicant background	Reporting Year: 2021	
	Number of students	Percentage of all students
(A) Past higher education study (includes a bridging or enabling course)	<5	<5
(B) Past vocational education and training (VET) study	<5	<5
(C) Work and life experience (Admitted on the basis of previous achievement other than the above)	<5	<5
(D) Recent secondary education:		
• Admitted solely on the basis of ATAR (*regardless of whether this includes the impact of adjustment factors such as equity or subject bonus points)*	N/A	N/A
• Admitted where both ATAR and additional criteria were considered *(e.g. portfolio, audition, extra test, early offer conditional on minimum ATAR)*	N/A	N/A
• Admitted on the basis of other criteria only and ATAR was ***not*** a factor *(e.g. special consideration, audition alone, schools recommendation scheme with no minimum ATAR requirement)*	<5	<5
International students	N/A	N/A
All students	***<5***	***<5***

Note: "<5" – the number of students is less than 5.
N/A – Students not accepted in this category.
N/P – Not published: the number is hidden to prevent calculation of numbers in cells with less than 5 students.

ATAR-based offers only	ATAR
Highest rank to receive an offer	<5
Median rank to receive an offer	<5
Lowest rank to receive an offer	<5

Note: "<5" – the number of students is less than 5.

Note: This table relates to all students made an offer on the basis of ATAR alone or ATAR in combination with other factors. Students admitted into a course of study based on a Special Admission Pathway or otherwise not based on their ATAR are not included in this table.

WHERE TO GET FURTHER INFORMATION

ac.edu.au

AC's website is the best place to discover what's happening at AC and explore our courses, campuses and support services. If you are not yet an AC student, our Future Students team are here to help find the right course for you!

Moodle

Once you begin your studies at AC, you will use Moodle as your Learning Management System (LMS) to access all your subject content, the AC Academic Handbook, Study Skills and Textbook Information. New Students can also use Moodle to view our Induction Videos.

International Students

Nothing beats the experience of being part of our community and participating in our classroom discussions! Alternatively, for students who decide to study from their home country, AC brings education to you by offering many subjects and degrees by distance education allowing you to study from anywhere in the world. Flexible delivery means that you will have access to our e-Learning platform which provides resources, podcasts, online forums and tutor assistance that allows you to complete your studies from your home country.

Further information about International Students, including the application process, international recognition of AC courses of study and FAQ's, is available on our website.

Alternatively, our Future Students team are available to answer any questions you may have about your requirements as an onshore or offshore International Students at AC.

QILT

Thinking about higher education institutions and study areas? Wish you could ask someone about their experience? The QILT website helps you compare official study experience and employment outcomes data from Australian higher education institutions.

TEQSA National Register

The purpose of the TEQSA National Register is to be the authoritative source of information on the status of registered higher education providers in Australia.

Complaints and Grievances

If you are unsatisfied with the outcome of your application, AC's Complaint and Grievance Resolution Policy outlines the procedure for resolving a complaint or grievance.