

COURSE HANDBOOK

BACHELOR OF APPLIED SOCIAL SCIENCE

OVERVIEW

There are genuine needs within our society and a desire within many of us to help others. The Bachelor of Applied Social Science course trains and equips you to help others in a professional and ethical way.	Program Director	Catrina Henderson
	AQF Level	AQF Level 7 (Undergraduate)
	Qualification	Bachelor Degree
	Subjects	24
	IELTS	6.5
	Languages of Instruction	English
	CRICOS Code	093683J
	ASCED Code	090513
	Accreditation	Until 2025 (TEQSA)
	Course Length	3 years full-time; up to 10 years part-time

There are genuine needs within our society and a desire within many of us to help others. The Bachelor of Applied Social Science course trains and equips you to help others in a professional and ethical way. Social Science is a very practical field and our course is based on giving people the skills and practical experience required to work effectively in a range of applied social science contexts.

This diverse course is designed to equip students with a broad understanding of theory and evidence-based practice of applied social sciences. With an emphasis on skill development and practical experience, students will learn to work professionally to help others.

The Bachelor of Applied Social Science is designed to provide an advanced body of knowledge and professional application for graduates in a variety of applied social science contexts. Graduates may find employment in churches, not-for-profit and mission-focused organisations, community service-orientated positions, government agencies, counselling services and positions that require research skills and critical thinking. Additionally, graduates may progress further along the pathway toward higher levels of study.

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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

Maintenance and use of knowledge about a discipline or field, involving theoretical, conceptual and methodological elements. This includes striving continually and independently to secure further knowledge and where appropriate, defined professional skills.

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LEARNING OUTCOMES

Specification	AQF Level 7	AC Learning Outcomes	AC Graduate Attributes
Knowledge	A broad and coherent theoretical and technical knowledge with depth in the underlying principles and concepts in one or more disciplines as a basis for independent lifelong learning	<ul style="list-style-type: none"> Understanding and knowledge of historic and current thinking within the social sciences; in-depth ethical, theoretical and practical knowledge about providing informed care to others; as well as a broad and coherent understanding of the dynamic relationship between the two. Broad, coherent and practical knowledge about the underlying principles and concepts for both maintaining currency in their chosen profession and independent lifelong learning; the limits inherent in these and their relevance to self-care and professional conduct; 	<p>Christian Worldview</p> <p>Critical and Creative Thinking</p> <p>Professional Knowledge</p>
Skills	<ul style="list-style-type: none"> Cognitive skills to review critically, analyse, consolidate and synthesise knowledge Cognitive and technical skills to demonstrate a broad understanding of knowledge with depth in some areas Cognitive and creative skills to exercise critical thinking and judgement in identifying and solving problems with intellectual independence Communication skills to present a clear, coherent and independent exposition of knowledge and ideas. 	<ul style="list-style-type: none"> Able to critically and respectfully debate the nature of self, others and the world in which they live; exercising judgement and the ability to research, analyse, consolidate and synthesise relevant materials from the social sciences to substantiate their claims. Appraise individual and cultural diversity in both development and relationships and the practice implications of these; demonstrate the cognitive, technical and creative abilities to maintain these skills in changing contexts Display self-awareness and the ability to be self-evaluative Communicate effectively and creatively, through electronic media, orally and in writing with individuals, families, groups and organisations 	<p>Christian Worldview</p> <p>Leadership</p> <p>Integrity and Justice</p> <p>Communication</p> <p>Personal and Social Skills</p> <p>Critical and Creative Thinking</p> <p>Professional Knowledge</p>

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LEARNING OUTCOMES

Specification	AQF Level 7	AC Learning Outcomes	AC Graduate Attributes
Application of knowledge and skills	<p>Demonstrated application of knowledge and skills:</p> <ul style="list-style-type: none"> • With initiative and judgement in planning, problem solving and decision making in professional practice and/or scholarship • To adapt knowledge and skills in diverse contexts • With responsibility and accountability for own learning and professional practice and in collaboration with others within broad parameters 	<ul style="list-style-type: none"> • Integrating theory with informed and relational praxis; • Demonstrate social responsibility in their engagement with others and by shaping the culture around them in a holistic, ethical, respectful and client focused manner • Able to work independently, exercising responsibility and accountability in matching complex concerns with evidence-based practices; able to identify and action learning opportunities after reflection on feedback; • Develop those specific attributes that prepare them for membership in their chosen professional association and the lifelong learning skills to retain or advance this membership. 	<p>Christian Worldview</p> <p>Leadership</p> <p>Integrity and Justice</p> <p>Communication</p> <p>Personal and Social Skills</p> <p>Critical and Creative Thinking</p> <p>Professional Knowledge</p>

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COURSE STRUCTURE (CURRENT)

This course structure applies from Semester 2, 2023 onwards.

The course structure is based on six semesters (each of 12 weeks duration, plus a study week), with four subjects taught in each semester. It comprises:

- 15 compulsory core subjects
- 7 subjects from the specialisation focus area
- 2 elective subjects

To qualify for award of the degree of Bachelor of Applied Social Science a candidate shall complete at least 240 credit points, including satisfactory completion of the core subjects noted below.

CONTENT OF THE COURSE OF STUDY		CREDIT POINTS
CORE SUBJECTS	SSC100 Foundations in Social Science Research Methods & Writing <i>(former RES101 Introduction to Academic Writing and Research)</i> SSC110 Psychology of Emotion and Wellbeing SSC111 Case Management SSC113 Interpersonal Communication Skills <i>(former SSC112 Counselling Practice I)</i> SSC210 Human Lifespan Development SSC211 Principles of Psychology SSC212 Grief and Loss SSC213 Social Identity in Australia SSC221 Foundations of Professional Practice <i>(former SSC214 Counselling Practice II)</i> SSC215 Group and Community Work SSC216 Mental Health SSC218 Working with Trauma SSC219 Professional Accountability SSC222 Ethical and Professional Issues (former SSC220 Professional Considerations) ACA101 Faith and Purpose <i>(former THE101 Christian Worldview)</i>	15x10
ELECTIVES	2 subjects (20 credit points) taken from an accredited Level 7 course of study offered by the College.	2x10
FOCUS AREAS	The following Focus Areas are available to students: YOUTH STUDIES SSC312 Field Placement - Youth Studies <i>(former SSC300 Professional Practice)</i> SSC340 Engaging Families OR SSC337 Working with Addictions SSC343 Youth Work SSC345 Youth Issues SSC339 Working with Children and Young People SSC331 Solution Focused Therapy and Positive Psychology 10 credit points MIN/SSC 100 level or above	

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	<p>CHAPLAINCY/PASTORAL CARE CCM304 World Religions MIN101 Introduction to Pastoral Ministry MIN102 Christian Spirituality SSC334 Chaplaincy and Pastoral Care SSC337 Working with Addictions SSC313 Field Placement - Chaplaincy & Pastoral Care (<i>former SSC300 Professional Practice</i>) 10 credit points LEA/MIN/SSC 100 level or above</p> <p>COUNSELLING (required for Counselling accreditation) SSC217 Applied Counselling Theories SSC340 Engaging Families SSC338 Working with Relationships SSC310 Field Placement - Counselling (<i>former SSC300 Professional Practice</i>) SSC331 Solution Focused Therapy and Positive Psychology SSC336 Cognitive Behavioural Theories and Therapies 10 credit points SSC 100 level or above</p> <p>SOCIAL SCIENCE SSC300 Professional Practice 20 credit points SSC 100 level or above 20 credit points SSC 200 level or above 20 credit points SSC 300 level or above</p> <p><i>Students are advised to contact the Program Director upon commencement to determine which majors are available.</i></p>
<p>OTHER PROTOCOLS OF THE COURSE</p>	<ul style="list-style-type: none"> • Recommended focus pathways are advisory not compulsory. They do not appear in the award title. • Maximum of 8 subjects (80 credit points) at 100 level, and at least four subjects (40 credit points) at 300 level • Must have the appropriate police checks and/or approvals for working with children before they may undertake EXP subjects
<p>BRIDGING/ NESTED COURSES</p>	<p>There are no nested courses within the Bachelor of Applied Social Science. Students who have not met the entry requirements for this program may choose to complete the Diploma of Ministry.</p>

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COURSE STRUCTURE (PREVIOUS)

This course structure applies from Semester 2, 2023 onwards.

The course structure is based on six semesters (each of 12 weeks duration, plus a study week), with four subjects taught in each semester. It comprises:

- 15 compulsory core subjects
- 7 subjects from the specialisation focus area
- 2 elective subjects

To qualify for award of the degree of Bachelor of Applied Social Science a candidate shall complete at least 240 credit points, including satisfactory completion of the core subjects noted below.

CONTENT OF THE COURSE OF STUDY		CREDIT POINTS
CORE SUBJECTS	SSC100 Foundations in Social Science Research Methods & Writing (<i>former RES101 Introduction to Academic Writing and Research</i>) SSC110 Psychology of Emotion and Wellbeing SSC111 Case Management SSC113 Interpersonal Communication Skills (<i>former SSC112 Counselling Practice I</i>) SSC210 Human Lifespan Development SSC211 Principles of Psychology SSC212 Grief and Loss SSC213 Social Identity in Australia SSC221 Foundations of Professional Practice (<i>former SSC214 Counselling Practice II</i>) SSC215 Group and Community Work SSC216 Mental Health SSC218 Working with Trauma SSC219 Professional Accountability SSC222 Ethical and Professional Issues (<i>former SSC220 Professional Considerations</i>) ACA101 Faith and Purpose (<i>former THE101 Christian Worldview</i>)	15x10
ELECTIVES	2 subjects (20 credit points) taken from an accredited Level 7 course of study offered by the College.	2x10
FOCUS AREAS	<p>The following Focus Areas are available to students:</p> <p>YOUTH STUDIES SSC312 Field Placement - Youth Studies (<i>former SSC300 Professional Practice</i>) SSC340 Engaging Families OR SSC337 Working with Addictions SSC343 Youth Work SSC345 Youth Issues SSC339 Working with Children and Young People SSC331 Solution Focused Therapy and Positive Psychology 10 credit points MIN/SSC 100 level or above</p>	

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	<p>CHAPLAINCY/PASTORAL CARE CCM304 World Religions MIN101 Introduction to Pastoral Ministry MIN102 Christian Spirituality SSC334 Chaplaincy and Pastoral Care SSC337 Working with Addictions SSC313 Field Placement - Chaplaincy & Pastoral Care (<i>former SSC300 Professional Practice</i>) 10 credit points LEA/MIN/SSC 100 level or above</p> <p>COUNSELLING (required for Counselling accreditation) SSC217 Applied Counselling Theories SSC340 Engaging Families SSC338 Working with Relationships SSC310 Field Placement - Counselling (<i>former SSC300 Professional Practice</i>) SSC341 Australian Indigenous Studies OR Counselling Modality subject SSC336 Cognitive Behavioural Theories and Therapies 10 credit points SSC 100 level or above</p> <p>SOCIAL SCIENCE SSC300 Professional Practice 20 credit points SSC 100 level or above 20 credit points SSC 200 level or above 20 credit points SSC 300 level or above</p> <p>CROSS CULTURAL SSC341 Australian Indigenous Studies CCM221 Preparing for Cross Cultural Field Ministry SOC201 Theology of Social Justice CCM304 World Religions SSC335 Culturally and Socially Diverse Practice 20 credit points CCM/MIN/SSC 200 level or above</p> <p>Students are advised to contact the Program Director upon commencement to determine which majors are available.</p>
<p>OTHER PROTOCOLS OF THE COURSE</p>	<ul style="list-style-type: none"> • Recommended focus pathways are advisory not compulsory. They do not appear in the award title. • Maximum of 8 subjects (80 credit points) at 100 level, and at least four subjects (40 credit points) at 300 level • Must have the appropriate police checks and/or approvals for working with children before they may undertake EXP subjects
<p>BRIDGING/ NESTED COURSES</p>	<p>There are no nested courses within the Bachelor of Applied Social Science. Students who have not met the entry requirements for this program may choose to complete the Diploma of Ministry.</p>

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COURSE STRUCTURE (2021-2023)

This course structure applies to students admitted between 2021 and Semester 1, 2023.		
<p>The course structure is based on six semesters (each of 12 weeks duration, plus a study week), with four subjects taught in each semester. It comprises:</p> <ul style="list-style-type: none"> • 15 compulsory core subjects • 7 subjects from the specialisation focus area • 2 elective subjects <p>To qualify for award of the degree of Bachelor of Applied Social Science a candidate shall complete at least 240 credit points, including satisfactory completion of the core subjects noted below.</p>		
CONTENT OF THE COURSE OF STUDY		CREDIT POINTS
CORE SUBJECTS	RES101 Introduction to Academic Writing and Research) SSC110 Psychology of Emotion and Wellbeing SSC111 Case Management 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 SSC218 Working with Trauma SSC219 Professional Accountability SSC220 Professional Considerations THE101 Christian Worldview	15x10
ELECTIVES	2 subjects (20 credit points) taken from an accredited Level 7 course of study offered by the College.	2x10
FOCUS AREAS	<p>The following Focus Areas are available to students:</p> <p>YOUTH STUDIES SSC300 Professional Practice SSC340 Engaging Families OR SSC337 Working with Addictions SSC343 Youth Work SSC345 Youth Issues SSC339 Working with Children and Young People SSC331 Solution Focused Therapy and Positive Psychology 10 credit points MIN/SSC 100 level or above</p> <p>CHAPLAINCY/PASTORAL CARE CCM304 World Religions MIN101 Introduction to Pastoral Ministry</p>	

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	<p>MIN102 Christian Spirituality SSC334 Chaplaincy and Pastoral Care SSC337 Working with Addictions SSC300 Professional Practice 10 credit points LEA/MIN/SSC 100 level or above</p> <p>COUNSELLING (required for Counselling accreditation) SSC217 Applied Counselling Theories SSC340 Engaging Families SSC338 Working with Relationships SSC300 Professional Practice SSC341 Australian Indigenous Studies OR Counselling Modality subject SSC336 Cognitive Behavioural Theories and Therapies 10 credit points SSC 100 level or above</p> <p>SOCIAL SCIENCE SSC300 Professional Practice 20 credit points SSC 100 level or above 20 credit points SSC 200 level or above 20 credit points SSC 300 level or above</p> <p>CROSS CULTURAL SSC341 Australian Indigenous Studies CCM221 Preparing for Cross Cultural Field Ministry SOC201 Theology of Social Justice CCM304 World Religions SSC335 Culturally and Socially Diverse Practice 20 credit points CCM/MIN/SSC 200 level or above</p> <p><i>Students are advised to contact the Program Director upon commencement to determine which majors are available.</i></p>
<p>OTHER PROTOCOLS OF THE COURSE</p>	<ul style="list-style-type: none"> • Recommended focus pathways are advisory not compulsory. They do not appear in the award title. • Maximum of 8 subjects (80 credit points) at 100 level, and at least four subjects (40 credit points) at 300 level • Must have the appropriate police checks and/or approvals for working with children before they may undertake EXP subjects
<p>BRIDGING/ NESTED COURSES</p>	<p>There are no nested courses within the Bachelor of Applied Social Science. Students who have not met the entry requirements for this program may choose to complete the Diploma of Ministry.</p>

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COURSE STRUCTURE (2016-2020)

This course structure applies to students admitted between 2016 and 2020.		
<p>The course structure is based on six semesters (each of 12 weeks duration, plus a study week), with four subjects taught in each semester. It comprises:</p> <ul style="list-style-type: none"> • 15 compulsory core subjects • 7 subjects from the specialisation focus area • 2 elective subjects <p>To qualify for award of the degree of Bachelor of Applied Social Science a candidate shall complete at least 240 credit points, including satisfactory completion of the core subjects noted below.</p>		
CONTENT OF THE COURSE OF STUDY		CREDIT POINTS
CORE SUBJECTS	RES101 Introduction to Academic Writing and Research SSC101 Psychology of Emotion SSC102 Case Management SSC104 Skills for Counselling SSC201 Human Lifespan Development SSC202 Counselling Frameworks SSC203 Introduction to Psychology SSC204 Grief and Loss SSC205 Social Identity in Australia SSC206 Mental Health SSC207 Group and Community Work SSC302 Working with Trauma SSC303 Accountability in Practice SSC304 Legal and Ethical Considerations THE101 Christian Worldview	15x10
ELECTIVES	2 subjects (20 credit points) taken from an accredited Level 7 course of study offered by the College.	2x10
OTHER PROTOCOLS OF THE COURSE	If students wish to apply for professional membership / accreditation, they are advised to complete the relevant focus area. E.g., those interested in being a registered counsellor are advised to complete subjects in the Counselling Focus Area. Students must have the appropriate police checks and/or approvals for working with children before they may undertake EXP subjects.	
FOCUS AREAS	The following Focus Areas are available to students: YOUTH STUDIES SSE208 Concepts of Youth Work SSE209 Methods of Youth Work SSE210 Youth Issues SSE317 Working with Children and Adolescents	

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EXP304 Supervised Placement
EXP306 Working with Offenders
SSE302 Working with Addictions

CHAPLAINCY/PASTORAL CARE

SSE205 Chaplaincy and Pastoral Care
SSE211 Working in Schools
SSE203 Working with Families
MIN202 Communicating the Christian Faith
CCM204 World Religions
MIN102 Christian Spirituality
EXP304 Supervised Placement

COUNSELLING (required for Counselling accreditation)

SSE201 Applied Theories A
SSE202 Applied Theories B
SSE203 Working with Families
SSC301 Working with Relationships
Advanced Counselling Modality elective
EXP304 Supervised Placement
SSE304 Australian Aboriginal Studies OR SSE311 Introducing Cognitive Behaviour Therapy

SOCIAL SCIENCE

SSE204 Cultural Anthropology
SOC201 Theology of Social Justice
CCM304 World Religions
NB: Approved elective choices from HRM, LEA, MAN, SOC, SSE, CCM

CROSS CULTURAL

SSE304 Australian Aboriginal Studies
SSE204 Cultural Anthropology
CCM221 Foundations of Cross Cultural Field Ministry
SOC202 Global Poverty
SOC201 Theology of Social Justice
CCM304 World Religions
SSE305 Culturally Diverse Practice

Students are advised to contact the Program Director upon commencement to determine which majors are available.

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BRIDGING/ NESTED COURSES	There are no nested courses within the Bachelor of Applied Social Science. Students who have not met the entry requirements for this program may choose to complete the Diploma of Ministry.
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For information on the teaching faculty for this subject, please visit our [website](#).

Graduate Pathways

Students who have successfully completed this course 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

The Bachelor of Applied Social Science is designed to provide an advanced body of knowledge and professional application for graduates in a variety of applied social science contexts. Graduates may find employment in:

- Churches
- Not-for-profit Organisations
- Mission-focussed Organisations
- Community-service Orientated Positions
- Positions that require research skills and critical thinking
- Positions that require counselling, mentoring, youth work, social welfare training

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 the award of the degree of Bachelor of Applied Social Science, a candidate will complete at least 1 subject (10 credit points) of Professional Practice.

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

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ADMISSION CRITERIA

Academic Entry Requirements

Applicants with Recent Secondary Education

Applicants admitted on the basis of their *recent secondary education* must demonstrate the completion of NSW Higher School Certificate with an ATAR of no less than 65 (or the completion of the interstate or overseas equivalent qualification and result) for admission into this course.

Special admission is also available for Year 12 students whose ATAR (or equivalent) falls within 5 points of the published guaranteed ATAR but have done well in subjects relevant to the course of study. These Special Admission Pathways are evaluated on a case-by-case basis by the Program Director and then tabled for approval by the Admissions Committee.

Applicants with Vocational Education and Training Study

Applicants whose highest level of study enrolment since leaving secondary education is a *Vocational Education and Training (VET) qualification* must demonstrate the completion of a Certificate III or higher qualification awarded by an authorised institution or registered training organisation (RTO).

The Program Director will conduct a pre-admission interview (either face-to-face or phone or via Zoom) with all 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.

Applicants with Higher Education Study

Applicants whose highest level of study enrolment since leaving secondary education is a complete or partially complete *higher education* qualification must demonstrate the completion of an AQF Level 5 Higher Education Diploma (or higher) by an authorised institution for admission into this course.

Applicants with Work and Life Experience

If you are over the age of 21 at the time of commencement, you can apply for admission into this course on the basis of provisional entry, and complete the provisional entry qualifying period to become a full candidate.

For further information about AC's provisional entry criteria, please see:

- [AC's Admissions Requirements](#)
- [Higher Education Provisional Entry Policy](#)
- [Admissions Policy](#)

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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. 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.

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 HSC entry path has not been followed;
- socioeconomic reasons (such as low-family income or poor living conditions);
- learning or language difficulties;
- disrupted schooling;
- physical disability;
- serious family illness or excessive family responsibility;
- geographical isolation of home and/or school;
- 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](#).

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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](#)), 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.

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STUDENT SERVICES

Student Support Team

AC's Student Support Team 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
- One-on-one tutoring and small group workshops for face-to-face and distances students
- 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 – The 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/current-students/student-support/>

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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: 2024	
	Number of new students	Percentage of all new students
(A) Past higher education study (includes a bridging or enabling course)	<5	50%
(B) Past vocational education and training (VET) study	<5	50%
(C) Work and life experience (Admitted on the basis of previous achievement other than the above)	<5	N/P
(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)	N/A	N/A
International students	N/A	N/A
All students	<5	100%

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: 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.

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WHERE TO GET FURTHER INFORMATION

ac.edu.au

AC's [website](http://ac.edu.au) 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.