

How to use your study plan

This information is intended to help you select your courses.

Step 1

Find your study plan and download it [here](#).

US Unitec Student Enrolment & Program

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Documents > Student Study Plans 2018

Name	Modified
Bachelor of Applied Science	4 hours ago
Bachelor of Applied Science (...)	4 hours ago
Bachelor of Applied Technology	4 hours ago
Bachelor of Architectural Studi...	4 hours ago
Bachelor of Arts (English as an...	4 hours ago
Bachelor of Business	4 hours ago
Bachelor of Communication	4 hours ago
Bachelor of Computing Systems	4 hours ago
Bachelor of Construction	4 hours ago

Documents > Student Study ... > Bachelor of Business

Name	Modified
BBS_MGMT	5 hours ago
BBUS_Double Majors	5 hours ago
BBUS_MRKTNG	5 hours ago
BBS_ACCOUNTANCY_STUDY P...	5 hours ago
BBS_FINANCE_Study Plan_2018...	5 hours ago
BBUS_Electives List_2018-Electi...	5 hours ago

Step 2

One of the first things to note is this section of your plan, down near the bottom:

Programme Specific Requirements tell you the number and level of the courses that you are going to need to pass in order to graduate:

Programme Specific Requirements:

Required Credits to Graduate = 360 credits in total:

Level 5 = 150 Credit (150 Compulsory)

Level 6 = 90 Credits (90 Compulsory)

Level 7 = 90 Credits (90 Compulsory)

Plus 30 Credits from any other Unitec Programme elective courses at Level 5 or above.

You must successfully pass all compulsory courses. The remainder of your credits will be made up of self selected elective choices.

When you get all of these credits, you'll be able to do this:



Step 3

Find the stage you are at in your degree.

If you're in your second semester and you're studying full time, you're probably looking at this part of the study plan:

Year 1, Second Semester Compulsory Courses (90 credits)											
BSNS 5400	Business Fundamentals	15			C*	*See Enrolment Notes				Classes are listed in recommended order to be taken, however you can choose to take them in an order that suits your schedule, provided pre-requisites are met.	
BSNS 5391	Innovation & Entrepreneurship	15			C*	*See Enrolment Notes					
BSNS 5390	Management Today	15			C	1220	Sem 1	MTALB	26/02/2018		29/06/2018
						5196	Sem 2	MTALB	23/07/2018		23/11/2018
BSNS 5373	Advertising & Promotion	15			C*	*See Enrolment Notes					
ACTY 5401	Business Statistics	15			C	1094	Sem 1	MTALB	26/02/2018		29/06/2018
						3365	Sem 1	MTALB	26/02/2018		29/06/2018
						5158	Sem 2	MTALB	23/07/2018		23/11/2018
ACTY 5700	Intro Professional Pract Pt 2	15	BSNS5600		C	1095	Sem 1	MTALB	26/02/2018		29/06/2018
						1096	Sem 1	MTALB	26/02/2018		29/06/2018
						5159	Sem 2	MTALB	23/07/2018	23/11/2018	
						5160	Sem 2	MTALB	23/07/2018	23/11/2018	

Step 4

Look for the class numbers of the courses you want to take and write them down:

ACTY 5206	Accounting Applications	15	ACTY5200/ALAF5200 & ACTY5230/ALAF5230		→	1089	Sem 1	MTALB	26/02/2018	29/06/2018
						5153	Sem 2	MTALB	23/07/2018	23/11/2018
ACTY 5270	Economic Principles	15			→	1091	Sem 1	MTALB	26/02/2018	29/06/2018
						5155	Sem 2	MTALB	23/07/2018	23/11/2018
ACTY 5700	Introduction to Professional Practice (Part 2)	15	BSNS5600		→	1095	Sem 1	MTALB	26/02/2018	29/06/2018
						1096	Sem 1	MTALB	26/02/2018	29/06/2018
						5159	Sem 2	MTALB	23/07/2018	23/11/2018
						5160	Sem 2	MTALB	23/07/2018	23/11/2018
ACTY 5290	Principles of Managerial Finance	15	ACTY5401/ALAF5401		→	1092	Sem 1	MTALB	26/02/2018	29/06/2018
						5156	Sem 2	MTALB	23/07/2018	23/11/2018

I've highlighted all of them here. This is because I want to know what times these different classes are on before I choose which one I enrol in. If you want to read about the courses you're choosing between, the course information is on the Unitec website at the bottom of your programme page.

Step 5

If you want to take electives, check out the ['extra electives'](#) webpage.

Remember this part of your study plan?

<p>Programme Specific Requirements: Required Credits to Graduate = 360 credits in total: Level 5 = 150 Credit (150 Compulsory) Level 6 = 90 Credits (90 Compulsory) Level 7 = 90 Credits (90 Compulsory) Plus 30 Credits from any other Unitec Programme elective courses at Level 5 or above.</p> <p>You must successfully pass all compulsory courses. The remainder of your credits will be made up of self selected elective choices.</p>
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Many of the courses that students really rave about are elective courses, so if you get this opportunity, take it with both hands and learn something awesome.

Some things to be aware of as you enrol into electives:

- 1) Check the **level** of your elective to make sure it will satisfy the programme specific requirements of your programme;
- 2) Make sure you meet the **entry criteria** - read the pre-requisite and co-requisite information
- 3) Make sure you check for **timetable clashes** when you're enrolling; and
- 4) It's a good idea to **check with your academic leader** if you're uncertain whether the electives you're taking will contribute to your degree or diploma.