Faculty of Science, Medicine and Health
School of Nursing

SNUG221: Pathophysiology and Pharmacology for Nurses 1

Subject Outline
6 credit points

Subject Information

NURS Year 2 Autumn, 2025, Wollongong, Bega Valley, Eurobodalla, Liverpool, Shoalhaven, Sutherland
On Campus

On-Campus Delivery: This subject is delivered in-person and includes on-campus or other location-based learning activities that cannot be undertaken by students studying Online/Distance. Students unable to attend campus or any other nominated physical delivery location should not enrol in this subject.

Subjects with a delivery mode of On Campus and/or Flexible with International Student enrolments will be delivered in accordance with the ESOS National Code. That is, online learning experiences (such as lectures, tuition, and resources) will be supplementary to in-person learning experiences such as scheduled classes and/or scheduled contact hours.

UOW may need to change teaching locations, teaching delivery and/or assessment delivery at short notice to ensure the safety and well-being of students and staff in response to the COVID-19 pandemic or other public health requirements.

The Faculty of Science, Medicine and Health

Nursing Inherent Requirements

Inherent requirements are the essential components of a course or unit that demonstrate the abilities, knowledge and skills to achieve the core learning outcomes of the course or unit.

Further information on Inherent Requirements can be found on the following link on the UOW School of Nursing webpage: http://smah.uow.edu.au/nursing/courses/inherent-requirements/UOW192225.html

---

Teaching Staff

Teaching Role	Coordinator
Name	Dr Peter Thomas
Telephone	02 4221 3229
Email	snug-221@uow.edu.au
Room	41.216
Consultation Times	Email for an appointment

Teaching Role	Coordinator
Name	Dr Alex Chan
Telephone	02 8763 6019
Email	snug-221@uow.edu.au
Room	LP_3.24
Consultation Times	Email for an appointment

Expectations of Students

UOW values are intellectual openness, excellence and dedication, empowerment and academic freedom, mutual respect and diversity, recognition and performance. We will provide a safe, equitable and orderly environment for the University community, and expect each member of our community to behave responsibly and ethically (Student Conduct Rules).

We expect that students demonstrate these values and professional behaviour, both face to face and online, making genuine efforts to complete their studies successfully, arriving on time to class, taking part constructively in class discussions and activities, demonstrating appropriate professional and ethical conduct in all communication with UOW staff and community members, and submitting assignments on time (or completing a request for Academic Consideration in advance if needed).

Guiding Communication Principles for Students Moodle
Moodle Announcements will be the primary platform for communication of general information to students

- Students should ensure they regularly check the main announcements forum at the top of each subject's Moodle site. Information distributed via a Moodle Announcement will not be duplicated on any other forum on the Moodle site.
- Moodle Discussion forums pertinent to specific assignments will be used but will not replace or be used for overarching subject announcements.
  - Assignment discussion forums for specific assignments will be clearly labelled in the forum description to identify the purpose of the forum (e.g. 'Please ask any questions you have about Assessment Task 1 in this discussion forum') - students should check and ask any assignment questions on these forums and not through email.
  - The Moodle assignment discussion forums should always be used in the first instance when inquiring about assessment tasks.
- It is the student's responsibility to check all subject Moodle sites regularly for information and notifications.

SOLS messages will be used for all central communication relating to the following:

- Administrative matters relating to student enrolment
- Critical information relating to course or subject, e.g. Changes to assignments, policy updates, class cancellations or changes
- Timetable information
- Security and emergency information
- Students are encouraged to check SOLS messages daily as these messages are often of high priority

Email

- Communication to UOW staff by students should only be via a UOW email account
- In relation to assessment questions, Moodle assignment forums should be used rather than email.

Remember to use the same principles when communicating online as you would face-to-face. Be clear and respectful and communicate with the same consideration you would expect from others.

Related Policies

- Online and email etiquette https://tr.uow.edu.au/uow/file/976ffde2-b892-42cf-b20b-5c7a65bc08cc/1/Overview%20of%20Online%20and%20Email%20Etiquette.pdf
- Using UOWmail https://www.uow.edu.au/student/support-services/academic-skills/
- Inclusive language guideline https://policies.uow.edu.au/document/view-current.php?id=239
- The Student Charter https://www.uow.edu.au/student/charter/

Appropriate Online Behaviour

The University is committed to providing a safe, respectful, equitable and orderly environment for the University community, and expects each member of that community to behave responsibly and ethically. Students must comply with the University's Student Conduct Rules and related policies including the IT Acceptable Use Policy and Bullying Prevention Policy, whether undertaking their studies face-to-face, online.

For more information on appropriate communication and etiquette in the online environment please refer to the guide Online and Email Etiquette.

Related Policies

Using UOWmail https://www.uow.edu.au/student/support-services/academic-skills/

Inclusive language guideline https://policies.uow.edu.au/document/view-current.php?id=239

Table of Contents

Section A: General Information

Learning Outcomes

Subject Learning Outcomes

On successful completion of this subject, students will be able to:

1. Define common pathophysiological and pharmacological terms
2. Explain the pathophysiological process and its association with diagnostic and therapeutic interventions for selected non-communicable diseases and mental health conditions
3. Outline the role of environmental/lifestyle factors in the pathogenesis of selected non-communicable diseases and mental health conditions
4. Recognise structural and functional changes that occur across the lifespan and how these can impact activities of living
5. Identify the principles and core concepts of pharmacokinetics and pharmacodynamics of commonly prescribed drugs
6. Outline key considerations for the safe administration and quality use of medicines and technologies.

Subject Description

This subject introduces students to the pathophysiologic changes that occur to the body as a result of common non-communicable diseases and mental health conditions, and the treatments used to manage these. Core concepts related to cell injury, adaptation and death are introduced with an emphasis on the acute inflammatory response. This subject focuses on the pathophysiologic processes associated with common non-communicable diseases including cardiovascular, respiratory and endocrine, and mental health conditions, enabling students to relate the signs and symptoms, diagnostic and therapeutic interventions when planning a person-centred approach to care for an unwell person. This subject also introduces the fundamentals of pharmacology including pharmacokinetics and pharmacodynamics. Pharmacology knowledge related to selected drugs and their mechanism of action and the quality use of medicines and technologies will be integrated with common diseases and conditions.

Course Handbook

Information about subject pre-requisites, co-requisites and restrictions as well as course completion requirements and Course Learning Outcomes can be found in the [Course Handbook](#).

Subject Details: Practical Activities, eLearning, Readings and Materials

Subject eLearning

The University uses the eLearning system Moodle to support all coursework subjects. The subject Moodle site can be accessed via your SOLS page.

Safety Guidelines

The rules below are general rules that are required in the nursing laboratory and simulation areas.

- Please be on time for all simulation laboratories. Admission to the laboratory or simulation class will be closed 10 minutes after the scheduled commencement time. If you arrive late, you may not be able to participate in the laboratory or simulation session.
- All Reasonable Adjustment cases (Access Plans) must be discussed with the Subject Coordinator prior to commencing the activity.

- It is your responsibility to ensure that you sign your name on your specific class roll book located in the foyer area of the laboratory and simulation area, prior to entering your class.
- If you cannot attend or were excluded from your designated laboratory or simulation session, you must immediately contact your subject coordinator who will advise you about what you must do. Please refer to your subject outline about attendance requirements.
- Appropriate attire must be worn for every laboratory or simulation session. No access will be granted to the laboratory or simulation areas without appropriate footwear.
- Please see the Simulation Technician/Assistant if you need to move any equipment including the manikins, beds, tables or other equipment in the simulation / laboratory environment. Please do not move simulators or manikins from their beds without assistance.
- Any accident, injury or near miss, potentially dangerous, malfunctioning or accident-prone equipment, fixtures or situation has to be reported promptly to the Simulation Technician/ Assistant or your demonstrator. The university approved 'Hazard and incident report form' must be completed and forwarded to the Head of School.
- If you have any allergies to latex, hand soaps, dressings or any other materials you could be exposed to during your laboratory or simulation class, please inform the Simulation Technician/ Assistant or your demonstrator.

FOUNDATIONAL Work Integrated Learning

This subject contains elements of 'Foundational WIL'. Students in this subject will observe, explore or reflect on possible career pathways or a work-related aspect of their discipline.

Additional Subject Details

This subject aligns with the United Nations Sustainable Development Goals (SDGs) and is part of UOW's SDG Portfolio which aims to ensure that our students are well informed global citizens that can continue to contribute to realising sustainable development through their studies and careers by being proactive, responsible and educated in relation to how realising the Global Goals will better the world.
For more information, visit: https://www.uow.edu.au/united-nations-sustainable-development-goals/sdg-subjects-and-courses/

Using Generative Artificial Intelligence (GenAI)

GenAI technology (such as ChatGPT or Microsoft Co-pilot) is reshaping the University experience worldwide. UOW is committed to embracing GenAI as a tool to enhance learning experiences and develop vital work-readiness skills. However, misuse or use of GenAI in assessments where prohibited constitutes academic misconduct (as specified by University Policy).
It is important that students check if GenAI is permitted for each assessment task and how it is to be used and acknowledged. Please read the student guidance available on how to use GenAI ethically and critically, equally recognising its capabilities and limitations. For example:

1. **Generative AI is not a substitute for decision-making:** GenAI should complement, not replace, your critical thinking and decision-making skills.
2. **Output quality depends on prompts:** The quality of GenAI outputs is influenced by prompting. Poorly constructed or unclear prompts may generate outputs that are incorrect.
3. **Fact verification is essential:** GenAI outputs can be fabricated, presenting inaccurate information or contain harmful bias. Verify all GenAI outputs against reliable sources.
4. **Protect data and copyright:** Many GenAI technologies collect information in ways that breach privacy and data protection provisions, particularly where the source material is confidential or subject to copyright. Please check the Terms and Conditions of GenAI technologies and if unsure, contact UOW Copyright Guidance. Learn more about how to access UOW secured GenAI tools here.
5. **Transparency in use:** Where required, you must acknowledge GenAI use, including providing prompt histories and detailing how GenAI was utilised.
6. **Thoughtful and appropriate application:** Be mindful of when and how to use GenAI tools. Assess its appropriateness for each use, and refrain from use when not suitable.

If you have any questions, please contact your Subject Coordinator.

Lectures, Tutorials and Attendance Requirements

Lecture Times *

UOW may need to change teaching locations, teaching delivery and/or assessment delivery at short notice to ensure the safety and well-being of students and staff in response to the COVID-19 pandemic or other public health requirements.

Up to date timetable and delivery information is located at
http://www.uow.edu.au/student/timetables/index.html

You can access your personal timetable by logging into SOLS and selecting 'My Timetable'

Lecture Program *

Date	Activity	Assessment
27 Jan	T1	
03 Feb	T2	
10 Feb	T3	
17 Feb	T4	A1: Quiz
24 Feb	Placement A	
03 Mar	Placement A	
10 Mar	Placement A	
17 Mar	Placement A	
24 Mar	T5	A2a: Group Presentation
31 Mar	T6	A2b: Written report
07 Apr	Recess	
14 Apr	Placement B	
21 Apr	Placement B	
28 Apr	Placement B	
05 May	Placement B	
12 May	T7	
19 May	T8	A3: Viva Voce (week 1)
26 May	OSCA	A3: Viva Voce (week 2)
02 Jun	T9	A3: Viva Voce (week 3)
09 Jun	Study	
16 Jun	Exam	

* The above times and program may be subject to change. Students will be notified of any change via SOLS.

Recording of Teaching and Learning Activities

The University of Wollongong supports the recording of UOW educational content as a supplemental study tool, to provide students with equity of access, and as a technology-enriched learning strategy to enhance the student experience.

If you make your own recording of a lecture, class, seminar, workshop or any other educational session provided as part of your course of study you can only do so with the explicit permission of the lecturer and those people who are also being recorded.

You may only use educational content recorded through the delivery of subject or course content, whether they are your own or recorded by the university, for your own educational purposes. Recordings cannot be altered, shared or published on another platform, without permission of the University, and to do so may contravene the University's Copyright Policy, Privacy Policy, Intellectual Property Policy, IT Acceptable Use Policy and Student Conduct Rules. Unauthorised sharing of recordings may also involve a breach of law under the Copyright Act 1969.

Most lectures in this subject will be recorded, when they are scheduled in venues that are equipped with lecture recording technology and made available via the subject Moodle site within 48 hours.

Your Privacy - Recording of Teaching and Learning

In accordance with the Student Privacy & Disclosure Statement, and Lecture Recording Procedures when undertaking our normal teaching and learning activities, the University may collect your personal information. This collection may occur incidentally during the recording of lectures in equipped venues (i.e. when your identity can be ascertained by your image, voice or opinion), or via the delivery of online content therefore the University further advises students that:

- Lecture recordings are made available to students, university staff, and affiliates, securely via the Learning Platform;
- Recordings are made available only for the purpose for which they were recorded, for example, as a supplemental study tool or to support equity and access to educational resources;

If you have any concerns about the use or accuracy of your personal information collected in a lecture recording, you may approach your Subject Coordinator to discuss your particular circumstances.

The University is committed to ensuring your privacy is protected. If you have a concern about how your personal information is being used or managed, please refer to the University's Privacy Policy or consult our Privacy webpage https://www.uow.edu.au/privacy/

Recent Improvements to Subject

The Faculty of Science, Medicine and Health is committed to continual improvement in teaching and learning and takes into consideration student feedback from many sources including, direct student feedback to tutors and lecturers and responses to the Subject and Course Evaluation Surveys.

As part of the transition from the BN394 to BN3212 curriculum, the subject has undergone substantial revisions, including updates to the content, assessments, and the Moodle site.

Extraordinary Changes to the Subject Outline

In extraordinary circumstances the provisions stipulated in this Subject Outline may require amendment after the Subject Outline has been distributed. All students enrolled in the subject must be notified and have the opportunity to provide feedback in relation to the amendment, where practicable, prior to the amendment being finalised.

Learning Analytics

Learning Analytics data (such as student engagement with Moodle, access to recorded lectures, University Library usage, task marks, and use of SOLS) may be used by the Subject Coordinator and your faculty's Head of Students to assist in analysing student engagement, and to identify and recommend support to students who may be at risk of failure. If you have questions about the kinds of data the University uses, how we collect it, and how we protect your privacy in the use of this data, please refer to https://www.uow.edu.au/privacy/

Section B: Assessment

Assessment Summary

Assessment Item	Form of Assessment	%
Assessment 1	Quiz	20%
Assessment 2	Presentation	40%
Assessment 3	Assignment	40%
	TOTAL MARKS	100%

Please note: Copies of student work may be retained by the University in order to facilitate quality assurance of assessment processes.

A formative assessment activity (with written or verbal feedback) will be conducted before census date - please see UOW Key Dates.

Assessment 1: Quiz - Quiz

Marking Criteria	The online quiz will be marked automatically. Marks are awarded for correct answers only
Length	The quiz consists of 30 questions to be completed in 45 minutes.
Weighting	20%
Assessment Due	In your assigned tutorial in Session Week 4
Type of Collaboration	Individual assessment
Style and format	Invigilated online quiz on Moodle
Assessment submission	The quiz will be completed during your assigned tutorial
Assessment return	Up to 15 business days after your submission date
Detailed information	For detailed assessment information, please refer to the Assessment Guide on Moodle.

Assessment 2: Presentation - Case Study

Marking Criteria	For detailed marking criteria, please refer to the Assessment Guide on Moodle
Length	**Group presentation:** 3 minutes with no more than three (3) PowerPoint slides, followed by an individual 2-minute interactive Q&A. **Individual written report:** 300 words
Weighting	40%
Assessment Due	Group presentation (PowerPoint slides): Monday 24th March 2025, at 4pm Group presentation: In your assigned tutorial in Session Week 5 Individual written report: Monday 31st March 2025, at 4pm
Type of Collaboration	Group work
Style and format	Group presentation
Assessment submission	The presentation will be completed during your assigned tutorial
Assessment return	Up to 15 business days after your submission

Detailed information	For detailed assessment information, please refer to the Assessment Guide on Moodle

Assessment 3: Assignment - Viva Voce

Marking Criteria	For detailed marking criteria, please refer to the Assessment Guide on Moodle.
Length	15-minute interactive viva voce, including responses to quiz questions.
Weighting	40%
Assessment Due	Booked assessment, attendance via Zoom in Session Week 8, 9 or 10
Type of Collaboration	Individual assessment
Style and format	Interactive Viva Voce
Assessment submission	The quiz and viva voce will be completed at a scheduled time during the weeks beginning 19 May, 26 May and/or 02 June. The booking process and available times will be advised.
Assessment return	With release of final results
Detailed information	For detailed assessment information, please refer to the Assessment Guide on Moodle.

Minimum Requirements to Pass this Subject

To receive a clear pass in this subject, a total mark of 50% or more must be achieved. In addition, failure to meet any of the minimum performance requirements is grounds for awarding a Technical Fail (TF) in the subject, even where total marks accumulated are greater than 50%. The minimum performance requirements for this subject are:

- attempt all assessment tasks; and
- meet the minimum attendance and participation requirements.

Minimum Student Attendance and Participation
Student attendance supports learning and achievement and is strongly encouraged in all classes. As a minimum requirement of this subject, students must attend at least 80% of tutorial classes, whether delivered online or face to face. Attendance will be recorded and where classes are scheduled online, any technical issues should be reported to the subject coordinator within 24 hours of the class.
As outlined, you may miss up to 20% of tutorial classes without requiring submission of an academic consideration (AC). However, if beyond this, your attendance is affected due to compassionate, compelling, or extenuating circumstances an academic consideration application should be lodged via SOLS on or before the scheduled class. Supporting documentation, for example a Medical Certificate, should be supplied at the time of AC submission or within three working days.
For further details about applying for academic consideration visit the Student Central webpage:
http://www.uow.edu.au/student/central/academicconsideration/index.html

Hurdle Assessment

Subjects may include a hurdle assessment. A hurdle assessment is an assessment that requires a minimum level of performance as a condition for passing the subject. Examples include, achievement of a pass grade or above in a skills-based assessment or final examination. Hurdle assessments are applied to subjects to ensure students:

1. meet learning outcomes
2. demonstrate you can complete a task safely and/or meet professional standards.

For more on hurdle assessments see the Assessment and Feedback Policy Section 8: Hurdle Assessments (50-51-52).

Should this subject contain a hurdle assessment, it will be stated under the specific assessment in Section B: Assessments.

UOW Grade Descriptors

The UOW Grade Descriptors are general statements that communicate what our grades represent, in terms of standards of performance, and provide a frame of reference to ensure that assessment practice across the University is appropriate, consistent and fair. Grade Descriptors are expressed in general terms so that they are applicable to a broad range of disciplines. Grade Descriptors are available here https://www.uow.edu.au/student/exams/results/. For more information on the UOW grade descriptors refer to the Teaching and Assessment: Assessment and Feedback Policy: Teaching and Assessment: Assessment and Feedback Policy

Assessment Learning Outcome Matrix

Learning Outcomes	Measures - Assessment weighting		
	Quiz	Case Study	Viva Voce
	(20%)	*(40%)*	*(40%)*
Define common pathophysiological and pharmacological terms	✓		
Explain the pathophysiological process and its association with diagnostic and therapeutic interventions for selected non-communicable diseases and mental health conditions		✓	
Outline the role of environmental/lifestyle factors in the pathogenesis of selected non-communicable diseases and mental health conditions		✓	
Recognise structural and functional changes that occur across the lifespan and how these can impact activities of living			✓
Identify the principles and core concepts of pharmacokinetics and pharmacodynamics of commonly prescribed drugs	✓	✓	✓
Outline key considerations for the safe administration and quality use of medicines and technologies.		✓	

Submission, Retention and Collection of Written Assessment

Assessed work must be handed in by the date and time listed under each assessment task. All assessment tasks must represent the enrolled student's own ORIGINAL work and must not have been previously submitted for assessment in any formal course of study.

Extensions

Students requesting an extension of time to submit an assessment task, deferred exam or exemption of a compulsory attendance requirement, must apply using Academic Consideration through SOLS. Students must apply before, or on the assessment/s due date and where evidence is required, students must provide evidence no later than three working days after the assessable item's due date for their request to be considered. **For information on the Academic Consideration Policy, eligibility requirements and how to apply, see**: https://www.uow.edu.au/student/admin/academic-consideration/

Late Submission of Assessment Tasks and Penalties

Assessed work must be submitted in by the date and time given. If an assessment is submitted late, it will be marked in the normal way, and a penalty will then be applied.

In the absence of an approved request for Academic Consideration in the form of an extension, assessment tasks must be submitted in line with the assessment instructions.

- An assessment task that is submitted late will receive a penalty of 5% of the total possible marks for each 24-hour period, or part thereof, that it is late.
- Work submitted after seven calendar days will not be marked and will be given a mark of 0.
- No assessment task can be handed in for a mark once the assessment task has been returned to students.
- Penalties accrue on each day that the assessment task is late, including Saturday, Sunday and public holidays

Note: Assessments must still be submitted to meet minimum performance requirements even though no mark is to be awarded.

Quiz Completion

Where there is a quiz component, any student who has not attempted and submitted a quiz within the specified timeframe will receive 0 (zero) marks for this assessment type. The quiz will not be reopened, and no alternative assessment will be set without extenuating circumstances and an approved academic consideration application. Late penalties do not apply to quizzes. If a student attempts a quiz but for technical issues is not able to submit the quiz, students must show evidence and apply for an academic consideration to sit a supplementary quiz.

Collection

Once your assignment has been marked and your Subject Coordinator releases results for the assessment you will be able to access feedback on your assignment within the assessment submission page on the Moodle site for this subject. This will include feedback within the marking guide, feedback comments and feedback files (where applicable) that provide you with your markers feedback on your written work. You will receive an automated notification that your assignment results are available for download / review within Moodle.

You can access feedback on your marked assignment on the Assignment submission page, when marks and feedback have been released to students, please note that the Feedback section appears at the bottom of the page

Your final mark in the assessment task will be posted within SOLS.

Feedback on quizzes, examinations and /or presentations:

Contact your lecturer/tutor/subject coordinator if you would like feedback on your assessment. In accordance with University Policy marked assignments will usually only be held for 21 days after the declaration of marks for that assignment.

Retention

The university may retain copies of student work in order to facilitate quality assurance of assessment processes, in support of the continuous improvement of assessment design, assessment marking and for the review of the subject. The University retains records of students' academic work in accordance with the University Records Management Policy and the State Records Act 1988 and uses these records in accordance with the University Privacy Policy and the Privacy and Personal Information Protection Act 1998.

Scaling

Marks awarded for any assessment task or part of any assessment task, including an examination may be subject to scaling at the end of the session. Marks will be scaled only when unpredicted circumstances occur and in order to ensure fairness of marking across groups of students. The method of scaling will depend on the type of scaling required by the circumstances. When scaling is deemed necessary, it will follow a detailed consideration

by the Unit Assessment Committee and/or the Faculty Assessment Committee of the marks of the group of students concerned. Scaling will not affect any individual student's rank order within their cohort. For more information please refer to Finalisation of Student Results Policy for details.

Supplementary Assessment

Supplementary assessment may be offered to students whose performance in this subject is close to that required to pass the subject, and are otherwise identified as meriting an offer of a supplementary assessment. For information about eligibility criteria and the form and timing of supplementary assessments see the Supplementary Assessment Procedure

Review and Appeal of Academic Decisions

A student may request an explanation of a mark for an assessment task or a final grade for a subject consistent with the student's right to appropriate and useful feedback on their performance in an assessment task. A student may also seek further explanation for other academic decisions such as Academic Consideration, Supplementary Assessment or Credit for Prior Learning. If a student is not satisfied with the explanation, or have further concerns, they may have grounds for a formal review. For further information refer to Review and Appeal of Academic Decisions Policy

Assessment Quality Cycle

The UOW Assessment Quality Cycle provides a level of assurance that assessment practices across the University are appropriate, consistent and fair. Quality assurance activities are undertaken to support the continuous improvement of assessment and promote good practices in relation to assessment design, marking and review of the subject prior to subsequent delivery.

Academic Integrity

The University's Academic Integrity Policy, faculty handbook and subject guides clearly set out the University's expectation that students submit only their own original work for assessment and avoid plagiarising the work of others or cheating. Re-using any of your own work (either in part or in full) which you have submitted previously for assessment is not permitted without appropriate acknowledgement. Plagiarism can be detected and has led to students being expelled from the University.

The use by students of any website that provides access to essays or other assessment items (sometimes marketed as 'resources'), is extremely unwise. Students who provide an assessment item (or provide access to an assessment item) to others, either directly or indirectly (for example by uploading an assessment item to a website) are considered by the university to be intentionally or recklessly helping other students to cheat. Uploading an assessment task, subject outline or other course materials without express permission of the University is considered academic misconduct and students place themselves at risk of being expelled from the University.

Students should visit the following University website and become familiar with the University's policy on plagiarism Academic Integrity Policy

Referencing

APA 7 referencing system should, unless otherwise specified for a particular assignment (check Details of Assessment Tasks), be utilised.

The APA Referencing Style is an author-date citation style. It has two main features:

- In-text citations, when you refer to another author's work you must cite your source by providing the last name(s) of the author(s) and the year of publication.

- The reference list which appears at the end of your assignment and includes a full description of each source you have cited, listing them in alphabetical order by the author's last name.

A summary of the APA 7 can be accessed on the Library website at https://uow.libguides.com/refcite/apa-7

Section C: General Advice for Students - Policies and Procedures

Student Services and Support

There are a range of services available to students that are provided free of charge. A good place to get to know services that may be of use to you is the Get Started @ UOW or search for "Get Started @ UOW". Services available include:

Service	Link to information about the service
Aboriginal & Torres Strait Islander	https://www.uow.edu.au/about/services/woolyungah-indigenous-centre/about-us/
Careers advice	https://www.uow.edu.au/student/careers/
Counselling	https://www.uow.edu.au/student/support-services/counselling/
Student Accessibility and Inclusion (SAI)	https://www.uow.edu.au/student/support-services/sai/
Information Tech.	https://www.uow.edu.au/its/index.html?ssSourceSiteId=getstarted
Study Skills	https://www.uow.edu.au/student/support-services/academic-skills/

Student Support Coordinator (SSC)

If you have a temporary or ongoing issue or a problem that is affecting your study, including issues that are related to belonging to an equity group, then the Student Support Coordinators may be able to help. There are Student Support Coordinators available to assist students who are studying at all UOW Campuses and in all UOW Faculties. Contact details can be found on the UOW website: https://www.uow.edu.au/student/support-services/coordinators/

Student Advocacy Service

The Student Advocacy Service (SAS) is free, confidential and independent service for all UOW students. The SAS provides advocacy and referral for a range of academic, procedural and administrative issues. For more information visit: https://www.uow.edu.au/student/support-services/advocacy/

AskUOW

AskUOW is your primary administrative and information contact during your studies.

Our purpose is to ensure students have access to the information they need, at the time they need it. We can help with a wide range of enquiries, including key topics such as:

- Applying for academic consideration
- Fees and scholarships
- Official documentation and student letter requests
- Student forms such as course transfer and leave of absence applications
- Student ID card issuance and replacement
- Subject enrolment
- Transport concession cards and Opal cards

- Updating personal details

Get instant answers 24/7 online using AskUOW. Log in with your UOW username and password.

For further support contact askuow@uow.edu.au or call on 1300 275 869 (1300 ASK UOW) or +61 2 4221 3927.

Library Services

Save yourself time and enhance your studies: connect with information specialists and resources anytime, anywhere.

- For Library support connect with Live Chat or contact the Library.
- For self-help see Frequently Asked Questions or browse Library guides to find information, databases and skills tutorials.
- Research consultations are available to UOW Postgraduate, Honours and Deans Scholar students.

Academic Integrity Policy

Academic integrity involves upholding ethical standards in all aspects of academic work, including learning, teaching and research. It involves acting with the principles of honesty, fairness, trust and responsibility and requires respect for knowledge and its development. The Policy can be found at:
https://policies.uow.edu.au/document/view-current.php?id=26

Code of Practice - Research

This Code mandates the current policy and best practice relating to procedures for responsible research. The Code can be found at: https://policies.uow.edu.au/document/view-current.php?id=11

Honours Policy

This policy sets out the responsibilities of all parties involved in managing students undertaking Honours Programs. The Code can be found at: https://policies.uow.edu.au/document/view-current.php?id=36

The Code of Practice - Work Integrated Learning (Professional Experience)

The Code of Practice - Work Integrated Learning (Professional Experience) sets out what is expected from students, the University and Host Organisations in providing work integrated learning professional experience programs. It applies to professional experience programs that form the whole or part of a subject or course offered at the University. The Code assists in promoting a productive work integrated learning experience for students and in promoting relevant UOW Work Integrated Learning Design Principles.
https://policies.uow.edu.au/document/view-current.php?id=12

Copyright Policy

The purpose of this Policy is to outline responsibilities and procedures regarding the use of third party copyright material, with the objectives of reducing staff and UOW exposure to the risks associated with the use of third party copyright material, assisting staff to make full legal use of the materials at their disposal by clearly identifying responsibilities and promoting copyright compliance. The Policy can be found at:
https://policies.uow.edu.au/document/view-current.php?id=135

Course Progress Policy

The Course Progress Policy establishes the requirements, definitions and procedures to be used in determining the standards of acceptable course progress. The Policy can be found at: https://policies.uow.edu.au/document/view-current.php?id=30

Examination Rules and Procedures

The UOW rules and procedures outline exam conditions, student conduct in exams, and the procedures for exam management. Further information can be found here: https://www.uow.edu.au/student/exams/

Ethical Objection by Students to the Use of Animal and Animal Products in Coursework Subjects

This policy provides a framework for recognition of and responses to students' ethical or religious objection to animal use in coursework subjects at the University of Wollongong. For the purpose of this policy, animal use includes killing of animals in experimental work, dissection of animals that are already dead, use of animal tissues, use of animal-derived products (such as sera). These uses are relevant to teaching and assessment. Further information about this policy can be found here: https://policies.uow.edu.au/document/view-current.php?id=154

Coursework Rules

The Coursework Rules (hereafter the Rules) govern the admission, enrolment, progression through, and qualification for a coursework award offered by the University. Further information can be found here: https://policies.uow.edu.au/document/view-current.php?id=4

Human Research Ethics

The Human Research Ethics Committee protects the welfare and rights of the participants in research activities. Further information can be found here: https://www.uow.edu.au/research-and-innovation/researcher-support/ethics/human-ethics/

Inclusive Language Guidelines

UOW endorses a policy of non-discriminatory language practice in all academic and administrative activities of the University. Further information is available from: https://policies.uow.edu.au/document/view-current.php?id=239

Intellectual Property Policy

UOW's IP Intellectual Property Policy provides guidance on the approach taken to Intellectual Property (IP), including its ownership, protection and exploitation. Further information about the management of IP is available at https://policies.uow.edu.au/document/view-current.php?id=146

Review and Appeal of Academic Decisions Policy

UOW aims to provide a transparent and consistent process for resolving a student concern about an academic decision that has affected their academic progress, including a mark or grade. Further information is available at: https://policies.uow.edu.au/document/view-current.php?id=40

Student Academic Consideration Policy

The purpose of the Student Academic Consideration Policy is to enable student requests for academic consideration for assessable components of a subject to be evaluated in a fair, reasonable, timely and consistent manner throughout the University. **For information on the Policy, eligibility and how to apply see**: https://www.uow.edu.au/student/admin/academic-consideration/

The Student Charter - Your Rights and Responsibilities

The Student Charter is based on principles that guide all members of the University and that promote responsible partnerships within and beyond the University community. https://www.uow.edu.au/student/charter/

Student Assignment of Intellectual Property (IP) Policy

This policy applies to all Students (under-graduate and post-graduate) of the University of Wollongong (UOW). It may also apply to other persons by agreement. This policy sets out the approach taken by UOW in relation to Student assignment of intellectual property. Further information about this policy can be found here: https://policies.uow.edu.au/document/view-current.php?id=146

Student Conduct Rules

These Rules outline the required conduct of students of UOW, and direct staff and students to University Rules, standards, codes, policies, guidelines, procedures and other requirements which specify acceptable and unacceptable student conduct, and the management of alleged student misconduct. https://policies.uow.edu.au/document/view-current.php?id=6

Teaching and Assessment: Assessment and Feedback Policy

The purpose of this Policy is to set out the University of Wollongong's approach to effective learning, teaching and assessment, including the principles and minimum standards underlying teaching and assessment practice. The Policy can be found at: https://policies.uow.edu.au/document/view-current.php?id=38

Teaching and Assessment: Code of Practice - Teaching

This Code is a key document in implementing the University's Teaching and Assessment Policy and sets out the specific responsibilities of parties affected in relation to learning, teaching and assessment, as well as procedures for teaching staff. The Code can be found at: https://policies.uow.edu.au/document/view-current.php?id=9

Teaching and Assessment: Subject Delivery Policy

This Policy sets out specific requirements in relation to the delivery of Subjects. The policy can be found at: https://policies.uow.edu.au/document/view-current.php?id=39

Workplace Health & Safety Policy

The Workplace Health and Safety (WHS) unit at UOW aims to provide structures, system and support to ensure the health, safety and welfare of all at the campus. Further information is available from: https://policies.uow.edu.au/document/view-current.php?id=177