

COURSE, SUBJECT AND UNIT CODING CONVENTIONS - STUDENT GUIDE TO INTERPRETING VET SUBJECT CODES

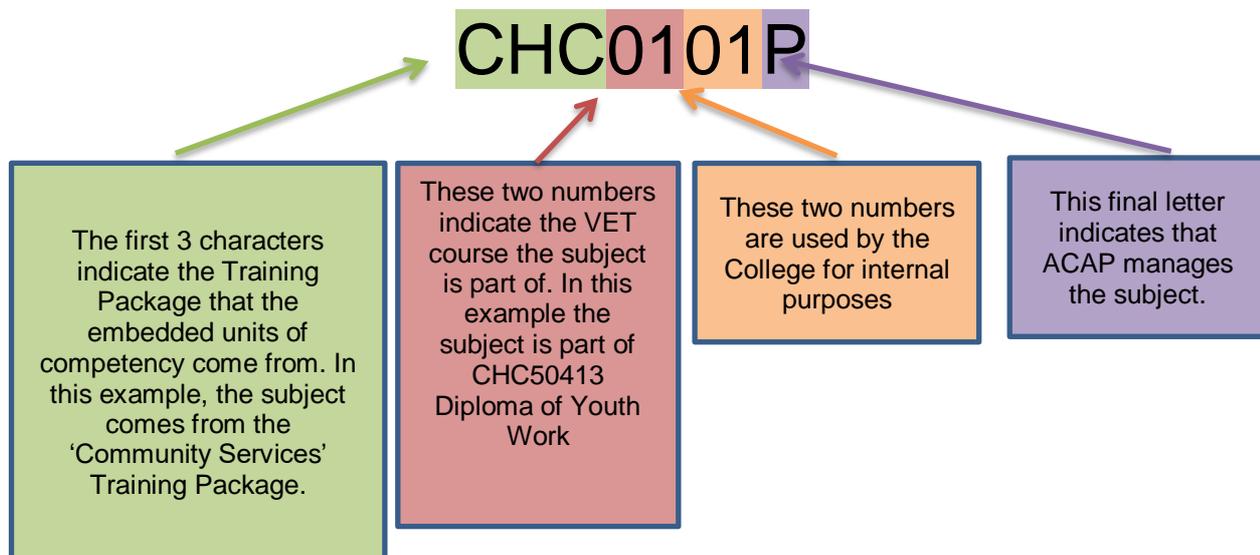
What is a subject code?

Along with a name, each VET subject has a corresponding code. The code helps to identify the subject and conveys important information about the subject.

What does a subject code tell me?

Subject codes have been constructed using a standard formula that conveys information about the particular subject, such as the level of study, Training Package and who manages the subject. The code is made up of 8 characters – 3 x alpha, 4 x numeric, 1 x alpha as shown in the example below:

This is the CHC52015 Diploma of Community Services (Case Management) subject 'Communication with Clients'.



Where can I find the code for my subject?

You will find the subject code next to the subject name in the Course Guides, on the timetable, in the online enrolment system, on your academic transcript and statement of results and, in all correspondence from the College where a subject is mentioned.

Why do some codes have 9 characters?

You may notice that some codes have an additional character (Q, R, W, X, Y, or Z) on the end. These are used for course requirements beyond the core curriculum, such as workshops. For example, CHC0300PZ is the code for the CHC50413 Diploma of Youth Work subject 'Work Placement A'.