

## 2017 Timetable and Enrolment Information

### Graduate Diploma in Teaching (Secondary)

Welcome to the Faculty of Education and Social Work at the University of Auckland. As you have accepted a place in the programme (i.e. you are matriculated), you now need to enrol in the courses for the year.

#### You should enrol as follows:

- **Curriculum Courses** – Enrol in these first – they are listed in the letter you will receive/have received once you have been fully admitted to the programme i.e. all your conditions have been met. You will not be able to enroll until this point. Each student will enrol as follows:
  - EDCURSEC 687 + a designated workshop. It is **VITAL** that you enrol in the appropriate workshop as it is connected to the curriculum area/s you will be studying.
  - A minimum of two other EDCURSEC courses as instructed.
- **Compulsory Courses** – Enrol in the following courses **AFTER** enrolling in your curriculum courses
- **120 Total points** – the total number of points required for this programme is a minimum of 120.
- **Student Services Online** - enrol yourself online using Student Services Online  
[www.studentservices.auckland.ac.nz](http://www.studentservices.auckland.ac.nz)
- **Password/Login** - If you have forgotten your password/UPI and cannot access Student Services Online, please phone the Student Helpline 0800 61 62 63 ext 85100.

If you are a **returning** student, **you must contact [education@auckland.ac.nz](mailto:education@auckland.ac.nz)** to ask about which classes you should enrol in. This is important since it can affect your progress through the programme.

Semester 1					
			Class # (Choose 1)	Tutorial/Field # (Choose 1)	
<b>EDPRAC</b>	608A	Professional Learning in Practice (15 points)	14332 or 14368 or 14294 or 14363	<i>and</i>	13895
<b>EDPROFST</b>	612A	Te Whakaako in New Zealand (15 points)	13893	<i>and</i>	13903 or 13987
			OR 13897	<i>and</i>	14031 or 14186
		OR for <b>MIT only</b> (Mon 5 – 8pm)	14205		N/A
Semester 2					
			Class # (Choose 1)	Tutorial/Field # (Choose 1)	
<b>EDPRAC</b>	608B	Professional Learning in Practice (15 points)	46586 or 46423 or 46555 or 46561	<i>and</i>	45990
<b>EDPROFST</b>	612B	Te Whakaako in New Zealand (15 points)	45856	<i>and</i>	46036
			OR 45979	<i>and</i>	46044
		OR for <b>MIT only</b> (Mon 5 – 8pm)	46058		N/A

### Please note

If a class is not available due to reaching its capacity it will not be visible to view online. This situation may change however as students alter their timetables. There may appear to be clashes, however **please ensure that you validate** the courses you intend to study before selecting to enrol.

### Practicum Placement

Please go to <https://placements.education.auckland.ac.nz> to indicate practicum choices online. You will not be able to access this site until 24 hours after the time you enrolled into your practicum course. Choices must be completed online by 24 February 2017. If you have missed this deadline you will need to email the Secondary Practicum Adviser Robyn Ingram. Email: [r.ingram@auckland.ac.nz](mailto:r.ingram@auckland.ac.nz)

### Timetable

You are able to view your timetable from the following link:  
<http://www.studentservices.auckland.ac.nz/uoa/home/student-services-online/sso-my-timetables-grades-course-history>.

### Campus Key

Please ensure that you select the correct campus for your courses:

E = Epsom

MIT = Manukau

### Some Useful Contacts and Links

Education and Social Work Student Centre	<a href="mailto:education@auckland.ac.nz">education@auckland.ac.nz</a>
University of Auckland Contact Centre	0800 61 62 63
StudyLink (loans and allowances)	0800 88 99 00 <a href="http://www.studylink.govt.nz">www.studylink.govt.nz</a>
TeachNZ (scholarships)	0800 165 225 <a href="http://www.teachnz.govt.nz">www.teachnz.govt.nz</a>
Student Financials	0800 61 62 63 or <a href="mailto:fees@auckland.ac.nz">fees@auckland.ac.nz</a>

### Important Dates 2017

<b>Orientation</b>	<b>Friday 3<sup>rd</sup> March (attendance is compulsory)</b>		
<b>EDPRAC 608A (PRACTICUM)</b>	<b>10 – 13 April</b> <b>8 May – 16 June</b>	<b>EDPRAC 608B (PRACTICUM)</b>	<b>7 – 11 August</b> <b>21 August – 29 September</b>
	<b>Semester Start Date</b>	<b>Deadline for Adding or Deleting courses</b>	<b>Semester End Date</b>
<b>Semester 1</b>	6 March	17 March	3 July
<b>Semester 2</b>	24 July	4 August	20 November

For dates regarding the deadline around addition, deletion and withdrawal of courses online please go to <https://uoa.custhelp.com/>.

### Concessions

When an enrolment fails due to an error, there is an opportunity to apply for an online concession providing it meets the listed criteria. A reason for the concession must be selected from the drop down list.