Step-by-Step Guide to Finding Subjects
As a Study Abroad and Exchange Student

1. Faculty Advising Guides – Use the Faculty Advising Guides as a starting point to view subjects recommended by faculties for Study Abroad and Exchange students. The UTS Faculty Advising Guides can be found on the UTS Study Abroad and Exchange webpage. Students are encouraged to thoroughly research between 6 to 8 subject options before submitting their online application.


The UTS Handbook allows you to access the list of subjects available at UTS. Follow the example below to research UTS subjects for your study plan.
3. **Handbook Subject Search – Finding the Subject Areas** – Click on the study area you are interested in. In the example below, “Business” is selected.

All students are advised to read and become familiar with the general information section for all UTS students, in addition to their course and course area-specific information. Students should also read and be familiar with the rules and policies of the University.

UTS offers undergraduate and postgraduate degrees, developed in the following course areas:

- UTS: Agriculture and Environment
- UTS: Business
- UTS: Communication
- UTS: Creative Intelligence and Innovation
- UTS: Design, Architecture and Building
- UTS: Education
- UTS: Engineering
- UTS: Health
- UTS: Health (GEM)
- UTS: Information Technology
- UTS: International Studies
- UTS: Law
- UTS: Science

4. **Handbook Subject Search – Finding the Subject Listing** - Select “Subjects”

Further information is available from **UTS: Business**.
5. **Handbook Subject Search – Finding a Specific Subject** – Click on your preferred subject name and code. In the example below *Planning and Control for Small Business Enterprises 22567* is selected.

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Performance Management: Theory and Practice 21072
Personal Wealth Management 25796
PhD Thesis: Accounting 22982
PhD Thesis: Economics 23926
PhD Thesis: Economics 23949
PhD Thesis: Finance 25927
PhD Thesis: Health Economics 26928
PhD Thesis: Management 21982
PhD Thesis: Marketing 24982
Philosophy of Science 24756
Philosophy of Science and Theory 24901

**Planning and Control for Small Business Enterprises 22567**

Portfolio Analysis 25834
```
6. **Handbook Subject Search – Reviewing Key Subject Details** – Review the details provided for your selected subject. It is important you review information relating to items (a) to (d) below.

**NOTE:** Subjects in different faculties may display this information in slightly different formats.

a. **Check Credit points** – *Is the subject worth 8CPs or 6CPs?*

b. **Have you met the pre-requisites?** Have you done similar subjects at your home university to the UTS pre-requisites?

c. **Check level of study** ie: Undergraduate/Postgraduate – *Undergraduate students cannot take Postgraduate subjects.*

d. Click **Detailed subject description** to obtain additional information including assessment tasks. This detailed subject description can be printed and forwarded to an academic advisor at your home University for study approval.
7. **Timetable Subject Search – Which Session is the Subject offered?** – Before sending Detailed Descriptions for review by your home university, double check the subject is offered during the session you have applied for.
   - Autumn Session (AUT - March to June) or Spring Session (SPR - July to November)?
   - Check the [UTS Academic Calendar](#) if you are unsure.
   - Use Step 4 (below) to check if the subjects you are interested in are offered in your session.

8. **Timetable Subject Search** – Find the subject in the [UTS Timetable Planner](#) to check that (a) it is taught in your preferred UTS Session, (b) it is still available, and (c) its schedule of class times.
   - When you search for the course code in the Timetable, the code comes up with AUT for Autumn Session and SPR for Spring Session. Eg: 26100_AUT_U_1_S: Integrating Business Perspectives. You can also filter by Teaching Period, Campus, Faculty and Activity Type.
   - You should review Timetable Terminology explanations in detail on the website.
   - If the code/description entered does not appear in the left-hand side column, this means the subject is not offered.
• You can add multiple subjects and export (in the Flat View) to check class times.
• Subjects which show the codes BAU or BSP are taught in the Calendar B only. You may only select these subjects if you are studying Education and have first discussed your study plan with UTS international. For more information see the Education Advising Guide.
For some subjects, class times may appear to overlap but this does not mean students attend all items on the timetable.

- It is important to click on the magnifying glass and review the lecture, tutorial, workshop or laboratory times to understand what you may need to attend. For example, in 26100_AUT_U_1_S Integrating Business Perspectives below, students must attend one Lec1, Lecture and a Tut1, Tutorial in only one section out of the 6 available.
Need more Information?

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