

**PSYCD**

**Psychology program  
information**

Faculty of Sciences  
Department of Psychology

**Program introductory materials  
2011**

**Published by  
University of Southern Queensland  
Toowoomba Queensland 4350  
Australia**

<http://www.usq.edu.au>

© University of Southern Queensland, 2011.

Copyrighted materials reproduced herein are used under the provisions of the *Copyright Act* 1968 as amended, or as a result of application to the copyright owner.

No part of this publication may be reproduced, stored in a retrieval system or transmitted in any form or by any means electronic, mechanical, photocopying, recording or otherwise without prior permission.

Produced by the Distance and e-Learning Centre using the ICE Publishing System.

# Table of contents

	Page
<b>1. Our Welcome to You</b>	<b>1</b>
<b>2. Departmental home page world wide web</b>	<b>2</b>
<b>3. Careers in psychology</b>	<b>3</b>
3.1 Pathways to becoming a psychologist	4
3.2 Summary of the USQ accredited programs for training in psychology	5
<b>4. Undergraduate program</b>	<b>6</b>
4.1 Objectives – are we going to do what you think we are going to do?	6
4.2 Undergraduate program structure	6
4.3 Exemptions	11
<b>5. Teaching support</b>	<b>12</b>
<b>6. Computer requirements</b>	<b>14</b>
<b>7. Policies and procedures</b>	<b>14</b>
7.1 Academic honesty	14
7.2 Referencing in psychology	16
7.3 Withdrawing without penalty	17
<b>8. What happens when things go wrong?</b>	<b>17</b>
<b>9. Undergraduate coordinator and Student Support Officer</b>	<b>18</b>
<b>10. The psychology department</b>	<b>18</b>
10.1 Staff of the department	18
10.2 Contacting staff	18
<b>11. The Fourth Year in psychology</b>	<b>19</b>
11.1 Structure of Bachelor of Science (Honours) – BSCH	19
11.2 Entry requirements	19
11.3 What formula do you use to calculate GPA for entry into Honours?	20
11.4 What is the main difference between studying as an undergraduate students and studying as an Honours student?	20
11.5 Applications for 2012	20
11.6 Further information	21
<b>12. Higher degrees in psychology</b>	<b>21</b>

<b>13. Registration as a psychologist (as at 1 July 2010)</b>	<b>22</b>
<b>14. Membership of The Australian Psychological Society</b>	<b>22</b>

# 1. Our Welcome to You

Welcome to USQ. Congratulations on enrolling in a psychology program or even just one or more psychology courses.

This resource has been produced to assist psychology students with general advice about your study and to answer some of the most frequently asked questions. I also will provide you with a short overview of a number of significant changes happening at USQ as well as within the profession of psychology.

## APAC accreditation

Our programs are all fully accredited by the Australian Psychology Accreditation Council ([www.apac.psychology.org.au](http://www.apac.psychology.org.au)). In particular, this means that our external students enrolled in the undergraduate BSc or BSc (Hons) are studying an accredited program wherever you are located. This includes Singapore.

## Psychology Board of Australia

Since the 1 July, 2010, there is now a National Registration and Accreditation Scheme covering all states and territories. The new body is called the [Australian Health Practitioner Regulation Agency](#) and underneath this body will be the [Psychology Board of Australia \(PBA\)](#).

I will explain some important changes the PBA has introduced in the section 3.1 Pathways to becoming a psychologist.

Nearly all careers will require you to work with people, be they as colleagues or clients. We spend considerable time trying to assist people to change some aspect of their behaviours so they may be more productive, have better relationships, or cope better with various demands. By studying psychology you will be better prepared to understand and manage these aspects of your job.

If you are interested in learning more about the research activities of the USQ Psychology Department, we have produced a video of some of the research activities of our staff ([click here](#)).

Whatever interest or career ambition has brought you to study psychology, we hope that you will feel sufficiently challenged by the program but will also enjoy it.

**Associate Professor Tony Machin, PhD, MAPS**  
**Head of Department (Psychology)**  
**Faculty of Sciences**  
**University of Southern Queensland**

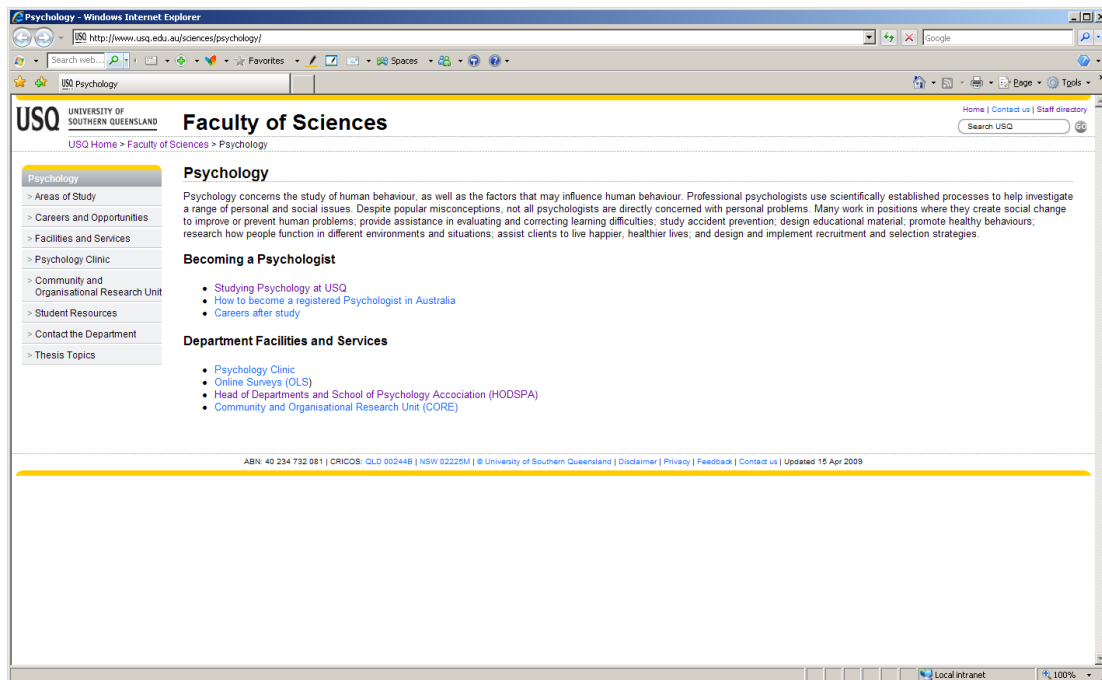


## 2. Departmental home page world wide web

The department home page is part of the Faculty of Sciences web site at USQ. It is a good idea to keep an eye on this site from time to time. The web site has valuable information on:

- Areas of Study
- Careers and Opportunities
- Facilities and Services
- Psychology Clinic
- Community and Organisational Research Unit
- Student Resources
- Contacting the Department and
- Thesis Topics

The address is: <http://www.usq.edu.au/sciences/psychology/>



### 3. Careers in psychology

Most graduates are able to find work in an area that makes use of the skills they have learned during their program because there are many diverse jobs that can be undertaken by psychology graduates.

A 2007 publication by Julie Ann Pooley and Lynne Cohen (*Careers in psychology: Making informed choices*) provides some data that makes the future of the profession seem very bright. There is strong demand for three-year graduates (those with an undergraduate major in psychology) with opportunities in areas such as research, human resources, policy and planning, welfare, counselling and providing employment assistance to disadvantaged job seekers.

While there are many psychology-related jobs that do not require completion of a fourth year of training, the main exceptions to this are jobs with the title Psychologist. These will always require at least completion of an accredited Honours degree (or equivalent).

The Australian Psychological Society web site at <http://www.psychology.org.au/> is a good place to start looking for info about careers. Click on the link “Study and careers” and then “Careers in Psychology”. You will see that this page contains info about these topics: *What do psychologists do? What are the employment prospects for psychologists? Where do psychologists work? What are the main areas of specialisation in psychology? What do psychologists earn? And Where can I find more information about careers in psychology?*

If you want to look at actual jobs that are currently being advertised, try the PsychXchange job site at <http://www.psychxchange.com.au/>. By searching for All Job types in All Locations, you will find all positions currently available. Also remember that not all jobs held by psychologists have the word “Psychologist” in the job title.

Another useful set of questions for those studying an undergraduate degree with a major in psychology was posted in a blog on [Career Transitions](#) by Katherine Brooks. Her posting on the 18<sup>th</sup> April 2010 was called [Ten Career Questions for Psychology Majors](#). Katherine reframes the perennial question “What will you do with the psychology major?” into a more useful set of questions: “What do you want to do? And how will the knowledge and skills you acquired in your psychology major help you do that?” Her 10 career questions include many that involve self-reflection with the aim of developing a better understanding of ourselves and what aspects of psychology interest us the most. For example, “If you could design and teach your own psychology class, what would you teach?” This process can assist with expanding the range of options that are available for those with undergraduate degrees. She also has released a book “[You Majored in What? Mapping Your Path From Chaos to Career](#)” which contains examples of psychology majors in the workplace.

### 3.1 Pathways to becoming a psychologist

The current pathways to becoming a registered psychologist in Australia involve an initial period of training culminating in completion of a fourth year (usually an Honours degree) in psychology which is the minimum requirement for general registration. Further postgraduate study OR a two year (minimum) internship are required in order to be fully registered. USQ offers a three year BSc degree majoring in psychology which, when completed, allows a student to apply for a place in the BSc (Honours) program. These degrees are offered oncampus and externally throughout Australia and in some overseas locations (BSc only). A four-year program called the Bachelor of Psychology (Honours) is offered oncampus at Springfield. Further details are provided in the next section.

We also have a three-year program called the Bachelor of Psychology in Business (BPsyBus) that is offered oncampus at Springfield. This program requires students to be trained across two disciplines rather than just one in order to provide students with a balance of skills in two areas. Graduates of the BPsyBus will require additional psychology courses to be eligible for entry into a Psychology Honours program.

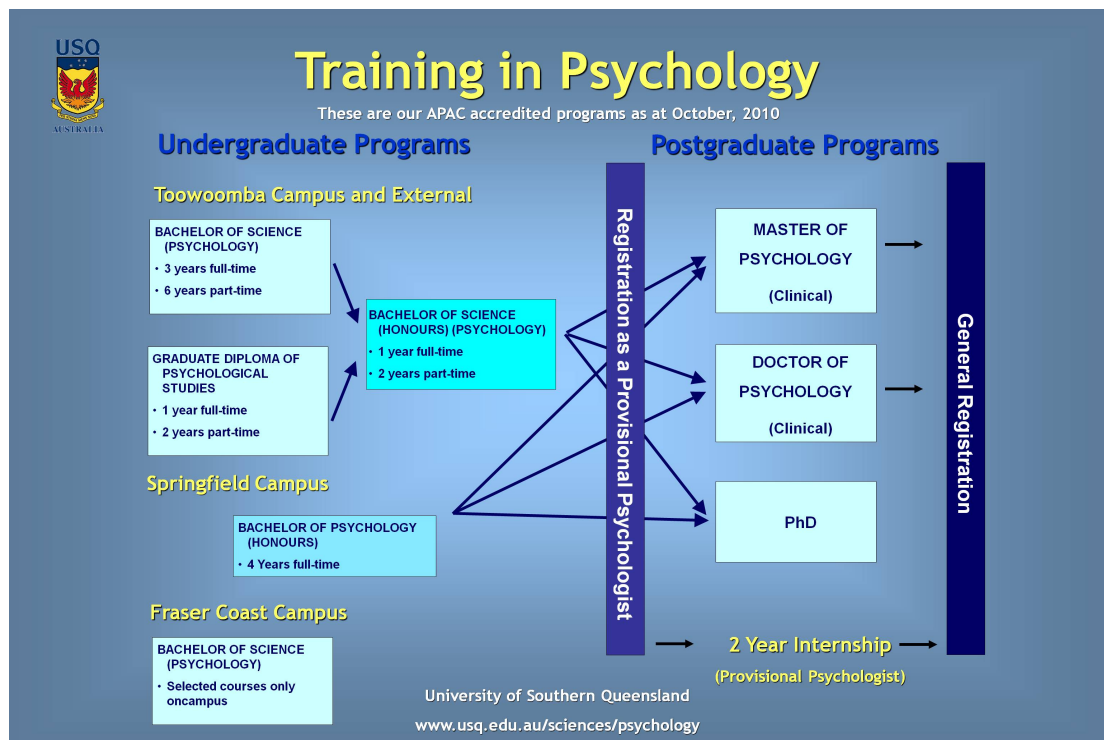
The [Psychology Board of Australia](#) has additional information about the criteria that are used in deciding whether an applicant is eligible for registration as a provisional psychologist including an assessment of their fitness to practise the profession.

One of the changes that the Psychology Board of Australia has introduced involves the 2 year internship that remains as one of the pathways following completion of the Honours degree. The new guidelines require:

1. A minimum two-year program based on a 35-hour week and seven-hour day, totalling a minimum of 3080 hours
2. A minimum of 17.5 hours per week psychological practice
3. A minimum of 176 hours of supervision with a minimum of 117 hours of individual supervision
4. A minimum of 60 hours of professional development per full-time year
5. A minimum of 40 per cent client contact and the remainder (maximum 60) per cent client-related activities. ‘Client contact’ means direct client contact which includes performing specific tasks of psychological assessment, intervention and prevention

6. Program must be completed within a maximum of five years from commencement
7. All work roles/placements must be approved by the Board prior to commencement
8. Six-monthly progress reports must be provided by the supervisor and submitted to the Board by the provisional psychologist
9. A final Assessment of Capabilities form signed by the supervisor and case studies completed by the provisional psychologist must be submitted with an application for general registration
10. On completion of the internship program, the Board may require the participant to pass an examination
11. The Board may include any other requirement as set out in a registration standard or the National Law
12. These requirements will be reviewed in 2013 and may change!

### 3.2 Summary of the USQ accredited programs for training in psychology



## 4. Undergraduate program

### 4.1 Objectives – are we going to do what you think we are going to do?

One of the things that you will find out during your studies in Psychology is that problems and unhappiness are often the result of mismatches in expectations. In order to avoid this at the outset it is important for you to know what we intend to achieve in the Bachelor of Science program. If what we hope to do matches what you expect us to do then there will not be any problems. However, if you expect that we will do one thing and we expect that you will do another then we have potential for disappointment. Since most of us on the staff at USQ like to avoid unpleasantness, we think it is important that you have a good idea of what we are trying to achieve.

The Bachelor of Science aims to produce graduates who have the generic skills and characteristics that USQ requires of any of its graduates from Bachelors programs.

In addition to meeting the USQ objectives, our program is also aimed at meeting the objectives that the Australian Psychological Accreditation Council (APAC) has for undergraduate courses. Since the undergraduate program is only the first step in producing competent professional psychologists, the aims and objectives of the undergraduate program are more modest than you might expect. It is not our aim to produce qualified psychologists at the end of your BSc degree.

The [APAC web site](#) has a document called [Graduate Attributes of the Australian Undergraduate Psychology Program](#) that explains the core attributes that all psychology undergraduate programs will target. The APAC standards list these as:

1. Core knowledge and understanding
2. Research methods in psychology
3. Critical thinking skills
4. Values, research and professional ethics
5. Communication skills
6. Learning and the application of psychology

### 4.2 Undergraduate program structure

Two pathways by which students may progress towards an accredited psychology major are by enrolling in the BSc (Psychology) or the Graduate Diploma of Psychological Studies (if you have already completed a degree). The structure of these two programs will be explained and then the Bachelor of Psychology (Honours) will be explained.

### 4.2.1 Program structure for the Bachelor of Science (Psychology)

You need to complete 24 courses to qualify for the Bachelor of Science (BSCI) with a major in Psychology. The structure of the Psychology major has changed for new students starting since 2006. This structure will be explained below. However, existing students will be allowed to graduate under the old program structure which is still listed in older versions of the USQ handbook.

In the new program structure (see below), there are 16 compulsory courses (previously 13) in the Psychology Major. The new structure does not require students to take any additional psychology elective courses (3 were required in the old structure). However, the number of psychology and non-psychology electives must total 8.

Structure of the BSc (Psychology) major from 2006 for NEW students:  
<http://www.usq.edu.au/handbook/current/sci/BSCI.html>

<b>Courses</b>	<b>Semester offered</b>
Foundation courses	
STA2300 Data Analysis	1,2,3
CSC1402 Foundation Computing	1,2,3
CMS1000 Communication and Scholarship	1,2,3
PSY1030 Cross-Cultural and Indigenous Psychology	2,3
Compulsory courses	
PSY1010 Foundation Psychology A	1,3
PSY1020 Foundation Psychology B	1,2
PSY2010 Social Processes of Behaviour	1
PSY2020 Motivation and Emotion	1
PSY2030 Developmental Psychology	2
PSY2040 Human Information Processing	2
PSY2100 Research Methods in Psychology A	1
PSY3111 Research Methods in Psychology B	2
PSY3010 Assessment of Behaviour	1
PSY3030 Abnormal Psychology	1
PSY3050 Counselling Psychology	2
PSY3110 Clinical Health Psychology	2
Psychology electives (only choose these if you want to)	
PSY3040 Individual Differences (not offered in 2011)	2
PSY3080 Human Factors	1
PSY3100 Advanced Research Methods and Statistics (not offered in 2011)	1
PSY3101 Career Assessment and Development	3
PSY3120 History and Systems of Psychology	3
PSY3250 Sport Psychology	2
PSY3730 Industrial and Organisational Psychology	1
Non-Psychology electives (max. of 8 Psych and Non-psych electives)	

Notes:

1. You must check prerequisite requirements before enrolling in a course. Failure to complete a prerequisite will usually mean that your enrolment in that course will be cancelled. This may be done without prior notification, right up to the last day for dropping courses without penalty.
2. Students who enrolled in the BSc (Psychology) prior to 2006 will still need to complete 13 compulsory courses (all courses listed in the above table starting at STA2300 down to PSY3010 inclusive) and 3 additional third level psychology courses. Contact the Undergraduate Program Coordinator if you are uncertain which courses are compulsory.

We also offer a BSc double major in Psychology and Human Physiology which will be a major advantage in any careers involving promoting people's health and well-being and it will build a very sound foundation for postgraduate studies in Clinical and Health

Psychology. This is an excellent example of how to combine your Psychology major with an area that will enable you to develop expertise that enhances your future career prospects. One constraint with this double major is that most of the Human Physiology courses are only offered on campus. Other double majors that currently exist include Psychology + Human Resource Management, and a range of other disciplines from the Faculties of Arts, Business, and Sciences. A full list of double majors is shown below. If you select a second major, you must conform to the requirements of the major as specified in the USQ Handbook. Students also have the option to enrol in courses from another University through cross-institutional enrolment if there are specific courses that are not offered at USQ which you wish to take. However, doing this would mean that you would not have the second major listed on your degree.

The current list of double majors available in the BSc (Psychology) program includes:

Name	Academic plan	Description
Psychology and Human Resource Management	13810	Psychology+HRM
Psychology and Management and Leadership	15787	Psychology+ManagLead
Psychology and Statistics	15756	Psychology+Stats
Psychology and Anthropology	13806	Psychology+Anthropol
Psychology and Administrative Management	13807	Psychology+AdminMgt
Psychology and History	13808	Psychology+History
Psychology and Visual Arts Prac	13811	Psychology+VArtsPrac
Psychology and Organisation and Business Communication	13813	Psychology+OrgBusCom
Psychology and Marketing	13814	Psychology+Marketing
Psychology and English Literature	13816	Psychology+EngLit
Psychology and Computing	13817	Psychology+Computing
Psychology and Human Physiology.	15844	Psychology+HumanPhysiology
Psychology and Business Law	15751	Psychology+Bus Law

## 4.2.2 Program structure for the Graduate Diploma of Psychological Studies

The alternative pathway to completion of an undergraduate major in Psychology for students who already have a degree is to enrol in the Graduate Diploma of Psychological Studies. The structure of the GDPS has also changed for new students starting in 2010. This structure will be explained below. However, existing students will be allowed to graduate under the old program structure.

In the new program structure (see below), there are 7 compulsory courses plus one elective (depending on whether you have a counselling background).

Structure of the Graduate Diploma of Psychological Studies since 2010 for NEW students:  
<http://www.usq.edu.au/handbook/current/sci/GDPS.html>

<b>Courses</b>	<b>Semester offered</b>
Compulsory courses (7)	
PSY2020 Motivation and Emotion	1
PSY2100 Research Methods in Psychology A	1
PSY3010 Assessment of Behaviour	1
PSY3030 Abnormal Psychology	1
PSY2030 Developmental Psychology	2
PSY2040 Human Information Processing	2
PSY3111 Research Methods in Psychology B	2
Elective Courses: Choose ONE of the following courses based on the following recommendations.	
For students who do NOT have a counselling background:	
PSY3050 Counselling Psychology	2
For students who DO have a counselling background	
PSY3110 Clinical Health Psychology	2

Notes:

1. When a student has already completed one of the compulsory courses, a suitable psychology elective may be taken instead.
2. PSY2100 must be completed before enrolling in PSY3111 and before or concurrently with PSY3010.

#### **Admission requirements for the GDPS**

To be admitted to the Graduate Diploma, applicants must (a) hold a bachelor's degree from a recognised university in a field other than psychology; and (b) have completed the pre-requisite courses listed below (or their equivalent elsewhere) within the last five years prior to commencing the program.

<b>Course code</b>	<b>Course name</b>	<b>Offered</b>
PSY1010	Foundation Psychology A	S1, S3
PSY1020	Foundation Psychology B	S1, S2
PSY1030	Cross-Cultural and Indigenous Psychology	S2, S3

### **4.2.3 Program structure for the Bachelor of Psychology (Honours)**

The Bachelor of Psychology (Honours) degree entails four years of full-time study, during which time the student will complete 32 courses.

The Bachelor of Psychology (Honours) is focused on professional outcomes within a community setting. An experience-learning theme will underlie the content and learning processes of this program. Students will engage with local services, institutions and societies to acquire knowledge from the community as their laboratory and to develop problem-solving competencies related to their areas of study. Generally we want you to build a

knowledge base of the discipline, think critically and analytically, to work cooperatively within and across disciplines in order to seek solutions to real world problems.

Structure of the BPsych (Honours) from 2011: <http://www.usq.edu.au/handbook/current/sci/BPSH.html>

<b>Year 1</b>	
<b>Semester 1</b>	<b>Semester 2</b>
PSY1010: Foundation Psychology A	PSY1020: Foundation Psychology B
PSY1101: Critical Thinking	PSY1030: Cross-cultural and Indigenous Psychology
PSY1102: Interpersonal Skills	PSY1105: Psychological Skills B
PSY1104: Psychological Skills A	STA2300: Data Analysis
<b>Year 2</b>	
<b>Semester 1</b>	<b>Semester 2</b>
PSY2010: Social Processes of Behaviour	PSY2030: Developmental Psychology
PSY2020: Motivation and Emotion	PSY2040: Human Information Processing
PSY2100: Research Methods A	PSY3111: Research Methods B
PSY2104: Psychological Skills C	PSY2105: Psychological Skills D
<b>Year 3</b>	
<b>Semester 1</b>	<b>Semester 2</b>
PSY3010: Assessment of Behaviour	PSY2050: Facilitation and Negotiation
PSY3030: Abnormal Behaviour	PSY3050: Counselling Psychology
PSY3104: Psychological Skills E	PSY3105: Psychological Skills F
One third level psychology course	One third level psychology course
<b>Year 4</b>	
<b>Semester 1</b>	<b>Semester 2</b>
PSY4001 Psychology Honours Project 1	PSY4002 Psychology Honours Project 2
PSY4010 Multivariate Statistics A	PSY4011 Multivariate Statistics B
PSY4020 Ethical and Professional Practice	PSY4070 Advanced Assessment
PSY4030 Skills and Issues in Counselling	PSY4065 Positive Psychology: Theory and application

Note: The courses in the BPsych (Honours) are only offered oncampus at Springfield.

## 4.3 Exemptions

If you have done any other post-secondary school course, you **may** be eligible for an exemption from part of your degree, particularly in the non-psychology electives. However, we may consider studies completed prior to the last five years as not sufficiently recent for awarding exemptions. If you think you have grounds for an exemption, please contact the Undergraduate Program Coordinator with the details of your previous studies:

Dr Andrea Lamont-Mills  
 Phone: 07 4631 1703  
 Fax: 07 4631 2721  
 Email: [lamontm@usq.edu.au](mailto:lamontm@usq.edu.au)

Although the maximum time for completion of the BSc is 8 years (and only two years for the GDPS), if you are awarded exemptions, this maximum time will be less. For example, if you are enrolled in the BSc (Psychology) major, the following table can be used to assist you to work out how long you will be allowed to complete your degree.

<b>Number of exemptions granted</b>	<b>Maximum time to complete program</b>
4 exemptions	6 years and 2 semesters
5 exemptions	6 years and 1 semester
6 exemptions	6 years
7 exemptions	5 years and 2 semesters
8 exemptions	5 years and 1 semester
9 exemptions	5 years
10 exemptions	4 years and 2 semesters
11 exemptions	4 years and 1 semester
12 exemptions	4 years
13 exemptions	3 years and 2 semesters
14 exemptions	3 years and 1 semester
15 exemptions	3 years
16 exemptions	2 years and 2 semesters

## 5. Teaching support

### For all students

USQ uses one of the best online learning environments for all of its courses. This system is based on Moodle and replaced the previous system which used WebCT. It is known as the [USQStudyDesk](#). The StudyDesk is where you will be able to access electronic copies of course materials, download readings (from DiReCt), post questions in the course Forums, and even interact in online classes using Wimba (depending on the lecturer).

An example of a typical course home page on the StudyDesk is provided below:

The screenshot shows a web browser window displaying the USQ StudyDesk interface for the 'Career Assessment and Development' course. The page features a navigation menu on the left with categories like 'Useful Links', 'My Courses', and 'Administration'. The main content area includes a 'Welcome to our course.' section with introductory text, a 'Course content' section listing various activities like 'Career conversation Part 1' and 'New interview with Prof Fogarty and Dr Albion', and a 'Course content' section with a list of activities. The right sidebar contains 'Latest News', a 'Calendar' for November 2009, 'Upcoming Events', and 'Activities'.

All students have access to the **UConnect** system. Also note that all students have an official USQ email address.

## For oncampus students

For each course that you study at USQ you could expect to have a one- or two-hour lecture which is supported by a two-hour tutorial. Thus those students who are studying full-time on campus could expect to have up to 16 hours of class contact per week. Oncampus students should maintain contact with their lecturer throughout the semester.

## For external students

If you are studying externally (either totally or as a mixture of oncampus and external enrolment), the primary learning resource is a study package that is usually developed by the examiner for the course. The package usually contains an introductory book and study book and sometimes a book of readings. Some course packages might also include workbooks, audiotapes, or other resources, depending on the course design and content.

However, the way we deliver these learning materials has changed. For most courses, the primary method of delivering our learning materials will be electronic delivery, using the StudyDesk with a backup CD mailed to all students to ensure everyone can access the study materials even with limited internet access.

## 6. Computer requirements

**Given the above modes of teaching support, it should be clear that we expect all students doing psychology to have computer access.** This does not mean that you have to go out and buy a new computer, but you do have to ensure that you have the means for regular computer access both to discussion groups for your course and to *UConnect*. You may be able to do this by arranging access via a friend, through work, through an Internet Cafe, or a local library.

Computers are playing an important role in the studying and learning process, and students are strongly encouraged to make use of up-to-date computer technology in a number of ways to facilitate learning, and in the production of assessment material. As indicated above, our courses all make use of the Internet through on-line discussion groups and course web pages. Some courses require substantial access to a computer because computer software or CD-ROMs are integral to the material being taught in the course.

Students may be able to study successfully for many courses with a computer sufficient to run one of the current word-processing and spreadsheet programs. **All students, particularly those studying in the external mode, are required to have access to the Internet.** We anticipate that students' use of computers – for assignment preparation, online discussion, and information searching – will help develop skills which will be valuable not only in their study environment, but also in their chosen professions.

The Student Computing Standards are available from <http://www.usq.edu.au/ict/students/standards/default.htm>.

## 7. Policies and procedures

Like any organisation USQ has rules, regulations and procedures. The policies and regulations are readily available in the University Handbook. It is strongly suggested that you have a look at these regulations now. They can be accessed electronically at:

<http://www.usq.edu.au/currentstudents/policies/default.htm>

### 7.1 Academic honesty

Cheating and plagiarism are serious offences in any setting, especially in universities. Of all the rules and regulations, those dealing with cheating and plagiarism are considered the most serious. Thus we include some information here.

When the staff at USQ give you assessment pieces to do, it is on the understanding that the work you present for assessment is your own. After all, we wish to gauge the extent to which you are developing expertise in psychology. At the same time we will be encouraging you to read widely by consulting journals and books and other reference materials. It can sometimes be difficult to take the information in these works and present it in such a way that it

represents your own work. So read the following sections and make sure you understand what is expected of you. If you don't please seek clarification. **This is important.**

Copying of another student's work, taking prohibited material into examinations, submitting work that is not your own, using false medical certificates and many other such forms of cheating are absolutely prohibited. Students caught cheating can be given zero marks for an assignment, failed in a course, or excluded from their program or from the university.

Plagiarism is an academic offence. Plagiarism involves the use of ideas or material that belong to another in such a way that it is presented as your own. Common examples include:

- Copying passages from books or journal articles word for word without acknowledging them as quotations.
- Inappropriate citation including using ideas from other sources without acknowledging the source.
- Summarising or paraphrasing the words of other sources without acknowledgment of their source.

In written work, the source of such quotations, ideas, or words must always be given by the correct form of referencing or citation.

The penalties for these offences range from getting no marks for the work, to exclusion from the University.

Further information is available at the following website shown below. Just click on the link to: <http://www.usq.edu.au/plagiarism/infostud/default.htm>

The screenshot shows a web browser window displaying the USQ Plagiarism website. The page title is 'Plagiarism' and the URL is 'http://www.usq.edu.au/plagiarism/infostud/default.htm'. The page content includes:

- Information for Students:** A section explaining that as a student at university, you are expected to base your assignments on your own investigations, experimentation or research. It states that in undergraduate study, you are typically asked to show an understanding of a topic or concept by writing about existing ideas published in books, journals or web sites. It notes that in many instances, the ideas you use in your assignments will often not be your own, and it is an important part of university culture that you acknowledge the use of other people's work through employing a standard referencing system.
- Plagiarism explained:** A section stating that academic misconduct is unacceptable and includes plagiarism, collusion and cheating. It lists three types of plagiarism:
  - Plagiarism involves the use of another person's work without full and clear referencing and acknowledgement
  - Cheating involves presenting another student's work as your own
  - Collusion is a specific type of cheating, that occurs when two or more students fail to abide by directions from the examiner regarding the permitted level of collaboration on an assessment.
- Examples of plagiarism:** A section stating that plagiarism may take different forms in different disciplines and that examples are provided to demonstrate what may constitute plagiarism.
- Avoiding plagiarism:** A section stating that there are a number of strategies and methods that can be used to help avoid plagiarism.
- Detection and consequences of plagiarism:** A section stating that there are a range of detection and consequences which may apply if you are found to have plagiarised.
- Frequently-asked questions:** A section stating that frequently asked questions about plagiarism in the university context are available.
- Other resources:** A section stating that additional resources are provided by the Faculties and the Library to assist students in developing academic skills to help avoid plagiarism.

The page footer includes the USQ logo, the text 'UNIVERSITY OF SOUTHERN QUEENSLAND', and the slogan 'fulfilling lives'. It also contains contact information: 'ABN: 40 234 732 961 | CRICOS: QLD 052446 | ISBN 922551 | © University of Southern Queensland | Disclaimer | Privacy | Feedback | Contact us | Updated 26 Jul 2007'.

## 7.2 Referencing in psychology

Many of the problems associated with plagiarism stem from inadequate citations and referencing. You need to become familiar with the correct way of doing this to avoid problems.

In writing assignments in psychology, students will be expected to acquire knowledge of the referencing system which is universally used in the discipline. This is the ‘style’ or system of referencing known as the American Psychological Association Style (APA Style). It is similar to, but not the same as the Harvard System. Note that DeC typically uses the Harvard System, and some study material produced by DeC has a combination of Harvard referencing and the APA Style. Hence study materials supplied cannot be taken as a correct guide to your requirements in all instances.

The USQ Library has comprehensive guides to academic referencing (including Harvard and APA styles) on their website at <http://www.usq.edu.au/library/>. Look in the middle of the web site for the words: **Reference it ...**

The screenshot shows the USQ Library website interface. The main navigation menu includes 'Library services', 'Ask for help', and 'At the Library'. The 'Reference it ...' section is highlighted, providing 'cite and referencing assistance for study and research'. It includes links for 'Harvard AGPS guide' and 'APA guide'. Below this, the 'Today ...' section displays the current date and time (Wednesday, 4 Nov 2009, 2:44 pm AEST) and a table of library opening hours for various locations: Off-campus Services, Toowoomba Library, Springfield Library, and Fraser Coast Library. The table shows that all locations are currently 'OPEN'.

Location	Phone	Status	Hours
Off-campus Services	1800 063 632	OPEN	8:30am - 4:30pm
Toowoomba Library	+61 7 4631 2109	OPEN	8:00am - 9:00pm
Springfield Library	+61 7 3470 4246	OPEN	8:00am - 7:00pm
Fraser Coast Library	+61 7 4194 3148	OPEN	9:00am - 6:00pm

Please note that in 2009, the 6<sup>th</sup> edition of the [APA publication manual](#) was released. A description of what's new in the sixth edition is available from [APA Style](#). Unfortunately, the first printing in July 2009 had many errors which are described on the [APA Style](#) web site.

## 7.3 Withdrawing without penalty

Sometimes students will experience difficulty in completing a course due to factors beyond their control. The University has a process by which students can apply to withdraw from the course without academic penalty and have the fees reversed. Applications must be made on the appropriate form and the details are available from <http://www.usq.edu.au/currentstudents/policies/waivepenalty/default.htm>.

## 8. What happens when things go wrong?

Unfortunately, things do not go smoothly all the time. When things start to go wrong there is one golden rule you should follow. “Do something about it at the time”. We can usually solve the problem much more easily at the time when things go wrong than, say, two months later. Let’s have a look at some commonly occurring issues:

- *Late assignments:* The Department will apply the USQ policy regarding late submission of assignments. This policy allows for a penalty of 5% per day for late submission. We will not accept any late assignments that arrive after the assignments that have been handed in on time are returned to students. This date is usually three weeks after the due date for the assignment.
- *Deferred exams:* Through force of circumstance you may not be able to sit for an exam. It is possible to request a deferred exam under special circumstances. This can only be done by writing to the Faculty Administrator to make a formal request for a deferred exam. This request will only be granted if students are up to date with assignments and any other form of assessment that has to be submitted prior to the exam period. There are some serious consequences associated with deferred exams, so you need to think seriously about requesting them. The consequences are:
  - Deferred exams will now be held at the end of the next semester rather than when the course is next offered. You may have to sit the deferred exam along with your other exams for that semester.
  - Deferred exams cannot be deferred. If you are unable to sit for the deferred exam for any reason what so ever, you will be awarded a Fail grade.
- *Dropping courses:* You can drop courses without any penalty up until a specified date. (This date is specified in the Student Handbook and on the calendar included in your general package.) After that date, it is still possible to drop courses but it becomes more difficult. You can consult the regulations in the Handbook on the conditions and procedures that need to be followed for waiving academic penalty. However, again it is important for you to know that you can only have a course dropped without penalty if you are up to date with your assignments. There is no point applying in the last week of semester, when you have not handed in any assignments for a course. Your application will not be accepted.
- *Leave of absence:* There may come a time when you would like to take a break from your studies. The simplest way to do this is to write to the undergraduate coordinator and request a leave of absence.

## 9. Undergraduate coordinator and Student Support Officer

The Coordinator of the Undergraduate Program at Toowoomba is Dr Andrea Lamont-Mills, telephone (07) 4631 1703, fax (07) 4631 2721. You should contact her preferably by fax, mail, or email for all general enquiries concerning your program, including dropping or adding courses, exemptions, leave of absence, your program progression, and eligibility to graduate. Questions concerning specific courses should be directed to the examiner of that course. The best email address to use for ALL program enquiries is [sciences.enrolment@usq.edu.au](mailto:sciences.enrolment@usq.edu.au) .

For all questions about enrolments, please contact Ms Trish Keane (Administration Officer, Student Support, Faculty of Sciences), telephone (07) 4631 2803 email [sciences.enrolment@usq.edu.au](mailto:sciences.enrolment@usq.edu.au) .

## 10. The psychology department

### 10.1 Staff of the department

Details are available from the Psychology Department web site at <http://www.usq.edu.au/sciences/psychology/contact.htm>.

### 10.2 Contacting staff

The normal (and most certain) method of contacting academic staff is via the Current Students enquiries line (07) 4631 2285 or Freecall 1800 007 252. Some staff may arrange regular times to be available for direct telephone inquiries but these will be advised direct to students with normal mailings.

Most staff (but not all) are also able (and willing) to be contacted by electronic mail. Those students who have access to this facility via their study centre or home computer are welcome to use it.

#### How to contact academic staff

Staff may be contacted by telephone or by electronic mail. You can access all contact details on the Psychology Department web site at <http://www.usq.edu.au/sciences/psychology/contact.htm>.

Callers from outside Australia should precede the number with +61 7 (Australia and area code).

Faculty of Sciences fax number: (07) 4631 2721

Postal address: Psychology Department  
 Faculty of Sciences  
 The University of Southern Queensland  
 Toowoomba QLD 4350

## 11. The Fourth Year in psychology

Please note: This information was correct at 7 October, 2010, but is subject to change without notice.

### 11.1 Structure of Bachelor of Science (Honours) – BSCH

As illustrated in the Section 3.1 Pathways to becoming a psychologist, we offer a separate fourth year in Psychology called the Bachelor of Science (Honours) majoring in psychology. The BSc (Honours) program is available in both oncampus and external mode, and is fully accredited by the Australian Psychological Accreditation Council. There are two compulsory workshop blocks each semester. These workshop weeks are compulsory for both oncampus and external students in the program. **Students who apply from overseas will only be accepted if they are able to be oncampus for the duration of their enrolment in the program.**

As a graduate of the BSc (Honours) program, you will be eligible to apply for Associate Membership of the Australian Psychological Society. If you achieve a high level of Honours (either First Class or Second Class, Division A), you would be eligible to apply for a Masters program or PhD at USQ and other universities.

### 11.2 Entry requirements

In order to be considered for entry into the Honours program, students must meet the following essential criteria:

1. You must have an APAC-accredited undergraduate degree majoring in psychology. Overseas students who have not completed their undergraduate studies through USQ will need to have their degree assessed by the Australian Psychological Society (APS) before applying for the Honours program. The APS charges a fee for this assessment.
2. Your undergraduate studies in psychology must have been completed no more than three years prior to applying for Honours. So if you are interested in applying for the 2012 intake, you would have needed to complete your undergraduate psychology studies no later than Semester 2, 2008.

You must have a weighted Grade Point Average (GPA) of at least 5, according to our Honours formula. However, please note that the actual GPA for entry is usually higher than that, as there are limited places available each year.

### 11.3 What formula do you use to calculate GPA for entry into Honours?

We used to have a rather complicated, weighted formula. However, we have changed it to a simpler format. From the 2011 intake, we will be calculating the Grade Point Average based just on the straight average of all of your psychology courses (i.e., all those that have a PSY code at USQ or the equivalent at other universities). We do not usually count fails where you have repeated the course and passed. Also, if you have repeated any courses, we count the higher of the two grades.

### 11.4 What is the main difference between studying as an undergraduate students and studying as an Honours student?

The main difference is that Honours students are seen as professionals in training. Therefore, we expect that Honours students will be able to take more initiative for their own learning. Staff will certainly provide relevant materials and guidance throughout the program, but students will also need to be more proactive in searching out relevant literature, analysing the material they are learning, and engaging in regular discussion group forums. High levels of critical thinking and indepth analysis are required and there is more of a focus on the application of knowledge and acquisition of skills. While a good academic performance in the undergraduate program provides a solid foundation or baseline for further study, the Honours program will challenge you in new ways. For example, you will be further developing skills in counselling, professional ethics, assessment, and intervention and will be more fully engaged in research. Some students may also need to brush up on their statistics skills and knowledge of SPSS prior to commencing the Honours year, especially if it has been several years since they last studied statistics. If you have aspirations of going on to further postgraduate study after Honours, you would usually need to get a 2A class of Honours which would mean you would need to get a GPA of 5.5 or greater. Some universities may accept students with lower GPAs than that, but many require at least a 2A. Therefore, you may find you need to perform at a higher level than in your undergraduate studies in order to achieve the desired result. Although this may sound challenging, staff will guide you as you rise to meet these challenges. Hopefully, you will find the Honours program to be very rewarding both professionally and personally.

### 11.5 Applications for 2012

All applications for the BSc (Honours) must be made directly to USQ using either the [Direct Entry Application Form](#) or by applying online at <http://applyonline.usq.edu.au/>. Applications close at the end of October for the intake in semester 1, 2012. Students who complete the last of their psychology courses in semester 3 may be considered for entry in semester 1. Direct Entry Application Forms are also available from Student Administration, USQ, Toowoomba, QLD, 4350. Applications that are received after the closing date or that do not contain the required documentation will not be considered. Properly certified copies of documents are acceptable.

## 11.6 Further information

Further information is available from the Psychology Department web site at <http://www.usq.edu.au/sciences/psychology/programs.htm> .

## 12. Higher degrees in psychology

The Department offers both coursework and research higher degrees, which can all be completed part-time. Some details are listed below with full information available from the USQ Handbook at <http://www.usq.edu.au/handbook/current/allprog.html>.

Information about the programs mentioned below can be obtained from the Postgraduate Program Coordinator, Dr Paul Bramston: telephone +61 7 4631 2932; email [paul.bramston@usq.edu.au](mailto:paul.bramston@usq.edu.au) .

### Master of Psychology (Clinical) (MPCL) – MPpsych(Clinical)

Applicants for admission must be able to:

- demonstrate that they have achieved a minimum result of Second Class Honours Division A in an APS-accredited four-year Honours program; and
- provide two satisfactory referee reports indicating the applicant's abilities to successfully undertake the professional and research components of the program; and
- be assessed in an interview with a panel of Departmental staff as having interpersonal skills required for professional course work.

Before commencing the program, students must have General Registration with Probationary Conditions or full registration from the Psychologists Board of Queensland.

Normally, entrants would be eligible for Associate Membership of the Australian Psychological Society having completed four years of study of psychology accredited by the Society.

Further details are available from <http://www.usq.edu.au/handbook/current/sci/MPCL.html>.

### Doctor of Psychology (Clinical) (DPCL) – DPpsych(Clinical)

Applicants for admission must be able to:

- demonstrate that they have achieved a minimum result of First Class Honours in an APS-accredited four-year Honours program; and
- provide two satisfactory referee reports indicating the applicant's abilities to successfully undertake the professional and research components of the program at a doctoral level; and

- be assessed in an interview with a panel of Departmental staff as having interpersonal skills required for professional course work.

Before commencing the program, students must have General Registration with Probationary Conditions or full registration from the Queensland Registration Board.

Further details are available from <http://www.usq.edu.au/handbook/current/sci/DPCL.html>.

## Doctor of Philosophy (DPHD) – PhD

The normal requirements for entry to the degree are either a bachelor degree with First Class Honours or Second Class Honours (Division A) or equivalent, or a masters degree (with a research component) or other qualifications equivalent to First Class Honours, together with evidence of professional standing. Normally, all students will be enrolled as provisional candidates, with their status being reviewed within 12 months full-time or 24 months part-time enrolment. Because the degree is based on supervision by a principal and an associate supervisor, it is essential that intending candidates clarify their topic for research and seek an academic staff member able to provide supervision. Application forms and advice on procedures for enrolment may be obtained from the Office of Research and Higher Degrees. Intending students are advised to allow several months for discussion with potential supervisors and for consideration of the application prior to the commencement of candidature.

Further information is available from <http://www.usq.edu.au/handbook/current/sci/sci-DPHD.html>.

## 13. Registration as a psychologist (as at 1 July 2010)

From 1 July 2010, the [Psychology Board of Australia](#) is the body that oversees the registration of all psychologists in Australia.

The requirements for registration as a provisional psychologist are still completion of a four-year (full-time) or equivalent part-time APAC accredited sequence in psychology.

## 14. Membership of The Australian Psychological Society

### Student membership of the APS

The Australian Psychological Society (APS) is the major professional organisation of psychologists in Australia. It has a National Office located in Melbourne, and branches and regional groups throughout Australia, including Toowoomba, and has more than 11 500 members. Its role is to 'represent, promote, and advance psychology and psychologists within the context of improving community well being and scientific knowledge'. If you are

a student enrolled in the Psychology major, you can join as a student subscriber, and receive four publications:

- The Australian Journal of Psychology (Scientific research reports).
- The Australian Psychologist (Professional issues).
- *In Psych*: The Bulletin of the APS (News of conferences, workshops and general issues).
- The Newsletter of the branch nearest to where you live.

To join, fill out the application form (available from the APS site below), send it to the Undergraduate Course Coordinator, Department of Psychology, Faculty of Sciences, USQ, for endorsement. The membership application form is available at (then click on the link to Student Subscriber): <http://www.psychology.org.au/membership/applying/>. The Annual Student Subscriber rate was reduced to \$75, effective from 1 March, 2009.

On completion of four years of study, graduates of approved courses can join as Associate Members.

## Full membership of the APS

The **current** requirement for full membership of the Society is completion of four years approved university training plus a further two years (i.e. six years of training). The fifth and sixth years of training are most often completed by a Masters coursework degree (such as the Master of Psychology course at USQ), but can also be satisfied by postgraduate research study (such as a Doctor of Philosophy or Master of Philosophy degree).

Australian Psychological Society  
PO Box 38  
Flinders Lane VIC 8009

Tel: (03) 8662 3300

Toll free: 1800 333 497

Fax: (03) 9663 6177

Email: [contactus@psychology.org.au](mailto:contactus@psychology.org.au)

