TERTIARY ACCESS PROGRAM (TAP)

The Tertiary Access Program (TAP) is designed to transition students who may have completed Year 12 (or equivalent) but do not have the necessary academic background for direct entry into a Diploma program. This course is currently taught on ECU's Mt Lawley campus. From June 2015 this course will be taught on ECU's state-of-the art Joondalup campus.

The course consists of 4 modules of study and must be completed in one trimester. Students who complete the Tertiary Access Program in one trimester will qualify for entry into a PIBT Diploma course. Those who do not successfully complete TAP in their first trimester will automatically transfer to the full Certificate IV TPP course and will need to pass eight (8) modules before progressing to Diploma. A minimum of 50 percent in all modules is required for progression to a Diploma course.

MODULE DESCRIPTORS

BUS100A – Accounting

This module will provide students with an introduction to basic procedures and principles of accounting and acquaint them with its function in business and non-trading enterprises.

BUS104A – Mathematics

This is a Mathematics module designed for students who do not wish to study mathematics or physical sciences at a tertiary level but require a general mathematical background.

BUS105A – Statistics

This module is concerned with developing statistical concepts, specifically skills/knowledge required to collect/present numerical data and the analysis and interpretation of this numerical data.

BUS107A – Introduction to Computing (Core)

This module is designed to provide students with an understanding of the main applications of computers and an appreciation of the role information processing plays.

BUS108A – Management

This module aims to provide students with an introductory understanding of the basic skills in managerial principles and practices in the modern world.

BUS109A – Marketing

This module will provide students with an introductory understanding of important marketing principles and concepts in an increasingly competitive marketing environment. It embraces changes unfolding for the marketing environment.

BUS110A – Legal Studies I

This module investigates the need for law in our society and the ways in which laws are made. The module aims to inform students of their basic legal rights, obligations and duties and the workings of the legal system.

COM100A – Information Design

This module presents an overview of the theory and application of designing information for a range of purposes and in a range of media, and particularly in relation to print and electronic media.

COM101A – Programming

This module enables students to acquire both an introductory knowledge of the theoretical concepts in programming and fundamental practical skills in writing programs.

Tertiary Access Program continued

COM102A – Introduction to Systems Analysis

This module provides an introduction to the basic theory and practical application of the concepts and modelling techniques used in the analysis phase of developing business software. The underlying framework utilised in this module is the Systems Development Life Cycle.

COM106A – Creative Cultures

This module aims to unpack the politics and purposes of the Creative Industries in contemporary economies, economic, political and social origins of these industries and understanding the future applications of a creative consciousness.

COM201A – Communication Skills II (Core)

This module assists students in their ability to successfully interact, participate and communicate effectively in an academic environment. Students will learn basic study skills of time management, listening and note taking. Emphasis will be placed on how to write and structure paragraphs and essays.

COM202A – Communication Skills III

This module assists students in developing knowledge and communication skills that will allow them to participate effectively in a range of personal and professional contexts.

HBI001A – Human Biology

This module investigates the physiology and anatomy of the human body. This knowledge and understanding of the main body system with the associated biological concepts will promote a scientific awareness and appreciation of the human body in a personal, social and media context.

MTH002A – Advanced Mathematics II

This module is specifically for students who wish to study mathematics and related courses at a tertiary level. Successful completion of this module indicates that students have obtained a good understanding of calculus so that further studies in calculus and related topics can be undertaken.

CHE001A – Chemistry

This module introduces the study of matter and its interactions, providing a link with other branches of natural science. The module assists students to appreciate the impact of chemical knowledge and technology on society. Module is designed for those who wish to study physical sciences, health sciences and engineering at a tertiary level.

PHY001A – Physics

This unit is designed to expose students to the basic principles of Physics, and their applications, within a wide variety of contexts. Physics principles and methods applicable to Heat, Motion, Electricity, Wave Motion and Optics are covered in this unit.

Australian Qualifications Framework

Important information for students	PIBT trimester	Entry into PIBT Diploma
Students must study all 4 modules in one semester.	BUS107A Introduction to Computing (Core)	Diploma of Business
		Diploma of Communications and Creative Industries
PIBT reserves the right to cancel classes due to insufficient demand. Timetable clashes may be unavoidable.	COM201A Communication Skills II (Core)	Diploma of Science (Computing / IT)
The order of units selected in the first and second trimester are recommendations except where a pre-requisite applies.	Plus two stream modules	Diploma of Hotel Management
		Diploma of Science (Engineering Studies)
		Diploma of Science (Health Studies)

Methods of assessment at PIBT

Methods of assessment may differ depending on the course and subjects you choose. Most subjects will be assessed through a combination of written examinations and assignments, essays, presentations, seminars and tutorial participation. Some coursework will include group-based projects and practical activities. At the beginning of each unit, students are given an outline that includes due dates for the completion of assignments. Students who fail to meet these submission deadlines may be penalised even though the work was completed. Attending all classes is essential in order to be successful at PIBT.
Flyers are current as of 27 January 2015

Perth Institute of Business and Technology
Tertiary Access Program (TAP) Unit Selection Guide
(Current as of 27/01/15)

STREAM	CORE MODULES				STREAM MODULES		ELECTIVE MODULES					
	SELECT ALL MODULES LISTED:				CHOOSE AT LEAST ONE OF THE FOLLOWING:		CHOOSE ONE (1) OF THE FOLLOWING MODULES:					
BUSINESS	BUS107A	COM201A			BUS105A	BUS104A	BUS100A	BUS108A	BUS109A	BUS110A	BUS104A	BUS105A
HOTEL MANAGEMENT	BUS107A	COM201A			BUS105A	BUS104A	BUS100A	BUS108A	BUS109A	BUS110A	BUS104A	BUS105A
COMPUTING & IT	BUS107A	COM201A			COM101A	COM102A	BUS104A	BUS105A	COM100A	MTH002A		
COMMUNICATIONS	BUS107A	COM201A			COM104A	COM105A	COM100A	COM202A	BUS108A	BUS109A	BUS110A	
ENGINEERING STUDIES	BUS107A	COM201A	MTH002A	PHY001A			NO ELECTIVES PERMITTED					
HEALTH STUDIES	COM201A	BUS107A	BUS104A		HBI001A		NO ELECTIVES PERMITTED					