



## How the Biostatistics Collaboration of Australia (BCA) works

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### How does distance delivery via a consortium of universities work?

The BCA consortium (collaboration) of universities is an innovative model, enabling experts in specialised areas to combine to develop and deliver a focused curriculum. Units of study (called variously at different universities, units, courses, subjects or papers) have been developed and are delivered by the seven universities within the consortium. Prospective students can apply to enrol in the Masters, (Post)Graduate Diploma, or (Post)Graduate Certificate at any one of these universities. The university in which you enroll becomes your 'home' university. All units are accredited by all consortium universities and each unit is delivered by one of these universities. The program is delivered entirely by distance means.

Home university policies and procedures apply to students enrolled at that university. Pages 3 and 4 of this document contain a list consortium universities and contact details for information about academic advice and postgraduate enrolment in the program of courses in biostatistics. Direct links for contact information can be found at the How to enrol page at [www.bca.edu.au](http://www.bca.edu.au).

The consortium is a collaborative effort between universities. Representatives, including unit and program coordinators from Steering and Teaching Committees meet monthly by teleconference.

### BCA Program Coordinators

Each BCA awarding university has a program coordinator, who is the academic responsible for the program of courses in biostatistics. Most units of study are semester specific and co/prerequisites are associated with most of

the units within the program. Program coordinators must approve enrolment applications and unit of study choices, and exemptions or credits where applicable, for students applying to enrol in the first year of the program. They can advise you about a study program appropriate to your academic background and work commitments and are available for academic advice and counselling for the duration of study within the program. Students are advised to consult the program coordinator at their home university about unit of study selections, when applying to enrol as well as in each year of their studies.

### Notification of enrolment – BCA coordinating centre and unit of study coordinators

Delivery of the program by distance from a number of universities involves an extra level of administration. We have kept this to a minimum but it is important that we have information about student contact details and choice of units as soon as possible before the start of the first semester of enrolment.

### BCA forms

As part of the enrolment process, the university at which you enrol will provide you with two BCA forms to complete. These are:

1. Student Contact form; and
2. Choice of Units of Study and Application for Exemptions/Credits form

Once your choice of units of study has been approved, postgraduate student administrators at your home university will send these forms to the BCA coordinating office, where the information will be recorded, and class lists compiled and forwarded to coordinators of the units of study you have selected.

## BCA Unit coordinators

Having received class lists, unit coordinators will contact you directly. For example, if in semester 1 you have elected to do Maths Background for Biostatisticians and Health Indicators and Health Surveys, your contact details will be forwarded to unit coordinators at the universities of Adelaide and Sydney respectively.

The coordinating administrator at the BCA coordinating office also records your unit of study choices and contact details on a central database so that you can be contacted immediately with new or updated information, along with a number of standard messages including 'welcome' emails' and reminders about preparation for coming semesters. You are encouraged to contact the coordinating administrator if you require assistance at any time during your studies, unless of course your enquiry relates directly to a unit of study. In this case you should liaise directly with the coordinator of that unit.

## The BCA coordinating office and your home university

This office functions as a liaison and communication centre for students and coordinators at BCA participating universities. It does not replace the postgraduate office at your **home university**. This university keeps your official student record. You should notify the postgraduate office at your home university about any changes to your circumstances, such as changes to your study plan, withdrawal from a unit of study, or deferral from the program. An email will generally suffice. Please copy this advice to relevant unit coordinators and the BCA coordinating office.

In a distance environment, keeping **contact details** up-to-date is particularly important. For your home university records, these can generally be updated via your student intranet site (called variously at different universities: MyUni (University of Sydney); MyUQ (University of Queensland); Student Portal (University of Melbourne); my.monash portal (Monash University); myHub (University of Newcastle); myMQ (Macquarie University); and Access Adelaide / MyUni (University of Adelaide). However, this advice will not filter

through to the BCA office, so please send an email, notifying unit coordinators and the BCA administrator.

**It is important to note that, whether you are initially applying to enrol or continuing your studies in subsequent years, you must apply to enrol annually at your home university.**

## Awarding Universities for the BCA program

People wishing to enrol in the Graduate Certificate, Graduate Diploma, or Masters Degree should direct applications to one of the universities listed below. These universities comprise the BCA Consortium and are entitled to 'award' the certificate/diploma/degree. Program titles may differ between universities. Program content is, however, the same across universities.

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### *Please note:*

Deadlines for applications to enrol differ between universities, and dates can differ within each university for new enrolments and pre-enrolments for returning students. For new applications, please consult the postgraduate office at the university in which you wish to enrol. For returning students, pre-enrolment information and forms are generally available on your (password protected) student online access sites.

University census dates are the final dates for transferring or withdrawing from units of study without incurring financial penalty. Census dates are generally the last Friday in the months of March for semester 1 and August for semester 2. Please consult the postgraduate office of your home university for confirmation of the last date to change enrolments.

## University of Adelaide

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**University home page:** [www.adelaide.edu.au](http://www.adelaide.edu.au)

**Postgraduate course information:**

[www.health.adelaide.edu.au/publichealth/teaching/biostats](http://www.health.adelaide.edu.au/publichealth/teaching/biostats)

**BCA Program Coordinator:**

Prof Philip Ryan

email: [philip.ryan@adelaide.edu.au](mailto:philip.ryan@adelaide.edu.au)

phone: 08 8303 3570

**Application to enrol contact:**

Ms Angela Noble

email: [angela.noble@adelaide.edu.au](mailto:angela.noble@adelaide.edu.au)

phone: 08 8303 4637

**Program titles:**

Postgraduate Certificate, Postgraduate Diploma, and Master of Biostatistics

## Macquarie University

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**University Website:** [www.mq.edu.au](http://www.mq.edu.au)

**Postgraduate course information:**

[www.stat.mq.edu.au/postgraduate\\_programs/prog](http://www.stat.mq.edu.au/postgraduate_programs/prog)

**BCA Program Coordinator:**

A/Prof Gillian Heller

email: [gheller@efs.mq.edu.au](mailto:gheller@efs.mq.edu.au)

phone: 02 9850 8541

**Application to enrol contact:**

Ms Lesley Mooney

email: [l.mooney@efs.mq.edu.au](mailto:l.mooney@efs.mq.edu.au)

phone: 02 9850 8550

**Program titles:**

Graduate Certificate, Graduate Diploma, and Master of Biostatistics

## Monash University

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**University Website:** [www.monash.edu.au](http://www.monash.edu.au)

**Postgraduate course information:**

[www.med.monash.edu.au/pgrad](http://www.med.monash.edu.au/pgrad)

**BCA Program Coordinator:**

Prof Andrew Forbes

email: [andrew.forbes@med.monash.edu.au](mailto:andrew.forbes@med.monash.edu.au)

phone: 03-9903 0580

**Application to enrol contact:**

Postgraduate Office, *Department of Epidemiology & Preventive Medicine*

email: [pgradenq@med.monash.edu.au](mailto:pgradenq@med.monash.edu.au)

phone: 03-9903 0563

**Program titles:**

Graduate Certificate, Graduate Diploma, and Master of Biostatistics

## University of Melbourne

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**University Website:** [www.unimelb.edu.au](http://www.unimelb.edu.au)

**Postgraduate course information:**

[www.dph.unimelb.edu.au/future/coursework](http://www.dph.unimelb.edu.au/future/coursework)

**BCA Program Coordinator:**

Prof John Carlin

email: [jbcarlin@unimelb.edu.au](mailto:jbcarlin@unimelb.edu.au)

phone: 03 9345 6363

**Application to enroll contact:**

Ms Liz Lagias

email: [sph-gradinfo@unimelb.edu.au](mailto:sph-gradinfo@unimelb.edu.au)

phone: 03-8344 9339

**Program titles:**

Postgraduate Certificate, Postgraduate Diploma, and Master of Biostatistics

## University of Newcastle

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**University Website:**

[www.newcastle.edu.au](http://www.newcastle.edu.au)

**Postgraduate course Information:**

[www.newcastle.edu.au/centre/cceb/postgraduatecoursework/medicalstatistics.html](http://www.newcastle.edu.au/centre/cceb/postgraduatecoursework/medicalstatistics.html)

**BCA Program Coordinator:**

A/Prof David Sibbritt

email: [David.Sibbritt@newcastle.edu.au](mailto:David.Sibbritt@newcastle.edu.au)

phone: 02-4913 8144

**Application to enrol contact:**

email: [Sharon.Scott@newcastle.edu.au](mailto:Sharon.Scott@newcastle.edu.au)

phone: 02 4921 7036

**Program titles:**

Graduate Diploma, and Master of Medical Statistics

## University of Queensland

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**University Website:** [www.uq.edu.au](http://www.uq.edu.au)

**Postgraduate course information:**

[www.sph.uq.edu.au/biostatistics](http://www.sph.uq.edu.au/biostatistics)

**BCA Program Coordinator:**

Prof Annette Dobson

email: [a.dobson@sph.uq.edu.au](mailto:a.dobson@sph.uq.edu.au)

phone: 07-3365 5346

**Application to enrol contact:**

Ms Laurelle Roberts

email: [l.roberts@uq.edu.au](mailto:l.roberts@uq.edu.au) phone: 07 3365 5309

**Program titles:**

Graduate Certificate, Graduate Diploma, and Master of Science (Biostatistics)

## BCA Coordinating Office

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The BCA Coordinating Office is the central liaison point for the BCA. The Executive Officer can help with enquiries about the program and is available at all times to assist enrolled students.

## University of Sydney

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**University Website:** [www.usyd.edu.au](http://www.usyd.edu.au)

**Postgraduate Course Information:**

[www.health.usyd.edu.au/future/coursework/biostats/index.php](http://www.health.usyd.edu.au/future/coursework/biostats/index.php)

**BCA Program Coordinator:**

Prof Judy Simpson

email: [judys@health.usyd.edu.au](mailto:judys@health.usyd.edu.au)

phone: 02 9351 4369

**Application to enrol contact:**

Postgraduate Student Administration Unit,  
Faculty of Medicine

email: [info@med.usyd.edu.au](mailto:info@med.usyd.edu.au)

phone: 02 9351 5470

**Program titles:**

Graduate Certificate, Graduate Diploma, and Master of Biostatistics

Links for listed websites and contacts can be found at: [www.bca.edu.au/universities](http://www.bca.edu.au/universities)

**Please contact:** Erica Jobling

email: [bca@ctc.usyd.edu.au](mailto:bca@ctc.usyd.edu.au)

phone: 02 9562 5076

website: [www.bca.edu.au](http://www.bca.edu.au)

BCA Student Resources:

[www.bca.edu.au/students.html](http://www.bca.edu.au/students.html)