

Biostatistics Collaboration of Australia

THE BCA CONSORTIUM – how it works and university contact details

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 focussed curriculum. Units of study (called variously at different universities, units, courses or subjects) have been developed and are delivered by the *7 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 enrol would become your 'home' university. All units are accredited by all consortium universities and each unit is delivered by one of these universities.

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

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

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 AND in each year of their studies.

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

The program is delivered entirely by distance means from a number of universities (ie one of the 7 consortium universities and ANU). This involves an extra level of administration. We have kept this to a minimum. It essentially amounts to the requirement to complete a couple of extra forms.

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 that you have selected.

BCA Unit coordinators

Having received class lists, unit coordinators (lecturers) will then 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 respectively to unit coordinators at the ANU and the University of Sydney.

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 all BCA participating universities. It does not replace the postgraduate office at your **home university**. This university maintains 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, for example withdrawal from a unit of study or deferral from the program. An email will generally suffice. To keep everyone in the loop, 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, MyUQ, University Intranet, My Monash Portal, SIS, and MQID login). 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.

Enrolment in consortium universities and delivery of units of study

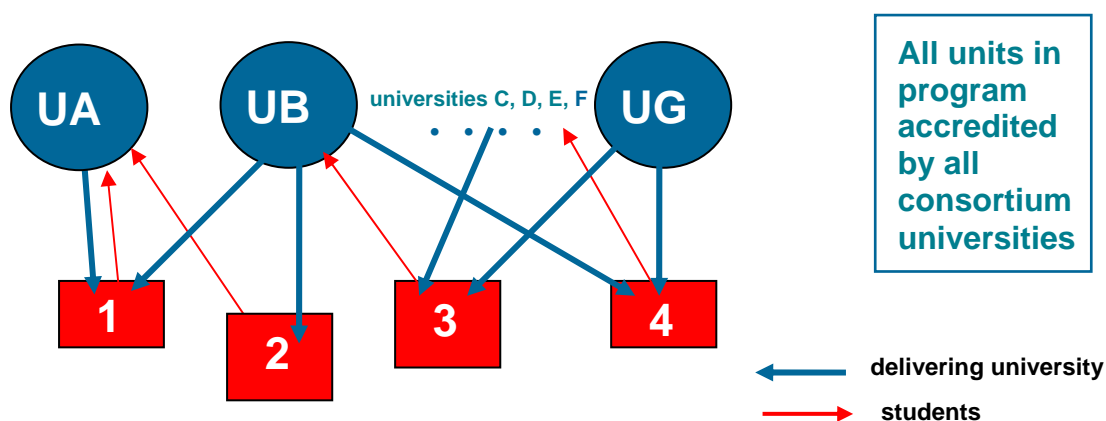
In the diagram below, universities A to F are **consortium** (awarding) universities. Academic staff at these universities have developed and deliver units of study within the program, and the university is entitled to **award** the (Post) Graduate Certificate, (Post) Graduate Diploma and Masters Degree.

Current consortium universities are Macquarie University, The University of Melbourne, Monash University, The University of Newcastle, The University of Queensland, The University of Sydney and The University of Adelaide.

University G is a *participating university. Academic staff at this university deliver a unit of study within the program, but the university does not award the postgraduate certificate, diploma or degree.

Students enrol in program at one consortium university

Units of study delivered by other consortium universities



Students 1 to 4 are enrolled in one of the consortium universities and have elected to do units of study delivered by one of the consortium or participating universities during the current semester.

* The Australian National University (ANU) is a participating university in the BCA program. Academic staff at the National Centre for Epidemiology and Population Health (NCEPH) deliver a unit within the BCA program.

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.

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.
- The final dates for transferral or withdrawal from units of study without incurring financial penalty (the university 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 these dates.

Macquarie University

University Website: www.mq.edu.au

Postgraduate course information: www.stat.mq.edu.au/postgrad/bios_mast.htm

BCA Program Coordinator:

A/Professor Gillian Heller

email: gheller@efs.mq.edu.au

phone: 02-9850 8541

Application to enrol contact:

Mr Stephen Mu Sung

email: stephen.musung@mq.edu.au phone: 02-9850 7342

Program titles:

Graduate Certificate, Graduate Diploma, and Master of Biostatistics

Monash University

University Website: www.monash.edu.au

Postgraduate course information: www.med.monash.edu.au/pgrad/

BCA Program Coordinator:

Professor Andrew Forbes

email: 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 phone: 03-9903 0563

Program titles:

Graduate Certificate, Graduate Diploma, and Master of Biostatistics

University of Queensland

University Website: www.uq.edu.au

Postgraduate course information:

www.sph.uq.edu.au/Students/Programs.htm (see Master of Science, Statistics)

BCA Program Coordinator:

Professor Annette Dobson

email: a.dobson@sph.uq.edu.au

phone: 07-3365 5346

Application to enrol contact:

Ms Laurelle Roberts, *School of Population Health*

email: phone: l.roberts@uq.edu.au phone: 07- 3365 5309

Program titles:

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

University of Adelaide

University home page: www.adelaide.edu.au

Postgraduate course information: www.health.adelaide.edu.au/publichealth/teaching/biostats.html

BCA Program Coordinator:

Professor Philip Ryan

He can assist with your academic enquiries.

email: philip.ryan@adelaide.edu.au

phone: 08-8303-3570

Application to enrol contact:

Ms Angela Noble, Postgraduate Administrative Officer, Discipline of Public Health

email: angela.noble@adelaide.edu.au

phone: 08-8303-4637

Program titles:

Postgraduate Certificate, Postgraduate Diploma, and Master of Biostatistics

University of Melbourne

University Website: www.unimelb.edu.au

Postgraduate course information: www.sph.unimelb.edu.au/postgrad/

School of Population Health

BCA Program Coordinator:

Professor John Carlin

email: jbcarin@unimelb.edu.au

phone: 03- 9345 6363

Contacts at the *Academic Programs Office (student office)*, the *School of Population Health* are:

Prospective enquiries, including selection, and admissions: Ms Liz Lagias

email: sph-gradinfo@unimelb.edu.au phone: 03-8344 9339

Current student enquiries, including variations to enrolment and leave of absence: Academic Programs Office

email: sph-gradinfo@unimelb.edu.au phone: 03-8344 9338

Program titles:

Postgraduate Certificate, Postgraduate Diploma, and Master of Biostatistics

University of Sydney

University Website: www.usyd.edu.au

Postgraduate Course Information:

www.health.usyd.edu.au/future/coursework/biostats/index.php

BCA Program Coordinator:

Professor Judy Simpson

email: 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

phone: 02-9351 5470

If you are as current student and are having difficulty enrolling in units, contact: Troubleshooting, unit enrolment: pgassist@med.usyd.edu.au

Program titles:

Graduate Certificate, Graduate Diploma, and Master of Biostatistics

University of Newcastle

University Website: www.newcastle.edu.au

Postgraduate course Information:

www.newcastle.edu.au/centre/cceb/education/programs/biostatistics/index.html

BCA Program Coordinator:

Professor Cate D'Este

email: Catherine.DEste@newcastle.edu.au

phone: 02-4923 6147

Application to enrol contact:

Faculty of Health

email: Sharon.Scott@newcastle.edu.au

phone: 02-4921 7036

Program titles:

Graduate Diploma, and Master of Medical Statistics

Links for listed websites and contacts can be found at www.bca.edu.au >> go to “How to enrol”

BCA Coordinating Office

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

Please contact: Sarah Goodman-Jones / Erica Jobling

email: bca@ctc.usyd.edu.au

phone: 02-9562 5324/5076

website: www.bca.edu.au