



THE UNIVERSITY OF
AUCKLAND
Te Whare Wānanga o Tāmaki Makaurau
NEW ZEALAND

Tertiary Foundation Certificate 2020



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Welcome

The Tertiary Foundation Certificate (TFC) programme offers you a pathway to degree studies. You'll have the opportunity to gain the confidence and skills necessary to enter university programmes and achieve success.



Who is the programme for?

This programme is for people who want to study at tertiary level but have left school with few or no qualifications. You will gain University Entrance with a TFC qualification. It is also for people who've gained their University Entrance qualification but not attained the required rank score to be admitted into the University of Auckland. Other people choose the TFC when they wish to change their study or career path.

You'll be given preference if you're from a group that's under-represented in tertiary education, for example:

- Māori applicants
- Pacific applicants
- Applicants who've been away from school for one year or more
- Applicants who lack sufficient NCEA credits or an adequate rank score to gain entrance to the University of Auckland
- Applicants who have a disability

To be eligible for the programme, you must be a New Zealand citizen or hold permanent residency status. The Selection Committee will decide which applicants to accept.



What you can expect

The Tertiary Foundation Certificate is a full-time, one-year study programme.

The application process

We need you to sit diagnostic tests so that we can build a profile of your abilities and place you in the right TFC courses. The English test consists of multi-choice grammar and vocabulary questions and a writing task. The level of the mathematics test is approximately New Zealand Secondary School Years 11–12. Please bring your own pen and a passport photo to attach to your test papers. Calculators and dictionaries are not permitted. Details about date, time and venue are online.
www.auckland.ac.nz/tfc

The academic year

TFC is divided into the two semesters of the University of Auckland academic year. The programme begins in late February with an Orientation morning and ends with an evening graduation ceremony in late November or early December. (There is also a mid-year intake. Students who begin then will be doing the second half of the programme first, which is a more difficult option.)
Mid-semester breaks occur in April and September, and an inter-semester break occurs in July. Official University of Auckland examinations are held at the end of Semesters One and Two.

Your weekly timetable will consist of lectures, tutorials and laboratories. You'll also need to study in your own time.

Attendance hours are generally 9am–5pm, Monday to Friday. That's approximately 20 hours class time and 20 hours on research and assignments each week.

Paid work during the programme isn't recommended. If you do choose to work, you should minimise your employment commitments.

Access to facilities and services

As a University of Auckland student, you'll be entitled to apply for a University ID card. This will allow you to access:

- All the campus Library facilities
- Pay photocopying facilities
- Subsidised medical and welfare services
- Crèche facilities (Fees will apply, and early application is recommended.)
- The University Recreation Centre and other sports clubs and facilities (Recreation Centre and some other fees apply.)

Graduation from the programme

You must pass all eight courses to receive your University of Auckland Tertiary Foundation Certificate.

Costs

In 2019, the tuition fees were \$745.20 for the eight required courses (\$93.15 per course). For 2020 fees, please check the website or email us:
www.auckland.ac.nz/tfc
studentinfo@auckland.ac.nz

You can pay annual tuition fees in full at the start of Semester One or make part payments at the start of each semester. If using Studylink or WINZ financial support, please be aware that the TFC year counts towards borrowing for study. TFC qualifies for FreeFees if you are eligible.

Note that some courses may have additional charges for course materials.



Tertiary Foundation Certificate Pathways

TFC Pathways tailor your preparation for your intended degree programme at the University of Auckland.

We have five specific pathways: Arts, Business and Economics, Education and Social Work, Engineering, and Science. TFC also offers a General pathway. Successful completion of any TFC pathway will give you a University Entrance qualification.

The General, Arts, Business and Economics, Engineering and Science pathways are offered only at the City Campus.

The Education and Social Work pathway is offered only at Epsom, South Auckland and Tai Tokerau in Whangārei.

General Pathway

If you haven't decided which degree programme you wish to prepare for, you can select the General Pathway. This will provide you with an opportunity to improve your academic and study skills – and give you time to decide the direction of your future studies.

This pathway allows a combination of courses, for example, Physics and Business, Creative Arts and English, or Sociology and Chemistry. If you pursue this pathway, you must complete at least one Mathematics course, one Academic Literacy course, and another six courses of your choice.

In Semester One, you can choose from Biology, Chemistry, Geography, History, Pacific Studies, Physics and Sociology.

In Semester Two, you can choose from Arts General, Biology, Business and Economics, Chemistry, Creative Arts, Geography, Physics, Sociology, and Statistics.

Depending on your grades and your course combination in the General Pathway, you could choose from a variety of degree programmes after you complete your TFC. You could enrol in Arts, Architecture, Commerce, Education, Engineering, Fine Arts, Property, or Science.

Arts Pathway

This pathway will prepare you to enter your first year of a degree in either the Faculty of Arts (the Bachelor of Arts or Global Studies) or the Faculty of Creative Arts and Industries (the Bachelor of Architecture, Dance, Design, Fine Arts, Music, or Urban Planning). The TFC Arts Pathway is also an excellent way to prepare for a Law degree.

The combination of courses in this pathway gives you a particularly good opportunity to develop your critical reading and literacy skills.

You must complete our Academic Literacy courses in both semesters, and at least one Mathematics course. Maths for Arts is a course that is particularly relevant to the Arts Pathway. The other courses offered in this pathway are: Arts General, History, Geography, Pacific Studies, Creative Arts, and Sociology.

www.auckland.ac.nz/arts

www.auckland.ac.nz/creative

Business and Economics Pathway

This pathway will prepare you to enrol in a Bachelor of Commerce (BCom) or a Bachelor of Property (BProp).

In Semester One, you'll complete an Academic Literacy course, a Mathematics course and two Arts courses. In Arts you can choose from Geography, History, Pacific Studies and Sociology. In Semester Two, you'll complete one course in each of Business, Statistics, and Academic Literacy, and one other course. You can select this additional course from Arts General, Biology, Chemistry, Creative Arts, Geography, Mathematics, Physics, and Sociology.

You'll need at least a B average across your TFC courses to enrol in a BCom or a BProp in the following year.

www.auckland.ac.nz/business

Education and Social Work Pathway

This pathway will prepare you to enter your first year of a degree in the Faculty of Education and Social Work. After completing your TFC, you'll be able to enrol in a Bachelor of Education (Teaching), a Bachelor of Social Work, or a Bachelor of Sport, Health and Physical Education.

You can enrol in this pathway at our campus in Epsom, South Auckland or Tai Tokerau (Whangārei).

In this pathway, you'll complete the two TFC Academic Literacy courses across the two semesters, a Mathematics course, and a variety of Education courses that specifically prepare you for a degree programme offered by the Faculty of Education and Social Work. This pathway will also give you entrance to a Bachelor of Arts, and other degree programmes, depending on the grades you attain.

www.auckland.ac.nz/edsw

Engineering Pathway

This pathway will prepare you for a degree in the Faculty of Engineering. Engineering offers a number of specialisations, which you enter after successfully completing the first year of your Bachelor of Engineering.

If you choose the Engineering Pathway, you must enrol in:

- At least one Academic Literacy course
- TFCMATHS 94F and TFCPHYSICS 92F, both offered in Semester Two
- An additional Mathematics course
- Two courses from Biology, Chemistry, Geography and Pacific Studies in Semester One
- Two courses from Biology, Chemistry, Geography and Statistics in Semester Two

You are guaranteed a place in Engineering if: you complete your eight TFC courses with an overall A- average; and gain an A- in TFCPHYSICS 92F and TFCMATHS 94F.

www.auckland.ac.nz/engineering

Science Pathway

Science is the most popular TFC pathway, and many TFC students successfully transition into a Bachelor of Science (BSc). A BSc is your opportunity to create a solid foundation for your study in the Chemical, Computational, Earth, Human, Life, Mathematical and Physical Sciences. If enrolled in this pathway, you must complete at least one Academic Literacy course and two Mathematics courses, as well as your choice of TFC Science options. The science options available are: Biological Sciences, Chemistry, Geography, Mathematics, Physics and Statistics. If you pass all eight courses in the programme, you will be accepted into a Bachelor of Science.

With at least a B+ average in the TFC, you may be accepted into the Bachelor of Health Sciences or the Bachelor of Science in Biomedical Science. A B- average from the TFC is required for the Bachelor of Science in either Exercise Sciences or Food Science and Nutrition.

www.auckland.ac.nz/science

Tertiary Foundation Certificate Courses

TFC Arts General

Semester Two

TFCARTSGEN 92F Introduction to Arts and Humanities

This is an interdisciplinary, skills-based course that takes you through a special research topic, with input from various disciplines within Arts and Arts-related faculties. A broad theme is examined from different angles by a number of guest lecturers. The course focuses on research skills and the introduction of different disciplinary approaches from the Arts and Humanities.

Credit for coursework: 60%

(Participation 5%, two in-class essays 10% each, group presentation 15%, research essay 20%)

Final two-hour examination: 40%

Timetable

Lectures: Two one-hour lectures per week

Workshop/Tutorial: One two-hour workshop per week

Prescribed text

There are no prescribed texts. Core readings are provided through the Library or electronically through CANVAS. Other readings are recommended by tutors throughout the semester.

Course Convenor

Dr Sara Buttsworth

PhD (Western Australia)

(And a number of guest lecturers from across the Faculty of Arts)

Room 206-709 (Humanities Building Te Puna Aronui, Arts 1)

Level 7, 14A Symonds St, City Campus

Phone: +64 9 923 8319

Email: s.buttsworth@auckland.ac.nz

TFC Biology

Semester One

TFCBIO 91F Foundation Biology 1

This introduction to biological sciences emphasises organism diversity among the bacteria, plants, fungi and animals. We introduce the fundamentals of classification, ecology and evolution, and the study of a current topic in biology is used to develop your research and critical thinking skills. Practical classes are both laboratory based and field based.

Credit for coursework: 50%

(20% theory, 30% practical)

Final two-hour examination: 50%

Course Convenor

David S Seldon

MSc (Hons), DipTchg

Room 111C, Old Biology Building, City Campus

Phone: +64 9 373 7599 ext 84929

Email: d.seldon@auckland.ac.nz

Semester Two

TFCBIO 92F Foundation Biology 2

Concepts introduced in TFCBIO 91F are further developed. We emphasise the structures and processes of living organisms at cellular and molecular levels. Cell biology, genetic principles and biochemistry are explored and further developed in a human biological context. Laboratories focus on developing your key practical skills.

Credit for coursework: 50%

(20% theory, 30% practical)

Final two-hour examination: 50%

Course Convenor

Dr Suzanne Reid

PhD (Auckland)

Room 111D, Biology Building (106), City Campus

Phone: +64 9 373 7599 ext 89066

Email: s.reid@auckland.ac.nz

Timetable

Lectures: Three one-hour lectures per week

Laboratories: One three-hour practical class per fortnight

Prescribed text

Simon, Reece and Dickey, *Essential Biology with Physiology* 5th Global Edition (Copies may be available second hand.) This text is recommended for both semesters and will be referred to in lectures. The tutors will provide biology resources and activity manuals for each student.

TFC Business

Semester Two

TFCBUS 92 Foundation Business

By understanding your place in the world, you can then grow your ability to add value in that place. This course lays the foundation for success by developing business literacy, an understanding of the business environment, and the key skills, knowledge, and attitudes that employers seek.

Credit for coursework: 50%

(Weekly quizzes 10%; Academic writing Assignment 20%, Team performance 20%)

Final exam: 50%

Timetable

Lectures: One one-hour lecture per week

Tutorials: One one-hour tutorial per week

Workshop: One two-hour workshop per week

Prescribed text

There are no prescribed texts. Some readings will be digitised from a range of current textbooks in business, management and marketing.

Course Convenor

Kim Love

MMgt (Distinction), PGDipBusAdmin, BBS, CAT

Room 260-405 (OGGB)

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TFC Chemistry

Semester One

TFCHEM 91F Foundation Chemistry 1

This course introduces elements, the periodic table, atomic structure, compounds, covalent bonding, molecular shape and polarity; quantitative chemistry, including balancing equations, calculating moles and particles present, calculating concentration in mol L⁻¹; energy and thermo-chemistry. Laboratories include practical skills, qualitative analysis, and simple modelling.

Credit for coursework: 50%

(Practical reports 17%, questions 3%, assignments 5%, two tests 25%)

Final two-hour examination: 50%

Passes in both theory and practical are required.

Semester Two

TFCHEM 92F Foundation Chemistry 2

This course is intended for students who have completed TFCHEM 91F. It introduces further principles of chemistry: physical chemistry and qualitative inorganic analysis, including chemical kinetics and chemical equilibrium; organic chemistry, including hydrocarbons, oxygen-containing functional groups, isomerism and reaction classifications; acids, bases, buffer solutions, and titrations.

Laboratory sessions explore reactions of hydrocarbons and oxygen-containing organic compounds, chromatography, testing for anions and cations in solution and acid-base titrations.

Credit for coursework: 50%

(Practical reports 17%, questions 3%, assignments 5%, two tests 25%)

Final two-hour examination: 50%

Passes in both theory and practical are required.

Timetable

Lectures: Three one-hour lectures per week

Laboratories: One two-hour lab per fortnight

Prescribed text

There is no prescribed textbook for this course. Comprehensive course notes are provided.

Course Convenor

Dr Malini Arewgoda

BSc (Sri Lanka), PhD (Otago)

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TFC Creative Arts

Semester Two

TFCCAI 92F Creative Arts Portfolio

This course focuses on the creative brain and human imagination. Participants will gain a practical and theoretical understanding of the skills and practices employed by performing artists, visual artists and designers when creating a performance, art object or design portfolio. After completing the course, students will be able to discuss artistic practices using creative arts vocabulary, describe artistic processes and collaborate to create an art object or performance.

Credit for coursework: 100% Coursework
(Workshop activities, creative portfolio, reflective journal)

Timetable

Workshops: one two-hour workshop per week

Course Convenor

Dr Te Oti Rakena

Coordinator of Voice

Director of External Relations

School of Music

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TFC Education and Social Work

Semester One

TFCEDUC 12F Introduction to Computing

Develop computer skills in word processing, spreadsheets, presentation software, document collaboration, simple programming and common multi-media technologies. These skills will be related to the context of tertiary study.

Credit for coursework: 100%

Timetable

Lectures: One two-hour lecture per week

TFCEDUC 14F An Introduction to the New Zealand Education System

Learn about New Zealand's education system. Explore its history and key changes over time, such as the curriculum, ethnic diversity in New Zealand schools, and who makes decisions on the curriculum, learning and assessment.

Credit for coursework: 100%

Timetable

Lectures: Two two-hour lectures per week

TFCEDUC 15F Mathematics for Education

Develop your understanding of essential mathematics concepts, including fractions, decimals, percentages, ratio, proportion, and algebra. Applying these concepts in contexts such as financial literacy, problem solving, and real-life mathematics is a key component of this course.

Credit for coursework: 100%

Timetable

Lectures: Two two-hour lectures per week

Semester Two

TFCEDUC 13F Child Development and Learning

Find out about language and learning development. You will look at theories of child development relating to languages, literacies and learning. You will also explore systems that support younger learners to become successful learners and readers

Credit for coursework: 100%

Timetable

Lectures: Two two-hour lectures per week

TFCEDUC 16F Mathematics for Teaching Science and Technology

Develop critical thinking skills by designing and critiquing investigative methods for science and mathematics. At the completion of this course, you will be able to carry out investigations and tasks that draw on skills and thinking in science and mathematics.

Credit for coursework: 100%

Timetable

Lectures: Two two-hour lectures per week

TFCSOCW 17F Aotearoa Society in Context

Explore the migration stories of the many peoples who make up Aotearoa New Zealand and find out how these affect education and social services. Particular consideration will be given to Te Tiriti o Waitangi.

Credit for coursework: 100%

Timetable

Lectures: Two two-hour lectures per week

Course Convenor

Dr Gillian Frankcom-Burgess

MEd, BA(Hons), PGCE

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Level 2, 74 Epsom Ave, Epsom Campus

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Email: g.frankcom@auckland.ac.nz

TFC English

Semester One

TFCENG 91F Academic Literacy 1

This course establishes skills in spoken and written English for academic purposes. Critical reading, writing, listening and oral presentation skills are introduced through various texts. You will be challenged and guided to handle English with competence and to learn the basics of academic literacy.

Credit for coursework: 50%

(Weekly assessments, one essay)

Final two-hour examination: 50%

Semester Two

TFCENG 92F Academic Literacy 2

This course further establishes English skills for academic purposes. Sound academic practice is developed, including enhanced critical reading and writing, critical listening and effective oral presentation skills. Building on from TFCENG 91F Academic Literacy 1, this course will strengthen your abilities and confidence in academic literacy.

Credit for coursework: 50%

(Weekly assessments, one essay, drama presentation)

Final two-hour examination: 50%

Timetable

Lectures: One one-hour lecture per week

Tutorials: Three one-hour tutorials per week

Prescribed text

Punc Rocks: Foundation Stones for Precise Punctuation by Jenny Buxton, Susan Carter and Sean Sturm. This book is available at the University Book Shop.

Most other material will be supplied and/or available at the University Library.

Course Convenor

Dr Nina Nola

MA (Hons), PhD

Room 206-645 (Humanities Building Te Puna Aronui, Arts 1)

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TFC Geography

What on Earth is going on? Geography is concerned with many aspects of the world in which we live. Geographers study the physical and social processes that shape our world, and places within it. Geography fits well with many other subjects in the physical sciences, social sciences and humanities. Foundation Geography introduces a selection of key geographical ideas, encourages you to explore, interpret and think critically about the world, and assists you to develop appropriate strategies and academic skills to prepare you for degree study.

Semester One

TFCGEOG 91F Foundation Geography 1

This course introduces the themes of population and development. We explore topics such as global and regional patterns of population growth, overpopulation, migration, urbanisation and problems facing cities, development inequality and sustainable development.

Credit for coursework: 60%

Final two-hour examination: 40%

Semester Two

TFCGEOG 92F Foundation Geography 2

This course focuses on the relationship between humans and our environment. We investigate long-term trends in resource use, human impacts on the environment, approaches to sustainable resource management, and the challenges of understanding and living with environmental hazards.

Credit for coursework: 60%

Final two-hour examination: 40%

Timetable

Lectures: Two one-hour lectures per week

Laboratories: One two-hour practical class per week

Prescribed text

There is no prescribed textbook. A variety of readings will be recommended.

Course Convenor

Lyndsay Blue

BSc (Canterbury), MSc (London), DipTchg (Christchurch), MPhil (Hons) (Auckland)
Room 302-461, School of Environment

Phone: +64 9 373 7599 ext 88443

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Email: l.blue@auckland.ac.nz

TFC History

Semester One

TFCHISTORY 91F Foundation History 1: People, Places, Voices, Traces

An introduction to New Zealand history and the skills and tools of the historian. In this course, you'll gain experience in reading for meaning, critical analysis, essay writing and computer word-processing.

Credit for coursework: 100%

(Two in-class essays 10% each, one oral history assignment 20%, one critical analysis 20%, reading/tutorial assignments 20%, final test 20%)

Timetable

Lectures: Two one-hour lectures per week

Tutorial: Two one-hour tutorials per week

Course Convenor

Dr Sara Buttsworth

PhD (Western Australia)

Room 206-709 (Humanities Building Te Puna Aronui, Arts 1)

Level 7, 14A Symonds St, City Campus

Phone: +64 9 923 8319

Email: s.buttsworth@auckland.ac.nz

TFC Mathematics

In the Mathematics programme, you'll work with fundamental concepts, beginning at a level suitable for students with a limited or "rusty" mathematical background.

Semester One

TFCMATHS 89F The Reach of Mathematics

This course aims to link maths to the everyday world for students who will take non-scientific/non-mathematical degrees. MATHS 89F will include several important mathematical ideas within historical, environmental, societal, political, financial, justice, entertainment and cultural contexts. The course will also be guided by the interests of its learners as citizens and consumers, who will be encouraged to draw on the maths they may already be familiar with.

Credit for coursework: 100%

(Including final test 50%)

Timetable

Lectures: Four one-hour lectures per week

Tutorial: One one-hour workshop/tutorial per week

TFCMATHS 91F Foundation Mathematics 1

The semester begins with study skills, including an introduction to tutorials, an introduction to collaborative learning, problem-solving techniques and investigation. Skills will be introduced and reinforced first in the context of number sense, including a study of number sets, large and small numbers, percentages and measurement. The investigation of patterns lays a foundation for the algebra that follows. Algebra covers manipulation of expressions and formulae, solving equations and inequalities, and the application of these skills to problem solving.

Credit for coursework: 100%

(Four assignments and five e-quizzes 21%, two chapter tests 10%, three collaborative group tasks 9%, mid-semester test 15%, final test 45%)

Semester Two

TFCMATHS 92F Foundation Mathematics 2

The skills and concepts from Semester One are consolidated, especially in the areas of technology and collaborative learning. The main focus of this semester is functions and their

graphs, particularly the graphs of straight lines and parabolas. Trigonometry is also studied, mainly in relation to right-angled triangles, and some statistical thinking is introduced through investigations. This course is intended for students who have completed MATHS 91F.

Credit for coursework: 55%

(Three assignments and five e-quizzes 21%, two chapter tests 10%, three collaborative group tasks 9%, mid-semester test 15%)

Final examination: 45%

Timetable

Tutorials: Four one-hour tutorials per week

Prescribed text

There is no prescribed textbook. Your tutor will provide texts and notes.

Additional requirements

In addition to time spent on assignments, you should plan to spend at least one hour reading and working out problems for every hour you spend in lectures. You can work in groups on methods of solving problems but mustn't copy each other's assignments. You'll need a calculator with scientific functions. Choose one that has a fraction function. Your tutor can advise you. You'll also need graph paper, particularly for Maths 92F, and refill paper or an exercise book for note taking and problem solving.

Course Convenor

Phil Kane

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TFC Mathematics for the Sciences

Semester One

TFCMATHS 93F Foundation Mathematics 3

This course is recommended for students who wish to go on to pursue a Science degree and have a good mathematical background. It assumes knowledge of the material described in TFCMATHS 91F and 92F. The course will begin with a review of basic number skills. Problem solving in real-world contexts will be a focus. Algebra will be introduced, with a particular focus on algebraic manipulation methods. In addition, x-coordinate geometry and linear algebra will be covered.

Credit for coursework: 100%

(Four assignments, two tests, three collaborative problem-solving tasks, one mid-semester test, three online quizzes, one final two-hour test)

Semester Two

TFCMATHS 94F Foundation Mathematics 4

The course includes geometric reasoning, trigonometric graphs/equations, non-linear graphs, functions and an introduction to calculus. This course is intended for students who have completed TFCMATHS 93F.

Credit for coursework: 50%

(Four assignments, two tests, three collaborative problem-solving tasks, four online quizzes, one mid-semester test)

Final two-hour examination: 50%

Timetable

Tutorials: Four one-hour tutorials per week

Prescribed text

There are no prescribed texts, but a handbook will be provided for a small cost.

Additional requirements

You'll need a calculator with scientific and fractions functions. Graphics calculators are useful, particularly for MATHS 94F, but aren't essential. You'll also need graph paper and refill paper or an exercise book for note taking and problem solving.

Selection for this course

Selection for Mathematics for the Sciences is based on your results from the Mathematics diagnostic test, conducted when you apply for the programme. You'll also attend a selection interview.

Course Convenor

Rachel Passmore

MSc, BSc (Hons) (Reading), PGDipTchg,

PGDipSci

Room 303E-150, Science Centre

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TFC Pacific Studies

Semester One

TFCPAC 91F Foundation Pacific Studies

This course is an introduction to Pacific Studies. The course assessments will encourage you to develop key reading and writing skills for your tertiary journey. We will use a Pacific lens to explore topics such as identity, well-being, religion, politics, history and performing arts.

Credit for coursework: 60%

Final two-hour examination: 40%

Timetable

Lectures: Two one-hour lectures per week

Tutorials: Two one-hour tutorials per week

Prescribed text

There are no prescribed texts. Core readings are provided through the Library or electronically through CANVAS. Other readings are recommended by tutors throughout the semester.

Course Convenor

Rennie Atfield-Douglas

Room 273-201D (Fale Office Building)

Level 2, 20 Wynyard St, City Campus

Phone: +64 9 923 3549 ext 83549

Email: rj.douglas@auckland.ac.nz

TFC Physics

TFCPHYS 91F Foundation Physics 1

This course introduces you to the study of Physics. Topics include the nature of light, wave motion, basic mechanics of motion in a straight line, including the concepts of momentum and energy, and an introduction to heat.

Credit for coursework: 60%

(Laboratories 24%, assignments 20%, tests 16%)

Final two-hour examination: 40%

TFCPHYS 92F Foundation Physics 2

This second foundation course builds on the knowledge acquired in Semester One. You'll study mechanics further, including equilibrium, projectile motion, rotational motion, and gravitation. The course will cover electromagnetism, including electrostatics, elementary circuits, and the effects of magnetic fields. We'll also briefly introduce the photoelectric effect and nuclear physics.

Credit for coursework: 50%

(Laboratories 15%, assignments 15%, tests 20%)

Final two-hour examination: 50%

Timetable

Lectures/tutorials: Three one-hour lectures/tutorials per week

Laboratories: One two-hour lab per week

Prescribed text

There is no prescribed or recommended textbook, although Year 12 school textbooks may be useful. A detailed workbook will be provided for each course.

Course Convenor

Tristan O'Hanlon

(BSc, GDipEd, PGDipSci)

Room 303-618, Science Centre

38 Princes St, City Campus

Phone: +64 9 923 2586

Email: t.ohanlon@auckland.ac.nz

TFC Sociology

Semester One

TFCSOCIO 91F Foundation Sociology 1

In this course you'll be introduced to the fundamental building blocks of sociology. We'll explore key sociological concepts that will help you make sense of existing social inequalities. In particular, we will look at how social structures (for example, class, race/ethnicity, gender and sexuality), social institutions (for example, the state), as well as interactions between people produce and sustain various forms of inequality. We will identify the social forces that perpetuate inequalities between people and communities. This is central to understanding how our experiences are not just individually shaped but how they are also shaped at the social and societal level.

Credit for coursework: 50%

Final two-hour examination: 50%

Timetable

Lectures: two one-hour lectures per week

Tutorials: two tutorials per week

Semester Two

TFCSOCIO 92F Foundation Sociology 2

In this course, your sociological thinking will be further developed by exploring the diverse experiences of what it means to live in Aotearoa New Zealand and be a New Zealander. We will do this by examining the social norms, values and experiences of different people and communities living in and across Aotearoa New Zealand. Drawing on a variety of case studies, we will look at the way in which people and communities in Aotearoa New Zealand have vastly different experiences that show that being a "New Zealander" means a multitude of things.

Credit for coursework: 50%

Final two hour examination: 50%

Timetable

Lectures: two one-hour lectures per week

Tutorials: two tutorials per week

Course Convenor

Moeata Keil

Room 201E-936, Human Sciences Building East

Level 9, 10 Symonds St, City campus

Phone: +64 9 923 9457

Email: moeata.keil@auckland.ac.nz

TFC Statistics

Semester Two

TFCSTATS 92F (15 points) Foundation Statistics

This course provides an introduction to statistics for anyone who will ever have to collect, analyse or interpret data, either in their career or private life. Statistical skills will be developed through Exploratory Data Analysis, using real data, appropriate technology and statistical techniques. An important aspect of the course will involve communicating results to others in spoken or written form.

Prerequisite: TFCMATHS 89F, TFCMATHS 91F or TFCMATHS 93F

Credit for Coursework: 50%

(Tests 25%, written course work 25%)

Final Examination: 50%

Timetable

Lectures: four hours per week

Tutorials: one hour per week

Course Convenor

Rachel Passmore

MSc, BSc (Hons) (Reading), PGDipTchg,

PGDipSci

Room 303E-150, Science Centre

Level 1, 38 Princes St, City Campus

Phone: +64 9 373 7599 ext 88779

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Email: r.passmore@auckland.ac.nz



What is expected of you

Student conduct

All University of Auckland students are expected to adhere to departmental rules and regulations. (*The University of Auckland Calendar* also outlines the regulations for application, enrolment, examinations, transfer and withdrawal from courses.)

Attendance

You will be expected to:

- Attend all your lectures, tutorials and laboratories
- Be punctual
- Participate fully in the programme
- Behave appropriately to everyone in a courteous and respectful manner

Behaviour

You must behave in a considerate way towards the teaching and administrative staff and other students.

Cell phones must be turned off in lectures and tutorials. No electronic recording devices are to be used during lecture, tutorial or laboratory times.

Absence

If you are absent for any reason, you must contact your relevant tutors and lecturers.

Any illness that lasts longer than three days must be accounted for with a medical certificate.

Cheating and plagiarism

Cheating in coursework is a serious academic offence. The University of Auckland will not tolerate cheating or assisting others to cheat.

The work that you submit for grading must be your own. Where work from other sources is used, you must properly acknowledge it. This requirement also applies to material from the internet. Your assessed work may be reviewed against electronic source material using computerised detection mechanisms.

Upon reasonable request, you may be required to provide an electronic version of your work for computerised review.

Unacknowledged copying or plagiarism in completing coursework can be treated as an examination offence. For guidance and advice, talk to your lecturer or tutor.

For further information and advice on how to avoid plagiarism, refer to the web page on plagiarism and cheating on the University website. www.auckland.ac.nz/honesty

Programme updates

For up-to-date information about this programme, visit the website.

www.auckland.ac.nz/tfc

Alternatively, you can contact the Programme Administrator:

Elisabeth Kumaran

Room 206-537 (Humanities Building
Te Puna Aronui, Arts 1)
Level 5, 14A Symonds St
City Campus

Phone: +64 9 373 7599 ext 84145

DDI: +64 9 923 4145

Email: tfc@auckland.ac.nz

After graduation

Once you've attained the Tertiary Foundation Certificate, you'll have a University Entrance qualification on which you can base your application for undergraduate studies at the University of Auckland and other tertiary institutions. Some faculties may require you to achieve specific grades.

Find out more

If you'd like more information or the opportunity to discuss this programme with us, the following staff members are available to assist you. For all general enquiries, please contact the Programme Administrator.



Programme Administrator

Elisabeth Kumaran

Room 206-537 (Humanities Building
Te Puna Aronui, Arts 1)
Level 5, 14A Symonds St
City Campus
Phone: +64 9 373 7599 ext 84145
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Programme Coordinator

Stephanie Wyatt

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Assistant Coordinator

Rachel Passmore

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Level 1, 38 Princes Street
City Campus
Phone: +64 9 373 7599 ext 88779
DDI: +64 9 923 8779
Email: r.passmore@auckland.ac.nz

Next steps

Enquire

Visit www.auckland.ac.nz/tfc or contact our Programme Administrator: tfc@auckland.ac.nz

Phone: +64 9 373 7599 ext 84145

You can also go to AskAuckland Central, Alfred Nathan House, 24 Princes Street, Auckland (Enter through rear of building.) or call them on **0800 61 62 63**



Apply for a place in the Tertiary Foundation Certificate programme

Do you have internet access, or can you come onto campus to our help labs?



Yes

- Log on to www.apply.auckland.ac.nz
- Complete the online application for a place in your programme(s) of choice.
- You'll receive an acknowledgement email asking you to provide specific supporting documents (and in some cases to complete other requirements) before your application can be assessed. The email will also tell you how to access the University's Student Services Online system to complete the next steps.
- You'll be contacted by email with information regarding the need to sit diagnostic tests in English and Mathematics. Dates for these tests will be available on our website. www.auckland.ac.nz/tfc

No

Phone:

0800 61 62 63 (outside Auckland)
09 923 1969 (in Auckland)
+64 9 923 1969 (overseas)



Offer

After you sit the tests, we'll assess the results. You may then be offered a personal interview, after which we'll soon notify you about the outcome of your application.



Accept

Accept your offer of a place in the programme.



You're now a student at the University of Auckland. Congratulations!



THE UNIVERSITY OF
AUCKLAND
Te Whare Wānanga o Tāmaki Makaurau
NEW ZEALAND

AskAuckland Central

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Phone: 0800 61 62 63

Questions: www.askauckland.ac.nz

Email: studentinfo@auckland.ac.nz

Web: www.auckland.ac.nz