



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

UniBound

Certificate in Academic Preparation 2018



ACHIEVE THE
AMAZING



Welcome to the UniBound programme



Kia ora, and warm Pacific greetings

Welcome to the UniBound programme. I look forward to meeting you and your whānau to answer any questions you may have about the programme and how it can benefit you.

The UniBound programme will prepare you for transition from secondary school to University-level studies. It is a full-time, on-campus programme, supported by staff from the Faculty of Arts, the Faculty of Science, Libraries and Learning Services, Tuākana Māori and Pacific support programmes, and Vaka Moana Learning Communities.

When you successfully complete the UniBound programme, you will have the study skills and work ethic expected of successful tertiary-level students.

We look forward to hearing from you.

Peni Fa'alogo
UniBound Programme Coordinator

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About the programme

Is UniBound for you?

The UniBound programme provides a positive and friendly introduction to university learning through a specifically designed discipline-related preparation programme. It will strengthen and develop your literacy, numeracy, critical thinking and study skills so you have the best chance of success.

So, if you'd like to get a head-start on your university experience and wish to know what is expected of degree-level students – or if you're unsure you will gain University Entrance – the UniBound programme is for you.

UniBound is also known as the Certificate in Academic Preparation, and this is the programme you'll officially be applying for.

About the UniBound programme

The UniBound programme begins during Summer School on Saturday 13 January 2018 and concludes at the end of Semester One on Monday 25 June 2018.

Having successfully completed the programme of five courses, you'll have gained a total of 75 points. You'll then be eligible for entry into a Bachelor of Arts (BA) or a Bachelor of Science (BSc) general major in Semester Two at the University of Auckland.

During UniBound, you will:

- Learn degree-level study skills and habits.
- Become familiar with University staff, facilities and systems.

Additional benefits and support

In 2018, UniBound students will receive a free monthly HOP card for transport and pay zero fees over the Summer School period of the programme. During Summer School, accommodation is available for Māori students from outside Auckland.

Entry criteria

Entrance to the programme will be subject to you:

- Being of Māori or Pacific descent
- Having gained the NCEA Level 2 Certificate
- Having gained the literacy and numeracy requirements for University Entrance
- Having completed Year 13 at a New Zealand secondary school (or its equivalent) in the calendar year in which you apply for entry

A personal interview is part of the application and selection process.

To be eligible to apply for the programme, you must be a New Zealand citizen or permanent resident.

Programme structure

Your programme will be a mixture of preparation courses, whose course codes end with P, and stage 1 University courses, with 100–103 course codes. The 30 points you gain from your Stage 1 courses will be credited to your BA or BSc degree programme.

Option one: Social Sciences and Humanities

This option is for students planning to undertake a bachelors degree in Arts (BA).

Part 1: Summer School

- ENGLISH 91P
- ARTSGEN 92P

Part 2: Semester One

- MATHS 91P or GEOG 91P
- ACADENG 100 or 101 or ENGWRIT 101
- MĀORI 103 or PACIFIC 100 or an approved Arts course

Option two: Physical, Informational, and Computational Sciences

This option is for students planning to undertake a bachelors degree in Science (BSc).

Part 1: Summer School

- ENGLISH 91P
- MATHS 93P

Part 2: Semester One

- One of: BIOSCI 94P, CHEM 91P, GEOG 91P, PHYSICS 91P
- SCIGEN 101
- MATHS 102 or STATS 101 or an approved Science course

Note: Students enrolled in this programme cannot concurrently study a preparatory course and a Stage 1 course in the same subject.

Timetable

The UniBound programme is a full-time, on-campus programme. Students are expected to be on campus from 9am – 5pm Monday to Friday.

Your weekly timetable will consist of:

- Course lectures, tutorials and laboratories
- Academic skills workshops on critical reading and writing, lecture note-taking, time management and organisation
- Social and group-building activities

Cost

Summer School (Part 1)

- No cost

Semester One (Part 2)

- Approximately \$1750 for the Arts stream and \$1865 for the Science stream based on 2017 fees. These fees will be adjusted in 2018.

UniBound students are eligible for student loans and allowances and will have access to all the University's student services.

As a University of Auckland student, you'll be entitled to apply for a University ID card, which will entitle you to University services including:

- Full use of all campus libraries
- Access to photocopying facilities on a pay-as-you-use basis
- Subsidised medical and welfare services
- The opportunity to join the University Recreation Centre and University sports clubs

How to apply

See pg. 13 for application instructions.

Visit www.UniBound.ac.nz

Or email the UniBound Programme Coordinator for details.

Programme Coordinator: Peni Fa'alogo

Email: UniBound@auckland.ac.nz

DELNA (English Language Needs Assessment) and Academic Integrity

All new University of Auckland students are required to complete DELNA and the Academic Integrity course in their first term of enrolment. We will advise you on this.

www.delna.auckland.ac.nz

www.auckland.ac.nz/academicintegrity

What happens after the UniBound (Certificate in Academic Preparation) programme?

You must pass all five courses to be awarded a University of Auckland Certificate in Academic Preparation.

Students who successfully complete the programme at the end of Semester One 2018 will be eligible for entry into the Arts (BA) degree or Science (BSc) degree in Semester Two 2018.



Sesimani 'Ahio

Going through the UniBound programme has been an amazing ride. It's something I didn't think the University would offer to Pacific and Māori students. It's such a great privilege to be in this programme.

The mentors help you know who you are. They help you gain skills and learn more about university. All their support and encouragement has been amazing. I've built more self-confidence. And they help us a lot with any assignments we have due. We get tutoring from lecturers too. They help us prepare for our exams and they also provide one-on-one support.

You get a HOP Card for public transport as well, which is topped up monthly. And you don't have to pay any fees in Summer School.

2018 UniBound programme dates

Summer School 2018	
UniBound Summer School Starts	Saturday 13 January 2018
Auckland Anniversary Day	Monday 29 January 2018
Waitangi Day holiday	Tuesday 6 February 2018
UniBound Lectures end	Wednesday 14 February 2018
UniBound Study break	Thursday 15 February 2018
UniBound Exams	Friday 16 February 2018
Semester One 2018	
Semester One begins	Monday 26 February 2018
Easter break	Friday 30 March – Tuesday 3 April 2018
Mid-semester break	Wednesday 4 – Saturday 14 April 2018
ANZAC Day	Wednesday 25 April 2018
Lectures end	Friday 1 June 2018
Study break	Saturday 2 June – Wednesday 6 June 2018
Queen's Birthday	Monday 4 June 2018
Exams	Thursday 7 June – Monday 25 June 2018
Semester One ends	Monday 25 June 2018

Dion Westrupp

UniBound shows you how lectures, workshops and tutorials work. There are guest speakers and a mentor you're assigned in a group. You also get workshops where you work with lecturers. They make you feel very comfortable in your environment.

There are scholarships available upon completion of the programme. And Unibound also provides you with social, academic and cultural support systems. There are plenty of mentors on board who'll always be there for you.

Completing university will just offer so many opportunities. It'll make my family so proud. If you think you're not for university, you're wrong! There are plenty of alternative pathways to push you through. And the mentors motivate you to get the work done.

You just have to apply online, and once you get here, your whole perspective will change. The most important thing that UniBound gives you is a whānau away from whānau.



2018 UniBound programme courses

Part 1 courses

ARTSGEN 92P

Introduction to Arts and Humanities

This interdisciplinary, skills-based course takes students through a special research topic, with input from a number of different Arts and Arts-related disciplines. This course not only provides you with research experience, it also assists you in making subject choices for Stage 1 of University study by introducing you to different disciplines and subject areas in the arts and humanities.

Credit for coursework: 60% (Research essay 25%, in-class essay 10%, library exercise 10%, group presentation 10%, tutorial participation 5%)

Final examination: 40%

BIOSCI 94P

Preparatory Biology 1

This course is an introduction to unity in the Biological Sciences.

The first half of the course introduces the structures and processes that are common to all living things (including micro-organisms, animals, plants and fungi) at the cellular, molecular and biochemical levels.

The second half of the course explores genetic principles and elements of human biology in an effort to integrate all content taught in this course in an accessible manner.

This course involves practical laboratories, which complement and reinforce lecture material and introduce a range of skills used in the Biological Sciences. Specific emphasis is placed on advanced learning skills and skills in scientific observation and microscopy. Some laboratories are computer based utilising multi-media learning tools.

Credit for coursework: 50% (theory 20%, practical 30%)

Final examination: 50% (2 hours)

CHEM 91P

Preparatory Chemistry 1

An introduction to elements, compounds, the periodic table, atomic structure, 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% (laboratories 17%, clicker questions 3%, two tests 25%, assignments 5%)

Final examination: 50% (2 hours)

Passes in both theory and practical are required.

GEOG 91P

Preparatory Geography 1

This course introduces population and development themes, including global and regional patterns of population growth, overpopulation, migration, urbanisation and city planning issues, uneven patterns of economic growth and human well-being, and sustainable development.

Credit for coursework: 60% (two essays plus lab and field exercises)

Final examination: 40% (2 hours)

ENGLISH 91P

Preparatory English 1

This course establishes the foundation of spoken and written English for academic purposes. You will learn the basics for writing for university, drawing on a variety of literary forms. The development of oral presentation and written skills is a primary focus. The goal is to gain confidence in handling English as a powerful communication tool.

Credit for coursework: 50% (weekly assessments, journal, one essay)

Final examination: 50%

MATHS 91P

Preparatory Mathematics 1

This Mathematics course is designed to introduce you to basic concepts. It begins at an elementary level suitable for students with limited mathematical background.

The semester will commence with study skills, including an introduction to tutorials, how to use a scientific calculator, an introduction to collaborative learning, problem solving techniques and investigation.

Skills will be used and reinforced first in the context of arithmetic, including a study of number sets, large and small numbers, percentages and the metric system. 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, four mastery tests, four collaborative problem solving tasks, one semester test, one final 2-hour test)

MATHS 93P

Preparatory Mathematics 3

The course begins with a unit on elementary skills, including an introduction to tutorials, an introduction to collaborative problem solving and a review of calculator skills.

Arithmetic skills will be revised in the context of number sets and their graphs, percentage calculations and the metric system. There will be an introduction to algebra, making use of skills in manipulation and equation solving in the context of problem solving.

Credit for coursework: 100% (four assignments, four mastery tests, four collaborative problem solving tasks, one semester test, one final 2-hour test)

PHYSICS 91P

Preparatory 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: 80% (laboratories 30%, tests 35%, assignments 15%)

Final examination: 20% (2 hours)

Part 2 courses

ACADENG 100

Forms in Academic English

This course focuses on developing your understanding of academic reading and writing. It includes sentence and paragraph structure and academic vocabulary, and aims to develop strategies for employing these for the effective reading and writing of academic texts. It also develops your understanding of broad principles and practices of academic discourse at university level.

Credit for coursework: 60% (academic vocabulary development quizzes 10%, paragraph writing 10%, tutorial tasks 10%, 2 tests 30%)

Final examination: 40%

ACADENG 101

Academic English Writing

This course teaches the skills necessary to write essays of exposition and argument for university purposes. It includes brainstorming, writing an outline, structuring an essay, integrating quotations, summaries and referencing.

Credit for coursework: 50% (expository essay 10%, argument essay 20%, library test 5%, in-class expository writing test 15%)

Final examination: 50% (2 hours)

ENGWRIT 101

English Writing for Academic Purposes

This course is useful if you want to improve your existing writing skills. The course aims to help you write clear, well-developed, properly referenced essays, which directly address the topic in an appropriate way. It focuses on the basic principles of essay writing, provides practise in the various stages of writing, and develops understanding of the different rhetorical styles required at university. Academic texts considered in this course include arguments, comparison and contrast, classifications, summaries, critiques, literature reviews and reports.

Credit for coursework: 70% (tutorial tasks 10%, Aropa revision exercise 15%, essay assignments 45%)

Final examination: 30% (3 hours)

MĀORI 103

Introduction to Spoken Māori

This course is an introduction to spoken Māori for those with no previous knowledge of the language. It concentrates on the acquisition of listening and speaking skills, developing your ability to understand and speak Māori.

Credit for coursework: 100% (written and oral test)

PACIFIC 100

Introduction to Pacific Studies

This course is an introduction to the discipline of Pacific Studies, using the twin perspectives of language and indigenous knowledge as a framework for the expression and understanding of Pacific cultures. Topics covered include language, cultural identity, indigenous knowledge, visual and performing arts, history and political economy.

Credit for coursework: 50% (article critique 5%, essay 30%, test 15%)

Final examination: 50% (2 hours)

SCIGEN 101

Communicating for a Knowledge Society

Effective communication is required for specialists in all fields to engage meaningfully with society. In this course you will explore the important role communication plays in a knowledge society. Through case studies and practical experience you will learn about the responsibilities and skills required to communicate with a variety of audiences. You will also learn how to effectively manage and present data and practise oral, written, visual and electronic communication.

Credit for coursework: 60%

Final examination: 40% (2 hours)

MATHS 102

Functioning in Mathematics

This course will introduce you to calculus that builds mathematical skills and develops conceptual thinking through active participation in problems that model real life. MATHS 102 is a pre-requisite to MATHS 108 – General Mathematics and MATHS 150 – Advancing Mathematics, which are the required Maths courses for students interested in a Bachelor of Engineering (Honours) programme.

Credit for coursework: 40% (test 10%, three assignments 15%, skills quizzes 5%, five collaborative tutorials 10%)

Final examination: 60% (2 hours)



Study tips

Success at university is about developing good study habits and managing your time well. Getting the most out of your study will sometimes be challenging when the unexpected happens. Enlist your whānau to help support and encourage you to achieve your academic goals. Within the university, remember to ask questions and take advantage of the many resources, mentors and staff that are here to help you.

Time Management

- Plan your academic workload alongside other commitments including any paid employment for the semester.
- On your weekly timetable, note down all classes, coursework due dates and work commitments.
- You are expected to do two hours of individual study for every hour of class to complete required readings, review and organise class notes, plan and work on your assessments.
- Begin assessments early. Allow time to think about the assignment topic and to ask questions of your tutor or lecturer. Assignment writing is an evolving process, so begin early enough to ensure you can review your writing and final copy before you hand in your assignment.

Whānau helping whānau

- Ask your family/whānau/aiga to help you stay motivated.
- Help them understand the university study workload.
- Ask them for support with developing good study habits.
- Ask them to give you uninterrupted study time to complete your coursework and study for exams.

Support Networks and Services

There are a number of support networks and learning communities available to UniBound students. Students who utilise these resources achieve better than their peers who do not.

- UniBound Student Adviser
- UniBound Mentors
- Tuākana Learning Community for Māori and Pacific students in the Faculty of Arts and the Faculty of Science
- VAKA Moana Programme
- Te Fale Pouāwhina – the Māori and Pacific student learning support service
- The Māori and Pacific Librarians located in the general library

UniBound Student Support Adviser

Once you are a part of the UniBound programme, you can expect regular communication by email, text and telephone from your Student Support Adviser. They will be part of your academic journey from University Orientation to when you successfully complete the programme. They can organise opportunities to meet face-to-face too.

Once you have the contact information for your adviser, you can ask questions or get advice. They will be able to direct you to those who can assist or answer your query on the spot. No question is silly if you don't know the answer.

As part of the UniBound programme, your adviser and the Programme Coordinator work closely with departments, course lecturers and tutors to monitor student work. If you miss tutorials, laboratories or classes or you fail to hand in an assignment, you may be contacted by phone or email to see how things are going. This follow up communication is just a way for us to monitor how you're doing, and see if there is anything we can do to help. The right advice at the right time can assist you to keep on track with your studies.





Therese Kiely

I am proudly from South Auckland and of both Samoan and Palagi heritage. I have been a mentor in the UniBound Programme for the past two years and am now the Student Support Advisor for the programme. I started studying at the University of Auckland in 2011, completing a Bachelor of Arts and a Bachelor of Theology conjoint. I then completed my honours and am currently studying towards my PhD in Theology, which is focused on New Zealand-Pacific youth, religion and mental wellbeing.

I have always been passionate about supporting and leading young people both at church and in education. Through mentoring in the UniBound Programme, I have seen students grow in confidence, learn more about their shared cultural history and enrich their individual identities. The UniBound team of mentors, plus academic and support staff, really try to impart to our young people the privilege of having an education and the opportunities that being brown and studying at university can provide.

It is hard to become attached to students as an older sister/aunty figure being with them every day during Summer School and then gradually seeing less and less of them as they begin their degrees. On the other hand, it is awesome to see students achieve goals they never thought they could.



What is expected of you?

Student Conduct

All University of Auckland students are expected to adhere to the rules and regulations of their departments. The University of Auckland Calendar also outlines the regulations for applications, enrolment, examinations, transfer and withdrawal from courses. www.calendar.auckland.ac.nz

You will be expected to:

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

Absences

If you are absent for any reason you must contact your UniBound Student Support Adviser.

An illness that lasts longer than three days must be accounted for with a medical certificate. You will hand this to your UniBound Student Support Adviser.

Academic requirement

You must pass Summer School with a GPA of at least 4.0 (a B- average) to continue in the programme in Semester One.

Behaviour

You must behave in a considerate way at all times 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 your lectures, tutorial or laboratory times.

Cheating and plagiarism

Cheating in coursework or exams 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 sources on the web. 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 and plagiarism in completing coursework can be treated as an examination offence. For guidance and advice, talk to your lecturer, tutor or UniBound Student Support Adviser.

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

How to apply

Enquire

To enquire about the UniBound programme please contact the Programme Coordinator
Peni Fa'alogo

Phone: +64 9 373 7599 ext 85067

Or visit www.UniBound.ac.nz



Apply

- If you have internet access you can apply online now. Go to www.auckland.ac.nz/apply
- If you haven't already, you'll be asked to sign up for a new account. It's easy to do, just click "Sign up for new account" and follow the instructions.
- Complete the online "Application for Admission" for a place in the programme.
- Select "Certificate" as programme type and "Certificate in Academic Preparation" as programme name.
- You will 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.
- We will contact you with information regarding the need to attend an interview. We will notify you about the outcome of your application soon after the interview stage is complete.



Offer

If your interview is successful, we will email you a contract with an offer of a place in the programme.



Accept offer

You will return the contract, agreeing to the conditions.



Once you have satisfied the conditions of your offer, you will be enrolled into your courses.

Congratulations, you are now a University of Auckland student. Welcome to the UniBound programme and good luck with your studies!

Remember: Summer School (Part 1) is fee free, but you will need to pay fees for Semester One (Part 2). These must be paid before Semester One starts (26 February 2018). If you are applying for a student loan, then you must arrange this with StudyLink well in advance.

Visit the website www.studylink.govt.nz or phone them on 0800 88 99 00



My details and checklist

Key names and contact details	
Name:	Net ID:
My University email address:	
My UniBound Student Support Adviser:	
Their department:	Their room location:
Their contact phone:	Their email:

Things I must do after I am enrolled:	
• Attend Orientation	
• Meet with my UniBound Student Support Adviser	
• Check my timetable classes for the week	
• Complete Library tour and tutorial	

Key Contacts:	
My Programme Coordinator is:	
My Library contact is:	
My mentor is:	

Things I must do at the end of my UniBound Programme:	
• Check and confirm my UniBound programme results.	
• Meet with my UniBound Student Support Adviser for sign off.	
• Visit the Arts or Science Student Centre for degree planning advice.	



Useful web addresses

Unibound Programme

www.UniBound.ac.nz

The Faculty of Arts homepage

www.arts.auckland.ac.nz

The Faculty of Science homepage

www.science.auckland.ac.nz

The University of Auckland homepage

www.auckland.ac.nz

Information for future undergraduates

www.auckland.ac.nz/futureundergraduates

Information for international students

www.international.auckland.ac.nz

Fees and finances

www.auckland.ac.nz/fees

www.auckland.ac.nz/studentloansandallowances

Scholarships

www.auckland.ac.nz/scholarships

Accommodation

www.accommodation.auckland.ac.nz

Entry requirements

www.auckland.ac.nz/admission

How to apply for admission

www.auckland.ac.nz/apply

How to enrol in courses

www.auckland.ac.nz/enrolment

The University Facebook page for school students

www.facebook.com/FutureUniofAklStudents

The University student blog for school students

www.auckland.ac.nz/theinsideword

For frequently asked questions

www.askauckland.ac.nz

Privacy: The University of Auckland undertakes to collect, store, use and disclose your information in accordance with the provisions of the Privacy Act 1993. Further details of how the University handles your information are set out in a brochure available by phoning **0800 61 62 63**

Disclaimer: Although every reasonable effort is made to ensure accuracy, the information in this document is provided as a general guide only for students and is subject to alteration. All students enrolling at the University of Auckland must consult its official document, the current Calendar of The University of Auckland, to ensure that they are aware of and comply with all regulations, requirements and policies. Publication date: March 2017.



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