Course Enrolment Guide 2008

Master of Educational Leadership
Postgraduate Certificate in Educational Leadership

National School of Educational Leadership

Contact Details:

NSW
Course Co-ordinator: Dr Annette Cunliffe
Room: C 1.35 Strathfield Campus
Email: a.cunliffe@mary.acu.edu.au
Telephone: (02) 9701 4356

QLD
Course Co-ordinator: Dr Gayle Spry
Room: F - C/46 Brisbane Campus
Email: g.spry@mcauley.acu.edu.au
Telephone: (07) 3623 7301

VIC
Course Co-ordinator: Dr Helga Neidhart
Room: 4/32 Melbourne Campus
Email: h.neidhart@patrick.acu.edu.au
Telephone: (03) 9953 3267

SCHOOL OFFICE
Executive Officer: Ms Leilani Jesson
Room: C1.37 Strathfield Campus
Email: leilani.jesson@acu.edu.au
Telephone: (02) 9701 4167

Professional Officer: Ms Maureen Quilter
Room: C1.39 Strathfield Campus
Email: m.quilter@mary.acu.edu.au
Telephone: (02) 9701 4110
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1. How to use this Guide

This Course Enrolment Guide 2008 provides you with information on the units you will require to complete your course; and when and where the units will be offered in 2008.

Steps to enrol in units for 2008

1. Read Section 2. ‘Program Information’ for information on course structure and unit sequence. Take note of any prerequisite or co-requisite requirements before selecting particular units.

2. Refer to the unit listings in Section 3 ‘Units Offered in 2008’ and Section 5 ‘2008 National Timetable’ to select your units. Take note of the study period and dates in which units are offered.

3. You must refer to ‘Enrolment Information 2008’ on the ACU intranet for information on how to complete your enrolment via Student Connect*. ‘Enrolment Information 2008’ also provides information on study period definitions, modes of study, campus locations, dates for each study period and census dates.

4. Log on to Student Connect – Managing Your Studies* and enrol.

Contacting your Adviser

Course Co-ordinators are available to assist you with enrolments by phone or email.

* Student Connect is a web interface allowing students to complete their ACU National enrolment online.
2. Program Information

GENERAL INFORMATION

FLEXIBLE DELIVERY

The Master of Educational Leadership and the Postgraduate Certificate in Educational Leadership are offered in a variety of modes designed to accommodate the various needs of students. Being a national program, the courses are offered at many centres around Australia and in Mauritius and New Zealand.

Most units are offered through face-to-face teaching, in non-school time, usually over four days during weekends or in summer or winter schools. Units may be offered through distance education or online.

Students who wish to find further information about ACUonline, visit http://acuonline.acu.edu.au.

CLASSES OFFERED OFF CAMPUS

Some classes are offered face-to-face at a location other than one of the six ACU National campuses. These off campus locations are listed below ACU National campus sites in 'Student Connect'. Before enrolling in any off campus class, please contact the relevant liaison person of that location for further details, unless you are already part of that site’s cohort. Refer to page 6 for contact details.

WITHDRAWAL FROM ENROLLED UNITS

If you wish to withdraw from a unit please note the dates shown below. If you withdraw from a unit after any of these dates, a penalty will be incurred. Please contact student administration at your nearest campus, for further information.

<table>
<thead>
<tr>
<th>Semester/Term</th>
<th>Withdrawal without penalty cut-off dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer A</td>
<td>14 January 2008</td>
</tr>
<tr>
<td>Summer B</td>
<td>11 February 2008</td>
</tr>
<tr>
<td>Semester 1</td>
<td>31 March 2008</td>
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<tr>
<td>Autumn</td>
<td>21 April 2008</td>
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<tr>
<td>Winter</td>
<td>23 June 2008</td>
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<tr>
<td>Semester 2</td>
<td>31 August 2008</td>
</tr>
<tr>
<td>Spring A</td>
<td>6 October 2008</td>
</tr>
<tr>
<td>Spring B</td>
<td>24 November 2008</td>
</tr>
</tbody>
</table>

FEES & ADDITIONAL COSTS

Details of course fees and charges are available on application or from the State Co-ordinator.

Books of readings collated from the most recent journals and books are available to students. No other texts are required if these readings are purchased. These resources cost students $50 per set of readings. It is not compulsory to buy the Book of Readings, but all students will rely on them during the sessions and for their assignments. If students prefer to gather and find the readings themselves, please contact the lecturer for the list of readings that will be used.

CHECKLIST FOR STUDENTS ATTENDING CLASSES

1. Attendance at all sessions is compulsory. Please notify the lecturer in charge in advance, if you are unable to attend.
2. All sessions commence at 9.00am and end at 4.00pm, unless arranged otherwise by the lecturer in charge.
3. If there are insufficient enrolments for a particular unit, the unit will be cancelled. Please contact the relevant Course Co-ordinator if in doubt.
4. Books of Readings are available for purchase on day one of classes, for students who wish to purchase them. Payment by cheque or credit card is preferred.
Course Structure

COURSE TITLE: MASTER OF EDUCATIONAL LEADERSHIP

The Master of Educational Leadership aims to provide candidates with values, attitudes, knowledge and skills in educational leadership that will enable them to infuse their systems and organisations with a commitment to the highest ethical and moral standards and, at the same time, facilitate efficient and effective leadership and administrative practices. Emphasis will be on the praxis of educational leadership and administration within a Catholic context, emphasising a moral and ethical framework. The course will aim to enable candidates with varying leadership and career circumstances to select appropriate units to best meet their needs, including a research strand for those wishing to follow this pathway.

The Master of Educational Leadership is offered on a one year, full-time basis or part-time equivalent basis.

REQUIREMENTS TO COMPLETE AWARD
(Current Program for Students who commenced in 2006 or later)

The Master of Educational Leadership will require students to complete 80 credit points. To gain the award, new students will be required to complete the core unit (Authentic Leadership), and at least three of the five specialisation units. The remaining 40 credit points must be taken from the elective units and/or the remaining specialisation units and/or cross-disciplinary units from other Masters’ level courses, as appropriate to the professional needs of students. Students, who elect the research pathway, must complete either EDAC620 or EDFD632, together with the 20 credit point Research Project.

REQUIREMENTS TO COMPLETE AWARD
(Old Program for Continuing Students enrolled prior to 2006)

The course consists of a total of 80 credit points comprising 4 core units (10 credit points each) and elective units totaling 40 credit points.

Completion of the core unit or a specialisation unit from the current program will be considered a core unit for continuing students. Elective units from the current program are considered elective units for continuing students.

Continuing Students must complete:
• 40 credit points of core studies;
• 40 credit points of electives
Total of 80 credit points

IMPORTANT NOTE FOR ALL STUDENTS

Please note that students previously enrolled in units from the old program should not enrol in certain units from the current program. For example, students who have completed the old unit EDLE608 should not enrol in the unit EDLE635. Please refer to the table below for further details.

<table>
<thead>
<tr>
<th>Old Program</th>
<th>Current Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDLE603 Leadership &amp; Spirituality</td>
<td>EDLE632 Leadership Spirituality</td>
</tr>
<tr>
<td>EDLE604 Leadership for Quality Learning</td>
<td>EDLE633 Leading Authentic Learning</td>
</tr>
<tr>
<td>EDLE608 Perspectives of Educational Leadership</td>
<td>EDLE635 Authentic Leadership</td>
</tr>
</tbody>
</table>
COURSE TITLE: POSTGRADUATE CERTIFICATE IN EDUCATIONAL LEADERSHIP

This course has been designed to include a variety of perspectives, theories and concepts of leadership in general and of Catholic leadership in particular. It challenges candidates to analyse and use theories and concepts of leadership in their everyday practice in areas of educational leadership, Catholic education and schooling, and the philosophy, spirituality and ethics of Christian living. Emphasis will be on the praxis of educational leadership and management within a Christian ethical morally sensitive framework.

The Postgraduate Certificate of Educational Leadership has the same aims as the Master of Educational Leadership program, though in a more limited setting. It will be possible for students who complete the Postgraduate Certificate of Educational Leadership to later apply for the Master of Educational Leadership and seek credit for the units already completed.

The Postgraduate Certificate of Educational Leadership is offered on a one semester full-time basis or part-time equivalent.

REQUIREMENTS TO COMPLETE AWARD
(Current Program for Students who commenced in 2006 or later)

The Postgraduate Certificate in Educational Leadership is a 40 credit point course, made up of four units, each worth ten credit points. Students must complete the core unit (Authentic Leadership) and at least one of the specialisation or elective units.

REQUIREMENTS TO COMPLETE AWARD
(Old Program for Continuing Students enrolled prior to 2006)

Satisfactory completion of 40 credit points comprising of 1 core unit (10 credit points) and elective units totaling 30 credit points. Total of 40 credit points.

Completion of the core unit or a specialisation unit from the current program will be considered a core unit for continuing students. Elective units from the current program are considered elective units for continuing students.

IMPORTANT NOTE FOR ALL STUDENTS

Please note that students previously enrolled in units from the old program should not enrol in certain units from the current program. For example, students who have completed the old unit EDLE608 should not enrol in the unit EDLE635. Please refer to the table below for further details.

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<tr>
<td>EDLE604 Leadership for Quality Learning</td>
<td>EDLE633 Leading Authentic Learning</td>
</tr>
<tr>
<td>EDLE608 Perspectives of Educational Leadership</td>
<td>EDLE635 Authentic Leadership</td>
</tr>
</tbody>
</table>
3. Units Offered

The Master of Educational Leadership and Postgraduate Certificate in Educational Leadership share the same core, specialisation and elective units as listed below.

Unit offerings are subject to student demand and lecturer availability. Units will vary between campuses/sites and from year to year. Please refer to the National Timetable for unit availability in 2008.

UNIT OFFERINGS

Core Unit

EDLE635  Authentic Leadership
(not to be studied if you have already completed EDLE608 Perspectives on Educational Leadership)

Specialisation Units

EDLE605  Leading Educational Change
EDLE632  Leadership Spirituality
(not to be studied if you have already completed EDLE603 Leadership & Spirituality)
EDLE633  Leading Authentic Learning
(not to be studied if you have already completed EDLE604 Leadership for Quality Learning)
EDLE636  Leading the Catholic School
EDLE637  Shared Leadership

Elective Units

EDLE601  Human Resource Management and Development
EDLE638  Faith Leadership
EDLE639  Educational Leadership & Responsible Governance
EDAC620  Social Research Methods and Community Contexts

Additional Elective Units that may be of Interest

EDST603  Implementing Information and Communication Technologies (ICT) for Learning
EDFD632  Reading and Interpreting Research in Education
EDFD617  Research Project (20 Credit Points)
EDFD633  Methods of Educational Research
### 4. Contact People

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>CONTACT PEOPLE:</th>
<th>TELEPHONE</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADELAIDE - CEO</td>
<td>Co-ordinator: Dr Annette Cunliffe</td>
<td>(02) 9701 4356</td>
</tr>
<tr>
<td></td>
<td>Liaison: Ms Kerrie Romeo</td>
<td>(08) 8301 6600</td>
</tr>
<tr>
<td>ADELAIDE – Association Independent Schools</td>
<td>Co-ordinator: A/Prof Michael Bezzina</td>
<td>(02) 9701 4357</td>
</tr>
<tr>
<td></td>
<td>Liaison: Mr Brian Simons</td>
<td>(08) 8179 1400</td>
</tr>
<tr>
<td>BALLARAT – Ballarat Campus</td>
<td>Co-ordinator: Dr Helga Neidhart</td>
<td>(03) 9953 3267</td>
</tr>
<tr>
<td>BRISBANE - Brisbane Campus</td>
<td>Co-ordinator: Dr Gayle Spry</td>
<td>(07) 3623 7301</td>
</tr>
<tr>
<td>BROKEN BAY - NSW</td>
<td>Co-ordinator: Dr Annette Cunliffe</td>
<td>(02) 9701 4356</td>
</tr>
<tr>
<td></td>
<td>Liaison: Dr Michael Slattery</td>
<td>(02) 9847 2622</td>
</tr>
<tr>
<td>CANBERRA Campus</td>
<td>Co-ordinator: Dr Annette Cunliffe</td>
<td>(02) 9701 4356</td>
</tr>
<tr>
<td>DISTANCE MODE – Brisbane Campus</td>
<td>Co-ordinator: Dr Gayle Spry</td>
<td>(07) 3623 7301</td>
</tr>
<tr>
<td>MAURITIUS</td>
<td>Co-ordinator: Dr Annette Cunliffe</td>
<td>(02) 9701 4356</td>
</tr>
<tr>
<td></td>
<td>Liaison: Mr Jimmy Harmon</td>
<td>0011 230 467 6011</td>
</tr>
<tr>
<td>MELBOURNE - Melbourne Campus</td>
<td>Co-ordinator: Dr Helga Neidhart</td>
<td>(03) 9953 3267</td>
</tr>
<tr>
<td>NEWCASTLE – NSW</td>
<td>Co-ordinator: Dr Annette Cunliffe</td>
<td>(02) 9701 4356</td>
</tr>
<tr>
<td></td>
<td>Liaison: Mr Peter Hamill</td>
<td>(02) 4979 1235</td>
</tr>
<tr>
<td>NEW ZEALAND</td>
<td>Co-ordinator: A/Prof Denis McLaughlin</td>
<td>(07) 3623 7154</td>
</tr>
<tr>
<td></td>
<td>Liaison: Ms Susan Wilson</td>
<td>0011 64 4 496 1716</td>
</tr>
<tr>
<td>ON-LINE UNITS</td>
<td>Co-ordinator: Dr Annette Cunliffe</td>
<td>(02) 9701 4356</td>
</tr>
<tr>
<td>PARRAMATTA – NSW</td>
<td>Co-ordinator: Dr Annette Cunliffe</td>
<td>(02) 9701 4356</td>
</tr>
<tr>
<td></td>
<td>Liaison: Dr Tony Bracken</td>
<td>(02) 9840 5600</td>
</tr>
<tr>
<td>SCHOOL OFFICE – Strathfield Campus</td>
<td>Ms Kristan To</td>
<td>(02) 9701 4167</td>
</tr>
<tr>
<td></td>
<td>Ms Maureen Quilter (Mondays only)</td>
<td>(02) 9701 4110</td>
</tr>
<tr>
<td>SYDNEY – Strathfield Campus</td>
<td>Co-ordinator: Dr Annette Cunliffe</td>
<td>(02) 9701 4356</td>
</tr>
<tr>
<td>TOOWOOMBA – QLD</td>
<td>Co-ordinator: Dr Gayle Spry</td>
<td>(07) 3623 7301</td>
</tr>
<tr>
<td></td>
<td>Liaison: Mr Phillip Fitzgerald</td>
<td>(07) 4687 4331</td>
</tr>
<tr>
<td>TOWNSVILLE – QLD</td>
<td>Co-ordinator: Dr Gayle Spry</td>
<td>(07) 3623 7301</td>
</tr>
<tr>
<td></td>
<td>Liaison: Mr John O’Brien</td>
<td>(07) 4773 0900</td>
</tr>
<tr>
<td>WANGARATTA – VIC</td>
<td>Co-ordinator: Dr Helga Neidhart</td>
<td>(03) 9953 3267</td>
</tr>
<tr>
<td></td>
<td>Liaison: Mr Michael Avery</td>
<td>0417 213 568</td>
</tr>
<tr>
<td>WARRAGUL – VIC</td>
<td>Co-ordinator: Dr Helga Neidhart</td>
<td>(03) 9953 3267</td>
</tr>
<tr>
<td></td>
<td>Liaison: Ms Pauline Low</td>
<td>(03) 56226634</td>
</tr>
<tr>
<td>WARRNAMBOOL – VIC</td>
<td>Co-ordinator: Dr Helga Neidhart</td>
<td>(03) 9953 3267</td>
</tr>
<tr>
<td></td>
<td>Liaison: Mr Tim O'Farrell</td>
<td>(03) 5572 1244</td>
</tr>
</tbody>
</table>
5. 2008 National Timetable

Delivery Modes:

- **On Campus** - Offered face-to-face or with a WebCT component at any one of the six ACU National campuses.
- **On Site** - The unit is offered face-to-face at any location other than one of the six ACU National campuses.
- **Distance** - The unit is offered wholly through the provision of printed material to the student. These units may include a WebCT component but the printed material is the primary source of teaching.
- **Online** - The unit is offered wholly through ACU National Online.
- **Mixed mode** - The unit is offered as a combination of distance and either on campus or on site delivery modes.

*Note: The School reserves the right to cancel units if there are insufficient student enrolments.*

<table>
<thead>
<tr>
<th>Dates</th>
<th>Unit Code</th>
<th>Unit Name</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ADELAIDE CEO</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Semester 1 (7 - 8 Mar &amp; 6 - 7 Apr)</td>
<td>EDAC620</td>
<td>Soc Res Methods &amp; Comm Contexts (Social Research Methods &amp; Community Contexts)</td>
</tr>
<tr>
<td>Semester 2 (25 - 26 Jul &amp; 10 - 11 Aug)</td>
<td>EDLE637^</td>
<td>Shared Leadership</td>
</tr>
<tr>
<td><strong>ASSOC’N INDEPENDENT SCHOOLS - ADELAIDE</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Semester 1 (29 Feb, 1 Mar &amp; 16 - 17 May)</td>
<td>EDLE635*</td>
<td>Authentic Leadership</td>
</tr>
<tr>
<td>Semester 2 (1 - 2 Aug &amp; 5 - 6 Sep)</td>
<td>EDLE601</td>
<td>Human Resource Management &amp; Development</td>
</tr>
<tr>
<td><strong>BALLARAT - On Campus</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Semester 1 (1 - 2 Mar &amp; 3 - 4 May)</td>
<td>EDLE633^</td>
<td>Leading Authentic Learning</td>
</tr>
<tr>
<td>Semester 2 (30 Jun - 3 Jul)</td>
<td>EDLE632^</td>
<td>Leadership Spirituality</td>
</tr>
<tr>
<td>Semester 2 (9 - 10 Aug &amp; 18 - 19 Oct)</td>
<td>EDLE605^</td>
<td>Leading Educational Change</td>
</tr>
<tr>
<td><strong>BRISBANE - On Campus</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Summer A (7 - 10 Jan)</td>
<td>EDLE635*</td>
<td>Authentic Leadership</td>
</tr>
<tr>
<td>Summer B (14 - 17 Jan)</td>
<td>EDLE632^</td>
<td>Leadership Spirituality</td>
</tr>
<tr>
<td>Semester 2 (30 Jun - 3 Jul)</td>
<td>EDLE635*</td>
<td>Authentic Leadership (BCE Scholarship cohort only)</td>
</tr>
<tr>
<td>Semester 2 (7 - 10 Jul)</td>
<td>EDLE633^</td>
<td>Leading Authentic Learning</td>
</tr>
<tr>
<td>Semester 2 (7 - 10 Jul)</td>
<td>EDLE638</td>
<td>Faith Leadership</td>
</tr>
<tr>
<td>Semester 2 (23 - 24 Aug &amp; 11 - 12 Oct)</td>
<td>EDLE636^</td>
<td>Leading the Catholic School</td>
</tr>
<tr>
<td><strong>BROKEN BAY</strong></td>
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<tr>
<td>Semester 1 (2 - 3 May &amp; 13 - 14 Jun)</td>
<td>EDLE636^</td>
<td>Leading the Catholic School</td>
</tr>
<tr>
<td>Semester 2 (8 - 9 Aug &amp; 12 - 13 Sep)</td>
<td>EDLE601</td>
<td>Human Resource Management &amp; Development</td>
</tr>
<tr>
<td>Dates</td>
<td>Unit Code</td>
<td>Unit Name</td>
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<tr>
<td><strong>CANBERRA - On Campus</strong></td>
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<tr>
<td>Semester 1 (15 - 16 Mar &amp; 17 - 18 May)</td>
<td>EDLE636^</td>
<td>Leading the Catholic School</td>
</tr>
<tr>
<td><strong>DARWIN CEO</strong></td>
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<tr>
<td>Semester 2 (23 – 26 June)</td>
<td>EDLE632^</td>
<td>Leadership Spirituality</td>
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<tr>
<td><strong>DISTANCE - National</strong></td>
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<tr>
<td>Semester 1</td>
<td>EDLE605^</td>
<td>Leading Educational Change</td>
</tr>
<tr>
<td>Semester 1</td>
<td>EDLE636^</td>
<td>Leading the Catholic School</td>
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<td>EDLE636^</td>
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<td>EDLE638</td>
<td>Faith Leadership</td>
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<td><strong>MAURITIUS</strong></td>
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<tr>
<td>Summer B (4 - 7 Feb)</td>
<td>EDLE632^</td>
<td>Leadership Spirituality</td>
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<tr>
<td>Semester 2 (13 - 16 Aug)</td>
<td>EDLE601</td>
<td>Human Resource Management &amp; Development</td>
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<td>Summer A (8 - 11 Jan)</td>
<td>EDLE601</td>
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<td>Semester 1 (23 - 24 Feb &amp; 12 - 13 April)</td>
<td>EDLE635*</td>
<td>Authentic Leadership</td>
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<td>EDLE637^</td>
<td>Shared Leadership</td>
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<tr>
<td>Semester 2 (23 - 24 Aug &amp; 11 - 12 Oct)</td>
<td>EDLE632^</td>
<td>Leadership Spirituality (CEO cohort only)</td>
</tr>
<tr>
<td>Semester 2 (23 - 24 Aug &amp; 11 - 12 Oct)</td>
<td>EDLE605^</td>
<td>Leading Educational Change (CEO cohort only)</td>
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<tr>
<td><strong>NEWCASTLE</strong></td>
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<tr>
<td>Semester 1 (9 - 10 Feb &amp; 8 - 9 Mar)</td>
<td>EDLE636^</td>
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<tr>
<td>Winter (10 - 11 May &amp; 14 - 15 Jun)</td>
<td>EDLE635*</td>
<td>Authentic Leadership</td>
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<td>Semester 2 (9 - 10 Aug &amp; 13 - 14 Sep)</td>
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<td><strong>NEW ZEALAND</strong></td>
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<tr>
<td>Summer B (16 - 19 Jan)</td>
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<td>Leading Authentic Learning</td>
</tr>
<tr>
<td>Dates</td>
<td>Unit Code</td>
<td>Unit Name</td>
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<tr>
<td>Semester 2 (7 - 10 Jul)</td>
<td>EDLE636^</td>
<td>Leading the Catholic School</td>
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<tr>
<td>Semester 2 (12 - 15 Jul)</td>
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<td>Semester 2</td>
<td>EDLE635*</td>
<td>Authentic Leadership</td>
</tr>
<tr>
<td>Semester 2</td>
<td>EDLE632^</td>
<td>Leadership Spirituality</td>
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<tr>
<td>Semester 2</td>
<td>EDLE639</td>
<td>(Ed L'Ship &amp; Responsible Gov'ce)</td>
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<td></td>
<td>Educational Leadership &amp; Responsible Governance</td>
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<td><strong>PARRAMATTA</strong></td>
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<tr>
<td>Semester 1 (22 - 23 Feb &amp; 28 - 29 Mar)</td>
<td>EDLE637^</td>
<td>Shared Leadership</td>
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<tr>
<td>Semester 2 (15 - 16 Aug &amp; 19 - 20 Sep)</td>
<td>EDLE636^</td>
<td>Leading the Catholic School</td>
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<td><strong>STRATHFIELD - On Campus</strong></td>
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<tr>
<td>Summer A (7 - 10 Jan)</td>
<td>EDLE638</td>
<td>Faith Leadership</td>
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<td>Summer B (14 - 17 Jan)</td>
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<td>Spring A (29 Sep - 2 Oct)</td>
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<td>Leading Educational Change</td>
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<tr>
<td>Spring B (6 - 9 Oct)</td>
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<tr>
<td>Semester 1 (16 - 17 Feb &amp; 15 - 16 Mar)</td>
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<td>Semester 2 (26 - 27 Jul &amp; 13 - 14 Sep)</td>
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<td><strong>TOWNSVILLE</strong></td>
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<td>Semester 2 (30 Jun - 3 Jul)</td>
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<td>Leading Authentic Learning</td>
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<td><strong>WARRAGUL</strong></td>
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<td>Semester 2 (16 - 17 Aug &amp; 20 - 21 Sept)</td>
<td>EDLE637^</td>
<td>Shared Leadership</td>
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