



Sydney Institute of Traditional Chinese Medicine

Higher Education

Student Prospectus 2014

for domestic and international students

**Sydney Institute of Traditional Chinese Medicine is a registered business name of
Sydney Institute of Health Sciences Pty Ltd | ABN 30 100 578 836**

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Contents

Study Enquiries

Online enquiries

www.sitcm.edu.au/enquiry.html

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WELCOME 3

Mission and Goals 3

BACHELOR OF TRADITIONAL CHINESE MEDICINE 4

Graduate Outcomes 4

Course Duration and Delivery 4

Course Overview 5

Course Outline and Sequence 6

Clinical Practice Program 7

Career Opportunities 7

Credit for Previous Study 7

Admission Requirements 8

Fees Policy for Domestic Students 10

Fees Policy and Additional Information for International Students 11

Application Process 12

Academic Calendar 2014

SEMESTER 1

Orientation day	15 February
Semester 1 begins	17 February
Mid-semester break	15 April to 21 April
Semester 1 resumes	22 April
Study Review	26 May - 1 June
Examinations	2 - 15 June
Semester break	16 June - 20 July

SEMESTER 2

Orientation day	19 July
Semester 2 begins	21 July
Mid-semester break	15 - 21 September
Semester 2 resumes	22 September
Study Review	27 October - 2 November
Examinations	3 - 16 November

PUBLIC HOLIDAYS

New Year's Day	Wednesday, 1 January
Australia Day	Monday, 27 January
Good Friday	Friday, 18 April
Easter Saturday	Saturday, 19 April
Easter Sunday	Sunday, 20 April
Easter Monday	Monday, 21 April
Anzac Day	Friday, 25 April
Queen's Birthday	Monday, 9 June
Labour Day	Monday, 6 October
Christmas Day	Thursday, 25 December
Boxing Day	Friday, 26 December

WELCOME

The Sydney Institute of Traditional Chinese Medicine (the Institute) has been providing vocational education in Traditional Chinese Medicine in Australia for over 28 years. It is a progressive institution, established to promote the growth and development of a broader system of health delivery encompassing complementary and Traditional Chinese Medicine (TCM) within our community and the health profession.

The Institute aims to produce primary health care practitioners who practise their profession in a safe, effective and responsible manner within the framework of the National Health Care System.

The training provided by the Institute is designed to empower graduates to serve the community in a variety of ways, such as through primary health care, ongoing education programs, and working alongside other healthcare professionals in various clinical settings.

The Institute fosters open-mindedness and commitment to high ideals, providing an environment in which students develop a commitment to continuing self-education and self-fulfilment through service to others. Graduates are empowered to work in a professional and ethical manner and to raise community confidence in the National Health Care System.

Lecturers at the Institute have undergone formal clinical training in China, Australia, Korea, Poland and the United Kingdom. They have been in education and clinical practice in TCM, Complementary Medicine or Nursing for many years. Some lecturers enjoy widespread recognition as leaders in their field.

Our teaching staff thrive on the challenge of continuous improvement by providing scholarly education services that are evidence-based, academically rigorous and integrative of theory and practice.

The Sydney Institute of Traditional Chinese Medicine extends a warm welcome to you to experience a professional, friendly and supportive environment at one of the Australia's longest established and most respected institutions of TCM.

We sincerely hope, and we will endeavour to ensure, that your time at the Institute is memorable and productive.



Dr. Jian Jiang
Dean

Mission and Goals

SITCM's Mission is to educate, promote and unlock the power of traditional Chinese medicine through the delivery of high quality, accredited higher education courses.

SITCM will realise its Mission through the following Goals:

- * Providing high quality accredited higher education courses;*
- * Developing graduates who value continuing professional development and are prepared to contribute meaningfully to the TCM community of practice;*
- * Graduating industry-ready TCM practitioners;*
- * To enhance the health of the broader community through the promotion of TCM as a valid alternative form of medical treatment;*
- * To inculcate high ethical standards both within the institution and its students;*
- * To encourage an environment conducive to free intellectual enquiry and scholarly endeavour;*
- * To support further research into the field of TCM through collaborative arrangements with other higher education providers, professional and industry bodies and health regulators.*

BACHELOR OF TRADITIONAL CHINESE MEDICINE

(Covers Modalities of Acupuncture, Chinese Herbal Medicine and Chinese Herbal Dispensing)

The Bachelor of Traditional Chinese Medicine (BTCM) is a four-year undergraduate degree in the discipline of Traditional Chinese Medicine.

The course provides students with a comprehensive foundation in the theory and practice of traditional Chinese medicine including acupuncture, herbal medicine, biomedical sciences, and the role of a professional Chinese medicine practitioner in the Australian healthcare system.

The broad educational base of the degree and the development of analytical skills offered within it will equip graduates to be life-long learners and will encourage them to develop a wider professional role in healthcare.

This course is approved by the Chinese Medicine Board of Australia (CMBA) in all three divisions of registration: Acupuncture, Chinese Herbal Medicine and Chinese Herbal Dispensing.

Graduate Outcomes

Graduates of the course will attain the following outcomes:

1. The acquisition of knowledge and understanding of the theory and practice of Chinese medicine, biomedical sciences and the role of Chinese medicine practice in the Australian healthcare system, sufficient to ensure safe and competent practice in acupuncture and Chinese herbal medicine.
2. The acquisition of clinical skills in data gathering, analysis and treatment planning, as well as training in clinical procedures sufficient to deliver treatment in acupuncture and Chinese herbal medicine/dispensing in a safe, competent and effective manner. Clinical skills include attention to patient safety and the development of confidence and competence in practice achieved through the provision of meaningful clinical learning experiences, and managed in accordance with best practice in all aspects.
3. The acquisition of appropriate interpersonal, communication and management skills to enable graduates to operate a successful private practice. Students and graduates must demonstrate humane and ethical behaviour in their professional life as well as respect for diversity within the wider Australian community. Graduates will be aware of the need for ongoing professional development and possess critical literature appraisal skills to enable them to be effective life-long learners.

Course Duration and Delivery

The duration of BTCM is 4 years full-time. Students may choose to complete the course on a part-time basis for a maximum duration of 10 years (part-time study is not available to international students). Part-time students should consult with the Registrar

The coursework component is undertaken at the Institute's campus located in Sydney's CBD; students also undertake extensive supervised clinical practice training at the Institute's teaching clinic and in a 400 hour intensive internship experience that will also be completed in the Institute's teaching clinic. Students will receive approximately equal clinical training in acupuncture and in Chinese herbal medicine/dispensing.

Course Overview

The BTCM consists of six subject areas that are described below:

THEORETICAL PARADIGMS The BTCM provides students with education in the theoretical paradigms of traditional Chinese medicine including its terminology, history, theoretical orientation, principles and diagnosis. These studies will provide a firm understanding of the theory of Chinese medicine as well as develop practical skills in collecting and interpreting information in a clinical setting.

ACUPUNCTURE AND CHINESE HERBAL MEDICINE Students will study the full range of modalities of Chinese medicine which provide an understanding of the theoretical aspects specific to acupuncture and Chinese herbal medicine/dispensing, as well as practical training in the application of these therapeutic methods. Students will study classical Chinese medicine literature to provide an understanding and appreciation of the sources of many of the concepts and therapeutic approaches used in contemporary Chinese medicine.

BIOMEDICAL SCIENCES Students will study basic and biomedical sciences such as biology, chemistry, biochemistry, anatomy, physiology, microbiology, pathology, pharmacology, diagnosis and differential diagnosis in western medicine. These studies aim to provide an understanding and appreciation of the theoretical background of modern biomedicine in order to establish common ground for communication with the established healthcare system in Australia, to enable practitioners to interpret the biomedical viewpoint, and to encourage the application of scientific knowledge in clinical practice.

CLINICAL STUDIES Clinical Chinese medicine studies will provide a foundation in internal medicine, gynaecology, paediatrics, traumatology, five-sense organ disorders, dermatology and external diseases including acupuncture and Chinese herbal medicine treatment methods. This will provide students with theoretical and practical skills in the diagnosis, differentiation and clinical management of a wide range of health disorders using acupuncture, Chinese herbal medicine.

CLINICAL TRAINING Students will also undertake Clinical Training throughout the course which includes clinical observation, clinical practicum and internship. These studies aim to provide practical training in the application of the theories of Chinese medicine and biomedicine, in the management of a wide range of health disorders using acupuncture and Chinese herbal medicine, as well as in the operation of a Chinese medicine clinic or dispensary.

PROFESSIONAL AND PRACTICE ISSUES In an integrated manner and throughout the duration of the course, students will study professional and practice issues that include ethics, counselling and communication, the legislative framework and legal responsibilities, practice management, small business management, first aid, and research methods. This will assist students in a range of areas needed for the effective operation of an independent practice in Chinese medicine and in their ongoing professional development undertakings. This aspect of the course is integrated systematically throughout the teaching and learning process to assist in the development of appropriate interpersonal, communication and management skills to enable graduates to operate a successful private practice.

Graduates will be expected to demonstrate humane and ethical behaviour in their professional life as well as respect for diversity within the wider Australian community. Graduates will be aware of the need for ongoing professional development and possess critical literature appraisal skills to enable them to undertake ongoing post-graduate education.

Course Outline and Sequence

Unit Code	Unit Title	Credit Points	Contact Hours				
			Lecture	Tutorial	Clinical	Total	
Semester 1							
Year 1	HMS101	Human Anatomy 1	10	42	28		70
	HMS102	Biochemistry & Physiology	10	42	28		70
	TCM103	Fundamental Theory of TCM	10	42	14		56
	PRI104	Communication in Health	10	42	14		56
	Semester 2						
	HMS105	Human Anatomy 2	10	42	28		70
	TCM106	TCM Diagnosis & Clinical Theory ¹	10	42	14	30	86
	ACU107	Channels & Points 1	10	28	28		56
CHM108	Chinese Herbal Medicine & Formulae 1	10	42	14		56	
Semester 3							
Year 2	HMS201	Pathology	10	42	28		70
	ACU202	Channels & Points 2	10	28	28	30	86
	CHM203	Chinese Herbal Medicine & Formulae 2	10	42	14	20	76
	PRI 204	Research Methods	10	42	14		56
	Semester 4						
	HMS205	Pathophysiology & Microbiology	10	42	28		70
	TCM206	TCM Health Enhancement & TCM Terminology	10	42	14		56
	ACU207	TCM Practice 1 (Acupuncture Techniques)	10	42	14	50	106
CHM208	Chinese Herbal Medicine & Formulae 3	10	42	14	20	76	
Semester 5							
Year 3	HMS301	Clinical Diagnosis 1	10	42	28		70
	TCM302	Huang Di Nei Jing & Wen Bing Xue	10	42	14		56
	CHM303	TCM Practice 2 (Herbal Dispensary)	10	16	16	50	82
	CCM304	TCM Internal Medicine	10	42	14	50	106
	Semester 6						
	HMS305	Clinical Diagnosis 2	10	42	28		70
	TCM306	Shang Han Lun	10	42	14		56
	ACU307	TCM Practice 3 (Acupuncture Microsystems)	10	16	16	50	82
CCM308	TCM Gynaecology	10	42	14	50	106	
Semester 7							
Year 4	HMS401	Pharmacology	10	42	28		70
	CHM402	Modern Chinese Herbal Medicine & Practice	10	42	14	50	106
	CCM403	TCM Traumatology	10	42	14	50	106
	PRI404	Evidence-Based Practice and Research Project	10	42	14		56
	Semester 8						
	ACU405	Evidence-Based Acupuncture	10	28	28	50	106
	CCM406	TCM Paediatrics & Dermatology	10	42	14		56
	PRI407	Practice Management & Professional Issues	10	42	14		56
CPP408	Block Clinical Practice ^{''}	30			400	400	
Totals		340	1208	592	900	2700	

Notes:

- i. Students must present a valid Senior First Aid Certificate or complete the Certificate prior to commencing Clinical Practice Program Level 2.
- ii. Block Clinical Practice is a 400 hour intensive internship experience that will be completed in SITCM's teaching clinic. Students will receive approximately equal clinical training in acupuncture and in Chinese herbal medicine/dispensing. Block Clinical Practice must be completed within a maximum of 12 months post the completion of all 400 Level course work units.

Clinical Practice Program

There are five levels of clinical skills that students gain as they progress through the course. Each level is aligned to clinical coursework units delivered at BTCM. The minimum hours recommended at each clinical level are described in the table below.

Semester	Year One		Year Two		Year Three		Year Four		Hours
	1	2	3	4	5	6	7	8	
Level 1: Observer		30							30
Level 2: Assistant			50	70					120
Level 3: Student Practitioner					100	100			200
Level 4: Intern Practitioner							100	50	150
Level 5: Clinical Intern								400	400
								Total	900

Career Opportunities

Graduates of the course will generally enter private practice as primary practitioners and will possess knowledge and understanding of a range of modalities of Chinese medicine including acupuncture and Chinese herbal medicine.

The Institute expects that some graduates will become TCM practitioners either self-employed in private practice or as a member of a team in a clinic that offers a range of therapies, some may undertake Chinese medicine research, become involved in education, product development, management and sales roles in pharmaceutical and herbal companies, provide healthcare advice and consultancy online, and some may practice in hospitals, community health centres, and other healthcare agencies.

As primary healthcare practitioners, graduates will be competent in the practice of Chinese medicine and conversant with the legal responsibilities, ethics, and standards of Australian health professions generally. Graduates will be familiar with the Australian healthcare system in order to make appropriate referrals and to use that system in the interests of their patients.

Credit for Previous Study

Applicants who have completed post-secondary studies may request consideration for advanced standing towards the BTCM. Applications for credit should include full documentation of previous studies, including unit descriptions.

Granting advanced standing for previous study ensures that students commence study at a level that appropriately recognises their prior learning experiences, and are not required to repeat equivalent learning successfully undertaken in another context.

For more information and an application form for advanced standing please contact the Institute.



Admission Requirements

Applicants for the BTCM must meet at least one of the entry requirements, satisfy the English language requirements, and be selected in competition with other eligible applicants.

Applicants are expected to have a keen interest in health care, especially in Traditional Chinese Medicine.

In addition, International students must be 18 years of age or over at the time that they commence the course for which they have applied.

Entry requirements

To be considered for admission, applicants must provide evidence that they meet the requirements in at least one of the following categories:

- Completion of secondary studies
 - Successful completion of the NSW HSC and attainment of the required ATAR (Australian Tertiary Admission Rank) of 70; or
 - Successful completion of an equivalent secondary qualification either interstate or overseas and attainment of the required entrance standard.
 - The NSW Department of Education and Communities should be contacted to determine the equivalency of overseas secondary qualifications before lodging an application.
- Completion of Australian post-secondary studies
 - Successful completion of accredited vocational (Certificate IV level and above) and higher education studies under the Australian Qualifications Framework (AQF); or
 - Satisfactory completion of an accredited Tertiary Preparation Program or a Foundation Studies Program offered by an Australian university that would enable students to gain entry to an Australian university.
- Admission to Australian tertiary studies
 - Admission to candidature for a degree (Bachelor and above) at an Australian University

- Alternative admission

Applicants who do not meet the above requirements may gain entry to a course by addressing one of the following criteria:

- Successful completion of a Special Tertiary Admissions Test administered by the Universities Admissions Centre (<http://www.uac.edu.au/stat/>);
- Completion of overseas post-secondary (vocational or tertiary) studies;
- Paid employment experience of one year or more; or
- Submitting an application for credit that meets the requirements of the *Credit for Prior Learning (Advanced Standing) Policy and Procedure*.

Alternative admission applicants may be required to commence the course through conditional enrolment which involves a reduced number of units and the close monitoring of their progress at the conclusion of each semester in the first year of study.



English language requirements

All applicants need to demonstrate English language proficiency by providing evidence of ONE of the following:

- Successful completion of one of the following qualifications taught in English:
 - Completion of Year 12 secondary schooling;
 - A minimum of one full year of tertiary studies;
 - accredited Tertiary Preparation Program or a Foundation Studies Program (minimum period of study of 1 school year);
 - Australian qualification recognised as at least AQF Certificate IV;
 - A minimum of one year of full-time study at AQF Associate diploma or Diploma level; or
 - Certificate IV in English for Academic Purposes (EAP).
- Successful completion of the following English language tests within the last two years:

TOFEL (Test of English as a Foreign Language)	obtain a paper-based score of 575 (min. 4.5 in TWE), or internet-based score of 90 (min. 21 in writing)
IELTS (International English Language Testing System)	achieve an overall score of 6.5 or higher with no sub-score less than 6.0
PTE (Pearson Test of English) Academic	achieve an overall score of 54 (with a min. 59 in all communicative skills)
IB (International Baccalaureate)	achieve a grade of A2 in English at higher or standard level 5
GCE (General Certificate of Education) 'A' Levels (from Britain or Singapore)	obtain a grade of C pass in at least one humanities subject at A2/H2 level or AS/H1 level
GCSE (General Certificate of Secondary Education)/GCE 'O' Levels (from Britain or Singapore)	complete 'O' levels including B pass in English Language and C pass or above in remaining subjects
CCPE (Cambridge Certificate of Proficiency in English)	obtain a grade of B pass
STPM (Sijil Tinggi Persekolahan Malaysia)	obtain a C pass in 914/920 English
HKALE (Hong Kong Advanced Level Examination)	obtain a grade of B pass in Use of English
STAT (multiple choice)	obtain a score of 155 in the verbal component

International students who do not meet the specified English proficiency requirements can undertake and successfully complete an ELICOS (English Language Intensive Courses for Overseas Students) program that allows the student to meet the above requirements prior to undertaking the course.

Please note that fulfilment of English language requirements for the BTCM does not necessarily satisfy CMBA's English Language Skills Registration Standard. Graduates of the BTCM may need to provide additional evidence to demonstrate their English proficiency when applying for general registration with CMBA.

Fees Policy for Domestic Students

This section is applicable to domestic students who are permanent residents (who are not permanent humanitarian visa holders who are resident in Australia for the duration of the unit of study) and New Zealand citizens enrolled in a higher education course of study offered by SITCM. All other students are considered International Students for fees purposes.

Course Application Fees

Domestic applicants must pay a non-refundable Student Association fee of \$170.00 upon enrolment.

2013 Indicative Tuition Fees

Tuition fees are \$1,800.00 per unit of study with the exception of the Block Clinical Practicum, which is \$6,000.00.

Austudy, Youth Allowance, Student Start-up Scholarship, and Relocation Scholarship is available for eligible, full-time students.

Note: All fees are subject to annual review.

Students will not be permitted to commence or continue their course until all outstanding fees, charges or accounts are paid. Students will be charged the full amount for repeating any unit of study.

Fees are set each year and are payable before each semester. The current rate will apply for the academic year of enrolment but may be subject to change in subsequent years in accordance with the rate set by the Institute. All fees, charges and accounts will be payable as determined by the Institute.

Tuition fees DO NOT cover textbooks, uniforms, stationery and equipment.

Payment by Instalment

Periodic instalments of tuition fees can be arranged with the Institute by application.

Refunds

The census date for a unit of study is the last day in week 4 of a semester (for details refer to the Fees Schedule provided after course enrolment). In the event of a student withdrawing from a unit of study on or before the census date for that unit of study 100% of tuition fees paid for that unit will be refunded to the student. In the event of a student withdrawing from a unit of study after census date for that unit of study no refund is applicable.



Fees Policy for International Students

You are an international student if you are

- a Temporary Resident of Australia,
- a Permanent Resident of New Zealand, or
- a Resident or citizen of any other country.

You are not an international student if you are

- an Australian citizen,
- an Australian Permanent Resident, or
- a New Zealand citizen.

Student Association fee

International applicants must pay a non-refundable Student Association fee of AUD\$265.00 upon accepting offer of enrolment.

2013 Tuition Fees

Tuition fees are AUD\$2,300.00 per unit for all units of study except Block Clinical Practicum which is \$6,000.00.

- ❖ Tuition fees DO cover the charges for tuition administration.
- ❖ Tuition fees DO NOT cover the charges for registration fee for vocational courses, accommodation, living expenses, textbooks, uniforms, and stationery, and equipment, external examinations.
- ❖ If fees are not paid by the due date, a late fee of \$250 may be charged and students may lose their place in the course.

Note: All fees are subject to annual review.

Students will not be permitted to commence or continue their course until all outstanding fees, charges or accounts are paid. Students will be charged the full amount for repeating any unit of study.

Fees are set each year and are payable before each semester. The current rate will apply for the academic year of enrolment but may be subject to change in subsequent years in accordance with the rate set by the Institute. All fees, charges and accounts will be payable in as determined by the Institute.

Tuition fees DO NOT cover textbooks, uniforms, stationery and equipment.

Visa Suspension/Cancellation & Refund policy

1. If an application for a student visa is rejected for an international student applying for enrolment from offshore, then all tuition fees will be refunded in full provided that documentary evidence is supplied within fourteen (14) days of visa

rejection. The course application fee will not be refunded.

2. If a student withdraws from a course and supplies the Institute written notification before the semester commencement date, 90% of the tuition fees paid will be refunded. The course application fee and the clinical practicum fee will not be refunded.
3. If a student withdraws from a course within four (4) weeks after the semester commencement date, 70% of the tuition fees paid will be refunded. The course application fee will not be refunded.
4. If a student withdraws from a course four (4) weeks after the commencement date of the semester, no refund will be made.
5. All requests for refund must be made in writing. We undertake to make payment of all refunds within 28 days of receipt of a written application for refund.
6. We will provide a statement that explains how any refund amount has been calculated.

Refunds paid if the Institute defaults:

1. If the offered course does not start on the published or agreed starting day.
2. if a course that stops being provided after it starts and before it is completed or if a course is not provided fully to the student because we have had a sanction imposed by either ASQA or DEEWR under either and or the AQTF and the ESOS Act 2000.
3. We will pay a full refund to all international students within two weeks after the default day. We will provide all students with a statement that explains how the refund amount has been calculated.

Note: *The refund policy is subject to review from time to time. Please check the current refund policy before accepting an offer. "This agreement, and the availability of complaints and appeals processes, does not remove the right of the student to take action under Australia's consumer protection laws for unpaid and overdue fees."*

Application Process

How to apply

1. After reading the terms & conditions download and complete the *Student Application Form* available at www.sitcm.edu.au/enrolment_information.html.
2. Attach all required documentation listed in the form.
3. Submit the application form and the necessary documentation to:
Sydney Institute of Traditional Chinese Medicine
PO Box K623
Haymarket, NSW 2000
AUSTRALIA
4. If your application is successful you will receive a *Successful Enrolment & Acceptance Agreement* letter for your nominated course, along with pre-enrolment and fee payment information. You will need to sign and return the *Acceptance Agreement* to us. Please read the Terms and Conditions of Acceptance carefully before signing the agreement.
5. A receipt will be sent to you upon receipt of your payment. International students will also receive an electronic Confirmation of Enrolment (eCoE) form. The eCoE is used to apply for your student visa.

International students applying to study in Australia will require a student visa. Application for, and processing of, student visas can take up to six months. An application fee applies for visas.

For all visa inquiries and applications, students should contact their local Australian Embassy, High Commission or Diplomatic Mission. It is a student's responsibility to ensure a visa is received in sufficient time to commence studies at the Institute by the commencement date of the offer.

For more information, please contact:

Australian Diplomatic Missions www.immi.gov.au/contacts

Australian Embassies www.immi.gov.au/contacts

Australian High Commissions www.immi.gov.au/contacts

Department of Immigration and Citizenship (DIAC) www.immi.gov.au/contacts

