



School of Justice

Postgraduate Student Handbook 2011



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WELCOME AND INTRODUCTION TO THE SCHOOL

<http://www.law.qut.edu.au/about/justice.jsp>

Dear Postgraduate Students

Welcome to the School of Justice at QUT and congratulations on your admission into our postgraduate program.

As an educational institution which strives for excellence in teaching and research, we are committed to ensuring that you are taught transferrable research skills and competencies related to a range of social and criminal justice matters on a domestic and international level.

In our pursuit of excellence and the need to meet the needs of the 21st century, in 2008 the school introduced new course structures and units to focus on domestic and international trends in Policing and Intelligence. We believe that these new unit offerings provide our graduate students with practical and technical skills, attributes and capabilities that are in high demand by various law enforcement and intelligence agencies.

The purpose of this postgraduate handbook is to provide you with vital information about undertaking your degree. It covers each of the School's postgraduate coursework degrees, procedural information relating to enrolment, entry criteria and course structure together with details of course content, supervision, support and resources available to postgraduate students within the school.

The school's highly qualified academic staff come from a variety of professional and academic backgrounds and as such are able to offer students a multi-disciplinary approach to teaching and research. They are also available to assist you with any academic inquiries. The school's professional staff can provide assistance and advice in regard to academic progress, enrolment or other course related enquiries. A list of School contacts can be found within this booklet. Alternatively if unsure of who you need to contact, you may wish to phone the school office on 07 3138 7132 or via email justice@qut.edu.au

We wish you all the best with your studies.

Professor Kerry Carrington
Head of School
School of Justice
Faculty of Law

Dr Peter Bell
Director of Postgraduate Studies
School of Justice
Faculty of Law

STAFF

<http://www.law.qut.edu.au/staff/jsstaff/>

The School of Justice located in X block Gardens Point Campus of QUT, comprises of both full-time and part-time academic staff and practitioners who teach into a variety of disciplines of Justice.

The school was established in 1991 with the support of the Queensland Police Service for the purpose of providing university-level training for their officers. Since then, it has expanded to cover a number of socially and industry-specific areas within the justice field. Likewise, the School of Justice staff have diverse backgrounds encompassing areas of academic research, school education, health, family law, social work, applied science, welfare, policing, forensics, security and intelligence.

The School of Justice staff have also been proactive in developing training courses for the profession, both here and in Singapore.

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| Mr Shane Snow | Project Officer | 3138 7113 | s.snow@qut.edu.au |
| Ms Jennifer Connell | School Coordinator | 3138 7122 | jl.connell@qut.edu.au |

AREAS OF RESEARCH EXPERTISE

<http://www.law.qut.edu.au/staff/jsstaff/>

CRIMINAL LAW

- Domestic violence
- Victims
- Criminal responsibility (especially the law of provocation)
- Women and the criminal law
- History of the criminal justice system in Queensland
- Alternative dispute resolution

INTELLIGENCE & SECURITY

- Transnational / Organised Crime
- Security Risk Management
- Intelligence and national security.
- Intelligence and government decision-making
- Political Violence and Terrorism
- Analytical Tools (Specialist Software)
- Intelligence Support Systems

CRIMINOLOGY

- Women and the criminal justice system
- Issues of sexual politics including pornography, prostitution, domestic violence, rape & consent
- Families and juvenile crime
- Vigilantism
- Policing of young people
- Politics of crime control
- Anti-corruption

POLICING

- Crime prevention
- Community policing
- Economic Crime
- Anti-money Laundering (AML)
- International Policing

LAW

- Anti-discrimination
- Medico-legal issues
- Compensation
- Human rights and humanitarian law
- Accountability within the public sector.
- Law and public policy
- Women and the law
- Family law
- The teaching of law
- Feminist legal theory
- Constitutional and administrative law

Individual staff professional biographies can be found on <http://www.law.qut.edu.au/staff/jsstaff/>

STUDENT'S RESPONSIBILITIES

http://www.mopp.qut.edu.au/E/E_02_01.jsp

STUDENT CHARTER

QUT has drafted a Student Charter which can be found at http://www.mopp.qut.edu.au/E/E_02_01.jsp

The purpose of the Student Charter is two-fold:

1. Describes the expectations students can properly hold in receiving their education.
2. Describes what can be expected of students in undertaking their studies to enhance the quality of their educational experience.

MAILING ADDRESS

You must provide an accurate and reliable mailing address for University correspondence and promptly notify the University of any change of address.

Failure to receive a notice because of change of address is not a sufficient excuse for missing a deadline or obligation. The University will deem that correspondence issued to your recorded mailing address has been received.

EMAIL ADDRESS

You must activate your [QUT student email account](#) as it will be used for a range of correspondence and notification by the University including Library notices and fee statements. This is the preferred email account when communicating with QUT.

UNIVERSITY RULES

It is important to be aware of all [Student Rules](#) and [administrative dates](#) to avoid any financial or academic penalties.

FEES AND PAYMENTS

<http://www.studentservices.qut.edu.au/costs/>

Domestic postgraduate tuition fees are determined at the unit level taking into account the principal subject matter of the unit and the level of study. [View the cost of individual units](#) to determine the 2011 course fee. If you are unable to locate your unit in this list please email sbs.fees@qut.edu.au for more information.

Course information available through [Studyfinder](#) includes an indicative cost per semester. This is calculated as an average over the whole course using the most common units in which students enrol.

After students have accepted their offer and admitted and enrolled into a program, invoices are issued for the total cost of the number of units in which they are enrolled in a semester. For information on paying fees: <http://www.studentservices.qut.edu.au/costs/pay/index.jsp>

Higher Education Loan Program: <http://www.studentservices.qut.edu.au/costs/help/fee/index.jsp> through this student loan scheme postgraduate students will be able to pay their fees later.

Loans and financial advice: <http://www.studentservices.qut.edu.au/costs/loans/>. Finding the money to pay for your study, not to mention general living expenses, can be stressful. QUT can help, please visit this webpage for more information.

Another useful site managed by the Department of Education, Employment and Workplace Relations details policies and guidelines HECS, FEE-HELP and relevant applications forms visit <http://www.goingtouni.gov.au/>

ADVANCED STANDING

<http://www.qut.edu.au/study/applying/credit-prior-learning.jsp>

As a current or prospective QUT student, you may be able to claim advanced standing (credit) for part of your course, on the basis of extensive professional work experience, completed or partially completed studies, and other assessable learning outcomes

Application for advanced standing, academic credit and exemptions are processed through Student Business Services and assessed by the course coordinator on a case-by-case basis.

For more information visit <http://www.qut.edu.au/study/applying/credit-prior-learning.jsp>

Credit of four (4) units toward the Master of Justice is available to students who have completed a Graduate Certificate in Justice “nested” program, with a GPA of 5 or above. More information about the Programs can be found at http://www.studentservices.qut.edu.au/apply/pg/nested_cours/index.jsp

RE-ADMITTING STUDENTS

School of Justice email address: justice@qut.edu.au

In 2011, QUT’s School of Justice introduced new and revised postgraduate courses in intelligence and policing. These courses were designed after consultation with students, graduates, relevant law enforcement and defence agencies not only to build on the foundation of the justice courses which have been offered at QUT since 1991, but to also enable prospective students to formalise their work experience, knowledge and skills into a postgraduate degree.

Re-admitting students (those who commenced their course prior to 2008) are advised to contact the School (justice@qut.edu.au) prior to enrolment to ensure correct selection of units.

ENROLMENT

http://www.mopp.qut.edu.au/E/E_04_03.jsp

COMMENCING STUDENTS

Once you have been made an offer to study at QUT you will need to [enrol in units](#) specific to the course you have chosen.

CONTINUING STUDENTS

You will be asked to [enrol](#) in subjects for the following year's teaching periods. If unsure, contact the School of Justice office - Phone: 07 3138 7132 or email: justice@qut.edu.au

HOW TO ENROL?

Please visit QUT Essentials website <http://www.orientation.qut.edu.au/essentials/> for step by step guide on how to enrol yourself into the unit that you wish to study.

WHICH UNIT TO ENROL IN?

Enrolment Guides for each Justice postgraduate programs are available on the StudyFinder search site. <http://www.studyfinder.qut.edu.au> The guide will assist you with the selection of your study program and completion of your enrolment.

Students who are in transitioning phrase between an old and new course version or out of step with standard program (due to advanced standing, change of major, changes to study load or incurring fails) should seek help from the course advisor where required.

QUT staff will provide every form of assistance possible, but it is ultimately your responsibility to ensure the accuracy and validity of your enrolment. If in doubt, contact School of Justice - Phone: 07 3138 7132 or email: justice@qut.edu.au

CONSEQUENCES OF NOT ENROLLING CORRECTLY

Enrolling in the wrong unit/s may result in you not meeting the requirements for course completion. This can result in:

- denied or delayed graduation
- an extended period of study in order to complete the required units
- payment of extra fees

ADDING / SUBSTITUTING UNITS

You can change your enrolment as many times as required, however it is strongly recommended that you make all changes in one request before the last date to add units. You must carefully consider timetabling, course rules, prerequisite units and course progression prior to submitting your changes. For more information visit <http://www.studentservices.qut.edu.au/enrol/how/change/>

WITHDRAWING UNITS

You may cancel your enrolment in units at any point in time. Please note that Academic or/and financial penalties may apply. More information can be found on the following WebPages:

- <http://www.studentservices.qut.edu.au/enrol/how/change/withdraw.jsp>
- <http://www.studentservices.qut.edu.au/costs/refunds/index.jsp>

FINAL DATES FOR MAKING CHANGES

The final date for changes to enrolment may vary depending on the unit and the teaching period you are enrolled in. Changes made outside of these dates will result in academic penalty. Late cancellation charges may also apply.

To find out when financial and academic penalties apply for changing your enrolment, use the key dates search facility <http://www.studentservices.qut.edu.au/info/dates/key/>

Students are required to re-enrol by the published closing date. An enrolment submitted after the closing date may be accepted at the discretion of the Registrar on payment of a late fee. Students who fail to re-enrol will be subject to cancellation of enrolment.

<http://www.studentservices.qut.edu.au/info/dates/key/>

ASSESSMENT

<http://www.studentservices.qut.edu.au/assess/>

NOTIFICATION OF ASSESSMENT REQUIREMENTS

The principles underpinning assessment strategies imply that clear and unambiguous information must be available to students and this information must be formalised in a contractual sense through printed [Unit Outlines](#) available through QUT Virtual. In general terms these outlines should indicate the kinds of understanding and skills to be acquired and demonstrated, and give details of assigned tasks and processes by which grades will be determined.

POLICY ON ASSIGNMENTS

Submission of Assignments

All students undertaking School of Justice units are required to submit both a WRITTEN HARD copy and ELECTRONIC copy of their assignment. Hard copy and electronic copies must be posted and uploaded on the same date ie: due date of the assignment.

An **electronic copy** of the assignment should be submitted via the QUT BLACKBOARD unit site through the page entitled "Assignment Upload".

A **hard copy** of the assignment should also be mailed, faxed or delivered in person by the due date noted in the Study Guides booklet to:

External Studies Support
Queensland University of Technology
R Block, Room 210
Victoria Park Road
KELVIN GROVE QLD 4059

Or Fax: 07 3138 3995

It should be noted that External Studies Support will forward External Students' assignments through to "[Assignment Minder](#)". The Assignment Minder system is linked to the University student records database which allows for electronic tracking of assignments for any unit code throughout the assignment submission process.

Students can contact Assignment Minder in person, by email or by phone 3138 4000. Assignment Minder's contact details can be found: <https://www.am.qut.edu.au/common/contacts.php>. All other queries should be directed to unit Coordinator or Lecturer.

If requested by the Unit Coordinator, students must be able to produce their copy within 24 hours. Therefore it is advisable that copies of submitted assignments be kept until marked originals are returned.

It is suggested that the returned and marked assignments be kept for a reasonable period of time, ie the duration of the course, to allow for assignment remarks, Review of Grade or Appeals, or to the satisfaction of the student that final grades for a unit are complete.

Due Dates

A due date for an assignment is the **final** acceptable date for submission of that assignment. Students who fail to submit assignments by the set due date may be subject to a late penalty.

Penalty for Late Submission of Assignments

Unless an extension has been granted, late assignments may not be accepted for marking at the discretion of the Unit Coordinator. All late assignments without an approved assignment extension form/letter/email attached will be penalised 5% per day (including weekends) of the mark attained.

Extensions for Late Submission of Assignments

The School of Justice understands the difficulties post-graduate students have in meeting deadlines due to work commitments and deployment at short notice. If you have any extenuating circumstances preventing the submission of assessment on or by the due date, you need to submit a Request for Extension form which can be found on <http://www.law.qut.edu.au/study/forms.jsp>

PLAGIARISM

Plagiarism is the act of taking and using another person's work as one's own. Where plagiarism occurs in items of assessment contributing to the result in a unit, it shall be regarded as, and treated in the same manner as, cheating in an examination. For the purpose of these rules any of the following acts constitute plagiarism unless the work is appropriately acknowledged:

-
- copying the work of another student
 - directly copying any part of another person's work
 - summarising the work of another person
 - using or developing an idea or thesis derived from another person's work
 - using experimental results obtained by another person.

Penalty for cheating and plagiarism

A student found cheating may be dealt with under provisions of *By-law No. 9.3.6*

In addition, the student is liable to incur any of the following penalties:

- the award of a low fail result in the units concerned
- the award of low fail results in all units in which the student would have received final results in the same academic semester
- exclusion from the University for a period
- expulsion from the University.

Procedures for academic dishonesty are outlined in [QUT Manual of Policy and Procedure C/9.3](#)

Please visit <http://www.citewrite.qut.edu.au/> for helps with citing and referencing. **QUT cite|write** is a set of resources to assist you in developing your citing, referencing and academic writing skills for university. The resource consists of two booklets and a number of print-on-demand style guides and writing guides, located on this website.

FEEDBACK ON PROGRESSIVE ASSESSMENT

During the course of a semester, students should discuss any concerns they have regarding their progress in coursework exercises (including examinations which form part of progressive assessment) with relevant teaching staff. The student should be provided with a clear indication of the extent to which they have or have not achieved the objectives set for each assessment item. Students must address such concerns at the time the marks are released for each assessment item and not wait until the final grade is awarded for the unit.

ACCESS TO ASSESSMENT RESULTS

At the end of each semester students will be advised of results through the QUT Virtual Student personal profile. See [Academic Calendar](#) for result release date.

GRADING

Within the School of Justice, student performance in units is graded on a scale from one (1) to seven (7) unless the use of satisfactory/unsatisfactory grading has been approved for a particular unit. The grading of results is shown as follows along with a description of the grade and the standard percentage range adopted by the School of Justice.

Pass Grades:

7 - High Distinction: 85%-100%

Student provides evidence of deep and critical understanding in relation to the unit learning outcomes, competence in using the discourse/s of the relevant knowledge community/ies, and ingenuity, creativity and entrepreneurship in application.

6 - Distinction: 75%-84%

Student provides evidence of the integration and evaluation of critical ideas, principles and theories in relation to unit learning outcomes and the application of knowledge in new professional situations in flexible combinations to produce a novel, calculated effect.

5 - Credit: 65%-74%

Student provides evidence of learning going beyond mere replication of content knowledge or skill to show understanding of key ideas, awareness of their relevance, some use of synthesising and analytical skills and the ability to apply fundamental concepts and skills of the unit with some originality or insight.

4 - Pass: 50% -64%

Student provides sufficient evidence of learning, such as demonstrations of knowledge of fundamental concepts and basic skills and some attempt at application, to be considered satisfactory or adequate or competent or capable in relation to unit learning outcomes.

S - Satisfactory (where approved for use).

Fail Grades:

3 - Fail: 40%-49%

Student provides evidence of limited and unconnected learning which falls short of demonstrating all unit learning outcomes.

Students who receive a grade of 3 in a unit may be eligible to apply for supplementary assessment. Visit http://www.mopp.qut.edu.au/E/E_06_04.jsp for more details. Application for Supplementary Assessment is to be lodged via your QUT virtual.

2 - Fail: 25%-39%

Student provides minimal evidence of learning in relation to unit learning outcomes.

S2 - Fail Supplementary

1 - Low Fail: Less than 25%

Student provides little or no evidence of learning in relation to unit learning outcomes.

K - Withdrawn – Failure

U - Unsatisfactory (where approved for use)

Unfinalised Results:

A - Result Unfinalised - The result will be issued when available.

SA - Supplementary Assessment - Student is to undertake supplementary assessment.

DA - Deferred Assessment - Student is to undertake deferred assessment.

T - Assessment Continues - Studies extend over more than one teaching period.

REVIEW OF GRADES

During the course of a semester, students should discuss their progress in all coursework exercises (including examinations which form part of progressive assessment) with relevant teaching staff, and can expect to be provided with a clear indication of the extent to which they have or have not achieved the objectives set for each assessment item.

Students have the right to seek a review of grade if they believe that their recorded grade is not academically correct. The Review of Grade Application, which can be found at <http://www.studentservices.qut.edu.au/assess/appeals/grade.jsp>, must be lodged through Student Business Services within 10 working days of the release of the results.

The policy and the procedures on review of grade is outlined on the following webpage http://www.mopp.qut.edu.au/E/E_09_01.jsp#E_09_01.01.mdoc

Students seeking a review of assignment or examination result should be aware that such a submission may result in a lower mark being awarded.

SPECIAL CONSIDERATION

Students who consider that their ability to make satisfactory academic progress during a teaching period, or their performance in an assessment item has been adversely affected by medical, compassionate or other exceptional circumstances, may apply for special consideration. Special consideration is regarded as a significant concession to a student and, as such, will only be granted when a properly documented and timely case is made by the applicant.

Applications for special consideration should be submitted prior to or no more than three working days after the date of the examination or the submission date of the assessment item. Applications must be supported by documentary evidence that demonstrates extenuating circumstances and indicates the temporal extent and severity of the circumstances, and the effect on the student's performance. Guidelines relating to special consideration are available on the [Student Services website](#).

The granting or rejection of the application will be determined by the executive dean of the relevant faculty and advised to the applicant within 10 working days of receipt of the application in the faculty.

In cases where special consideration is granted, the faculty may resolve to determine the outcome at the time of finalisation of grades, unless it would be more appropriate to determine the outcome at the time of application. The executive dean, in consultation with the course and / or unit coordinator if appropriate, will determine the outcome, which could include:

- no change to result
- completion of alternative or additional assessment of a similar type and academic level
- late acceptance of an assessment item where application for late submission has not been made (the application must address the reasons for failing to comply with relevant policy on the granting of extensions, see E/6.8)
- reconsideration of the composite result for a unit/s.

Special consideration applies to the full grading scale, not just the pass / fail boundary. Granting of special consideration will not necessarily result in a change of grade.

For more information, visit <http://www.studentservices.qut.edu.au/assess/exams/consider/>

LEAVE OF ABSENCE

Students who find that their circumstances necessitate a period of absence from their course may apply for leave for a specified period. Leave of absence is subject to approval by the relevant Dean of Faculty or delegate.

ACADEMIC RULINGS

Students who have received advice of a ruling in regard to an academic matter (eg amount of advanced standing awarded, cancellation of units, amendment of enrolment program) and who wish to be provided with further information on the basis and implications of the ruling, should contact the Faculty office. Faculty administration officers will provide available information in response to such a request, or arrange for the student to have further discussions as deemed appropriate in the circumstances.

If, after having received such further advice, the student believes that an error has been made or that a ruling is unjust, the student may submit an [Application for Review of Academic Ruling \(RA\) form](#).

Applications must be submitted to the Registrar within 14 days of mailing of written advice of a ruling. Applications must be accompanied by appropriate information and documentation if available, and must state the specific grounds on which the application for review is based.

Applications are referred to the relevant Dean of faculty, who determines the form of the review. A review may lead to no change or to either a less favourable or more favourable outcome for the student. The Registrar advises students of the outcome of reviews.

COURSE DELIVERY

The School of Justice understands the demands of work-life balance and the need to offer flexible course delivery and options for students wanting to undertake further studies towards a postgraduate level degree program. The Justice postgraduate degrees are offered part-time and most units offered by the School are delivered in external/on-line mode utilising the [QUT Blackboard](#) online learning management site providing you with week-to-week presentations, course notes, Study Guides, Readings, Course Materials Database, Discussion Forums and Chat rooms as communication tools with academic staff and unit coordinators. External/on-line mode of study allows students to undertake their semester studies in their own time frame and without having to attend classes or tutorials. There may be occasion for on-line discussion or chat forums however advance notice is given to enrolled students to participate in these sessions.

Class contact is limited for units offered in the 'intensive' or 'internal' mode of delivery. All units with the exception of JSN106 Analytical Methods of Intelligence are offered in external on-line mode. JSN106 is delivered as an intensive block of study in a 5 day on-campus workshop.

Students may commence their studies in Semester 1 (February) or Semester 2 (July). QUT academic calendar can be found on <http://www.studentservices.qut.edu.au/info/calendar/>

Subject to the course proposal approval, the School of Justice is currently reviewing the current course offering and if approved, student may undertake the course on a full time basis.

POSTGRADUATE COURSES

JS22 Graduate Certificate in Criminology will provide a tertiary qualification for students already working in, or aspiring to work in, the areas of justice which focus on criminology and criminal behaviour. By exploring the strategies which can be used to address such behaviour within contemporary society, this course will have both a theoretical and a more practical framework. You will have the flexibility to choose the academic units that best suit your professional focus. Completion of this course at the appropriate level facilitates entry into the Master of Justice (Criminology) program.

JS29 Graduate Certificate in Intelligence will provide a tertiary qualification for students who currently work in, or those seeking employment in the intelligence community. Through a range of pedagogically informed teaching strategies, the program develops relevant professional competencies, skills and knowledge designed to meet employers' needs. The program is designed for students who have completed an undergraduate qualification, but students with extensive professional experience which is assessed as appropriate by the course coordinator may apply. Completion of this course at the appropriate level facilitates entry into the Master of Justice (Intelligence) program.

The Graduate Certificate courses offered at QUT provide short, focused programs that upgrade professional qualifications, and articulate into the 'nested' **JS54 Master of Justice** majoring in either Criminology or Intelligence. More information about Nested programs can be found at http://www.studentservices.qut.edu.au/apply/pg/nested_cours/index.jsp

The Master of Justice by Coursework (JS54) program aims to provide students who already hold degrees or other suitable qualifications with an opportunity to gain or extend their knowledge, skills, and attitudes appropriate to the justice professions.

The Master of Justice (Criminology) by coursework will enable students to explore specific aspects of global and local **criminal** behaviour. The areas of criminal behaviour covered in this course are highly relevant to contemporary society and globalisation. Student will have the flexibility to undertake areas of study pertinent to their professional focus through structured independent studies.

The Master of Justice (Intelligence) by coursework provides advanced postgraduate education in intelligence and policing. The course extends the scope of areas presented in the Graduate Certificate program to provide a complete foundation for intelligence professionals with careers in defence, policing, government and corporate organisations.

GRADUATE CERTIFICATES

JS22 GRADUATE CERTIFICATE IN CRIMINOLOGY

This course is aimed at providing tertiary pathways for students already working in the Justice area and wishing to embark on professional studies, or students seeking employment in this important field and wanting to gain relevant tertiary qualifications. The course provides students with the flexibility to choose the units that best suit their career needs while providing relevant, professionally oriented studies.

This course comprises four (4) units consisting of one (1) core unit, two (2) criminology specialist units and one (1) elective unit as follow:

- Core Units:
 - JSN101 Justice and Human Rights OR
 - JSN102 Applied Data Analysis Techniques for Criminology and Criminal Justice
- Specialist Criminology Units:
 - - JSN103 Criminal Behaviour and Investigation
 - JSN112 Crime Prevention
 - JSN111 Terrorism and Political Violence
 - JSN104 Transnational and organised crime (2012) **or**
 - JSN105 White Collar Crime: Investigation and Prevention
 -
- Elective Units – select 1 unit from the following:
 - JSN104 Transnational and Organised Crime (2012)
 - JSN105 White Collar Crime: Investigation and Prevention
 - JSN111 Terrorism and Political Violence
 - JSN112 Crime Prevention
 - JSN113 Theories of Crime
 - JSN116 Independent Study in semester 1
 - JSN117 Independent Study in semester 2
 - JSN124 Criminal Database Analysis
 - JSN126 Security Risk Management (2012)
 - JSN128 Anti -money Laundering and Identifying, Tracing and Confiscating the Proceeds of Crime (2012)JSN129 Policing Diversity
 - LWN176 Special Topic in Criminal Law

JS29 GRADUATE CERTIFICATE IN INTELLIGENCE

The Graduate Certificate in Intelligence is aimed at providing tertiary pathways for students, either, working in the intelligence community and wishing to embark on professional studies, or students seeking employment in the intelligence community and wanting to gain relevant tertiary qualifications. Through a range of professionally focussed teaching strategies the program develops relevant professional competencies, skills and knowledge designed to meet employers' needs.

This course comprises four (4) units consisting of one (1) core units, two (2) intelligence specialist units and one (1) elective unit as follows:

- Core Units:
 - JSN101 Justice and Human Rights OR
 - JSN102 Applied Data Analysis Techniques for Criminology and Criminal Justice
- Specialist units:
 - JSN109 Intelligence Practice I
 - JSN110 Intelligence Practice II
- Elective Units – select 1 unit from the following:

- JSN104 Transnational and Organised Crime (2012)
- JSN105 White Collar Crime: Investigation and Prevention
- JSN111 Terrorism and Political Violence
- JSN112 Crime Prevention
- JSN113 Theories of Crime
- JSN116 Independent Study in semester 1
- JSN117 Independent Study in semester 2
- JSN124 Criminal Database Analysis
- JSN126 Security Risk Management (2012)
- JSN128 Anti -money Laundering and Identifying, Tracing and Confiscating the Proceeds of Crime (2012)JSN129 Policing Diversity
- LWN176 Special Topic in Criminal Law

MASTER OF JUSTICE - JS54

CRIMINOLOGY

The Master of Justice (Criminology) consists of eight (8) units of 12 credit points each, comprising of two (2) generic core units, four (4) policing specialist units and two (2) units elective units. Students receive advanced standing guaranteed upon entry for an additional 4 units (48 credit points).

- Two (2) Core Units:
 - JSN101 Justice and Human Rights
 - JSN102 Applied Data Analysis Techniques for Criminology and Criminal Justice
- Four (4) Criminology Specialist units:
 - JSN103 Criminal Behaviour and Investigation
 - JSN112 Crime Prevention
 - JSN111 Terrorism and Political Violence
 - JSN104 Transnational and organised crime (2012) **or**
 - JSN105 White Collar Crime: Investigation and Prevention
- Two (2) Elective Units – select 2 unit from the following:
 - JSN104 Transnational and Organised Crime
 - JSN105 White Collar Crime: Investigation and Prevention
 - JSN111 Terrorism and Political Violence
 - JSN112 Crime Prevention
 - JSN113 Theories of Crime
 - JSN116 Independent Study in semester 1
 - JSN117 Independent Study in semester 2
 - JSN124 Criminal Database Analysis
 - JSN126 Security Risk Management (2012)
 - JSN128 Anti -money Laundering and Identifying, Tracing and Confiscating the Proceeds of Crime (2012)JSN129 Policing Diversity
 - LWN176 Special Topic in Criminal Law

INTELLIGENCE

The Master of Justice (Intelligence) consists of eight (8) units of 12 credit points each, comprising of two (2) generic core units, four (4) intelligence specialist units and two (2) units elective units. Students receive advanced standing guaranteed upon entry for an additional 4 units (48 credit points).

- Two (2) Core Units:
 - JSN101 Justice and Human Rights
 - JSN102 Applied Data Analysis Techniques for Criminology and Criminal Justice
- Four (4) Intelligence specialist units:

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- JSN109 Intelligence Practice I
 - JSN110 Intelligence Practice II
 - JSN108 National Security and Intelligence
 - JSN106 Analytical Methods of Intelligence
- Two (2) Elective Units – select 2 units from the following:
- JSN104 Transnational and Organised Crime (2012)
 - JSN105 White Collar Crime: Investigation and Prevention
 - JSN111 Terrorism and Political Violence
 - JSN112 Crime Prevention
 - JSN113 Theories of Crime
 - JSN114 Cybercrime
 - JSN115 Just War Theory
 - JSN116 Independent Study in semester 1
 - JSN117 Independent Study in semester 2
 - JSN124 Criminal Database Analysis
 - JSN126 Security Risk Management (2012)
 - JSN128 Anti -money Laundering and Identifying, Tracing and Confiscating the Proceeds of Crime (2012)
 - JSN129 Policing Diversity
 - LWN176 Special Topic in Criminal Law

MASTER OF JUSTICE (ADVANCED) – JS55

Students who have completed a Master of Justice (Intelligence) or (Criminology) with a GPA of 5.5 or above (on a 7 point scale) will be eligible for entry to the Master of Justice (Advanced). Students who have completed a similar Masters level course from a university other than QUT, may be eligible for entry to the Advanced program if the same level of achievement is attained. This will be assessed on a case by case basis.

The Master of Justice (Advanced) provides a higher level postgraduate qualification by building on from the Master of Justice (Intelligence or Criminology). With a further year of part-time study students may complete an advanced research oriented Master of Justice (Advanced). This involves undertaking a work-based thesis or supervisor supported project which enhances research analysis skills. Topics are self selected in consultation with the academic supervisor and, if relevant, the student's employer.

This program comprises of four research orientated units, including JSN120, JSN121, JSN122 and JSN123.

Completion of the Master of Justice (Advanced) degree will enable articulation to a PhD or Doctor of Juridical Science research degrees.

UNIT OFFERING

https://qutvirtual.qut.edu.au/portal/pls/portal/unout_search_p.show_public

The following units are usually offered in semester 1:

JSN101 Justice and Human Rights
 JSN102 Applied Data Analysis Techniques for Criminology and Criminal Justice
 JSN103 Criminal Behaviour and Investigation
 JSN104 Transnational and Organised Crime (2012)
 JSN105 White Collar Crime: Investigation and prevention
 JSN109 Intelligence Practice 1
 JSN113 Theories of Crime
 JSN116 Independent Study
 JSN120 Research Thesis 1
 JSN121 Research Thesis 2
 JSN128 Anti -money Laundering and Identifying, Tracing and Confiscating the Proceeds of Crime (2012)

The following units are usually offered in semester 2:

JSN106 Analytical Methods of Intelligence
JSN108 National Security and Intelligence
JSN110 Intelligence Practice 2
JSN112 Crime Prevention
JSN111 Terrorism and Political Violence
JSN117 Independent Study
JSN122 Research Thesis 3
JSN123 Research Thesis 4
JSN124 Criminal Database Analysis
JSN129 Policing Diversity
JSN126 Security Risk Management (2012)
LWN176 Special Topic in Criminal Law

Students who choose to do Independent Study (JSB116, JSN117) must contact their Course Discipline Coordinator to discuss Independent Study topics.

It should be noted that not all units may be offered in a particular semester due to low enrolments or staff availability, and may be cancelled at short notice. For most up to date information regarding the unit offering please visit https://qutvirtual.qut.edu.au/portal/pls/portal/unout_search_p.show_public

UNIT INFORMATION

https://qutvirtual.qut.edu.au/portal/pls/portal/unout_search_p.show_public

Unit information can be found on [Unit Outlines](#) and QUT Blackboard.

Unit Outlines describe how the planned learning environment (activities, assessment, and resources) will support the student to achieve the learning outcomes.

Generally, [Unit Outlines](#) are published at the end of the examinations period in the current semester. This allows students to make unit selections before the commencement of the next semester. The Unit Outline will contain at least the following information:

- unit objectives
- statements of all assessment items, including due dates (written work, demonstrations, field work, specific attendance requirements, etc)
- procedures to be used in determining the final grade, including where appropriate, a statement of any item/s for which a pass is required in order to gain an overall pass in the unit
- procedures for reviewing the mark for an assessment item
- procedures to facilitate feedback on progressive assessment during the course of a semester
- a reference to the University's policy on plagiarism and any specific guidance to the student on the nature of the unit's assessment items.

Given the contractual nature of this outline, no subsequent changes should be made except by mutual agreement between the Unit Coordinator and the students taking the unit, and then only if approved by the Head of School. Normally, such changes should be finalised by the end of the second week and provided in writing to students. Such changes are then regarded as part of the Unit Outline. If substantial changes are made, academic staff is required to report and seek approval from the Faculty Teaching & Learning Committee and Law Academic Board.

QUT Blackboard is used to provide more detailed unit information to enrolled students.

POSTGRADUATE UNITS BRIEF DESCRIPTION

JSN101 Justice and Human Rights

Arguments concerning perceived problems of justice and injustice usually reveal conflicting ideas about what justice actually means both theoretically, and in practice. Justice and human rights go hand in hand both theoretically and in the practice of law enforcement and other criminal justice professions. You will require a sophisticated level of understanding of theories of justice and human rights in a social and criminal context if you are to effectively apply in practice the content knowledge you have acquired in the course of your post graduate study.

JSN102 Applied Data Analysis for Criminology and Criminal Justice

The content of this unit is based on an assumption that students have a solid knowledge of research methodologies. This includes: an understanding of qualitative and quantitative research paradigms; principles of sampling; and various methods of collecting data. This unit will build on that knowledge and provide students with an understanding of the techniques that can be used to analyse both quantitative and qualitative data. These skills are important for those working in criminal justice and related fields in order for you to not only process research data but also to make sense of research results published in reports, journals and other publications.

JSN103 Criminal Behaviour and Investigation

This unit is concerned with the nexus between the behavioural patterns of criminals, including terrorists, and the types of investigative practices developed by policing organisations to apprehend such offenders. Knowledge of investigative practices for various forms of criminal behaviour - be it for a single crime, serial crime, organised crime, or terrorism-related crime - is often stored in police databases, surveillance intelligence systems, geographic/mapping systems and other information management systems. Hence, the management of such knowledge is central to investigative success. The specific focus of this unit, therefore, is to engage in a critical and reflective analysis of

various investigative and behaviour elements for a particular type of crime or terrorism in order to demonstrate such a knowledge-based approach by the application of an appropriate investigative system to a specific crime/terrorism.

JSN104 Transnational and Organised Crime (2012)

Globally, the 'challenges of terrorism and other transnational crimes, including illicit drug trafficking, trafficking in persons, money laundering, arms smuggling, sea piracy, international economic crime and cyber crime' are growing.¹ The value of transnational organised crime potentially exceeds \$1 trillion per year. 'The global nature of information technology enables criminal activity to be truly transnational. That is, a person sitting in Spain can disable a computer in Singapore, or disseminate child pornography in Swaziland. Therefore, this unit seeks to explore and explain transnational organised crime from a theoretical and practical perspective.

JSN105 White Collar Crime

White-collar crime is becoming more common in Australian society. Street crime still exists but there are a larger number of people in a position to participate in white collar crime and new opportunities are presented by a more corporatised and technological society. Greater resources are being applied to detect these crimes within police services, and new agencies, such as the Australian Securities and Investment Commission, are being developed to specialise in the oversight and prosecution of offenders. The circumstances in which the crimes occur and the technological considerations raise unique questions for investigation and prevention. The background to the nature of white-collar crime is provided in the undergraduate unit JSB983 White Collar Crime – Investigations and Prevention. This unit assumes a familiarity with the nature of the offences and will provide the student with an outline of techniques for prevention and detection of white collar crime.

JSN106 Analytical Methods of Intelligence *

Over the last decade or so selected technological advances have enhanced the ability of policing and intelligence agencies to collate and analyse large amounts of data and then display the links and associations in a visual manner. By doing this, the respective gaps and areas requiring additional input of information become evident, thus enhancing the gathering of information and promoting the success of the investigation. As the use of the available computer software is the contemporary professional standard it is incumbent on individuals employed within this environment to utilise the data analysis software (*Analyst Notebook*). Unit offered in intensive Block mode only.

JSN108 National Security and Intelligence

The rationale of this unit is for you to be able to gain insight on how security is conceptualised from a theoretical and applied perspective. This knowledge of the variety of ways, in which security is defined and sought, will enable a critical analysis of what security means for Australia. In addition, this unit will explore the contemporary issues that intelligence gathering operations are currently engaged with at the regional and international level. Security ostensibly is a multilayered task, which requires the domestic, regional and international conceptualisation of threats and strategic responses.

This unit will profile how security prioritization occurs within nation states and how security is conceptualised today in relation to both traditional and non-traditional security threats. The contemporary issues that the unit will cover are intelligence and security assessments of: irregular warfare, transnational crime, weapons of mass destruction, homeland security in Australia, and regional security in the Asia Pacific region. The unit will also provide students with the opportunity to conceptualise 'non-traditional' security threats also as part of their assessment for the unit.

JSN109 Intelligence Practice 1

Intelligence professionals provide support to government and the private sector. Intelligence analysts are increasingly taking a leading role in investigations by providing more information to provide an informed decision for team leaders of criminal investigation teams. Within the Intelligence community they offer an advantage to managers, through the provision of accurate and timely advice. This unit presents the essentials of the intelligence system, the intelligence process and creative problem solving skills within the intelligence environment.

Intelligence analysts are provided with methodologies and tools for their profession. Intelligence work requires proficiency in thinking strategies and skills, effective interpersonal skills, teamwork and application of intelligence process methodologies in a variety of contexts.

JSN110 Intelligence Practice 2

There are two perspectives to be borne in mind: the management of intelligence within organisations; and, intelligence management. The unit examines organisational structures against proven principles. It acknowledges the importance of people, and examines the specific needs of personnel systems in an intelligence environment. Finally, it looks at the processes to plan and conduct efficient operations.

The unit considers the management of intelligence organisations, personnel and operations. It recognises the need for managers to be attuned to the context and environment in which they are operating. The unit examines organisational structures against proven principles. The subject concentrates on applying established principles and procedures to the unique needs of intelligence organisations.

JSN111 Terrorism and Political Violence

In this unit you will be taught the defining characteristics of terrorism and why it is described as both a political and criminal act. During the unit you will be exposed to different types of terror tactics and will investigate particular terror groups that are currently operating on a national, regional and international scale. This unit will explore the characteristics of terrorist organizations and examine how recent developments in technology and finance allow them to flourish. The unit will provide students with the opportunity to critically engage with counter-terror tactics, assess whether the tactics engage with the terror threat as a political or criminal one, and evaluate their effectiveness.

JSN112 Crime Prevention

In recent years the effectiveness of the criminal justice system has come under sustained criticism. A key criticism of traditional criminal justice responses to crime involving police, courts and imprisonment is that they are mainly “downstream” responses, reacting after crime has occurred. This has lead policy makers, criminologists and criminal justice practitioners to develop schemes that involve central and local authorities working together to identify and address causes of offending. Such approaches to crime control emphasis “upstream” responses, that is responses that aim to prevent crime before they come “downstream” problems requiring responses by the crime justice system. Various methods of crime prevention have been developed with state and local agencies adopting different techniques. A key aim of crime prevention is to instil an evidence-based approach that emphasises problem solving and analysis and systemic planning. Given the importance being placed upon prevention by the private and public sector it is important for you to understand the trends described above and develop skills relevant to the development, implementation and evaluation of crime prevention strategies.

JSN113 Theories of Crime

The main aim of this unit is to introduce you to the study of theoretical criminology. This unit will address the social context of crime but is not exclusively sociological. The study of criminology is essentially multi-disciplinary and this is reflected in the diversity of theoretical approaches. Theory is typically offered as distinct from methods of *research*, however, together they provide the foundation for policy and practice. The unit provides an analytical framework in order to critically assess the epistemological claims and justifications found in criminological theory. Criminological theories are viewed embedded governmental practices aimed at ensuring the regulation and control of particular 'problem populations'.

General explanations and theories of crime are explored beginning with the traditional theoretical approaches of Classicism, Positivism and Marxism. Also 'modern' and 'post-modern' developments such as actuarial justice, rational choice, feminist theories and environmental criminology will be covered. The main object is to introduce students to some of the major problems in understanding and explaining crime. You should note that close reading of the recommended texts and readings is essential if students are to gain the most from the course. Knowledge derived from this unit is applicable to a critical understanding of professional and popular theories of crime. The course stresses the overlap between theory and practice and the proposition that "there is nothing more practical than a good theory" (cf. Kant).

JSN114 Cybercrime

Cybercrime is an elective unit which exposes students to the essentials of cybercrime, the global perspective of what constitutes cybercrime and its associated risks that pervade many environments, from the National Information Infrastructure and the protection of Critical Infrastructure Protection through to the individual who utilises internet banking. Cyber terrorism is also considered along with methods for counteracting the threats; and the new developments in policing and intelligence to utilise high-tech solutions.

JSN116 Independent Study (Semester 1) and JSN117 Independent Study (Semester 2)

In the course of their study, Justice students may discover an area that is of particular interest to them, or which has specific relevance to their intended professional orientation. This unit gives you the opportunity to extend aspects of your coursework or professional interests in more depth as well as to continue the process of refining and developing research skills.

JSN124 Criminal Database Analysis

As a consequence of the increasing reliance on computer technology within the investigative and intelligence communities within Australia it is recognised that students should gain a working knowledge of the design and development of criminal databases as well as the ability to analyse the data so contained.

JSN126 Security Risk Management

In response to the war on terror government and private organisations are becoming more aware of the risk posed to key assets and critical infrastructure by terrorist and criminal enterprises. It is recognised that students should gain a working knowledge of security risk management methodologies and their application within the workplace.

JSN128 Anti-money Laundering and Identifying, Tracing and Confiscating the Proceeds of Crime

This Unit examines anti-money laundering measures in Australia and highlights the surveillance and monitoring of the banking and financial services sector along with other areas dealing with cash or financial transactions of interest. The student will gain an understanding of methodologies used by modern day investigators and financial analysts to obtain sources of information and financial intelligence to determine if someone is engaged in criminal activities.

The student will be able to examine the methodologies used by criminals who profit from their criminal activities, whether acting as an individual or as part of an organised group. Students will be able to explore the international standards and agreements of domestic and international laws.

It is recognised that the student should gain practical knowledge and obtain a greater understanding of the methods criminals use to conceal the money they have obtained through criminal activity.

NATIONAL LIBRARY BORROWING SCHEME

<http://www.library.qut.edu.au/>

University Library Australia is a national borrowing scheme that allows all staff and students of AVCC member universities, of which QUT is a member, to borrow in person from any other interstate university in Australia.

The scheme is a cooperative arrangement between member universities of the Australian Vice Chancellor's Committee.

All students from AVCC member universities are eligible to register with any university library that participates in the scheme.

You can only borrow in person at the libraries with which you register. Membership is personal and not transferable.

You need to apply directly to the library you wish to borrow from. There is no need to contact your own university library. Applications are made in person unless the library has an online registration scheme.

For more information about University Library Australia, refer to <http://www.caul.edu.au/>

The QUT External Library Service: <http://www.library.qut.edu.au>

WHO TO SEE AT QUT

| Questions regarding... | See... |
|--|---|
| <ul style="list-style-type: none"> - Unit content - Assessment - Collection of assignment topics - Tutorial attendance | <p>QUT Blackboard https://esoe.qut.edu.au/web/login.htm OR Unit Coordinator (during scheduled hours)</p> |
| <ul style="list-style-type: none"> - General course information - Course/enrolment advice - Student rules, policies and procedures - Leave of absence - Examination deferment - Special consideration - Extensions of time on assessment - Questions about advanced standing - Progression and enrolment after failure - Academic probation & exclusion - Faculty student forms | <p>School of Justice Administrative Staff</p> <p>Email: justice@qut.edu.au Phone: 07 3138 7132</p> |
| <ul style="list-style-type: none"> - QUT forms - Change to personal details - Change of course - Cancellation / Leave of absence - Readmission - Application for advanced standing | <p>Student Business Services (SBS) Counters on each QUT campus or Phone 3138 2000</p> |

| | |
|--|--|
| – Review of grade or academic ruling | |
| – Submission and collection of Assignment via “Assignment Minder” – Technical problems with QUT Virtual – Technical problems with Blackboard | IT Helpdesk on each QUT campus or Phone 3138 4000 |

QUT PUBLICATIONS

Students should be able to find the answer to most questions in the following publications:

- Do you have any questions not covered in this booklet? Then AskQUT <https://ask.qut.edu.au/>

AskQUT is a knowledgebase that has been designed to provide fast, accurate, 24/7 assistance for QUT students and visitors, and answers to a range of frequently asked questions about any topic related to university study.

By using *AskQUT* you can find answers to questions using the “Search” function, or if there is not enough information in answering your question, you have the option of using the “Contact Us” function for more detailed information.

- Academic **Calendar**: <http://www.studentservices.qut.edu.au/info/calendar/index.jsp>
- Administrative **Key Dates**: <http://www.studentservices.qut.edu.au/info/dates/key/>
- QUT **forms** can be found on <http://www.studentservices.qut.edu.au/info/forms/>
- **Enrolment Guide** for commencing students

Students should receive directions to this information online with their offer letter.

- **Computing Guide** <http://www.itsg.qut.edu.au/>

The Student Computing Guide is included in your offer package. The guide is a valuable source of information which details access and use of computing facilities at QUT. To use the computing facilities at QUT you will need computing accounts. These accounts allow you to use central computing facilities such as email, the Internet, QUT Virtual and QUT’s dial in service. Your **QUT-Access username and password** is provided with your letter of offer (on the top right hand side of the letter). A Streaming video Introduction at the above website will assist you with starting up should you encounter any problems.

If you are a continuing student offered a place in a new course you should use your old username and password. If you’ve forgotten your password and you are a continuing student, please contact the IT Helpdesk on 3138 4000. Location points for IT Helpdesks are contained in the guide.

- **QUT cite|write** is a set of resources to assist you in developing your citing, referencing and academic writing skills for university. The resource consists of two booklets and a number of print-on-demand style guides and writing guides, located on this website <http://www.citewrite.qut.edu.au/>
- **Assignment Minder**: <http://www.am.qut.edu.au/students/>
- **Teaching & Learning Support Services**: <http://www.talss.qut.edu.au/>
- **QUT Web Page** <http://www.qut.edu.au/>
- **Faculty Web Page** <http://www.law.qut.edu.au/>
- **School of Justice Web Page** <http://www.law.qut.edu.au/about/justice.jsp>
- **Student Business Services (SBS)** web pages: <http://www.studentservices.qut.edu.au/>
- **Careers and Employment** <http://www.careers.qut.edu.au/>