

Class Registration for MTeach (EC)/(EC & Prim) Candidates First Half Year 2017

Melbourne Graduate School of Education, University of Melbourne

Welcome to the class registration period for the first half of 2017. By now you should have completed your enrolment into all your First Half subjects, ready to register for classes.

(Please contact Stop1 at <http://students.unimelb.edu.au/stop1> if you have any difficulties finalising your enrolment).

Main Registration Policy Points

1. All students must have a complete and clash-free timetable by the week prior to the commencement of classes.
2. Students must check their University email account regularly, as this is the main form of course- and subject-specific registration communication. Essential news and updates will be reported through email.
3. Priority registration is offered to students with documented religious/medical/childcare arrangements in place, and timely applications are accommodated where possible.
4. Work or other commitments are NOT grounds for priority registration – please do not contact Teaching Services with these requests. It is expected all students will have availability to attend any available classes.
5. Students requiring help with registration can contact Education Teaching Services at education-teachingservices@unimelb.edu.au.
6. Students should NOT approach teaching staff members with registration queries/requests.

Registration Schedule

Class registration for MTeach (EC/EC & Prim) subjects for the First Half Year 2017 will be staggered, with places across all classes being released over two dates, as detailed below:

Release	Date	Time	Percentage of places released
Place Release 1	Thursday 9 th February	8.00am	70% of places across all classes
Place Release 2	Tuesday 14 th February	8.00am	30% of places across all classes

Registration Process

From 8am on Thursday 9th February, provided you have enrolled in your subjects, you can begin registering for 2017 First Half Year classes through your Student Portal.

1. Log into the class registration page at <https://prod.ss.unimelb.edu.au/student/Login.aspx>.
2. Once on the registration page, set the study period drop menu to read 'All' and refresh – you should be able to see all your First Half subjects listed above the timetable graphic.
3. Register for each class individually, by clicking on the 'register' button for each subject and checking the box in the corner of your preferred available classes. Click 'Save' to secure your registration. Note that some subjects will have more than one activity for which to register (eg. a lecture AND a tutorial/seminar).
4. When all dots next to each First Half subject have turned to green (except for EDUC90892 [first year] and EDUC90709 [second year], for which you don't need to register), and you have ensured there are no clashes in your timetable, you are finished!
5. If you have an unresolvable clash or any other queries, please contact us at: education-teachingservices@unimelb.edu.au.

First Year MTeach (EC/EC & Prim) Notes

For the first half of 2017 all commencing 1st year MTeach (EC/EC & Prim) candidates (and continuing 2016 mid-year intake EC candidates) will need to register for classes in the following subjects:

- ✓ **EDUC90705 Language and Literacy Learning in Children (SM1)** – 1 Lecture (L01) & 1 Seminar (S01)
- ✓ **EDUC90895 Educational Foundations (EC) (SM1)** – 1 Lecture (L01)
- ✓ **EDUC90897 Infant & Toddler Learning and Development (SM1)** – 1 Lecture (L01) & 1 Seminar (S01)
- ✓ **EDUC90898 Introduction to Clinical Practice (EC) (SM1)** – 1 Seminar (S01)

While you will need to enrol in **EDUC90892 Clinical Teaching Practice (EC) 1**, you will NOT need to register for this subject, as it comprises your clinical teaching practice at an early childhood placement and has no scheduled classes. Seminar times/details will be explained at the Preparation Day once you have been allocated to networks.

First Years Only: Big Ideas Week (Monday 20th – Friday 24th Feb)

In 2017 the 1st-year MTeach (EC/EC & Prim) year will commence with a Big Ideas Week, at which attendance is compulsory. Through this week, you will attend a range of course induction and information sessions, as well as classes for your EDUC90895 Educational Foundations subject.

Please be aware that you will need to have availability to attend a Course Induction day on Monday 20th February (details to come) and sessions/classes from 9.00am – 2.00pm on Tuesday 21st to Thursday 23rd February, and from 9.00am – 4.30pm on Friday 24th February.

The schedule for Big Ideas Week, for first-year candidates only, is as follows:

Time	Mon 20 th Feb	Tues 21 st Feb	Wed 22 nd Feb	Thurs 23 rd Feb	Fri 24 th Feb
9.00 – 10.00	Course Induction Day Details TBA	Info Session Law, GM15	Info Session Law, GM15	Info Session Law, GM15	Info Session Law, GM15
10.00 – 11.00		EF Lecture Law, GM15	EF Lecture Law, GM15	EF Lecture Law, GM15	EF Lecture Law, GM15
11.00 – 11.30		Break	Break	Break	Break
11.30 – 12.30		EF Seminar A (Locations TBA)	EF Seminar A (Locations TBA)	EF Seminar A (Locations TBA)	EF Seminar A (Locations TBA)
12.30 – 1.00		Break	Break	Break	Break
1.00 – 2.00		EF Seminar B (Locations TBA)	EF Seminar B (Locations TBA)	EF Seminar B (Locations TBA)	EF Seminar B (Locations TBA)
2.00 – 2.30					Break
2.30 – 4.30					EF Lecture Law, GM15

All students will attend the information sessions and Educational Foundations lectures on each of Tuesday to Friday, and all will attend one of the Seminar A or B series on each day (so those allocated to Group A will attend seminars from 11.30 – 12.30 each day and those to Group B will attend from 1.00 – 2.00). We will advise of your seminar group and location, which will be based on your EDUC90895 timetable registration, on Friday 17th February. Please note that you are expected to attend the session to which you are allocated only.

Second Year MTeach (EC) Notes

In the first half of 2017, all second-year MTeach (EC) teacher candidates will need to register for classes in the following subjects:

- ✓ **EDUC90700: The Early Childhood Profession (SM1)** – 2 Seminars (S01 & S02)
- ✓ **EDUC90391: Science & Mathematics in EC (SM1)** – 2 Seminars (S01 & S02)
- ✓ **EDUC90563: The Creative & Expressive Child (SM1)** – 2 Seminars (S01 & S02)

While you will need to enrol in **EDUC90709: Professional Practice & Seminar (EC) 3**, you will NOT need to register for this subject, as it comprises your school placement and has no scheduled classes.

Second-year subjects in Semester 3 will each comprise Seminar 1 (S01) and Seminar 2 (S02) and these activities will be streamed – linked to one another in paired combinations. This means that, in choosing a class for Seminar 1 for each subject, you are automatically choosing a class for Seminar 2, to which it is linked.

The 2 seminars for each subject are streamed as follows:

- Seminar 1, Class 1 (S01/01) is linked with Seminar 2, Class 2 (S02/02)
- Seminar 1, Class 2 (S01/02) is linked with Seminar 2, Class 3 (S02/03)
- Seminar 1, Class 3 (S01/03) is linked with Seminar 2, Class 1 (S02/01)

So each candidate will register into one of the 3 colour-coded streams of classes for each subject (ending up with one of the purple, pink or yellow timetables) as shown below:

	8.45	9.00	9.15	9.30	9.45	10.00	10.15	10.30	10.45	11.00	11.15	11.30	11.45	12.00	12.15	12.30	12.45	1.00	1.15	1.30	1.45	2.00	2.15	2.30	2.45	3.00	3.15	3.30	3.45	4.00
MONDAY	EDUC90391 S1/1 (Stream 1)								EDUC90391 S1/2 (Stream 2)								EDUC90391 S1/3 (Stream 3)													
	EDUC90563 S1/1 (Stream 1)								EDUC90563 S1/2 (Stream 2)								EDUC90563 S1/3 (Stream 3)													
	EDUC90700 S1/1 (Stream 1)								EDUC90700 S1/2 (Stream 2)								EDUC90700 S1/3 (Stream 3)													
THURSDAY	EDUC90391 S2/1 (Stream 3)								EDUC90391 S2/2 (Stream 1)								EDUC90391 S2/3 (Stream 2)													
	EDUC90563 S2/1 (Stream 3)								EDUC90563 S2/2 (Stream 1)								EDUC90563 S2/3 (Stream 2)													
	EDUC90700 S2/1 (Stream 3)								EDUC90700 S2/2 (Stream 1)								EDUC90700 S2/3 (Stream 2)													

This means all candidates will attend classes at the same times and on the same days, but in one of these 3 sequences.

Please contact us at education-teachingservices@unimelb.edu.au if you are unable to complete your registration as per the colour-coding above, and we can assist.