1. Do I have to take and pay for extra classes in order to be awarded the diploma?
Yes. Program 3461 requires 48 additional units of credit (UOC), divided into 9 courses (five core, two elective, two capstone),

2. Can I apply the units from a class I've already taken towards the diploma?
No. You cannot double-count UOC.

3. Can my electives from my major count towards this Diploma?
Yes, as long as they are on the list of electives for the Diploma.

4. Are Diploma classes offered outside of the semester (i.e. summer school)?
They can be. INOV4101 is an internship class, and can be fulfilled by work done in either the winter or summer break. Check the study plan and the individual class choices to work out your timing options.

5. Does Innovation Management replace my current major if I enrol in the diploma?
No, the diploma is a separate credential.

6. How much does it cost and are the fees covered by HECS?
Cost and HECS-HELP coverage is dependent on which electives you take, your individual student status and the faculty in which you're enrolled for your major (your "home" faculty). For more information please refer to the UNSW Fees page. Alternatively, you can contact the Student Financials Team at UNSW Student Central.

7. If I do one of the general education classes as an elective for the Diploma, would the UOC for that class also count towards the general education requirement for my undergrad degree?
Yes (see question 3).

8. What if I want/need to overload to complete the classes?
No problem, but you will need to get approval from your home faculty to overload.

9. Will this impact my workload?
Probably, whether that's a positive or negative impact is entirely under your control.

10. Will I have to stay at university longer?
You can. Diploma requirements can be completed after you've finished your major(s) studies program(s). How you fit the diploma's requirements into your schedule is up to you. It takes about two years to finish the requirements alongside your primary program(s) but this is made easier by the slightly different nature of some of the classes.

The focus of this diploma is innovation and entrepreneurship; it intrinsically requires initiative and self-direction at a number of different levels. While this can be a challenge, former students say they enjoyed the freedom it gave them to pursue their ideas in their own way.
11. I noticed in the list of electives some classes that I have completed/am going to complete are in my current program. Do they count as electives towards the diploma requirements? Yes (see question 3).

12. I’m a full-time student - do I have to spend extra hours to attend these lectures? If you want to be awarded the diploma, yes.

13. I’m trying to sign up for INOV---- on my UNSW but it won’t let me – why not? INOV classes are only for Diploma students, and enrolment in these classes is handled manually. For any INOV class (i.e., INOV2210/2110/4101), you will receive an email a few weeks before the start of the relevant semester and eliciting expression of interest. Instructions will be provided as to how you get yourself into these classes.

14. Can the hours from the job I have now be counted towards the internship? That depends on the company where you’re working. The goal of the internship is to get experience in an innovative and entrepreneurial company. This will be evaluated when and if you enrol in INOV4101.

15. I’m interested in the arts (ie. media, visual, literature, music, performance, etc), would this diploma be of any use to me? Absolutely, this diploma is especially applicable to any creative field because:
   - It will build your overall skill set and broaden your knowledge base
   - It will expand your perspective and inform your decisions
   - You’ll know where your paycheck comes from and possibly even how to make it bigger
   - Knowing how to find out about the foundations of a company, an industry, or even just coming up with an idea and knowing how to get it out there gives you an edge in moving that idea forward into the mass consciousness

16. Am I guaranteed an internship placement? There is no guaranteed entry into any internship. We teach you how to make your own opportunity by helping you target an industry in which you’re interested, and then start targeting companies in which you’d like to work. We also teach you how to present yourself as someone who would be a valued asset to their organization. It can be a bit scary, but it’s also a very necessary set of skills that you will have and use for the rest of your life. So far, all students who have undertaken this course and followed the process have secured internships.

17. What is the workload? How many contact hours are required? How much outside work is required? This depends entirely upon your own initiative, interest, commitment, and which electives you take, (see questions 1 and 3)

18. I’m going on exchange, can I still do the Diploma? Sure, however none of the Diploma courses have approved counterparts at other universities, so you will need to complete the Diploma requirements during your time on-campus at UNSW (see question 21).

19. How are students assessed? The classes use a variety of assessment methods including:
   - Tests
   - Exams
- Coursework
- Group work
- Class presentations
- Practical assignments

20. How do I find out what classes I have to take and when they are offered?
In the Student Handbook (be sure you have the correct year), check out the study plan. Schedules are found under each individual class in the UNSW Handbook. Click on the individual classes to look at their schedules.

21. Do you have a planned timetable?
No, because the Diploma is offered to all undergraduates regardless of major(s) or faculty and it would be impossible to write a timetable that would fit every student. The advantage of this approach is that you can develop a timetable that suits your schedule for university, work, sports, family, or whatever requirements you have on your time.

Here is an example study plan for a student wanting to complete the Diploma within two years:

<table>
<thead>
<tr>
<th>Year</th>
<th>Session</th>
<th>Course</th>
<th># of UOC</th>
</tr>
</thead>
<tbody>
<tr>
<td>2nd Year</td>
<td>Session 1</td>
<td>STRE2010</td>
<td>6 UOC</td>
</tr>
<tr>
<td></td>
<td></td>
<td>INOV2210</td>
<td>3 UOC</td>
</tr>
<tr>
<td></td>
<td>Session 2</td>
<td>INOV2110</td>
<td>3 UOC</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SDES2116</td>
<td>6 UOC</td>
</tr>
<tr>
<td></td>
<td>Summer</td>
<td>INOV4101</td>
<td>6 UOC</td>
</tr>
<tr>
<td>3rd Year</td>
<td>Session 1</td>
<td>2 Electives</td>
<td>12 UOC</td>
</tr>
<tr>
<td></td>
<td>Session 1 or 2</td>
<td>Communication class (choose 1 from List A)</td>
<td>6 UOC</td>
</tr>
<tr>
<td></td>
<td>Session 2</td>
<td>Capstone</td>
<td>6 UOC</td>
</tr>
</tbody>
</table>

Of course, if your program is more than 3 years, you can spread these classes out over more time, or you may complete the Diploma AFTER you have completed your primary program.

Remember, this Diploma is about initiative, creativity and judgment. We encourage you to build and exercise those skills beyond the classroom. Use the flexibility of the course to your advantage!

22. Some of my class times clash, what should I do?
You’ve got a few options for clashing classes:

1. You hold your major(s) class plan(s) static and fit the Diploma classes around them as best you can
2. Do as few Diploma classes as possible at the current time, then finish the Diploma after you’ve completed your major(s’) requirements
3. Take some of your major(s)/general education classes through distance learning and/or during summer session to allow you to take the Diploma classes during session one and session two.

We do not recommend deliberately enrolling in classes with conflicting lecture or seminar times as all material presented in the classes is assessable.

23. I'm an international student and my visa is only valid until [insert visa expiry date here]. How do I extend my visa so I can take these classes?

Generally speaking, you will need a new Certificate of Enrolment (COE). Once the STAR office has "term activated" your profile (upon enrolment in the Diploma), the process is the following:

- Completion of the visa extension request form, you will need to drop by the CIE office as a small part of the form must be completed by the Program Authority
- Submission of the form to Student Central
- Issue of a new eCOE by Student Central

Check with the UNSW International Office (x56996) or Student Central (x51110) for all visa questions.

24. I'm a Science student and want to learn about patent systems/intellectual property ideas/the workings of biotech (or other science-based) businesses. Is there any point to this diploma if it doesn't have a science base or character?

While the Diploma has moved to the Australian School of Business, it does a science and technology focus. Generic business, communication, and leadership skills are required for effective management of any business, including biotech. The Diploma will be administered by the Australian School of Business, but classes are from many different faculties.

The Diploma requires 12 UOC of electives of discipline-specific content. Most students interested in biotechnology would take:

- BABS3071 Commercial Biotechnology which has a focus on intellectual property management, clinical trials, regulation and administration (TGA, OGTR, etc)
- INOV4101 Innovation in Practice A, a work placement in a biotech-related business or possibly another industry related to their specific interest
- BABS3091 Professional Issues in Biotechnology, usually taken as a capstone course, this is a business-related course that focuses on accounting and financial statements, conversion of scientific discovery into new products, and the preparation of a business plan for a real technology based opportunity

25. Do I still have to do the general education courses for my Bachelor of <your major here> if I also do the Diploma in Innovation Management?

You may count up to 12 UOC of courses from your primary degree program towards the Diploma program, as long as those classes are on the list for accepted Diploma classes (see the list of electives under the Program 3461 study plan),

26. Is this course attended by mature/master’s-level students or mostly by recently-graduated students?

This is an undergraduate program, and therefore the classes are all undergraduate classes. If you are a post-graduate student, you are still more than welcome to undertake this diploma, but there are also some additional programs available to you such as the Masters in Technology & Innovation Management and the Graduate Certificate in Research Management & Commercialization. We hope to offer a Postgraduate Diploma in Innovation Management in the near future.
26. I’ve enrolled in the Diploma and taken classes for it, but can’t take any classes this semester. What do I do to make sure my enrolment doesn’t lapse and I don’t get placed on Administrative Withdrawal from the Program?

No problem – complete the Program Leave Form from the Student Forms page (https://my.unsw.edu.au/student/academiclife/Forms.html#ProgramLeave), explaining why you need leave and when you intend to return to the program, and return it to STAR.business@unsw.edu.au.

27. I want to withdraw from the Diploma

No problem – complete the Program Discontinuation Form from the Student Forms page (https://my.unsw.edu.au/student/academiclife/Forms.html#ProgramDiscontinuation) and return it to STAR.business@unsw.edu.au.

28. I’ve just enrolled in the Diploma but now can’t take any classes – how do I defer the enrolment to next semester?

Complete the Program Deferment Form from the Student Forms page (https://my.unsw.edu.au/student/academiclife/Forms.html#ProgramDeferment) and return it to STAR.business@unsw.edu.au.