Deakin University

Statute 8.1 – The Seal of the University

In this Statute **"Authorised Officer"** means:

- the Chancellor;
- a Deputy Chancellor;
- the Vice-Chancellor;
- a Deputy Vice-Chancellor; and
- a Vice-President.

1. The Seal of the University shall be in the custody of the University Solicitor.

2. The Seal of the University may be affixed to:

   (a) Testamurs for University awards;

   (b) statutes of the University and amendments and revocations thereof;

   (c) regulations of the University and amendments and revocations thereof;

   (d) documents required to be sealed; and

   (e) other documents approved by Council from time to time.

3. The Seal of the University may be affixed by resolution of Council.

4. If, in the opinion of an Authorised Officer, the sealing of the document should not be delayed until the next scheduled meeting of Council, the Seal may be affixed by direction of an Authorised Officer and such action shall be reported to Council at the first opportunity.

5. The Seal may be affixed by direction of the Vice-Chancellor (or nominee) to a Testamur issued in respect of any academic award of the University.

6. The Seal may be affixed by direction of a Vice-President to:

   (a) the statutes, amendments and revocations thereof, made by the Council and required by law to be submitted to the Minister; and

   (b) regulations, amendments and revocations thereof, made by the Council.

7. In all cases of the affixing of the Seal, except to Testamurs, the form used shall be:

   "The Common Seal of Deakin University was hereto affixed on the day of by resolution of Council (or by direction of an Authorised Officer as the case requires) in the presence of:"

8. The affixing of the Seal shall be attested by at least two Authorised Officers except that the affixing of the Seal to statutes and regulations may be attested by a Vice-President alone.

9. The University Solicitor shall maintain a register in which each use of the Seal (except to Testamurs) shall be recorded.

Approved by Minister for Skills and Workforce Participation on 15 September 2008 and including all amendments to 5 September 2013.