



This regulation is made pursuant to Statute 5.2 – *Academic Awards*

In this regulation:

“Academic Year” means the period from the first day of the first Study Period of any year to the day preceding the first day of the Study Period of the following year, both inclusive;

“Credit” means credit (including credit transfer and credit for prior learning) granted towards a Course at the University for relevant approved study, experience or work satisfactorily completed at the University or elsewhere;

“Combined Courses” means an approved combination of Courses, taken simultaneously, which leads to the conferral of two awards;

“Course” means a set of units or a higher degree by research program which when satisfactorily completed will normally qualify a Student for an award of the University;

“Coursework Course” means an academic program approved by the Academic Board consisting of a set of Units approved by a faculty board;

“Credit Point” is a measure of workload. One Credit Point represents one eighth of a full-time Student’s normal work load each year; the number of Credit Points allocated to each Unit shall be determined by the Academic Board on the advice of each faculty board;

“Higher Degree by Research” is a program of advanced study and research approved by the Academic Board;

“Intermission” means the approved suspension of study by a Student after enrolling in a Course, usually for a total period of not more than one Academic Year;

“Student” means a person, including a candidate for a Higher Degree by Research, enrolled in a Course or Unit in the University pursuant to Statute 5.1 - *Admission Selection and Enrolment*;

“Study Period” means a defined teaching and study period specified by a faculty for the completion of Units for a particular Course;

“Unit” means a component of a Course having a discrete designated code and title in which Students enrol and complete specific work requirements. A Unit is commonly:

- an eighth of a year’s workload;
- of one Study Period’s duration; and
- carries a specific value towards an award;

“Unit Prerequisite” means one or more Units of the University or a subject at the Victorian Certificate of Education examination or equivalent, which is specified by the faculty board and which must have been successfully completed before a Student’s enrolment in a particular Unit or Course offered by the faculty will be regarded as effective; and

“University Handbook” means the official University publication in print, electronic or other form, containing details of Courses, Units and related information.

1. **Academic Awards**

- 1.1 To be eligible for an award of the University, a Student must:
- (a) remain enrolled in a Course leading to that award; and
 - (b) complete the Course requirements in accordance with the relevant policies and procedures of the University.
- 1.2 If an academic award has been deleted from Regulation 5.2 (1), a Student already enrolled in a Course leading to that award may, subject to relevant legislation and policies, be entitled to:
- (a) remain enrolled in the Course, subject to the discontinuation period approved by the Academic Board; and
 - (b) have the award conferred or granted upon satisfying all the requirements set out in Regulation 5.2(3) - *Conferring of Academic Awards*.
- 1.3 A Student enrolled in a Course may elect to exit that Course and take out an alternative award provided that the:
- (a) Student has satisfactorily met the Course requirements for that alternative award; and
 - (b) relevant faculty approves; and
 - (c) relevant University policy and procedure are complied with.
- 1.4 An academic award course can be offered jointly with an external body approved to offer a program leading to a relevant award under the *Education and Training Reform Act 2006 (Vic)*.
- 1.5 The relevant faculty board must, in accordance with the relevant policies and procedures:
- (a) approve a person's admission to a Course leading to a joint award; and
 - (b) approve the program of study required.

2. **Coursework Courses**

Each faculty annually will publish in the University Handbook and the relevant University website:

- (a) details of the structure and contents of its Courses and the faculty rules relating to each Course; and
- (b) details of each Unit offered by the faculty including:
 - (i) a brief description of the Unit and the Course(s) to which the Unit is Course-Grouped;
 - (ii) the Credit Point value of the Unit;
 - (iii) a statement of any Unit Prerequisites and/or co requisites or incompatibilities;
 - (iv) the name of the Unit Chair;
 - (v) whether the Unit is offered on campus, off campus or in mixed mode;
 - (vi) the means of assessment;
 - (vii) the teaching period in which it will be taught;
 - (viii) whether the Unit is an on-line Unit or not; and
 - (ix) contact hours per week.

3. Credit

Unless the contrary intention appears in a regulation or policy, a faculty board may:

- (a) select a Student into a Coursework Course with Credit consistent with the University's policies and procedures in respect of advanced standing;
- (b) determine the Credit to be granted for Coursework Courses in accordance with the relevant policies and procedures, prior to making an offer of enrolment to the Student or as soon as possible following the offer; and
- (c) delegate the power granted by this section to one or more members of the staff of the University.

4. Intermission

A faculty board may from time to time grant a Student Intermission, normally for a period of not more than a total of one Academic Year. The time limit prescribed for completion of the Course by the Student shall be extended by the period for which Intermission has been granted.

5. Bachelor Degrees

~~5.1 A Course leading to a bachelor degree must include at least one Unit which is delivered wholly on-line, unless exempted by the Chair of the Academic Board, in accordance with the relevant policy and procedure of the University.~~

~~5.25.1~~ A Student who has satisfied the requirements of a bachelor degree, with sustained high academic achievement as determined by the Academic Board from time to time and published in the University Handbook, or by other appropriate means approved by the Academic Board, may be admitted to a bachelor degree with distinction in accordance with the policy and procedure of the University.

~~5.35.2~~ The bachelor degrees identified in Regulation 5.2(1) section 1(b) may be awarded with Honours in accordance with the relevant policy and procedure of the University.

6. Combined Courses

6.1 A Student may undertake an approved combination of Courses from those listed in Regulation 5.2(1) leading to not more than two awards of the University.

6.2 A Student who is undertaking an approved Combined Course, and has met the full requirements of one Course, may take out that award before completion of the second Course.

6.3 For the purposes of determining Credit in Combined Courses:

- (a) unspecified Credit may be granted in either of the two Courses, or apportioned between them as appropriate, but may not be granted twice for the same prior studies;
- (b) where the two Courses which are combined each consist of an equal number of Credit Points, an equal number of Credit Points shall be taken from each Course unless the Academic Board specifies that additional Units shall be taken from one Course but with no reduction in the number of Units required for the other Course; and
- (c) where the two Courses do not both consist of an equal number of Credit Points, then the required Course-grouped Units for each Course shall be taken.

7. Higher Degrees

7.1 A candidate for a Higher Degree by Research must undertake a program of research and advanced study approved by the Academic Board leading to a thesis embodying the results of the study and research.

7.2 The Academic Board may from time to time grant Intermission to a candidate for a Higher Degree by Research, normally for a total period of not more than one Academic Year. The time prescribed for

completion of the Course by the Student will be extended by the period for which Intermission has been granted.

8. **Compliance**

- 8.1 A Student must comply with all legislative, policy and procedural Course requirements, as amended or remade from time to time.
- 8.2 The relevant faculty board (for Students undertaking Coursework Courses) or the Academic Board (for candidates for Higher Degrees by Research) may permit a Student to qualify under the legislation, policies, procedures or rules previously in force during the period of enrolment where it is of the opinion that the Student may be or has been adversely affected by a change in legislation, policy, procedure or rule since first enrolling in a Course.
- 8.3 If a Student Intermits his or her studies, or withdraws and returns to study, he/she will be bound by any amendment or enactment referred to in section 8.1.