



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

In this regulation:

"**Candidate**" means a person who applies to graduate on the basis of having satisfied all the prescribed requirements;

"**Graduate**" means to be admitted to a degree or to be granted a diploma or certificate; and

"**Graduand**" means a person whose entitlement to graduate is recommended to the Council by the Academic Board.

1. Candidates wishing to Graduate must:

- (a) meet all prescribed academic and other requirements;
- (b) apply to the ~~Vice-President~~ Deputy Vice-Chancellor (Academic) by the date and in the manner prescribed;
- (c) indicate whether they wish to graduate:
 - (i) at the next appropriate conferring ceremony;
 - (ii) at a future appropriate conferring ceremony nominated by them; or
 - (iii) in absentia.

2. Prior to each conferring ceremony the ~~Vice-President~~ Deputy Vice-Chancellor (Academic) will:

- (a) determine if each Candidate has satisfied all financial or other obligations to the University;
- (b) provide to the relevant faculty boards a list of:
 - (i) the names of the prospective Graduands;
 - (ii) their identification numbers;
 - (iii) their academic records;
 - (iv) the academic award for which application is made; and
 - (v) if relevant, the title of any thesis; and
- (c) forward lists of Graduands to the Council for endorsement.

3. The Academic Board, or faculty board of the relevant faculty or faculties as the case requires, shall:

- (a) assess the academic record of each candidate to ascertain whether or not the academic requirements of the award or awards for which application is made have been completed; and
- (b) provide the ~~Vice-President~~ Deputy Vice-Chancellor (Academic) with certification of such completion.

4. The ~~Vice-President~~ Deputy Vice-Chancellor (Academic) may direct any Graduand who fails to apply to graduate in accordance with section 3, to graduate in absentia at an appropriate conferring ceremony.

5. A Graduand will be ineligible to graduate if:

- (a) he/she has not satisfied all financial or other obligations to the University, unless the ~~Vice-President~~ Deputy Vice-Chancellor (Academic) on written application from the student detailing the extenuating circumstances, deems the student eligible to graduate; and
- (b) disciplinary proceedings against that student have not been determined unless the Vice-Chancellor otherwise directs.

Made – 10/04/08
Amendment No. (1) – 11/08/11