

THE AUSTRALIAN NATIONAL UNIVERSITY

Programs and Awards Statute 2006

GRADUATE COURSEWORK AWARDS RULES (No. 3) 2008

The Council of The Australian National University makes these Rules under section 8 of the *Programs and Awards Statute 2006*.

Dated: 5 December 2008.

Allan Hawke
Chancellor

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GRADUATE COURSEWORK AWARDS RULES (No. 3) 2008

PART 1: PRELIMINARY

1.1 Name of Rules

1.1(1) These Rules are the Graduate Coursework Awards Rules (No. 3) 2008.

1.2 Commencement

1.2(1) These Rules commence on the day after they are registered.

WHAT THESE RULES DO

These Rules are intended to set up the platform upon which all of the University's graduate coursework programs are based.

In these Rules you will find generally applicable information about pursuing a graduate coursework program at the University.

Some parts of these Rules refer only to specific programs. The Rules indicate when this is so.

Other details about specific graduate coursework programs may be found in Orders and in administrative directions and information available from the ANU College concerned.

1.3 Application

1.3(1) These Rules apply in relation to all graduate coursework programs commenced or continued on or after the commencement of these Rules.

1.3(2) Notwithstanding anything else in these Rules, for a student located at the University pursuing a dual or joint program offered by the University in conjunction with another tertiary education institution, these Rules and the Orders apply, in relation to the student and the program together with any additional requirements set out in the arrangement with the other institution.

1.4 Interpretation

1.4(1) In these Rules, unless the contrary intention appears:

ANU College Dean includes, in relation to the Graduate Studies Program, the Pro Vice-Chancellor (Education);

approved form means a form approved by the Registrar;

award means a professional doctorate, Master degree, degree of Juris Doctor, Graduate Diploma or Graduate Certificate mentioned in the Schedule (and **graduate award** has a corresponding meaning);

course means a subject of scholarly study taught:

- (a) in a connected series of classes or demonstrations; or
- (b) by means of practical work, including the production by students of essays or theses or case studies or the attendance and participation by students in seminars or workshops;

Course Authority means a person appointed under subrule 1.7(2) by the ANU College Dean or the appropriate Delegated Authority;

Delegated Authority, for a program for a student, means a person appointed by an ANU College Dean under subrule 1.7(1) for the purpose;

Handbook means the Australian National University Graduate Handbook published under rule 6 of the Graduate Handbook Rules;

non-award program means a program of study that does not lead to an award;

Order, for an award, means an Order referred to in rule 1.6 or 6.3;

program means a course of study (or a series of courses of study), or study and research, leading to a graduate award or undertaken for a non-award program, as the case requires;

program leave of absence means leave of absence granted under rule 2.19;

status means recognition of a course or other relevant graduate or undergraduate work undertaken at the University or at a similar institution towards a student's program, and includes advanced standing and recognition of prior learning;

student means a person admitted to undertake all or part of a program;

thesis means original written work that:

- (a) incorporates an account of research done during a program and its result; and
- (b) if the research is on more than one topic, demonstrates the relation between the topics; and
- (c) is required to be provided by a student for the program;

except written work comprising answers to a written examination or tasks required to be performed for the assessment of performance in coursework;

written work, for a thesis, includes video recordings, film or other works of visual or sonic arts submitted by a student for examination.

1.5 Awards that may be conferred

1.5(1) An award mentioned in the Schedule may be conferred.

1.6 Orders

1.6(1) For these Rules:

- (a) the appropriate ANU College Dean may make Orders about courses; and
- (b) the Deputy Vice-Chancellor, with the advice of the appropriate ANU College Dean, may make Orders about requirements for participation in or completion of programs.

1.6(2) The Orders must be published in the Handbook and may set out, for each course the University offers:

- (a) the course's name; and
- (b) the course's identifying code; and
- (c) the course's unit value; and
- (d) the prerequisites and co-requisites (if any) for taking the course; and
- (e) if there are any other courses with which the course is regarded as incompatible, the names of those courses; and
- (f) the methods of assessment for the course; and
- (g) any other conditions to which taking the course is subject.

1.7 Appointments

1.7(1) An ANU College Dean may appoint a member of the staff of the ANU College, or an appropriate person from another part of the University, to be a Delegated Authority for the purposes of these Rules.

1.7(2) An ANU College Dean or the appropriate Delegated Authority from the ANU College may appoint a member of the staff of the ANU College to be a Course Authority for the purposes of these Rules.

PART 2: GENERAL

Division 2.1: Application

2.1 Application

2.1(1) This Part applies to programs for graduate coursework awards and to students pursuing those programs.

Division 2.2: Admission

2.2 Admission to program

2.2(1) A person wishing to pursue a program must apply in an approved form to the Registrar to be admitted as a student and must give the Registrar any other information required by the Registrar.

2.2(2) The minimum requirement for admission to a program leading to a professional doctorate by coursework, or coursework and research, is:

- (a) a degree of bachelor with first class honours or upper second class honours of an Australian university; or
- (b) such other qualification (being a qualification that is equivalent or superior to such a degree) as the Delegated Authority determines.

2.2(3) The minimum requirement for admission to a program leading to the award of a degree of Master by coursework or coursework and research, a degree of Juris Doctor or a Graduate Diploma or Graduate Certificate is:

- (a) a degree of bachelor of an Australian university, or of another tertiary education institution approved by the Delegated Authority for the purposes of this Division, being a degree of a kind that is an adequate qualification for the admission of the person as a student; or
- (b) such other qualification, practical experience or combination of qualifications and practical experience as the Delegated Authority determines.

2.2(4) To avoid doubt, if a person presents or relies on false or misleading information in relation to his or her application for admission, (whether the person has enrolled or not) the Delegated Authority may:

- (a) withhold or withdraw the person's admission; or
- (b) direct the Registrar to withdraw a notice of admission given under subrule 2.4(1).

2.3 Limit on number of places

2.3(1) The appropriate ANU College Dean may decide how many places are available in any enrolment period for new students for a program.

2.4 Admission by Delegated Authority

2.4(1) A Delegated Authority may admit a person to a program, or to part of a program, under this Division if the person satisfies the minimum requirement for the admission.

2.4(2) The Delegated Authority may:

- (a) admit as a full-time student for a program or as a part-time student for the program a person who does not satisfy the prescribed minimum requirement for admission to that program, and may impose such conditions on the person's admission as the Delegated Authority thinks fit;
- (b) admit as a full-time or part-time student for a program a person who was, immediately before applying for admission, pursuing another graduate or undergraduate award program in the University or in another tertiary education institution and who intends to continue pursuing that other program, and may impose such conditions on the person's admission as the Delegated Authority thinks fit.

[NOTE: If a student is admitted to a program under paragraph 2.4(2)(b), he or she may be granted status under Division 2.3 for work performed before that admission for another program referred to in that paragraph.]

2.5 Admission: conditions

2.5(1) In appropriate circumstances, the Delegated Authority may require a student to have relevant professional experience or admit a person to candidature conditionally.

2.5(2) A person must not, at any time after admission, begin to pursue another award program in the University or in another tertiary education institution without the written permission of the Delegated Authority.

2.5(3) A person who indicates in an application for admission that the person does not intend to continue pursuing another award program in the University or in another tertiary education institution must not, at any time after admission, continue to pursue that other award program without the written permission of the Delegated Authority.

2.5(4) Unless the Deputy Vice-Chancellor otherwise determines, an applicant for admission to a program must satisfy any English language requirements determined by the Deputy Vice-Chancellor for the program.

2.6 What courses may be taken?

2.6(1) The courses for the award must be chosen from:

- (a) courses offered by the ANU College concerned; and
- (b) courses approved by the appropriate ANU College Dean that are offered by other ANU Colleges or elsewhere in the University.

2.6(2) The courses offered by an ANU College are the courses set out in the Orders for the College and have the respective unit values set out in those Orders.

2.6(3) A Delegated Authority may determine:

- (a) courses for which a student may not receive status if taken with other courses; and
- (b) a maximum number of courses for which a student may receive status in any year; and
- (c) a maximum number of units for which a student may receive status for taking specified courses; and
- (d) subject to any other relevant Orders, any other condition to which the taking of a particular course is subject.

[NOTE: The Orders generally mention courses that are incompatible with, or that may not be taken concurrently with, or after completion of, other courses and prerequisites and co-requisites to the taking of particular courses.]

2.6(4) A student must obtain the approval of the Delegated Authority for the content of the student's program and for any change to that content.

Division 2.3: Status

2.7 Status

2.7(1) The ANU College Dean may determine the limits within which status for relevant work performed at the University or elsewhere may be granted in relation to a particular award or course.

2.7(2) Within those limits, the Delegated Authority may determine, in relation to a particular student, conditions on which status may be granted to the student.

2.7(3) Status for a program may be granted for not more than half of the program's requirements or, if the course is relevant to the program concerned and is undertaken at the University, with the approval of the Delegated Authority, for more than half of the program's requirements.

2.7(4) Subject to subrules 2.7(1), 2.7(2) and 2.7(3), if a student has, within 7 years (or within 10 years for a degree of Juris Doctor) before admission to candidature, performed relevant graduate work (or relevant undergraduate work for a degree of Juris Doctor), whether at the University or at another tertiary education institution approved by the Delegated Authority, the Delegated Authority may grant the student status for that work towards a student's program to which this subrule applies.

2.7(5) However, if:

- (a) a student for the degree of Master of Clinical Psychology has, before admission to the program, undertaken supervised clinical experience in a public clinical service; and
- (b) the standard of the experience is equivalent to the standard of experience that would be gained by undertaking a fieldwork placement course as part of the program for the degree;

the Delegated Authority may grant the student status for the first-mentioned experience towards the program.

2.7(6) Also, if a student has, within 7 years before being admitted to candidature to a program for a degree of Master (other than by research), or a Graduate Diploma or Graduate Certificate, performed relevant advanced undergraduate work, whether at the University or at another

tertiary education institution, the Delegated Authority may grant the student status for that work towards the program for not greater than one quarter of the program's requirements.

Division 2.4: Transfer between programs

2.8 Transfer: general

2.8(1) A student seeking to transfer between programs must apply in writing to the Delegated Authority to do so.

2.8(2) The Delegated Authority may permit an applicant under subrule 2.8(1) to transfer between programs.

2.9 Transfer: from professional doctorate to degree of Master etc

2.9(1) A student for a professional doctorate (other than by research) may request transfer to a program for the relevant degree of Master, or other award, by coursework or coursework and research with status for all work completed if the Delegated Authority has not determined that the student has failed the professional doctorate program.

2.10 Transfer: from degree of Master by coursework to professional doctorate

2.10(1) The Delegated Authority may admit as a student for a professional doctorate (other than by research) a person who, immediately before that admission, was a student for a degree of Master by coursework or coursework and research.

2.11 Transfer: from degree of Master etc to Graduate Diploma or Certificate

2.11(1) The Delegated Authority may, subject to such requirements and on such terms and conditions as the Delegated Authority determines, admit as a student for a Graduate Diploma or Certificate a person who wishes to transfer candidature from a program for a degree of Master or another graduate degree or diploma offered by the University.

Division 2.5: Supervision

2.12 Supervisors: appointment

2.12(1) For a student for a professional doctorate by coursework, a degree of Master by coursework, a Graduate Diploma or a Graduate Certificate, the Delegated Authority must, before the commencement of the program, appoint one or more supervisors for the student for that program.

2.12(2) The Delegated Authority may appoint a member of staff of the University to be the coordinator or director for a program.

2.12(3) The coordinator or director of a program is to be the supervisor of all students in that program.

2.12(4) For a student for a degree of Master by coursework and research, the Delegated Authority must appoint one or more additional supervisors for the student for the research component of the program on or before the date on which the research component of the student's program begins.

