

This document gives guidelines as to award naming conventions used at the ANU. The guidelines do not necessarily reflect all award names instituted prior to this date. The examples given are simply illustrative aides and may not be awards offered by the ANU.

For further advice on award names, please contact Course.Registry@anu.edu.au

Terminology	1
Where these award names will be used	2
Transcript.....	2
Testamur (degree certificate).....	2
Considerations when naming a new degree.....	3
Named degree versus generic degree.....	3
Many specialisations versus stand-alone program.....	3
Naming Conventions	4
Undergraduate and pre-tertiary awards	4
Diplomas (undergraduate)	4
Associate Degrees (pre-tertiary).....	4
Associate Diplomas	4
Bachelors degrees	4
Postgraduate Awards	5
Graduate Certificates (postgraduate certificates).....	5
Graduate Diplomas (postgraduate diplomas).....	5
Masters degrees	6
Doctoral degrees	6
Appendix - Abbreviations	7
Award Abbreviations.....	7
Discipline and Discipline Component Abbreviations.....	7

Terminology

Award	The qualification acquired on successful completion of a program. Degrees, diplomas and certificates are awards. <i>e.g. Bachelor of Arts</i>
Program	Course of study leading to the award.
Major	A concentration of courses in a particular sub-discipline within a program, at an undergraduate level. <i>e.g. the Bachelor of Science has majors in science communication, statistics, theoretical physics and others. The discipline is Science, the majors are science communication, statistics, theoretical physics etc.</i>
Specialisation	A concentration of courses in a particular sub-discipline within a program, at a <u>postgraduate level</u> . New in September 2006, Postgrad programs may have “majors-style” specialisations (on the subplan level), provided that the program

	<p>itself doesn't already have specialisation at the Plan level. These postgrad-majors-type-specialisations may appear on the transcripts but not on the testamur.</p> <p>e.g. <i>Master of Arts specialising in Middle Eastern and Central Asian Studies (the discipline is Arts, the specialisation is Middle Eastern and Central Asian Studies).</i></p>
Long program title	<p>The full official University name of the award. This is recorded in the Degree Table Full Formal Description field (120 characters maximum) of Student 21 and in the Schedules attached to the relevant award Rules.</p> <p>e.g. <i>Master of Higher Education</i></p>
Program abbreviation	<p>The abbreviation or acronym of the award, such as would appear after a person's name on a business card. It includes disciplines but not specialisations or majors for generic degrees; and includes sub-disciplines for named degrees. Should be meaningful but as short as possible. It is recorded in the Degree Table Description field (30 characters maximum) and in the Schedules attached to the relevant award Rules.</p> <p>e.g. <i>BMus</i></p>
Named award	<p>Normally, an award having a heavy concentration in a particular sub-discipline and where the award name includes the sub-discipline.</p> <p>e.g. <i>Bachelor of Software Engineering</i> <i>Bachelor of Asian Studies (Hindi)</i></p>
Generic award	<p>Normally, an award having no particular concentration in a sub-discipline and where the name includes only the discipline. The award may or may not have the option of majors.</p> <p>e.g. <i>Bachelor of Commerce</i></p>

Where these award names will be used

Transcript

Once a student has fulfilled the requirements for an award, the transcript gives the full program title and the abbreviated title, and **does** include specialisations or majors.

Testamur (award certificate)

The testamur will show the award name and the specialisation or Graduate Studies Field for postgraduate degrees but normally **does not** show majors or specialisations for undergraduate degrees or associate diplomas and degrees.

The inscription "with Honours" will appear on the testamur for Bachelors degrees completed at honours level, and the exit standards "with Honours", "with Merit" and "with Distinction" for the relevant Masters degrees and Graduate Diplomas. Direct entry Bachelors honours degrees will have "(Honours)" embedded in the degree name.

Considerations when naming a new award

Named versus generic

When naming an undergraduate degree it is important to consider whether the degree will be named, or generic possibly with majors. The table below shows the range of naming options.

Long program title (as on transcript)	Long program title (as on testamur)	Program abbreviation	Degree type
Bachelor of Commerce	Bachelor of Commerce	BComm	Generic
Bachelor of Commerce majoring in Management	Bachelor of Commerce	BComm	Generic with major
Bachelor of Commerce (Management)	Bachelor of Commerce (Management)	BComm(Mgt)	Named degree
Bachelor of Management	Bachelor of Management	BMgt	Named degree

Pedagogical and disciplinary factors determine the most appropriate degree name. In general, a named degree should contain a greater concentration of studies in a particular sub-discipline than a generic degree. It must have clearly defined characteristics that set it apart from the generic degree. Some professions favour particular formats of degree names, so that may also be a consideration. Direct entry honours degrees will have “(Honours)” embedded in the degree title.

In the absence of pedagogical reasons, marketing or promotional factors **should not** determine the choice of name.

Other factors that may be considered are the **length** of the name and the abbreviation, which, as a general guide should be as short as possible but meaningful.

- All graduate coursework awards are named awards
- Postgraduate research awards are generic awards, i.e. either Master of Philosophy or Doctor of Philosophy
- Associate degrees and diplomas are generic awards

Many specialisations versus stand-alone program

When naming a new award it is important to consider whether the program of study is one specialisation/major within a program (even if other specialisations/majors do not currently exist or are not yet proposed) or whether it is a stand-alone program, and whether it articulates to other award programs. For example, if a new award of *Associate Diploma in Mathematics* is proposed, it is possible that in the future the University may offer associate diplomas in majors other than mathematics. Accordingly, in this case, the formal award title would be *Associate Diploma*, the specialisation or major would be *Mathematics*, and the award abbreviation, *AssocDip*.

Naming Conventions

Undergraduate and pre-tertiary awards

Diplomas (undergraduate)

	Full Formal award title	Award abbreviation
With major	Diploma of [discipline] e.g. <i>Diploma of Arts</i> The major, e.g. in International Relations, is not part of the title	<i>Dip[discipline abbreviation]</i> e.g. <i>DipArts</i>

Associate Degree (pre-tertiary)

	Full Formal award title	Award abbreviation
With major	Associate Degree e.g. <i>Associate Degree</i> The major, e.g. in Music, is not part of the title	AssocDeg e.g. <i>AssocDeg</i>

Associate Diploma

	Full Formal award title	Award abbreviation
With major	Associate Diploma e.g. <i>Associate Diploma</i> The major, e.g. in Policy Studies, is not part of the title	AssocDip e.g. <i>AssocDip</i>

Bachelors Degrees

	Full Formal award title	Award abbreviation
Single program	Bachelor of [discipline] e.g. <i>Bachelor of Arts</i>	B[discipline abbreviation] e.g. <i>BA</i>
With major	Bachelor of [discipline] majoring in [major] e.g. <i>Bachelor of Arts</i> The major, e.g. in German, is not part of the title	B[discipline abbreviation] e.g. <i>BA</i>
Single program completed at honours level, e.g. 4 th honours year	Bachelor of [discipline] e.g. <i>Bachelor of Arts</i>	B[discipline abbreviation] e.g. <i>BA</i>
Direct entry	Bachelor of [discipline] (Honours)	B[discipline]

honours programs	e.g. <i>Bachelor of Science (Honours)</i>	abbreviation](Hons) e.g. <i>BSc(Hons)</i>
Direct entry honours programs with major	Bachelor of [discipline] (Honours) majoring in [major] e.g. <i>Bachelor of Science (Honours)</i> The major, e.g. in Chemistry, is not part of the title	B[discipline abbreviation](Hons) e.g. <i>BSc(Hons)</i>
Combined program	Formal award title of first award/formal award title of second award (in alpha order where possible) e.g. <i>Bachelor of Arts/Bachelor of Science</i>	Abbreviation of first award/ abbreviation of second award e.g. <i>BA/BSc</i>

Postgraduate Awards

Graduate Certificates (postgraduate certificates)

Note: certificates at a graduate level will be called ‘graduate certificate’. All graduate certificates are named awards.

	Full Formal award title	Award abbreviation
With or without specialisation	Graduate Certificate in [discipline] e.g. <i>Graduate Certificate in Public Administration</i> The specialisation, e.g. in Technology, is not part of the title	GradCert[discipline] e.g. <i>GradCertPubAdmin</i>

Graduate Diplomas (postgraduate diplomas)

Note: diplomas at a graduate level will be called ‘graduate diploma’. All graduate diplomas are named awards.

	Formal award title	Award abbreviation
With or without specialisation	Graduate Diploma in [discipline] e.g. <i>Graduate Diploma in Public Health</i> The specialisation, e.g. in Epidemiology, is not part of the title	GradDipPubHlth e.g. <i>GradDipPubHlth</i>

Masters Degrees

Research degrees are to be titled MPhil and Masters by coursework are named degrees. (Note that it is not the *name* that classifies a degree as research or coursework, but rather the percentage of research content. A Masters by research must have at least 2/3 of the program requirements as research.) Specialisations (or streams) are recorded on the student system.

	Formal award title	Award abbreviation
Masters by research with specialisation	Master of Philosophy <i>e.g. Master of Philosophy</i> The specialisation, e.g. Science Communication, is not part of the title	MPhil <i>e.g. MPhil</i>
Masters by research and coursework, or by coursework with or without specialisation	Master of [discipline] <i>e.g. Master of Management</i> The specialisation, e.g. Innovation and Commercialisation, is not part of the title	M[discipline abbreviation] <i>e.g. MMgt</i>

Doctoral degrees

Research doctorates are titled Doctor of Philosophy (PhD). Professional doctorates both by research and coursework and by coursework are named degrees. It is not the name that classifies a degree as research or professional, but rather the percentage of research and content. A research doctorate must have at least 2/3 of the assessment as research; a professional doctorate by research must have at least 2/3 of the assessment by research; a professional doctorate by coursework must have at least 96 units.

	Formal award title	Award abbreviation
Research doctorate with specialisation (may include some coursework)	Doctor of Philosophy <i>e.g. Doctor of Philosophy</i> The Graduate Studies Field, e.g. in Archaeology, is not part of the title	PhD <i>e.g. PhD</i>
Professional doctorate by research (includes some coursework)	Doctor of [discipline] <i>e.g. Doctor of Archaeology</i>	D[discipline abbreviation] <i>e.g. DArch</i>
Professional doctorate by coursework	Doctor of [discipline] <i>e.g. Doctor of Juridical Science</i>	D[discipline abbreviation] <i>e.g. SJD</i>

Appendix - Abbreviations

The abbreviations given are those currently in use at the ANU or are the accepted form for Commonwealth Universities.

Note that in some cases, more than one abbreviation is in current use at the ANU. In these instances, all abbreviations currently in use are listed, with the preferred option (which should be used for future degree proposals) in **bold**. The preference has been determined on the basis of length or usage frequency and to reduce confusion.

Degree Abbreviations

Associate Degree	AssocDeg
Associate Diploma	AssocDip
Bachelors	B
Doctorate	D
Graduate Certificate	GradCert
Graduate Diploma	GradDip
Honours	Hons or H
Masters	M

Discipline and Discipline Component Abbreviations

Accounting	Actng or Acc
Actuarial	Act
Administration	Admin
Adult	Ad
Agriculture	Agr
Affairs	Aff or A
Animal	Anim
Anthropology	Anth or A
Applied	App
Archeology	Arch
Architecture/Architectural	Arch
Art	Art
Art History and Curatorship	ArtHistCur
Arts	A or Arts
Asian Studies	AsianStudies
Asia-Pacific	AP
Australian Studies	AustS
Aviation	Avn
Biomedical Science	BiomedSc
Biotechnology	Biotech
Building	Bldg
Business	Bus
Chemical/Chemistry	Chem
Clinical	Clin
Commerce	Comm
Communication(s)	Comm or Commun
Computational Science	ComptSci
Computer/Computing	CompSc or CSc
Counselling	Coun
Curatorship	Cur
Demography	Demog
Dental	Den

Design	Des
Development	Dev
Development Studies	DevS
Digital	Dig or D
Diplomacy/diplomatic	Dipl
Dispute	Dis
Earth science	EarthSc
Econometrics	Ecmetrics
Economics	Ec
Education	Ed or E
Electronic commerce	eComm
Engineering	Eng
Environment/Environmental	Env
eScience	eSci
European	Eur
Finance	Fin
Foreign Affairs	ForAff
Forestry	For
Geography/geographical	Geog
Global	G
Government	Gov
Health	Hlth
Higher education	HE
History	Hist
Horticulture	Hort
Human	Hum
Industry based learning	IBL
Information technology	IT or Inf Tech
Infrastructure	Infr
Intellectual property	IP
Interdisciplinary	I
International	Int or I
International affairs	IA
International relations	IR
Japanese	Jap
Journalism	J
Laboratory	Lab
Languages	Lang
Law	Law or L
Legal	Leg
Letters	Litt
Library	Lib or L
Linguistics	Ling
Literature	Lit
Management	Mgt or Man or Mgmt
Manufacturing	Manuf
Marketing	Mktg
Materials	Mat
Mathematics	Math
Mechanical	Mech
Mechatronics	Mechatronics
Media	Media
Medicine	M
Metallurgical/Metallurgy	Met
Military	Mil
Migration	Migr
Music	Mus
Natural resources	NatRes
New media arts	NMA
Nursing	Nsg
Obstetrics	O

Ocean	O
Occupational therapy	OT
Performance	Perf
Pharmacy	Pharma
Philosophy	Phil or P
Photonics	Photonics
Physiotherapy	Physio
Policing	Policing
Policy	Pol
Politics	Pol
Population	P or Pop or Popln
Practice	Prac or Pract
Psychology	Psych
Public	Pub
Radiology	Rad
Regulatory	Reg
Resource	Res
Science	Sc or Sci
Security analysis	SecAnalysis
Social Science or Social Sciences	SocSc or SocScs
Semiconductor	Semicond
Social Work	SW
Software	S
South East Asian	SEAsian
Special	Spec
Sport	S
Statistics	Stat
Strategic	S or Strat
Studies	Studies or S
Surgery	S
Sustainability	Sust
Sustainable energy	SustEner
Systems	Sys or Systems
Technology	Tech
Theology	Th
Theory	Th
Tourism	Tour
Trade	Tde
Translation	Translation or Trans
Veterinary	Vet
Visual	V
Web	Web