MEMBERS OF THE BOARD OF COURSEWORK STUDIES
Senior Deputy Vice-Chancellor as Chair (Winthrop Professor Bill Louden)
Chair of the Academic Board (Winthrop Professor Karen Simmer)
Deputy Chair of the Academic Board (Winthrop Professor John Cordery)
Pro Vice-Chancellor (Education) (Winthrop Professor Jane Long)
Executive Director (Academic Services) and Registrar (Mr Peter Curtis)
Chair of the Board of Studies (Bachelor of Arts) (Winthrop Professor Alan Dench)
Chair of the Board of Studies (Bachelor of Commerce) (Winthrop Professor H. Y. Izan)
Chair of the Board of Studies (Bachelor of Design) (Associate Professor Kate Hislop)
Chair of the Board of Studies (Bachelor of Science) (Winthrop Professor Grady Venville)
Academic Secretary (Ms Sylvia Lang)
Faculty of Business (Winthrop Professor David Plowman)
President of the Guild of Undergraduates (Mr Matthew Mackenzie)

STANDING INVITEES
Senior Academic Reviewer (Winthrop Professor Ian Reid)

OBSERVERS
Dr Claire McIlroy, Senior Legislative Officer (Academic Policy Services)

BOARD OF COURSEWORK STUDIES MEETING –
THURSDAY, 20th September 2012

AGENDA

This is to confirm that a meeting of the Board of Coursework Studies will be held from 10.00am – 11.30am on Thursday, 20th September 2012 in the Prescott Room.

Part 1 of the agenda, which relates to items for communication, is to be dealt with en bloc by motion of the Chair. There are no items in Part 2 of the agenda. Part 3 items are for discussion and decision. A member may request the transfer of an item from Part 1 to Part 3.

Dr Kabilan Krishnasamy
Executive Officer
Academic Policy Services

WELCOME
The Chair will welcome members to the meeting of the Board of Coursework Studies.

APOLOGIES
The Chair will record any apologies. Members are reminded that apologies should be forwarded to the Executive Officer prior to the meeting.

DECLARATIONS OF POTENTIAL FOR CONFLICT OR PERCEIVED CONFLICTS OF INTEREST
The Chair will invite members to declare potential for conflict or perceived conflicts of interest, if applicable, with regard to items on the agenda.
1.  MINUTES – Ref F26981

Confirmation of the minutes of a meeting of the Board of Coursework Studies held on 23rd August 2012.

PART 1 – ITEMS FOR COMMUNICATION TO BE DEALT WITH EN BLOC

No items.

PART 2 – ITEM(S) FOR DECISION TO BE DEALT WITH EN BLOC

2.  UWA BUSINESS SCHOOL: NEW UNATTACHED UNIT PROPOSAL – ACCT1XXX DE-MYSTIFYING ACCOUNTING – FOR OFFERING FROM 2014 – Ref: F44092

The Board of Studies for the Bachelor of Commerce by R10/12 resolved to recommend to the Board of Coursework Studies that ACCT1XXX De-mystifying Accounting be approved for offering as a Level 1 unattached elective from 2014.

The Business School has clarified that ACCT1101 Financial Accounting should be recorded as an incompatible unit for the proposed unit "De-mystifying Accounting".

If agreed, the Chair suggests that the Board of Coursework Studies recommend to the Academic Council that ACCT1XXX De-mystifying Accounting be approved as a Level 1 unattached elective for offering from 2014.

3.  FACULTY OF SCIENCE: ALIGNMENT OF POSTGRADUATE COURSEWORK COURSES – Ref F32907

Attached (Attachment A) for members’ consideration is a set of course rules for the following postgraduate coursework courses which have been revised with a view to aligning the course with the requirements of New Courses:

- Master of Medical Physics by thesis and coursework (51630) (Attachment A1)
- Master of Exercise Science by coursework (52510) (Attachment A3)
- Master of Exercise Science by thesis and coursework (51610) (Attachment A6)
- Graduate Diploma in Exercise Rehabilitation (50380) (Attachment A8)
- Graduate Diploma in Forensic Science (50320) (Attachment A10)
- Master of Forensic Science by coursework and dissertation (51520) (Attachment A13)

If agreed, the Chair suggests that the Board of Coursework Studies recommend to the Academic Council that the course rules, as attached to the agenda, for the above postgraduate coursework courses be approved.

PART 3 – ITEMS FOR DISCUSSION AND DECISION

4.  FACULTY OF ARTS: ALIGNMENT OF GRADUATE COURSES IN INTERNATIONAL RELATIONS – Ref F27500, F27499, F27498

Members will note that the graduate certificate, graduate diploma and master’s courses in International Relations are currently based on 12 point units, which will need to be replaced by 6 point units.

In June 2011, the Faculty requested that transition to 6 point units be delayed in light of an internal curriculum review to determine the financially viability of these courses. The Faculty had suggested that that this would be the appropriate point at which to make the change to 6 point units.
By R112/11 Academic Council resolved to approve the Board of Coursework Studies’ recommendation that transitional arrangement for the discipline of Political Science and International Relations to delay the alignment of the graduate certificate, graduate diploma and master’s courses in International Relations until the end of 2012 academic year.

Attached (Attachment B) for members’ consideration is a request for an extension of the transitional arrangement for an additional year.

For discussion.

5. FACULTY OF EDUCATION: ALIGNMENT OF GRADUATE DIPLOMA IN EDUCATIONAL STUDIES – Ref F6550

In July 2010 the Board of Coursework Studies (BCS) considered the Faculty of Education’s case for seeking a transitional arrangement (until the end of 2012) for the inclusion of undergraduate units in the Graduate Diploma in Educational Studies (30330). The justification provided in the documentation presented to the Board of Coursework Studies was as follows:

“The majority of students enrolled in this course are qualified teachers seeking to refresh or redirect their teaching, therefore, access to undergraduate units within the Graduate Diploma of Professional Practice in Education is essential. For example, a qualified Health and Physical Education teacher may wish to upgrade their knowledge in physics or mathematics to support their current teaching duties or to improve their employment opportunities. We argue this is an exceptional circumstance on the grounds of national and state interests and best practice by supporting the upgrading of teachers’ content knowledge and facilitating the retraining of teachers in areas of need”.

At its meeting in June 2011, Academic Council resolved (by R115/11) to approve the Board’s recommendation that the inclusion of undergraduate units in the Graduate Diploma in Educational Studies (30330) be permitted as a transitional arrangement until the end of 2012.

Members will note that the Faculty has been preparing to offer a two-year initial teacher education course for secondary teachers, Master of Teaching, as from 2013, in alignment with all universities in Western Australia and with the new national standards for ITE (Initial Teacher Education) accreditation. However, the Faculty has indicated that for a range of reasons this will not happen, until possibly as late as 2015.

In view of the continuation of the Graduate Diploma in Educational Studies as the one-year secondary teacher preparation course the Faculty seeks an extension of the transitional arrangements to the end of 2013.

For discussion.

6. DEFINITION OF MASTER’S DEGREE (EXTENDED) – Ref F32399, F35423

Members are asked to consider the following definition:

Master’s Degree (Extended): A course consisting of additional units of between 24 points (in the case of approved 72-point master’s degrees) or 48 points (in the case of 96-point approved master’s degrees); or a course consisting of 144 points that has been approved on the basis of national or international best practice. In all cases at least 50% of any coursework must be undertaken at Level 5. Direct admission is normally on the basis of a bachelor’s degree of this University (or equivalent). Students admitted to a Master’s course after fulfilling the requirements of an articulating Graduate Certificate or Graduate Diploma course receive credit for all units completed at the appropriate standard in the articulating course.

Award: Master of XXXX (Extended) (AQF Level 9).
The proposed definition uses a similar structure to other master’s definitions that have been approved by Academic Council. If approved, the definition would automatically apply to the Master of Business Administration (Advanced), the Master of Commerce (Advanced) and other ‘advanced’ degrees. The faculties concerned would need to change the name of these degrees.

For discussion.

7. UNIVERSITY POLICY ON: CODING SYSTEM FOR COURSES, UNIT SETS AND UNITS – Ref F45704

Attached (Attachment C) for members’ consideration is a revised University Policy on Coding System for Courses, Unit Sets and Units, which will replace the existing University Policy on Unit Codes. The revised policy reflects Academic Council decisions and approved definitions in relation to postgraduate coursework courses.

For discussion.

8. UNIVERSITY POLICY ON: MASTER’S DEGREE BY COURSEWORK AND MASTER’S DEGREE BY COURSEWORK AND DISSERTATION – Ref F34887

Attached (Attachment D) for members’ consideration is a revised University Policy on Master’s degree by coursework and Master’s degree by coursework and dissertation which incorporates recommendations from Education for Tomorrow’s World and the Working Party on Post Graduate Coursework Programs.

For discussion.
Applicability of the Student Rules, policies and procedures

1.(1) The Student Rules in the Students Procedures, Rules and Policies section apply to students in this course.

(2) The policies and procedures in the Students Procedures, Rules and Policies section apply except as otherwise indicated in the rules for this course.

Academic Conduct Essentials module

1.A(1) Except as stated in (2), a student who enrols in this course for the first time irrespective of whether they have previously been enrolled in another course of the University, must undertake the Academic Conduct Essentials module (the ACE module).

(2) A student who has previously achieved a result of Ungraded Pass (UP) for the ACE module is not required to repeat the module.

(3) A student who has not achieved a result of Ungraded Pass (UP) for the ACE module when their progress status is assessed will not have made satisfactory progress even if they have met the other requirements for satisfactory progress in the rules for this course.

(4) A student who does not make satisfactory progress in terms of (3) is assigned the progress status of 'On Probation'.

Admission

2. To be considered for admission to this course an applicant must have—

(a) a bachelor's degree with a major in physics, maths or engineering with first class or second class honours with an average mark of at least 70 per cent, or equivalent as recognised by the Faculty;

or

(b) a relevant Graduate Diploma in Science of this University which includes a research component, and with an average mark of at least 70 per cent, or equivalent as recognised by the Faculty;

Course structure

3. The course consists of units to a total value of 96 points comprising—

(a) all units in Group A in Table a [Master of Medical Physics (by thesis and coursework) core units]—24 points and

(b) all units in Group B in Table a [Master of Medical Physics (by thesis and coursework) core units]—66 points.

and

(c) one unit from Table b [Master of Medical Physics (by thesis and) options]—6 points.

Satisfactory progress

4.(1) A student who does not pass units to a value of at least half the total points value of units for which they are enrolled, or who fails the same unit twice, will not have made satisfactory progress.
(2) Students who fail units to the value of 12 points from Group A in Table a [Master of Science (Medical Physics) (by coursework and thesis) core units] will not have made satisfactory progress.

[(1) and (2) are approved additions to University Policy]

Progress status

5. Unless the Faculty determines otherwise in exceptional circumstances—

(a) the Faculty will assign a progress status of 'On Probation' to a student who has failed to make satisfactory progress but has been permitted to re-enrol in recognition of exceptional circumstances;

(b) the Faculty will assign a progress status of 'Suspended' to a student who has failed to make satisfactory progress for the first time;

(c) the Faculty will assign a progress status of 'Excluded' to a student who has failed to make satisfactory progress for the second time.

Table a—Master of Medical Physics (by thesis and coursework) core units

All units have a value of six points unless otherwise stated.

<table>
<thead>
<tr>
<th>Group A</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>S1</td>
<td>ANHB8451</td>
<td>Human Biology for Medical Physicists</td>
</tr>
<tr>
<td>S1</td>
<td>PHYS8402</td>
<td>Radiation Biology and Protection</td>
</tr>
<tr>
<td>S2</td>
<td>PHYS8401</td>
<td>Medical Imaging Physics</td>
</tr>
<tr>
<td>S2</td>
<td>PHYS8403</td>
<td>Radiotherapy Physics</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Group B</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>S1, S2</td>
<td>PHYS8411</td>
<td>Medical Physics Thesis Part 1 (6 points)</td>
</tr>
<tr>
<td>S2</td>
<td>PHYS8412 ¹ / PHYS8422 ¹</td>
<td>Medical Physics Thesis Part 2 (12 points)</td>
</tr>
<tr>
<td>S1, S2</td>
<td>PHYS8413 ¹ / PHYS8423 ¹</td>
<td>Medical Physics Thesis Part 3 (24 points)</td>
</tr>
<tr>
<td>S1, S2</td>
<td>PHYS8414 ¹ / PHYS8424 ¹</td>
<td>Medical Physics Thesis Part 4 (24 points)</td>
</tr>
</tbody>
</table>

¹ full-time; ² part-time

Table b—Master of Medical Physics (by thesis and coursework) options

All units have a value of six points unless otherwise stated.

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>S1</td>
<td>PUBH4401</td>
<td>Biostatistics I ¹</td>
</tr>
<tr>
<td>S2</td>
<td>PUBH8769</td>
<td>Biostatistics II ¹</td>
</tr>
</tbody>
</table>

¹ Students with no or minimal statistical background must choose PUBH4401 Biostatistics I.
Master of Medical Physics (by thesis and coursework)

**Justification to retain 96 point structure and Honours admission for 2013**

The School of Physics intends to align the current 4+2 structure to the 3+2 structure in 2014. A submission to alter the course structure by increasing the course work component to 50% will be made in 2013. However, given the process for establishing new postgraduate coursework courses, the earliest timeframe a 3+2 structure can be implemented is February 2014. Hence the existing 4+2 structure should be considered an interim one.

The current MSc (Medical Physics) course currently comprises 66 points of research units and 30 points of coursework. It therefore exceeds the 66% research level and is classified as research intensive and designated an RTS course. The School of Physics and the Faculty of Science consider that a 4-year degree that includes a research component, such as Honours or a Graduate Diploma, is necessary to provide the appropriate level of research preparation necessary for a research-intensive course. We believe the current 4+2 formula for this course is consistent with Masters by research only RTS courses at the UWA. In addition, the current 96 point structure is necessary to accommodate the level and depth of course work and research required to maintain the accreditation status from the Australasian College of Physical Scientists and Engineers in Medicine (ACPSEM) that the course currently enjoys.
Master of Exercise Science (by coursework) (52510)

Note: The Master of Exercise Science is also available by way of thesis and coursework.

Applicability of the Student Rules, policies and procedures

1. (1) The Student Rules in the Students Procedures, Rules and Policies section apply to students in this course.

(2) The policies and procedures in the Students Procedures, Rules and Policies section apply except as otherwise indicated in the rules for this course.

Academic Conduct Essentials module

1. (1) Except as stated in (2), a student who enrols in this course for the first time irrespective of whether they have previously been enrolled in another course of the University, must undertake the Academic Conduct Essentials module (the ACE module).

(2) A student who has previously achieved a result of Ungraded Pass (UP) for the ACE module is not required to repeat the module.

(3) A student who has not achieved a result of Ungraded Pass (UP) for the ACE module when their progress status is assessed will not have made satisfactory progress even if they have met the other requirements for satisfactory progress in the rules for this course.

(4) A student who does not make satisfactory progress in terms of (3) is assigned the progress status of ‘On Probation’.

Articulation

2. The Graduate Diploma in Exercise Rehabilitation articulates with this course.

Admission

3. To be considered for admission to this course an applicant must have

(a) a relevant bachelor's degree of this University, or

(b) completed the Graduate Diploma in Exercise Rehabilitation; or equivalent as recognised by the Faculty.

Course structure

4. The course consists of units to a total value of 96 points comprising—

(a) all units in Table a [Master of Exercise Science (by coursework) core units]—54 points

and either

(b) for students with a biological science focus, units to a total value of 42 points from Group A in Table b [Master of Exercise Science (by coursework) options];

or

(c) for students with a behavioural science focus, units to a total value of 42 points from Group B in Table b [Master of Exercise Science (by coursework) options].
Credit

5. The Faculty, on the recommendation of the Head of the School of Sport Science, Exercise and Health, may grant credit towards the course up to a value of 48 points at Level 4 or higher.

Satisfactory progress

6. A student who does not pass units to a value of at least half the total points value of units for which they are enrolled, or who fails the same unit twice, will not have made satisfactory progress.

Progress status

7. Unless the Faculty determines otherwise in exceptional circumstances—

(a) the Faculty will assign a progress status of 'On Probation' to a student who has failed to make satisfactory progress but has been permitted to re-enrol in recognition of exceptional circumstances;

(b) the Faculty will assign a progress status of 'Suspended' to a student who has failed to make satisfactory progress for the first time;

(c) the Faculty will assign a progress status of 'Excluded' to a student who has failed to make satisfactory progress for the second time.

Award of Graduate Diploma in Exercise Rehabilitation

9. A student who withdraws from the course for the Master of Exercise Science before qualifying for the degree, but after satisfying the requirements of the Graduate Diploma in Exercise Rehabilitation, may apply to the Faculty to be awarded the diploma.

Award of degree with distinction

10. To be awarded the degree with distinction a student must achieve a course weighted average mark (WAM) of at least 80 per cent in—

(a) all units attempted as part of the course that are awarded a final percentage mark; and

(b) all relevant units undertaken in articulating courses of this University that are awarded a final percentage mark.

Table a—Master of Exercise Science (by coursework) core units

All units have a value of six points unless otherwise stated.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>S1</td>
<td>SSEH8654 Fundamentals in Research Methods</td>
</tr>
<tr>
<td>S1</td>
<td>SSEH8655 Fundamentals of Data Analysis in Sport Science, Exercise and Health</td>
</tr>
<tr>
<td>S1</td>
<td>SSEH8643 Cardiac Rehabilitation</td>
</tr>
<tr>
<td>S1, S2</td>
<td>SSEH8645 Workplace Injury Prevention and Management</td>
</tr>
<tr>
<td>S1</td>
<td>SSEH8646 Exercise Rehabilitation for Chronic and Complex Conditions</td>
</tr>
<tr>
<td>S1</td>
<td>SSEH8651 Musculoskeletal Rehabilitation</td>
</tr>
<tr>
<td>S2</td>
<td>SSEH7664 Exercise and Health Psychology</td>
</tr>
<tr>
<td>S1</td>
<td>SSEH8691 Research Practicum I</td>
</tr>
<tr>
<td>S1, S2</td>
<td>SSEH8692 Research Practicum II</td>
</tr>
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</table>
Table b—Master of Exercise Science (by coursework) options

All units have a value of six points unless otherwise stated.

### Group A

<table>
<thead>
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<tr>
<td>S1</td>
<td>SSEH7633</td>
<td>Advanced Biomechanical Methods</td>
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<td>S1</td>
<td>SSEH7644</td>
<td>Advanced Exercise Physiology</td>
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<td>S2</td>
<td>SSEH7654</td>
<td>Advanced Concepts in Motor Control and Learning</td>
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<tr>
<td>S2</td>
<td>SSEH7664</td>
<td>Exercise and Health Psychology</td>
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<tr>
<td>N/A</td>
<td>SSEH8634</td>
<td>Advanced Neuromuscular Biomechanics</td>
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<tr>
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<td>SSEH8685</td>
<td>Work Site Health Promotion</td>
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<td>S1</td>
<td>SSEH8687</td>
<td>Physical Ergonomics</td>
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<tr>
<td>S1</td>
<td>SSEH8688</td>
<td>Introduction to Work Health and Safety</td>
</tr>
<tr>
<td>S2</td>
<td>SSEH8689</td>
<td>Physical Development, Movement and Health</td>
</tr>
<tr>
<td>S1, S2</td>
<td>SSEH8694</td>
<td>Research Colloquium</td>
</tr>
<tr>
<td>S2</td>
<td>SSEH8667</td>
<td>Paediatric Exercise Rehabilitation</td>
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### Group B

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<tbody>
<tr>
<td>S1</td>
<td>SSEH8475</td>
<td>Advanced Psychology of Sport</td>
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<td>S1</td>
<td>SSEH8491</td>
<td>Health Education</td>
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<td>S2</td>
<td>SSEH8492</td>
<td>Health Promotion in the Schools</td>
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<td>S2</td>
<td>SSEH8634</td>
<td>Advanced Neuromuscular Biomechanics</td>
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<td>SSEH7654</td>
<td>Advanced Concepts in Motor Control and Learning</td>
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<td>S1</td>
<td>SSEH8677</td>
<td>Sport and Recreation Marketing</td>
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<td>Physical Ergonomics</td>
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<td>Physical Development, Movement and Health</td>
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<td>S1, S2</td>
<td>SSEH8694</td>
<td>Research Colloquium</td>
</tr>
</tbody>
</table>
Master of Exercise Science (by thesis and coursework) (51610)

Note: The Master of Exercise Science is also available by way of coursework.

Applicability of the Student Rules, policies and procedures

1. (1) The Student Rules in the Students Procedures, Rules and Policies section apply to students in this course.

(2) The policies and procedures in the Students Procedures, Rules and Policies section apply except as otherwise indicated in the rules for this course.

Academic Conduct Essentials module

1.A(1) Except as stated in (2), a student who enrols in this course for the first time irrespective of whether they have previously been enrolled in another course of the University, must undertake the Academic Conduct Essentials module (the ACE module).

(2) A student who has previously achieved a result of Ungraded Pass (UP) for the ACE module is not required to repeat the module.

(3) A student who has not achieved a result of Ungraded Pass (UP) for the ACE module when their progress status is assessed will not have made satisfactory progress even if they have met the other requirements for satisfactory progress in the rules for this course.

(4) A student who does not make satisfactory progress in terms of (3) is assigned the progress status of 'On Probation'.

Admission

2.(1) To be considered for admission to this course an applicant must have—

(a) a relevant bachelor's degree first class or second class honours with an average mark of at least 70 per cent, or equivalent as recognised by the Faculty;

or

(b) a relevant Graduate Diploma in Science of this University with a research component of at least 50 per cent of the course, with an average mark of at least 70 per cent in both the research and coursework components of the graduate diploma; or equivalent as recognised by the Faculty.

(2) The Faculty may accept into the course an applicant who has completed the Graduate Diploma in Education with an average mark of 70 per cent provided that the applicant's proposed thesis topic relates to pedagogy.

Course structure

3. The course consists of units to a total value of 48 points comprising all units in Table a [Master of Exercise Science (by thesis and coursework) core units].

Satisfactory progress

4. A students who does not pass units to a value of at least half the total points value of units for which they are enrolled, or who fails the same unit twice, will not have made satisfactory progress.

Progress status

Attachment A7
5. Unless the Faculty determines otherwise in exceptional circumstances—

(a) the Faculty will assign a progress status of ‘On Probation’ to a student who has failed to make satisfactory progress but has been permitted to re-enrol in recognition of exceptional circumstances;

(b) the Faculty will assign a progress status of ‘Suspended’ to a student who has failed to make satisfactory progress for the first time;

(c) the Faculty will assign a progress status of ‘Excluded’ to a student who has failed to make satisfactory progress for the second time.

Table a—Master of Exercise Science (by thesis and coursework) core units

All units have a value of six points unless otherwise stated.

<table>
<thead>
<tr>
<th>S1</th>
<th>SSEH8654</th>
<th>Fundamentals in Research Methods</th>
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<tbody>
<tr>
<td>S1</td>
<td>SSEH8655</td>
<td>Fundamentals of Data Analysis in Sport Science, Exercise and Health</td>
</tr>
<tr>
<td>S1, S2</td>
<td>SSEH9714</td>
<td>Sport Science, Exercise and Health Thesis Part 1 (12 points)</td>
</tr>
<tr>
<td>S1, S2</td>
<td>SSEH9715</td>
<td>Sport Science, Exercise and Health Thesis Part 2 (12 points)</td>
</tr>
<tr>
<td>S1, S2</td>
<td>SSEH9716</td>
<td>Sport Science, Exercise and Health Thesis Part 3 (12 points)</td>
</tr>
</tbody>
</table>
Graduate Diploma in Exercise Rehabilitation (50380)

Applicability of the Student Rules, policies and procedures
1.(1) The Student Rules in the Student Procedures, Rules and Policies section apply to students in this course.

(2) The policies and procedures in the Student Procedures, Rules and Policies section apply except as otherwise indicated in the rules for this course.

Academic Conduct Essentials module
1.A(1) Except as stated in (2), a student who enrols in this course for the first time irrespective of whether they have previously been enrolled in another course of the University, must undertake the Academic Conduct Essentials module (the ACE module).

(2) A student who has previously achieved a result of Ungraded Pass (UP) for the ACE module is not required to repeat the module.

(3) A student who has not achieved a result of Ungraded Pass (UP) for the ACE module when their progress status is assessed will not have made satisfactory progress even if they have met the other requirements for satisfactory progress in the rules for this course.

(4) A student who does not make satisfactory progress in terms of (3) is assigned the progress status of 'On Probation'.

Articulation
2. This course articulates with the Master of Exercise Science.

Admission
3. To be considered for admission to this course an applicant must have a bachelor's degree with a major in Human Movement; Sport Science, Exercise and Health of this University, with a weighted average of at least 60 per cent and which includes units from the following list to a value of at least 12 points, or equivalent as recognised by the Faculty:

<table>
<thead>
<tr>
<th>Semester</th>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>S1, OS</td>
<td>SSEH3301</td>
<td>Exercise Prescription for Health and Fitness (6 points)</td>
</tr>
<tr>
<td>S2</td>
<td>SSEH3385</td>
<td>Motor Development and Dysfunction (6 points)</td>
</tr>
<tr>
<td>S1</td>
<td>SSEH3389</td>
<td>Exercise Rehabilitation (6 points)</td>
</tr>
<tr>
<td>S1, S2</td>
<td>SSEH3390</td>
<td>Professional Practice Part 1 (3 points)</td>
</tr>
<tr>
<td>S1, S2</td>
<td>SSEH3391</td>
<td>Professional Practice Part 2 (3 points)</td>
</tr>
</tbody>
</table>

Course structure
4.(1) The course consists of units to a total value of 48 points comprising—

(a) all units in Table a [Graduate Diploma in Exercise Rehabilitation core units]—42 points

and
(b) one unit from Table b [Graduate Diploma in Exercise Rehabilitation options]—6 points.

(2) The Faculty, on the recommendation of the Head of the School of Sport Science, Exercise and Health, may permit a student to substitute for one unit in (1)(b) one unit of equivalent value at Level 4 or higher offered in this University or in any comparable course in another recognised institution.

Satisfactory progress

5. A student who does not pass units to a value of at least half the total points value of units for which they are enrolled, or who fails the same unit twice, will not have made satisfactory progress.

Progress status

6. The Faculty will assign a progress status of 'Excluded' to a student who has failed to make satisfactory progress in any year, unless the Faculty determines otherwise in exceptional circumstances.

Table a—Graduate Diploma in Exercise Rehabilitation core units

All units have a value of six points unless otherwise stated.

<table>
<thead>
<tr>
<th>Semester</th>
<th>Code</th>
<th>Subject Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>S1</td>
<td>SSEH8643</td>
<td>Cardiac Rehabilitation</td>
</tr>
<tr>
<td>S1,S2</td>
<td>SSEH8645</td>
<td>Workplace Injury Prevention and Management</td>
</tr>
<tr>
<td>S1</td>
<td>SSEH8646</td>
<td>Exercise Rehabilitation for Chronic and Complex Conditions</td>
</tr>
<tr>
<td>S1</td>
<td>SSEH8651</td>
<td>Musculoskeletal Rehabilitation</td>
</tr>
<tr>
<td>S2</td>
<td>SSEH7664</td>
<td>Exercise and Health Psychology</td>
</tr>
<tr>
<td>S1</td>
<td>SSEH8691</td>
<td>Research Practicum I</td>
</tr>
<tr>
<td>S1, S2</td>
<td>SSEH8692</td>
<td>Research Practicum II</td>
</tr>
</tbody>
</table>

Table b—Graduate Diploma in Exercise Rehabilitation options

All units have a value of six points unless otherwise stated.

<table>
<thead>
<tr>
<th>Semester</th>
<th>Code</th>
<th>Subject Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>S1</td>
<td>SSEH8654</td>
<td>Fundamentals in Research Methods</td>
</tr>
<tr>
<td>N/A</td>
<td>SSEH8634</td>
<td>Advanced Neuromuscular Biomechanics</td>
</tr>
<tr>
<td>S2</td>
<td>SSEH7654</td>
<td>Advanced Concepts in Motor Control and Learning</td>
</tr>
<tr>
<td>S2</td>
<td>SSEH8685</td>
<td>Work Site Health Promotion</td>
</tr>
<tr>
<td>S2</td>
<td>SSEH8667</td>
<td>Paediatric Exercise Rehabilitation</td>
</tr>
</tbody>
</table>
Graduate Diploma in Forensic Science (50320)

Applicability of the Student Rules, policies and procedures

1.(1) The Student Rules in the Student Procedures, Rules and Policies section apply to students in this course.

(2) The policies and procedures in the Student Procedures, Rules and Policies section apply except as otherwise indicated in the rules for this course.

Academic Conduct Essentials module

1.A(1) Except as stated in (2), a student who enrols in this course for the first time irrespective of whether they have previously been enrolled in another course of the University, must undertake the Academic Conduct Essentials module (the ACE module).

(2) A student who has previously achieved a result of Ungraded Pass (UP) for the ACE module is not required to repeat the module.

(3) A student who has not achieved a result of Ungraded Pass (UP) for the ACE module when their progress status is assessed will not have made satisfactory progress even if they have met the other requirements for satisfactory progress in the rules for this course.

(4) A student who does not make satisfactory progress in terms of (3) is assigned the progress status of ‘On Probation’.

Articulation

2.(1) The Graduate Certificate in Forensic Science articulates with this course.

(2) This course articulates with the Master of Forensic Science.

Admission

3.(1) To be considered for admission an applicant must have—

(a)(i) a bachelor's degree in a relevant subject area of this University, or equivalent as recognised by the Faculty;

or

(ii) qualifications and experience in a relevant field which are considered by the Faculty to be equivalent to the qualifications specified in (i);

and

(b) a current National Police Certificate indicating no criminal conviction;¹

and

(c) a current certification of tetanus protection.

¹ Currency of National Police Certificate is 12 months.
(2) To be considered for admission to the Odontology specialisation an applicant must have—

(i) a bachelor's degree in dental science, or equivalent as recognised by the Faculty;

and

(ii) qualifications and experience in a relevant field which are considered by the Faculty to be equivalent to the qualifications specified in (i).

(3) To be considered for admission to the Forensic Anthropology specialisation an applicant must have—

(a)(i) a bachelor's degree in a relevant subject area of this University, or equivalent as recognised by the Faculty;

or

(ii) qualifications and experience in a relevant field which are considered by the Faculty to be equivalent to the qualifications specified in (i).

Course structure

4.(1) The course consists of units to a total value of 48 points comprising—

for students in the Odontology specialisation:

(i) all units in Group A in Table a (Graduate Diploma in Forensic Science core units)—24 points

and

(ii) the units in Group C in Table a (Graduate Diploma in Forensic Science core units)—6 points

and

(iii) units to the value of 18 points from Table b (Graduate Diploma in Forensic Science options);

or

for students in the Forensic Anthropology specialisation:

(i) all units in Group A in Table a (Graduate Diploma in Forensic Science core units)—24 points

and

(ii) all units in Group D in Table a (Graduate Diploma in Forensic Science core units)—24 points

Credit

5. The Faculty may grant credit towards the course up to value of 12 points for units successfully completed at Level 4 or higher.

Satisfactory progress

6. A student who does not pass units to a value of at least half the total points value of units for which they are enrolled, or who fails the same unit twice, will not have made satisfactory progress.

Progress status
7. The Faculty will assign a progress status of 'Excluded' to a student who has failed to make satisfactory progress in any year, unless the Faculty determines otherwise in exceptional circumstances.

**Award of Graduate Certificate in Forensic Science**

8. A student who withdraws from the course before qualifying for the diploma but after completing the requirements of the Graduate Certificate in Forensic Science may apply to the Faculty to be awarded the certificate.

**Table a—Graduate Diploma in Forensic Science core units**

All units have a value of six points unless otherwise stated.

<table>
<thead>
<tr>
<th>Group A</th>
<th>S1</th>
<th>S2</th>
</tr>
</thead>
<tbody>
<tr>
<td>FNSC8611</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ethics and Research Methods in Forensic Science</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FNSC8612</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Forensic Anthropology I—Introductory Theory and Method</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FNSC8613</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Introduction to Forensic Chemistry</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FNSC8619</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Forensic DNA Analysis</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Group B Group C Group D</th>
</tr>
</thead>
<tbody>
<tr>
<td>S1, S2 FNSC8620</td>
</tr>
<tr>
<td>Expert Testimony Part 1 (3 points)</td>
</tr>
<tr>
<td>S1, S2 FNSC8630</td>
</tr>
<tr>
<td>Expert Testimony Part 2 (3 points)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Group C</th>
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<th>S2</th>
</tr>
</thead>
<tbody>
<tr>
<td>FNSC8621</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Expert Testimony (Odontology) Part 1 (3 points)</td>
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<td></td>
</tr>
<tr>
<td>FNSC8631</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Expert Testimony (Odontology) Part 2 (3 points)</td>
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</tr>
</tbody>
</table>

<table>
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<td></td>
<td></td>
</tr>
<tr>
<td>Death Investigations</td>
<td></td>
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</tr>
<tr>
<td>FNSC8622</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Expert Testimony (Anthropology) Part 1 (3 points)</td>
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</tr>
<tr>
<td>FNSC8632</td>
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</tr>
<tr>
<td>Expert Testimony (Anthropology) Part 2 (3 points)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FNSC8614</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Forensic Archaeology—Theory and Method</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FNSC8626</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Forensic Anthropology II—Advanced Theory and Method</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Table b—Graduate Diploma in Forensic Science options**

All units have a value of six points unless otherwise stated.

| S1  | FNSC8615  |  Death Investigations |
| S1  | FNSC8616  |  Digital Imaging in Forensic Science |
| S2  | FNSC8617  |  Forensics and Information Technology |
| S2  | FNSC8518  |  Forensic Science and Policing |
| S2  | FNSC8614  |  Forensic Archaeology—Theory and Method |
| S2  | FNSC8626  |  Forensic Anthropology II—Advanced Theory and Method |
| NS  | FNSC8520  |  Criminal Behaviour |
| N/A | FNSC8618  |  Special Topic in Forensic Science |

1 As an optional unit Special Approval is required. Approval is subject to sufficient places being available and based on unit mark of the pre requisite unit FNSC8612
Master of Forensic Science (by coursework and dissertation) (51520)

Applicability of the Student Rules, policies and procedures

1.(1) The Student Rules in the Student Procedures, Rules and Policies section apply to students in this course.

(2) The policies and procedures in the Student Procedures, Rules and Policies section apply except as otherwise indicated in the rules for this course.

Academic Conduct Essentials module

1.A(1) Except as stated in (2), a student who enrols in this course for the first time irrespective of whether they have previously been enrolled in another course of the University, must undertake the Academic Conduct Essentials module (the ACE module).

(2) A student who has previously achieved a result of Ungraded Pass (UP) for the ACE module is not required to repeat the module.

(3) A student who has not achieved a result of Ungraded Pass (UP) for the ACE module when their progress status is assessed will not have made satisfactory progress even if they have met the other requirements for satisfactory progress in the rules for this course.

(4) A student who does not make satisfactory progress in terms of (3) is assigned the progress status of 'On Probation'.

Articulation

2. The Graduate Diploma in Forensic Science articulates with the course.

Admission

3.(1) To be considered for admission an applicant must have—

(a)(i) completed a bachelor's degree in a relevant subject area of this University, or equivalent as recognised by the Faculty; or

(ii) completed the Graduate Diploma in Forensic Science of this University within the last five years with an average mark of at least 60 per cent, or equivalent as recognised by the Faculty;

and

(b) a current National Police Certificate indicating no criminal conviction;

and

(c) a current certification of tetanus protection.

(2) To be considered for admission to the Odontology specialisation an applicant must have—

(a)(i) a bachelor's degree in dental science of this University, or equivalent as recognised by the Faculty;

or

(ii) completed the Graduate Diploma in Forensic Science with an Odontology specialisation of this University
within the past four years with an average mark of at least 60 per cent, or equivalent as recognised by the Faculty.

(2) To be considered for admission to the Forensic Anthropology specialisation, an applicant must have—

(a)(i) a bachelor's degree in a relevant subject area of this University, or equivalent as recognised by the Faculty;

or

(ii) completed a Graduate Diploma in Forensic Science with a Forensic Anthropology specialisation within the past four years with an average mark of at least 60 per cent, or equivalent as recognised by the Faculty.

¹ Currency of National Police Certificate is 12 months.

Course structure

4.(1) The course consists of units to a total value of 96 points comprising—

Part 1

(a) all units in Group A in Table a [Master of Forensic Science (by coursework and dissertation) core units]—24 points

and

(b) the units in Group B in Table a [Master of Forensic Science (by coursework and dissertation) core units]—6 points

and

(c) units to the value of 18 points from Table b [Master of Forensic Science (by coursework and dissertation) options];

and

Part 2

(d) all units in Group A in Table c [Master of Forensic Science (by coursework and dissertation) Part 2 units]—30 points

and

(e) units of Level 4 or higher to a value of 18 points chosen in consultation with the Director of Forensic Science from the unit offerings of the Faculty of Science, Law or the UWA Business School.

(2) The Odontology specialisation consists of units to a total value of 96 points comprising—

Part 1

(a) all units in Group A in Table a [Master of Forensic Science (by coursework and dissertation) core units]—24 points

and

(b) the unit in Group C in Table a [Master of Forensic Science (by coursework and dissertation) core units]—6 points

and
(c) units to the value of 18 points from Table b [Master of Forensic Science (by coursework and dissertation) options];

and

Part 2

(d) all units in Group B in Table c [Master of Forensic Science (by coursework and dissertation) Part 2 units]—30 points

and

(e) units of Level 4 or higher to a value of 18 points chosen in consultation with the Director of Forensic Science from the unit offerings of the Faculty of Science, Law or the UWA Business School.

(3) The Forensic Anthropology specialisation consists of units to a total value of 96 points comprising—

Part 1

(a) all units in Group A in Table a [Master of Forensic Science (by coursework and dissertation) core units]—24 points

and

(b) all units in Group D in Table a [Master of Forensic Science (by coursework and dissertation) core units] - 24 points

and

Part 2

(d) all units in Group C in Table c [Master of Forensic Science (by coursework and dissertation) Part 2 units]—30 points

and

(e) units of Level 4 or higher to a value of 18 points chosen in consultation with the Director of Forensic Science from the unit offerings of the Faculty of Science, Law or the UWA Business School.

Credit

5.(1) In the case of a student other than one admitted to the course under the provisions of Rule 3(1)(a)(i), the Faculty may grant credit towards the course up to value of 12 points for comparable units successfully completed at Level 4 or higher.

(2) Credit may be granted on the basis of—

(a) coursework completed as part of an approved course at this or another recognised tertiary institution;

(b) subject to (3), comparable coursework completed through Continuing Education at this University;

and/or

(c) subject to (4), work completed in courses provided by professional providers or private educational institutions considered comparable to Level 4 or Level 5 units as recognized by the Faculty.

(3) Credit granted in respect of work described in (2)(b) must not exceed six points.
Credit granted in respect of work described in (2)(c) must not exceed six points.

[Approved exceptions to University Policy]

**Satisfactory progress**

7.(1) A student who does not pass units to a value of at least half the total points value of units for which they are enrolled, or who fails the same unit twice, will not have made satisfactory progress.

(2) In order to progress to Part 2, a student must achieve a weighted average mark of at least 60 per cent in Part

(3) Students who fail elective units referred to in Rule 4(1)(f) or Rule 4(2)(f) to the value of 24 points will not have made satisfactory progress.

[(1) and (3) are approved additions to University Policy]

**Progress status**

8. Unless the Faculty determines otherwise in exceptional circumstances—

(a) the Faculty will assign a progress status of 'On Probation' to a student who has failed to make satisfactory progress but has been permitted to re-enrol in recognition of exceptional circumstances;

(b) the Faculty will assign a progress status of 'Suspended' to a student who has failed to make satisfactory progress for the first time;

(c) the Faculty will assign a progress status of 'Excluded' to a student who has failed to make satisfactory progress for the second time.

**Award of degree with distinction**

9. To be awarded the degree with distinction a student must achieve a course weighted average mark (WAM) of at least 80 per cent in—

(a) all units attempted as part of the course that are awarded a final percentage mark; and

(b) all relevant units undertaken in articulating courses of this University that are awarded a final percentage mark.

**Award of Graduate Certificate in Forensic Science or Graduate Diploma in Forensic Science**

10. A student who in terms of Rule 8 is not permitted to continue in the Master of Forensic Science course, or who withdraws from the course, before qualifying for the degree but after completing the requirements of the Graduate Certificate in Forensic Science or the Graduate Diploma in Forensic Science may apply to the Faculty to be awarded the relevant qualification.

**Table a—Master of Forensic Science (by coursework and dissertation) core units**

All units have a value of six points unless otherwise stated.

<table>
<thead>
<tr>
<th>Group A</th>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>S1</td>
<td>FNSC8611</td>
<td>Ethics and Research Methods in Forensic Science</td>
</tr>
<tr>
<td>S1</td>
<td>FNSC8612</td>
<td>Forensic Anthropology I—Introductory Theory and Method</td>
</tr>
<tr>
<td>S2</td>
<td>FNSC8613</td>
<td>Introduction to Forensic Chemistry</td>
</tr>
<tr>
<td>S2</td>
<td>FNSC8619</td>
<td>Forensic DNA Analysis</td>
</tr>
</tbody>
</table>
As an optional unit Special Approval is required. Approval is subject to sufficient places being available and based on unit mark of the prerequisite unit FNSC8612.

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**Table b—Master of Forensic Science (by coursework and dissertation) options**

All units have a value of six points unless otherwise stated.

<table>
<thead>
<tr>
<th>Group</th>
<th>Course Code</th>
<th>Course Name</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FNSC8615</td>
<td>Death Investigations</td>
</tr>
<tr>
<td></td>
<td>FNSC8616</td>
<td>Digital Imaging in Forensic Science</td>
</tr>
<tr>
<td></td>
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<td>Forensics and Information Technology</td>
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<td>Forensic Science and Policing</td>
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<tr>
<td></td>
<td>FNSC8614</td>
<td>Forensic Archaeology—Theory and Method</td>
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<td></td>
<td>FNSC8520</td>
<td>Criminal Behaviour</td>
</tr>
<tr>
<td>S1</td>
<td>FNSC8626</td>
<td>Forensic Anthropology II—Advanced Theory and Method</td>
</tr>
<tr>
<td>N/A</td>
<td>FNSC8618</td>
<td>Special Topic in Forensic Science</td>
</tr>
</tbody>
</table>

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**Table c—Master of Forensic Science (by coursework and dissertation) Part 2 units**

All units have a value of 12 points unless otherwise stated.

**Group A**

<table>
<thead>
<tr>
<th>Group</th>
<th>Course Code</th>
<th>Course Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>S1, S2</td>
<td>FNSC8646</td>
<td>Forensic Science Dissertation Part 1 (12 points)</td>
</tr>
<tr>
<td>S1, S2</td>
<td>FNSC8644</td>
<td>Forensic Science Dissertation Part 2 (12 points)</td>
</tr>
<tr>
<td>S1, S2</td>
<td>FNSC8623</td>
<td>Advanced Expert Testimony Part 1 (3 points)</td>
</tr>
</tbody>
</table>

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<table>
<thead>
<tr>
<th>Group</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Group B</td>
<td>FNSC8633</td>
<td>Advanced Expert Testimony Part 2 (3 points)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>FNSC8647</td>
<td>Forensic Science Dissertation (Odontology) Part 1</td>
<td>12</td>
</tr>
<tr>
<td></td>
<td>FNSC8648</td>
<td>Forensic Science Dissertation (Odontology) Part 2</td>
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<tr>
<td></td>
<td>FNSC8634</td>
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<td>Group C</td>
<td>FNSC8649</td>
<td>Forensic Science Dissertation (Anthropology) Part 1</td>
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<td>FNSC8635</td>
<td>Advanced Expert Testimony (Anthropology) Part 2</td>
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</table>
6 September 2012

Winthrop Professor Karen Simmer
Academic Board and Council

Dear Karen

RE: Graduate Courses in International Relations – Transition to 6 Point Units

The Graduate Certificate, Graduate Diploma and Masters courses in International Relations are currently based on 12-point units, since permission was previously obtained to delay their replacement by 6-point units until the end of the 2012 academic year (see attached minutes from Academic Council). The Faculty would like to request that the transitional arrangement and the status of the courses as Category 2 courses be extended until the end of 2013.

The original extension for this process was granted in light of an internal curriculum review that was to take place at the end of 2012. I refer you to the letter sent to the Board of Coursework Studies on 17 June 2011 by the Discipline Chair for Political Science and International Relations (attached). This review is likely to be completed by the end of October, and its findings will be crucial in the development of the new and aligned 6-point units. However, the timing of the review will clearly not allow changes to be implemented for the start of the 2013 academic year. The Faculty believes it would be appropriate to wait until this review has been completed before beginning the changes to units, and that current arrangements should therefore remain in place next year, with changes to take effect from the beginning of 2014.

With best wishes,

Neil O'Sullivan
EXTRACT FROM THE MINUTES OF THE MEETING
OF THE ACADEMIC COUNCIL
HELD ON 6 JULY 2011

ITEM FOR THE ATTENTION OF THE DISCIPLINE CHAIR OF
POLITICAL SCIENCE AND INTERNATIONAL RELATIONS

7. ALIGNMENT OF EXISTING POSTGRADUATE COURSEWORK COURSES – Ref F32907

By way of background, in 2009 a Working Party of the Future Framework Implementation Committee undertook an audit of existing postgraduate coursework courses to ascertain the extent to which they aligned with the Future Framework recommendations approved by Academic Council in February 2008. Faculties have been asked to give consideration to bringing those rules that did not align with the recommendations into alignment, or else presenting a case for an exception to the rule.

Members were advised that at its meeting held on 15th June 2011, the Board of Coursework Studies considered a progress report which provides a summary of the developments and suggests that most alignment issues have now been successfully dealt with by each faculty.

Members had before them:
- Progress report prepared by Winthrop Professor David Plowman
- Schedule of Alignment of Postgraduate Coursework courses, which provides the status of non-aligned courses
- Schedule of Courses Rescinded (2008 to date), as approved by Senate
- Extract from a meeting of the Board of Coursework Studies held on 15th June 2011

Council acknowledged the significant work undertaken by Winthrop Professor David Plowman, who led the review of the Postgraduate courses and the alignment process, and the support provided by Dr Kabilan Krishnasamy in preparing the schedule of alignment of postgraduate courses.

Council considered the following non-aligned cases:

7.1. POSTGRADUATE ALIGNMENT – FACULTY OF ARTS, HUMANITIES AND SOCIAL SCIENCE

7.1.1. CASE FOR TRANSITIONAL ARRANGEMENT FOR MASTER OF INTERNATIONAL RELATIONS (MintReins), GRADUATE DIPLOMA IN INTERNATIONAL RELATIONS (GradDipReins) AND GRADUATE CERTIFICATE IN INTERNATIONAL RELATIONS (GradCertIntReins) – Ref F27500, F27499, F27498

Council noted that the Graduate Certificate, Graduate Diploma and Master’s courses in International Relations are currently based on 12 point units, which would need to be replaced by 6 point units. Members had before them a request submitted by the discipline of Political Science and International Relations for delaying the alignment of these courses with new requirements until the end of 2012 academic year.

Members noted that by R70/11 the Board of Coursework Studies resolved to recommend to the Academic Council that that the discipline of Political Science and International Relations be permitted, as a transitional arrangement, to delay the alignment of the Graduate Certificate, Graduate Diploma and Master’s courses in International Relations until the end of 2012 academic year.

RESOLVED – 112

to approve the transitional arrangement for the discipline of Political Science and International Relations to delay the alignment of the Graduate Certificate, Graduate Diploma and Master’s courses in International Relations until the end of 2012 academic year.

<table>
<thead>
<tr>
<th>Date</th>
<th>Sender</th>
<th>File to</th>
<th>Action Required</th>
<th>Recipient Initials</th>
<th>Date Actioned</th>
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</thead>
<tbody>
<tr>
<td>11/07/12</td>
<td>N May</td>
<td>R Pitty</td>
<td>For noting</td>
<td></td>
<td></td>
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<td>F32907</td>
</tr>
</tbody>
</table>
17 June 2011

Winthrop Professor David Plowman
Board of Coursework Studies

Dear David

RE: Graduate Courses in International relations – Transition to 6 Point Units

The Graduate Certificate, Graduate Diploma and Masters courses in International Relations are currently based on 12 point units, which I understand must be replaced by 6 point units. However, my colleagues and I in Political Science and International Relations would like to request that this change be delayed until the end of the 2012 academic year. The courses were provisionally approved by the Faculty of Arts to be offered for three years from the beginning of 2010. In 18 months from now they will be reviewed to determine whether they are financially viable and further approval from the Faculty will be required for the courses to continue. We believe that this would be the appropriate point at which to make the change to 6 point units and we seek an exemption from Academic Council’s rules on this matter for the transitional period.

On a separate matter, we are interested to know whether our request for exemption from the 96 point/two year full-time requirement for the Master of International Relations course has been approved by Academic Council.

Regards

Professor Bruce Stone
Discipline Chair,
Political Science and International Relations
**University Policy Cover Sheet**

This cover sheet must be completed and attached to all categories of policies as defined below.

### SECTION 1 – TO BE COMPLETED BY THE POLICY PROPOSER

**Complete ALL of this section:**

<table>
<thead>
<tr>
<th>Proposed University Policy On:</th>
<th>Coding System for Courses, Unit Sets and Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trim File Reference:</td>
<td>F45704</td>
</tr>
</tbody>
</table>

**Tick the relevant below:**

- A new policy (complete Part A) [ ]
- Revision to an existing policy (complete Part B) [x]
- Replacing an existing rule (complete Part C) [ ]
- A reformatted approved policy (complete Part D) [ ]

**Should the drafting of the policy involve consultation?**

- No, as the policy converts the existing UGR into policy (while taking into account resolutions approved by Academic Council)

**Identify the Committees that this Policy needs to be presented for consideration, endorsement or approval**

- N/A

**Proposed time-line for approval process via the Committee system.**

- N/A

**Note:** Policies that need to be in place by 2012 must be with Academic Council no later than September 2011.

All University Policies must be submitted on the University Policies template and instructions are available on the web at: [http://www.universitypolicies.uwa.edu.au/policy_writers/policy_template](http://www.universitypolicies.uwa.edu.au/policy_writers/policy_template)

**Complete ONE of the parts below:**

**PART A – for a new policy ONLY**

- Provide a brief background to the creation of this policy including reference to the particular committee resolution, if relevant, that provides the mandate for its creation
- List and/or provide links of relevant papers, or sections therein that provide detailed context for the creation of the new policy
- Provide a list of issues that the drafter should consider when developing a first draft of the new policy
- Provide names of at least three senior University staff (reference group) who can answer questions and offer guidance in the development of the new policy
- Date first draft required

**PART B – for a revision of an existing policy ONLY**

- State title of the existing policy and provide the appropriate web-link and policy number (as allocated on the University's Policies website)
- Provide a brief background and the particular committee resolution, where relevant, that provides the mandate for its revision
- List and/or provide links of relevant papers, or sections therein that provide detailed context for the revision
- Provide a list of issues that the drafter should consider when developing a first draft of the new policy
- Provide names of at least three senior University staff (reference group) who can answer questions and offer guidance in the development of the new policy
- Date first draft required

**PART C – for a policy that is replacing an existing rule ONLY**

- State rule number(s)

**Attachment C1**
Date first draft required

PART D – for an approved policy that has been reformatted into the required University Policies template ONLY

Note 1: The approved policy must be formally approved and be available on the University Policies website.
Note 2: The reformattting includes changes only to title, layout, introductory purpose statement, BUT NO CHANGE TO CONTENT OF POLICY.
Note 3: Once reformatted, the policy will need to be reloaded onto the University Policies website (http://www.universitypolicies.uwa.edu.au/page/117111) with the existing policy number.
Note 4: Please complete the table below and forward the following documents electronically to Ms Lidia Cuoco, Administrative Officer, Academic Policy Services – Email: lidia.cuoco@uwa.edu.au:
- Completed University Policy cover sheet
- Copy of the reformatted University Policy on the University Policies template

Academic Policy Services will, as part of the New Courses 2012 Policies Project, upload reformatted academic policies as an interim measure. With effect from 2012, reformatted policies will, as is normally the case, need to be uploaded by the administrative division responsible for the policy.

State
- title of existing policy / guidelines;
- University Policy Number; and
- web-link

Date reformatting finalised and sent to Academic Policy Services

SECTION 2 – TO BE COMPLETED BY THE POLICY DRAFTER AND SUBSEQUENT OFFICERS IN THE FORMAL APPROVAL PROCESS:

DOCUMENT MODIFICATION HISTORY

<table>
<thead>
<tr>
<th>Version Number</th>
<th>Primary Author(s) (name and position)</th>
<th>Description of Version</th>
<th>Date Completed</th>
<th>Provided To</th>
</tr>
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<tbody>
<tr>
<td>V1</td>
<td>Kabilan Krishnasamy</td>
<td>Version 1</td>
<td>20.08.12</td>
<td>Sylvia Lang, Academic Secretary</td>
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<tr>
<td></td>
<td></td>
<td>Includes Feedback on Version 1 and seeks feedback on Attachment A – Coding Specifications Table and Attachment C – Recoding Specifications Table</td>
<td>3.09.12</td>
<td>Sylvia Lang, Mary Carroll, Larissa Stone</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Seeking feedback on Unit Level Specifications Table (Attachment B)</td>
<td>4.09.12 and 6.09.12</td>
<td>W/Prof David Plowman, W/Prof Ian Reid and W/Prof Alan Dench</td>
</tr>
<tr>
<td>V2</td>
<td>Complete policy with revised attachments A, B and C</td>
<td>6.09.12</td>
<td>W/Prof David Plowman, W/Prof Ian Reid, W/Prof Alan Dench, and Mr Jon Stubbs</td>
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<tr>
<td>V3</td>
<td>Minor edits</td>
<td>12.09.2012</td>
<td>Board of Coursework Studies</td>
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DOCUMENT APPROVAL

<table>
<thead>
<tr>
<th>Approved By (Academic Council/Senate / Vice-Chancellor)</th>
<th>Resolution Number (if applicable)</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

If you have any queries regarding this cover sheet, or the University’s Policy and use of a template for University Policies, please contact Ms Sylvia Lang, Academic Secretary, Academic Policy Services – Email: sylvia.lang@uwa.edu.au, extension 2457

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A University Policy can only be approved by the Senate, Academic Board/Council, Vice-Chancellor or other members of the Executive to whom the Vice-Chancellor has delegated responsibility for a particular portfolio. Following this University approved process, University Policies must be promulgated by way of the Universities Policies website (http://www.universitypolicies.uwa.edu.au/page/117111), which is the University’s definitive source for University-wide policies.
The University of Western Australia

University Policy on: Coding System for Courses, Unit Sets and Units

Purpose of the policy and summary of issues it addresses:
This policy describes the principles underpinning the coding system for courses, unit sets and units.

Definitions:
In this policy and any associated procedures, the University means The University of Western Australia
a unit is a discrete component of study which normally has a value of six credit points. With special approval, some units may have a value that is a multiple of six points. A unit with a standard six credit point value represents 150 hours of student workload, including contact hours, personal study time and examinations.
a unit set refers to a sequence of units within a course (e.g. a major or a specialisation)
a course means a plan of study necessary to qualify for a degree, diploma, certificate or other qualification approved by the Senate
a responsible organisational entity (usually a school) has the role of designing, coordinating and/or teaching a unit
New Courses are courses introduced in 2012 or soon afterwards which conform to the structural requirements adopted as a result of the UWA Course Structures Review. They may be either undergraduate degree courses or postgraduate degree courses
relevant board(s) means a board of the University relevant to the case in point. The relevant board(s) may include a position or a body of people with authority to carry out the function concerned

Policy statement:
1 General principles

1.1 The University’s coding system for courses, unit sets and units must be:
• meaningful,
• transparent,
• simple and easily identified,
• flexible,
• intelligible to students and other users, and
• consistent with internal and external legislation.

1.2 Codes are expressed in one of the following forms: Alpha, Numeric or Alphanumeric.

1.3 Proliferation of codes is to be avoided.
1.4 The allocation of codes for courses, unit sets and units must occur in accordance with the specifications provided in the Coding Specifications Table (Appendix A).

1.5 The allocation of codes must occur prior to review and approval of a course, unit set, and/or unit by the relevant board(s).

1.6 Coding is undertaken by Student Systems, Student Services, in consultation with faculties, where relevant.

2 Unit codes and titles

2.1 The title of a unit must be short and descriptive rather than generic.

2.2 Unit codes are not designed to reflect the course in which the units are offered or the organisational entity offering them.

2.3 Unit codes include an alpha prefix which indicates the broad discipline area of the unit.

2.4 The set of approved alpha prefixes is published on the University Policies Website.

2.4.1 Faculties may propose a new alpha prefix or changes to an existing prefix, where there is very good justification. (For example, a faculty may wish to commence teaching in an area new to the University or to classify a unit more narrowly or broadly than provided for by the existing prefix.)

2.4.2 The justification provided for a change in the alpha prefix must address any implications that the proposal may have (for example, the references to prerequisites in the Handbook; the potential to cause confusion as units may have multiple codes over time; and the resources needed to implement new codes).

2.4.3 A faculty must not change the alpha prefix of a unit that is taught by more than one faculty without consulting with the other faculty(ies) concerned.

2.4.4 Any recommendations to amend an alpha prefix are normally made by the Faculty as part of the annual review of its curriculum offerings.

2.4.5 Any disagreements about the suitability of a proposed new code are referred by the Academic Secretary to the Chair of Academic Board for resolution.
A recommendation for a new prefix or change to an existing prefix must be made through the Dean of the Faculty to the Academic Secretary.

Prior to submitting a request for a change, the Dean must ensure that the proposed alpha code has been discussed with the Statistics Office in terms of the field of education and with heads of schools in the Faculty.

In the case where more than one faculty is involved in the teaching of the unit, all deans must agree to the proposed change.

In considering the request, the Academic Secretary must take account of how the proposed code fits with existing codes and suggest any existing codes which may suitably cover the area.

Recommendations to create a new alpha prefix for a new unit are part of the procedure for the establishment and approval of new units.

## 3 Level of a unit

### 3.1 The Level of a unit is determined based on:

- the amount of prior knowledge required to undertake the unit; or
- the maturity of learning required to study the unit successfully.

### 3.2 The Level of a unit must be assigned, subject to 1.4, in accordance with the mapping provided in the Unit Level Specifications Table ([Appendix B](#)) for:

- units offered in New Courses; and
- existing units to be taught out.

## 4 Recoding

### 4.1 Courses, unit sets and units are recoded in accordance with the specifications provided in the Recoding Specifications Table ([Appendix C](#)).

**Related forms: (Link)**
<table>
<thead>
<tr>
<th>Policy No:</th>
<th>Approving body or position:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Academic Council</td>
</tr>
<tr>
<td>Date original policy approved:</td>
<td>Date this version of policy approved:</td>
</tr>
<tr>
<td>Date policy to be reviewed:</td>
<td>Date this version of procedures approved:</td>
</tr>
<tr>
<td>TRIM File No:</td>
<td>Contact position:</td>
</tr>
<tr>
<td>F13418 F45704</td>
<td>Academic Secretary</td>
</tr>
</tbody>
</table>

**Related Policies or legislation:**
- [University Policy on Postgraduate Coursework Structures and Objectives](#) (UP11/21)
- [University policy on Graduate Diploma Courses](#) (UP11/19)
- [University Policy on Graduate Certificate Courses](#) (UP11/18)
- [University Policy on Clinical Doctorates](#) (UP11/35)
- [University Policy on Professional Doctorates](#) (UP07/105)
- [University Policy on Higher Degree by Research Preliminary Courses](#) (UP11/20)
<table>
<thead>
<tr>
<th>Categories</th>
<th>Items</th>
<th>Coding Type</th>
<th>Coding Structure</th>
<th>Examples</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Undergraduate Bachelor’s Pass Degree Courses</td>
<td></td>
<td>Alphanumeric</td>
<td>Must be 5 characters, where the first two alpha characters are determined by course type, as follows: BP – Undergraduate Bachelor’s Pass; BH – Undergraduate Bachelor’s Honours; DU – Undergraduate Diploma; DA – Advanced Diploma. The last 3 characters must be numeric.</td>
<td>BP001 Bachelor of Arts&lt;br&gt;BP002 Bachelor of Commerce&lt;br&gt;BH005 Bachelor of Philosophy (Honours)</td>
</tr>
<tr>
<td>2. Undergraduate Bachelor’s Honours Degree Courses</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Undergraduate Diploma</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Advanced Diploma</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Pre-2012 Undergraduate Bachelor Pass Degree Courses</td>
<td></td>
<td>Numeric</td>
<td>• Must be 5 characters, where the first numeric refers to the Faculty as follows: 1 = Arts; 2 = Law / Architecture, Landscape and Visual Arts; 3 = Education; 4 = Business; 5 = Science (Life and Physical Science) 6 = Engineering, Computing and Mathematics; 7 = Science (Natural and Agricultural Science); 8 = Medicine, Dentistry and Health Sciences (Dentistry); 9 = Medicine, Dentistry and Health Sciences (Medicine) (Note: Course codes are not normally amended due to a change to the responsible organisational entity, which occurs infrequently.)&lt;br&gt;• Second numeric is a variable which normally represents one of the following: 0, 1, 2 or 3. It is also used as a variable to distinguish faculties with the same numeric code. For example, 2 = Law / Architecture, Landscape and Visual Arts (ALVA), but a second numeric of 5 is used for courses offered by ALVA to differentiate them from those offered by Law.&lt;br&gt;• Third numeric must refer to the level of the course, as follows: 0, 1 = Bachelor; 2 = Graduate Certificate / Undergraduate Diploma; 3 = Graduate Diploma; 4 = Prelim; 5 = Masters by coursework (including coursework and dissertation) and Professional Practice Masters; 6 = Masters by thesis and coursework; 7 = Masters by research; 8 = Doctorate by coursework, Professional Practice Doctorates, Clinical Doctorates; 9 = Higher Doctorates, Doctorates by Research, Professional Doctorates&lt;br&gt;• Fourth numeric has no convention and fifth numeric must be a zero</td>
<td>10110 Bachelor of Arts (pre-2012 degree course)&lt;br&gt;50320 Graduate Diploma in Forensic Science&lt;br&gt;10720 Master of Music – Research&lt;br&gt;10910 Doctor of Letters&lt;br&gt;20490 Higher Degree by Research Preliminary&lt;br&gt;25610 Master of Urban Design - Thesis and Coursework&lt;br&gt;20370 Graduate Diploma in Energy Law</td>
</tr>
<tr>
<td>6. Postgraduate Courses</td>
<td></td>
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<td></td>
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<tr>
<td>7. Pre-2012 Undergraduate Bachelor’s Honours Degree Courses</td>
<td></td>
<td>Alphanumeric</td>
<td>Same as pre-2012 Undergraduate Bachelor's pass degree course (item 5), but the fifth numeric, which is a zero, must be replaced by the alphabet 'H'.</td>
<td>5011H Bachelor of Science (Honours)</td>
</tr>
<tr>
<td>8. Doctoral Degrees Courses</td>
<td>80. PhD courses</td>
<td>Numeric</td>
<td>Must be 5 characters (0x0x0x), where the first numeric and third numeric of 0 and 8 respectively are fixed. The third numeric of 8 is used exclusively for PhD courses. The second and fourth numeric characters are used to indicate course numbering. The second numeric is normally a zero but is used when the course created is numbered tenth or higher.</td>
<td>00810 Doctor of Philosophy&lt;br&gt;01810 Doctor of Philosophy/Master of Infectious Disease</td>
</tr>
<tr>
<td></td>
<td>8b. Cross-institutional</td>
<td>Alphanumeric</td>
<td>Must be a standard 5-character fixed alphanumeric code (00000)</td>
<td></td>
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<tr>
<td></td>
<td>8c. Non-award</td>
<td>Numeric</td>
<td>Must be a standard 5-character fixed numeric code (00000)</td>
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<tr>
<td></td>
<td>8d. Prelim</td>
<td>Numeric</td>
<td>Must be a standard 5-character fixed numeric code (00010)</td>
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</tr>
<tr>
<td>9. Cross Institutional / Non-Award Courses</td>
<td></td>
<td>Alphanumeric</td>
<td>Must be 5 characters, where the first numeric refers to the Faculty (as above for item 5 and item 6), second and third numeric characters must be a zero, fourth numeric has no convention and the fifth character must be an alphabet, where 'U' refers to undergraduate courses, 'P' refers to Postgraduate courses or 'N' refers to Non-award courses</td>
<td>80000 Non-Award (Dentistry)&lt;br&gt;9000P Cross Institutional (Medicine) Postgraduate&lt;br&gt;9000N Non-Award (Study Abroad)&lt;br&gt;9000P Cross Institutional (Exchange) Postgraduate</td>
</tr>
<tr>
<td>10. Exchange / Study Abroad</td>
<td></td>
<td>Alphanumeric</td>
<td>Must be 5 characters, where the first three numeric characters must be a zero, fourth numeric must be either an '8' for Exchange or '9' for Study Abroad and the fifth character must comprise one of the following alphabets: 'U' - 'P' or 'N', where 'U' refers to undergraduate courses, 'P' refers to Postgraduate courses or 'N' refers to Non-award courses</td>
<td>0009N Non-Award (Study Abroad)&lt;br&gt;0008P Cross Institutional (Exchange) Postgraduate</td>
</tr>
<tr>
<td>11. Open Universities Australia</td>
<td></td>
<td>Alphanumeric</td>
<td>Must be 5 characters, where the alphabet prefix provides for the acronym of the course. The two numeric characters refer to number of courses.</td>
<td>OUA01 Open Universities Australia (Postgraduate)</td>
</tr>
<tr>
<td>12. UWA Extension / Enabling / Bridging Courses</td>
<td></td>
<td>Numeric</td>
<td>Must be 5 characters (0x0x0x) where the third and fourth numeric characters refer to the number of courses. The third character cannot be an '0', which is exclusively used for PhD courses.</td>
<td>00150 Mathematics Enabling Course</td>
</tr>
<tr>
<td>13. Degree-Specific Major in NC2012 Bachelor’s Pass Degree Courses</td>
<td></td>
<td>Alpha</td>
<td>Must comprise:&lt;br&gt;• Alpha prefix, specifying the unit set&lt;br&gt;• 5-character alpha code, which is an acronym of the title&lt;br&gt;• a hyphen, which separates the prefix and the 5-character alpha code</td>
<td>MJD – ACCGT (Degree-Specific Major in Accounting)&lt;br&gt;MJS – ACCGT (Second Major in Accounting)&lt;br&gt;SP – ESOFT Software Engineering specialisation in the Master of Professional Engineering&lt;br&gt;SP – TCHEC Early Childhood Teaching in the Master of Teaching</td>
</tr>
<tr>
<td>14. Second Major in NC2012 Bachelor’s Pass Degree Courses and Undergraduate Diplomas</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>15. Honours Specialisation in NC2012 Bachelor’s Honours Degree Courses</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>16. Research Specialisation in Postgraduate Research</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>17. Specialisations in NC2012 Postgraduate Coursework Courses</td>
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</tr>
<tr>
<td>18. Major in Pre-2012 Bachelor Pass, HDR Prelims and Postgraduate Coursework Courses</td>
<td></td>
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<tr>
<td>19. Program in Pre-2012 Bachelor’s Pass Degree Courses and Postgraduate Coursework Courses</td>
<td></td>
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<td></td>
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<tr>
<td>20. Undergraduate</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>21. Postgraduate</td>
<td></td>
<td>Alphanumeric</td>
<td>Must be 8 characters, where the first 4 characters are alpha prefixes, which must indicate the subject matter being taught (e.g. EDUC for Education, STAT for Statistics, ECON for Economics)&lt;br&gt;First numeric must specify the level of the unit (see table 2 for unit levels by course types)&lt;br&gt;Last three characters can be any numbers but must ensure that the unit code is unique</td>
<td>ENGL4102 Cinema and Cultural Studies&lt;br&gt;AHEA2201 Aboriginal Health and Wellbeing&lt;br&gt;EDUC5410 Teaching Literacies</td>
</tr>
<tr>
<td>Unit Level</td>
<td>Units taught in</td>
<td>New Courses</td>
<td>Minimum Entry Requirements</td>
<td>Volume of Learning in Years (points required for completion)</td>
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<tr>
<td>------------</td>
<td>----------------</td>
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<td>----------------------------</td>
<td>-------------------------------------------------</td>
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<td>0</td>
<td>Non-award courses ONLY</td>
<td></td>
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<tr>
<td>1</td>
<td>Bachelor's pass degree course</td>
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<td></td>
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</tr>
<tr>
<td>2</td>
<td>Honours *</td>
<td>Cycle 1 - Coursework</td>
<td>Bachelor's pass degree – 3 years</td>
<td>3 (144 points)</td>
</tr>
<tr>
<td>3</td>
<td>Graduate Certificate</td>
<td></td>
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<td>Bachelor's pass degree – 3 years</td>
</tr>
<tr>
<td>4</td>
<td>Graduate Diploma</td>
<td></td>
<td></td>
<td>Bachelor's pass degree – 3 years</td>
</tr>
<tr>
<td>5</td>
<td>Higher Degree Research Preliminary</td>
<td></td>
<td></td>
<td>Bachelor's pass degree – 3 years</td>
</tr>
<tr>
<td>6</td>
<td>Master's degree course by coursework</td>
<td></td>
<td></td>
<td>Bachelor's pass degree – 3 years</td>
</tr>
<tr>
<td>7</td>
<td>Master's degree course by coursework and dissertation</td>
<td></td>
<td></td>
<td>Bachelor's pass degree – 3 years</td>
</tr>
<tr>
<td>8</td>
<td>Master's degree course by coursework (extended)</td>
<td></td>
<td></td>
<td>Bachelor's pass degree – 3 years</td>
</tr>
<tr>
<td>9</td>
<td>Master's degree course by coursework and dissertation (extended)</td>
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<td>Bachelor's pass degree – 3 years</td>
</tr>
<tr>
<td>10</td>
<td>Professional Practice Master's degree</td>
<td></td>
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<td>Bachelor's pass degree – 3 years</td>
</tr>
<tr>
<td>11</td>
<td>Clinical Doctorates (must include a minimum of 25% research component)</td>
<td></td>
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<td>Bachelor's pass degree – 3 years</td>
</tr>
<tr>
<td>12</td>
<td>Master's degree course by thesis and coursework</td>
<td></td>
<td></td>
<td>Bachelor's pass degree – 3 years</td>
</tr>
<tr>
<td>13</td>
<td>Honours *</td>
<td>Cycle 2 - Research</td>
<td>Bachelor's pass degree – 3 years</td>
<td>2 (96 points) or 1.5 (72 points)</td>
</tr>
<tr>
<td>14</td>
<td>Graduate Certificate *</td>
<td></td>
<td></td>
<td>Bachelor's pass degree – 3 years</td>
</tr>
<tr>
<td>15</td>
<td>Graduate Diploma *</td>
<td></td>
<td></td>
<td>Bachelor's pass degree – 3 years</td>
</tr>
<tr>
<td>16</td>
<td>Higher Degree Research Preliminary</td>
<td></td>
<td></td>
<td>Bachelor's pass degree – 3 years</td>
</tr>
<tr>
<td>17</td>
<td>Master's degree course by coursework</td>
<td></td>
<td></td>
<td>Bachelor's pass degree – 3 years</td>
</tr>
<tr>
<td>18</td>
<td>Master's degree course by coursework and dissertation</td>
<td></td>
<td></td>
<td>Bachelor's pass degree – 3 years</td>
</tr>
<tr>
<td>19</td>
<td>Master's degree course by coursework (extended)</td>
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<td>Bachelor's pass degree – 3 years</td>
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<tr>
<td>20</td>
<td>Master's degree course by coursework and dissertation (extended)</td>
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<td>Bachelor's pass degree – 3 years</td>
</tr>
<tr>
<td>21</td>
<td>Professional Practice Master's degree</td>
<td></td>
<td></td>
<td>Bachelor's pass degree – 3 years</td>
</tr>
<tr>
<td>22</td>
<td>Clinical Doctorates (must include a minimum of 25% research component)</td>
<td></td>
<td></td>
<td>Bachelor's pass degree – 3 years</td>
</tr>
<tr>
<td>23</td>
<td>Master's degree course by thesis and coursework</td>
<td></td>
<td></td>
<td>Bachelor's pass degree – 3 years</td>
</tr>
<tr>
<td>24</td>
<td>Master of Philosophy (RTS compliant – research represents 100% of the course)</td>
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<td></td>
<td>Bachelor's pass degree with Honours - 4 years</td>
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<tr>
<td>25</td>
<td>Professional Doctorates * (RTS compliant – it can include up to one third of coursework at Master's level or beyond)</td>
<td></td>
<td></td>
<td>First professional qualification + professional experience</td>
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<tr>
<td>26</td>
<td>Doctor of Philosophy</td>
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<td>Bachelor's pass degree with Honours - 4 years</td>
</tr>
</tbody>
</table>

**Notes:**

*All units must be at Level 4 or Level 5. No student is required to undertake Level 5 units, which cannot make up more than 25% of the course requirements.

*At least 50% of coursework units must be at this Level.

*No more than 50% of coursework units must be at this Level.

*Research component represents between 25% and 66% of course requirements.

*Units at this level are permitted but Not required.

*Variations may apply depending on the requirements for entry. Further, reductions or additions to the number credit points may be granted by Academic Council where faculties can demonstrate that the course(s) in question meet national and/or international best practice.

*May be equal to completion of a Graduate Diploma or minimum of 2 years’ professional experience with demonstrable outcomes.

*May be equal to completion of a Bachelor’s degree with Honours.
## Recoding Specifications Table

<table>
<thead>
<tr>
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<td><strong>Courses</strong></td>
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<td>• Major change to course structure</td>
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<td>• Course type (e.g. change from master’s by coursework to master’s by thesis and coursework)</td>
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<td>• Other changes managed by Office of Statistics and Planning:</td>
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<td>o Course total EFTSL</td>
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<td>o Government course load</td>
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<td></td>
<td>o Fields of education/study</td>
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<td><strong>Unit Sets</strong></td>
<td>• Changes to type of unit sets (e.g. A degree-specific major to be offered only as a second major)</td>
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<td>• Major change to title of a unit set that requires a new acronym</td>
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**University Policy Cover Sheet**

This cover sheet must be completed and attached to all categories of policies as defined below.

## SECTION 1 – TO BE COMPLETED BY THE POLICY PROPOSER

**Complete ALL of this section:**

<table>
<thead>
<tr>
<th>Proposed University Policy On:</th>
<th>Master’s Degree by Coursework and Master’s Degree by Coursework and Dissertation</th>
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<td>F34887</td>
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### Tick the relevant below:

<table>
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<tr>
<th>A new policy (complete Part A)</th>
<th>Revision to an existing policy (complete Part B)</th>
<th>Replacing an existing rule (complete Part C)</th>
<th>A reformatted approved policy (complete Part D)</th>
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</thead>
<tbody>
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</table>

**Should the drafting of the policy involve consultation?** If yes, provide details of proposed consultation.

No, as the policy converts the existing UGR into policy (while taking into account resolutions approved by Academic Council)

**Identify the Committees that this Policy needs to be presented for consideration, endorsement or approval**

<table>
<thead>
<tr>
<th>Faculties</th>
<th>Board of Coursework Studies</th>
<th>Academic Council</th>
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</table>

**Proposed time-line for approval process via the Committee system.**

**Note:** Policies that need to be in place by 2012 must be with Academic Council no later than September 2011.

**September 2012**

---

All University Policies must be submitted on the University Policies template and instructions are available on the web at: [http://www.universitypolicies.uwa.edu.au/policy_writers/policy_template](http://www.universitypolicies.uwa.edu.au/policy_writers/policy_template)

### Complete ONE of the parts below:

**PART A – for a new policy ONLY**

Provide a brief background to the creation of this policy including reference to the particular committee resolution, if relevant, that provides the mandate for its creation

List and/or provide links of relevant papers, or sections therein that provide detailed context for the creation of the new policy

Provide a list of issues that the drafter should consider when developing a first draft of the new policy

Provide names of at least three senior University staff (reference group) who can answer questions and offer guidance in the development of the new policy

Date first draft required

**PART B – for a revision of an existing policy ONLY**

State title of the existing policy and provide the appropriate web-link and policy number (as allocated on the University's Policies website)

This policy stems from the need to convert UGR 1.2.4.20 to 1.2.4.27 (Master’s degree by coursework and dissertation) into a new policy, while incorporating recommendations from *Education for Tomorrow's World* and the Working Party on Post Graduate Coursework Programs and Resolutions from the Board of Coursework Studies, as approved by Academic Council.

Provide a brief background and the particular committee resolution, where relevant, that provides the mandate for its revision.

As above

List and/or provide links of relevant papers, or sections therein that provide detailed context for the revision

Working Party on Post Graduate Coursework Programs

(Schedule of Postgraduate Recommendations)

Provide a list of issues that the drafter should consider when developing a first draft of the new policy

Examination of dissertations for Master’s by coursework and dissertation – does the process equate to the examination of honours dissertations?

Provide names of at least three senior University staff (reference group) who can answer questions and offer guidance in the development of the new policy

W/Professor David Plowman

Ms Sylvia Lang, Academic Secretary

Dr Kabilan Krishnasamy, Education Policy Officer

Date first draft required

February 2011

**PART C – for a policy that is replacing an existing rule ONLY**

State rule number(s)

Date first draft required

---

Attachment D1
PART D – for an approved policy that has been reformatted into the required University Policies template ONLY

Note 1: The approved policy must be formally approved and be available on the University Policies website.

Note 2: The reformating includes changes only to title, layout, introductory purpose statement, **BUT NO CHANGE TO CONTENT OF POLICY**.

Note 3: Once reformatted, the policy will need to be reloaded onto the University Policies website (http://www.universitypolicies.uwa.edu.au/page/117111) with the existing policy number.

Note 4: Please complete the table below and forward the following documents electronically to Ms Lidia Cuoco, Administrative Officer, Academic Policy Services – Email: lidia.cuoco@uwa.edu.au:

- Completed University Policy cover sheet
- Copy of the reformatted University Policy on the University Policies template

Academic Policy Services will, as part of the New Courses 2012 Policies Project, upload reformatted academic policies as an interim measure. With effect from 2012, reformatted policies will, as is normally the case, need to be uploaded by the administrative division responsible for the policy.

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<tr>
<td>University Policy Number; and</td>
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Date reformatting finalised and sent to Academic Policy Services

SECTION 2 – TO BE COMPLETED BY THE POLICY DRAFTER AND SUBSEQUENT OFFICERS IN THE FORMAL APPROVAL PROCESS:

DOCUMENT MODIFICATION HISTORY

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<th>Version Number</th>
<th>Primary Author(s) (name and position)</th>
<th>Description of Version</th>
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<th>Provided To</th>
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<td>V1</td>
<td>Neville Jones, First draft, which incorporates Master’s by Coursework and Master’s by Coursework and Dissertation, for comment and feedback</td>
<td>1.12.2011</td>
<td>Sylvia Lang, Academic Secretary</td>
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<td>V2</td>
<td>Sylvia Lang Second draft for comment and feedback (Submission and examination of dissertations for the master’s by coursework and dissertation)</td>
<td>9.12.2011</td>
<td>Dr Kabilan Krishnasamy</td>
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<td>V3</td>
<td>Sylvia Lang Third draft for comment and feedback</td>
<td>18.02.2012</td>
<td>W/Professor David Plowman</td>
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<td>V4</td>
<td>Neville Jones, Project Officer, Policy and Legislation Fourth draft which reverts to being a complete policy on Masters by coursework and coursework and dissertation. It includes recommendation from Academic Council and feedback from a meeting on 4 July 2012.</td>
<td>9.07.2012</td>
<td>Dr Kabilan Krishnasamy</td>
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<tr>
<td>V5</td>
<td>Sylvia and Kabilan Revised draft</td>
<td>7.09.2012</td>
<td>W/Prof Plowman, W/Prof Reid, W/Prof Venville and W/Prof Dench</td>
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<td>V6</td>
<td>Edits to V5</td>
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DOCUMENT APPROVAL

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<tr>
<th>Approved By (Academic Council/ Senate / Vice-Chancellor)</th>
<th>Resolution Number (if applicable)</th>
<th>Date</th>
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</table>

If you have any queries regarding this cover sheet, or the University’s Policy and use of a template for University Policies, please contact Ms Sylvia Lang, Academic Secretary, Academic Policy Services – Email: sylvia.lang@uwa.edu.au, extension 2457

* A University Policy can only be approved by the Senate, Academic Board/Council, Vice-Chancellor or other members of the Executive to whom the Vice-Chancellor has delegated responsibility for a particular portfolio. Following this University approved process, University Policies must be promulgated by way of the Universities Policies website (http://www.universitypolicies.uwa.edu.au/page/117111), which is the University’s definitive source for University-wide policies.
University Policy on: Master’s degree by coursework and Master’s degree by coursework and dissertation

Purpose of the policy and summary of issues it addresses:
This policy deals with the structure, objectives and standards which apply to master’s degree by coursework and Master’s degree by coursework and dissertation. The policy also addresses the requirements for submitting and examining dissertations.

The purpose of his policy is to ensure –

- that master’s degree by coursework and master’s degree by coursework and dissertation provided by the University reflect international best practice;
- that student workload requirements for master’s degree courses are standardised; and
- that the structure and nomenclature of master’s degree courses are uniform across the University,

within the context of maintaining the University's reputation as a university of the highest international standing.

Definitions:
the University means The University of Western Australia
course means a plan of study which a student must successfully undertake before qualifying for a degree, diploma or certificate
articulated course means a course comprising a sequence of related postgraduate courses in a specific discipline area offering progression from one course level to another with credit granted for all units passed at the appropriate standard that have been completed in or credited towards the course of the previous level in the sequence, or which provides for the award of a relevant lower level qualification where a student has withdrawn from an articulated course having met the requirements of the corresponding lower level course.
master’s degree means a master's by coursework or master’s by coursework and dissertation
master’s degree by coursework means a course requiring the equivalent of four semesters of full time study post a bachelor’s degree (or equivalent) and or comprising sixteen Level 4 and/or Level 5 units.
master’s degree by coursework and dissertation means a degree in which the research component represents at least 25% but less than 66.6 per cent of the degree course requirements
dissertation means the output of research and may be wholly in written form or in the form of a composition, performance, exhibition, or a creative or other approved work which constitutes at least 25% but less than 66.6% of the course in question.
Policy statement:

1 General principles

1.1 Faculties must ensure that:

- the best practice principles are applied when proposing new courses or reviewing existing courses;
- appropriate teaching and learning methods are employed; and
- the same standards and rules apply irrespective of the location in which the course is taught.

1.2 All master’s courses must comply with the relevant Australian Qualifications Framework (AQF) specifications (Level 9).

1.3 The structure, nomenclature and standards must be in accordance with the University Policy on Postgraduate Coursework Structures and Objectives.

2 Admissions

2.1 The minimum requirement for admission to a master’s degree course is a bachelor’s degree of this University or equivalent as recognised by the faculty.

2.2 The admission requirements for master’s degrees must be transparent and easily understood.

2.3 Faculties must maintain a register indicating how admission criteria which provide for discretion are operationalised.

2.4 Where a course is articulated and the same admission requirements apply to lower level and higher level courses, consideration must be given to enrolling all students into the higher level qualification with the opportunity to exit with the lower level qualification.

2.5 Applicants who wish to pursue a master’s degree course are normally required to show evidence of having had adequate research preparation in accordance with the University Policy on Adequate Research Preparation.

3 Structure, content and volume of learning of master’s coursework courses

3.1 Master’s coursework and dissertation courses may lead to the award of:
(a) named degrees – where at least 65 per cent of the required units relate to the narrow disciplinary field specified in the degree name; or

(b) generic degrees - where master’s courses share a common set of units, faculties must consolidate them into one course with a number of specialisations.

3.2 The attributes of named and generic master’s coursework and dissertation courses are prescribed in the University Policy on Postgraduate coursework structures and objectives.

3.3 Master’s degree courses require the equivalent of at least two years of full-time study (16 units or 96 points) following a bachelor’s pass degree (at least three years of full-time study or equivalent), unless Academic Council has approved a variation based upon international and/or national best practice.

3.4 The volume of learning may be reduced up to a maximum of 1 year (8 units or 48 points) where one or more of the following is/are required in addition to the bachelor’s degree:

- an honours degree; or
- a graduate diploma; or
- a minimum of two years’ professional experience with demonstrable outcomes.

3.5 Master’s coursework and dissertation courses must comprise Level 4 and/or Level 5 units provided that no more than half can be Level 4.

3.6 Master’s coursework and dissertation courses may include introductory content but it must be taught and assessed at graduate level.

3.7 A master’s dissertation must constitute at least 25% of the total value of the course or at least 24 points, whichever is greater and must be less than 66.6% of the course.

4 Educational principles

4.1 The Education Principles must be embedded in all master’s coursework courses.

5 Accreditation

5.1 Faculties must ensure that UWA norms are maintained when deliberating with professional associations concerning the content and requirements of courses.

6 Articulated courses
6.1 A master’s course may be an articulated course in accordance with the University Policy on Articulated courses.

7 Award of Master’s degree with distinction

7.1 Subject to clause 7.3, the master’s degree by coursework and dissertation is awarded with distinction to a student who has achieved a weighted average mark (WAM) of at least 80%.

7.2 The weighted average mark calculation includes:

(a) all units attempted as part of the course that are awarded a final percentage mark;
(b) relevant units undertaken in articulating courses of this University that are awarded a final percentage mark; and
(c) all units completed at this University that are credited to the master’s course.

7.3 Academic Council on the recommendation of the relevant board may approve a proposal to not provide for the award of distinction if the same degree can be awarded for a course undertaken by way of thesis and coursework.

8 Progression from Honours

8.1 Subject to any special requirements of particular courses, students who have commenced or completed an honours course may be eligible for admission to a master’s course and for advanced standing in relation to some of all of the units completed.

9 Credit transfer from an honours course

9.1 Credit for the coursework and dissertation components of Honours courses towards the requirements of a Master’s course by coursework and dissertation can only be given where:

- the Master’s course has a value of 96 points; and
- the Honours course contributes to the academic development in the discipline of the Master’s course by way of providing appropriate foundation for units in the Master’s course; and
- the content of the honours coursework and dissertation is directly related to content of the Master’s course.

9.2 Subject to 9.1, the honours coursework and dissertation components may attract full credit (48 points) in a 96-point degree course, provided that at least 50 per cent of the master’s course is at level 5.
9.3 The honours dissertation if credited towards the master’s course may constitute the dissertation component of the master’s course in full or in part.

10 Dissertation

10.1 A dissertation must show clearly and fully by appropriate references the student’s sources.

10.2 A dissertation will not be accepted for examination if the substance of the dissertation has previously been submitted for a degree in this or another institution, except as provided for in 8 and 9.

11 Jointly authored work

11.1 If any item submitted as part of a student’s dissertation has been jointly authored—

(a) the work done by the student must be clearly indicated and certified as such by the co-authors; and

(b) the co-authors must certify that they agree to the inclusion in the dissertation of work that they have co-authored.

11.2 A publication of which the student is sole or joint author may be submitted as an appendix in support of the dissertation, but, in the case of joint authorship, the work done by the student must be clearly indicated.

11.3 Except in exceptional circumstances and with the permission of the faculty, a student is not permitted to withdraw, alter or add to a dissertation after it has been submitted for examination.

12 Examination of dissertation

12.1 Evaluation of the dissertation must be carried out within a common framework, with assessors using a common set of criteria for assigning grades.

12.2 The dissertation must be independently examined by at least two examiners.

12.3 Examiners must be independent and not have been involved in the supervision of the student.

12.4 The use of an external examiner for dissertations, where practicable, must be promoted and actively encouraged.

12.5 The dissertation assessment criteria contained in Appendices A, B and C are to be used and must be distributed to all master’s by coursework
and dissertation students prior to commencement of their master’s studies, and to examiners of master’s by coursework and dissertation course dissertations.

12.6 After assessment of a Master’s by coursework and dissertation course dissertation, the student concerned must be provided with a brief report outlining the main strengths and weaknesses of the dissertation.

13 Classification of dissertations

13.1 A mark and a grade must be recorded for each unit in a Master’s by coursework and dissertation course.

13.2 There must be a common process for the formulation of a final mark and grade for the dissertation when the examiners marks are returned, including a process to resolve disagreement between markers.

13.3 The central goals of the resolution process are:

- to identify, discuss and evaluate differences of opinion that underpin the disagreement, and
- to minimise the influence of any input that appears to be based on misconception or unsustainable argument.

13.4 The current process is as outlined for honours’ dissertations and can be found at: http://www.universitypolicies.uwa.edu.au/policy_attachments?f=294673.

14 Distribution of copies of dissertation

14.1 After a dissertation has been classified as Higher Distinction, Distinction, Credit Pass or Pass, one copy is retained by the University Library, one copy is placed in the appropriate school and the remaining copy or copies returned to the student.

15 Intellectual property, confidentiality

15.1 On written application by a student or by an interested party and prior to the lodgement of a dissertation, the faculty, after consulting with the student, the Deputy Vice-Chancellor (Research) and others where appropriate, may restrict access to the dissertation for a period of time not normally exceeding two years from the date that it is classified as Passed.

15.2 The faculty may grant a student permission to include in an appendix to the dissertation material that is essential to it but which is not available
for general inspection for a period not normally exceeding two years from the date that the dissertation is classified.

15.3 The restriction on access referred to in 15.1 and 15.2 normally applies only if the dissertation contains confidential material, or if it was a condition imposed by the owner of private records and material used by the student, or if the student was in an employment or other contractual relationship with a third party that made the restriction a condition of the contract.

15.4 Except as stated in 15.5, during a period of restricted access approved by the faculty the written consent of the student and the Deputy Vice-Chancellor (Research) is required for access to the dissertation or the appendix.

15.5 The examiners of a dissertation and the faculty body concerned with its examination must have access to the dissertation and any appendix to it for the purposes of any examination, re-examination or classification.

15.6 A person authorised to examine or consult a dissertation or an appendix to a dissertation in terms of 15.4 or 15.5 is required to sign a prior undertaking of confidentiality.

16 Appointment and responsibilities of supervisors

16.1 Within six months of a student first enrolling for the Master’s degree course by coursework and dissertation, the head of the school concerned, or nominee, must submit for the approval of the faculty the name of the student’s supervisor.

16.2 A supervisor must act in accordance with the University Policy on the Code of Conduct for the Responsible Practice of Research (link).

16.3 If the dean of the faculty is of the opinion that a supervisor may have infringed the Code of Good Practice for Graduate Research Supervision or the Code of Conduct for the Responsible Practice of Research, the dean, after consulting with the Dean of the Graduate Research School, may refer the matter to the Vice-Chancellor.

17 Supervisor’s annual report

17.1 A student’s supervisor must submit an annual report on the student’s work.

17.2 The report must be submitted through the head of school concerned to the faculty and must contain the supervisor’s recommendation on whether the student should be permitted to re-enrol.

18 Internal and external candidature
18.1 Students are normally enrolled as internal students.

18.2 A student who wishes to spend part of the prescribed period of study in another institution must apply through the appropriate head of school to the faculty for permission to undertake a period of external study.

18.3 A faculty will not grant permission for a period of external study unless it is satisfied that adequate supervision and access to facilities and resources, if necessary, have been arranged.

18.4 A student who is not a graduate of this University must spend all of the prescribed period of study as an internal student.

Related forms: (Link)

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Related Policies or legislation:

- University Policy on [Credit point value of Units](UP11/12)
- University Policy on [Master's Degree by Thesis and Coursework](UP11/48)
- University Policy on [Graduate Certificate Courses](UP11/18)
- University Policy on [Graduate Diploma Courses](UP11/19)
- University Policy on [Adequate Research Preparation](UP11/25)
- University Policy on [Postgraduate coursework structures and objectives](UP11/21)
- University Policy on [Credit transfer, advanced standing and recognition of prior learning](UP11/34)
- University Policy on Articulated courses (UP)

APPENDIX A

Master’s by coursework and dissertation course dissertation assessment criteria in disciplines with an empirical emphasis

Higher Distinction (90-100)
An outstanding dissertation in a challenging or difficult area; demonstrating:
  - excellence in terms of conceptualisation, theoretical framework or previous experimental research leading to derivation of hypotheses as described in the introduction
  - the use of rigorous or innovative methodology
  - a mastery of statistical methods and presentation of results
  - the capacity to discuss the results in an analytic manner
  - skilful treatment of unexpected or inconsistent results, or a recognition of some limitation of the methodology, and integration of the findings within the theoretical framework or empirical background outlined in the introduction or an alternative framework if appropriate
  - outstanding written expression, organisation, format and documentation

Higher Distinction (80-89)

As for HD (90-100) but with some minor weakness, such as in the presentation or structure, or some minor inconsistency or oversight in the arguments, or a discussion that does not fully exploit the findings or links with theory or previous empirical research. Excellent written expression, organisation, format and documentation.

Distinction (75-79)

For a dissertation showing excellence in one or two aspects of conceptualisation, methodology, statistical analysis or discussion, but no particular strengths elsewhere, or for a generally sound dissertation with some weaknesses or flaws which are offset by some excellent features. Very good written expression; correct format and documentation.

Distinction (70-74)

For a consistently sound dissertation with well-structured arguments leading to development of the hypotheses, appropriate methodology and statistical treatments and an accurate interpretation of the results, but with no particular strengths elsewhere. Good written expression; correct format and documentation.

Credit Pass (60-69)

For a dissertation with minor misconceptions, inconsistencies or omissions in one or more areas, or poor organisation or incorrect interpretation of the results, or an inability to recognise the limitations of the methodology, but otherwise sound. The misconceptions are such that they do not affect the basic tenor of the dissertation or its conceptual impact. Coherent written expression and correct format and documentation.

Pass (50-59)

For a dissertation containing major misconceptions, inconsistencies or omissions, and/or unrecognised deficiencies in methodology, and/or misinterpretation of the statistical analysis and/or lack of integration with theoretical or empirical framework.

Fail: (<50)

For a dissertation with decisive problems in conceptualisation or execution, or inability to present arguments coherently and with clarity.

APPENDIX B

Master’s by coursework and dissertation course dissertation assessment criteria in disciplines with a qualitative emphasis

Higher Distinction (90-100)

An outstanding dissertation, demonstrating:
  - Impressively original thought
  - Intellectual sophistication
  - Excellence in terms of conceptualisation, theoretical framework and/or research design
- Superior skills in the development of a clear, compelling and critical argument
- Outstanding knowledge of relevant literatures
- Outstanding written expression, organisation, format and documentation

**Higher Distinction (80-89)**

As for HD (90-100) but to a lesser degree; for example, the dissertation must still show independent and critical analysis, but need not be strikingly original; must still demonstrate superior skills in conceptualisation and development of theoretical frameworks, but need not be at such a sophisticated level. The dissertation will demonstrate excellent knowledge of relevant literatures, excellent skills in the development of a clear, compelling and critical argument, and excellent written expression, organisation, format and documentation.

**Distinction (75-79)**

For a dissertation demonstrating very good conceptualisation and research planning; very good skills of critical analysis as well as synthesis; capacity for independent thought; appreciation of methodological issues; good knowledge of relevant literature; ability to marshal a good, coherent and consistent argument; very good written expression; correct format and documentation.

**Distinction (70-74)**

For a dissertation demonstrating sound research planning; sound skills in analysis as well as synthesis; some capacity for independent thought; fair knowledge of relevant literature; ability to marshal a coherent and consistent argument. May show some weaknesses in methodological or theoretical understandings. Good written expression; correct format and documentation.

**Credit Pass (60-69)**

For a dissertation providing a coherent narrative or descriptive account, with serious attempt at analysis, and a competent synthesis of relevant literature and source material. Coherent written expression and correct format and documentation. The dissertation will display minor weaknesses or limitations, such as insufficiently clarified research design, narrowness of scholarship, failure to properly incorporate critical concepts, or derivative conclusions.

**Pass (50-59)**
APPENDIX C
Master’s by coursework and dissertation course dissertation assessment criteria in disciplines with a creative emphasis

Higher Distinction (90-100)
An outstanding dissertation, demonstrating:
- Originality and excellence in terms of conceptualisation, imagination or theoretical framework
- The use of innovative methodology and the testing of its limits
- Thorough knowledge of the field
- Outstanding mastery of relevant technique
- The capacity to marshal, analyse and extend ideas

Higher Distinction (80-89)
As for HD (90-100) but with some minor weakness, such as in the presentation or structure, or a work that does not fully exploit the ideas or analysis or methodology of the dissertation. Excellent mastery of relevant technique.

Distinction (75-79)
For a dissertation showing excellence in one or two aspects of conceptualisation and methodology, but no particular strengths elsewhere, or for a generally sound well-presented dissertation with some weaknesses or flaws which are offset by some excellent features. Very good mastery of relevant technique.

Distinction (70-74)
For a consistently sound well-presented dissertation with appropriate methodology and consistent analysis, but with no particular strengths elsewhere. Good mastery of relevant technique.

Credit Pass (60-69)
For a dissertation with critical misconceptions, inconsistencies or omissions in one or more areas, or poor organization or expression or an inability to recognise the limitations of the methodology, but otherwise sound. The misconceptions are such that they do not affect the conceptual integrity of the thesis. Coherent mastery of relevant technique.

Pass (50-59):
For a dissertation containing a number of misconceptions, inconsistencies or omissions, and/or unrecognised deficiencies in methodology, and/or poor analysis and/or lack of integration with theoretical or empirical framework

Fail: (<50)
For a dissertation with major problems in conceptualisation or execution.

For a dissertation containing major limitations in methodology, and/or research quality and/or argumentation and/or knowledge of relevant literature, and/or written presentation and documentation.

Fail: (<50)
For a dissertation with decisive problems in conceptualisation, execution of research, knowledge of relevant literature, independence of thought, written expression and documentation.
APPENDIX D

Recommended distribution of dissertation grades

<table>
<thead>
<tr>
<th>Grade Range</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>90 - 100</td>
<td>5%</td>
</tr>
<tr>
<td>80 - 89</td>
<td>40%</td>
</tr>
<tr>
<td>75 - 79</td>
<td>25%</td>
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<td>70 - 74</td>
<td>15%</td>
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<td>60 - 69</td>
<td>9%</td>
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<tr>
<td>50 - 59</td>
<td>1%</td>
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<tr>
<td>Fail</td>
<td>Almost never</td>
</tr>
</tbody>
</table>