

# RULES AND DEGREES OFFERED

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## Bachelor Degree Rules

### Awards

1. (1) There shall be the following awards which may be conferred by the Council on candidates who have been deemed by the Academic Senate to have complied with these Rules:

the degree of Bachelor of Arts (BA);

the degree of Bachelor of Arts – Psychology (BA – Psych);

the degree of Bachelor of Arts – Psychology with the degree of Bachelor of Health (BA – Psych BHLth);

the degree of Bachelor of Applied Finance (BAppFin);

the degree of Bachelor of Applied Finance with the degree of Bachelor of Commerce (BAppFin BCom);

the degree of Bachelor of Applied Finance with the degree of Bachelor of Commerce – Accounting (BAppFin BCom – Accg)

the degree of Bachelor of Applied Finance with the degree of Bachelor of Commerce – Actuarial Studies (BAppFin BCom – Act Stud)

the degree of Bachelor of Applied Finance with the degree of Bachelor of Commerce – Marketing (BAppFin BCom – Mktg)

the degree of Bachelor of Applied Finance with the degree of Bachelor of Economics (BAppFin BEc);

the degree of Bachelor of Biotechnology (BBiotech);

the degree of Bachelor of Business Administration (BBA);

the degree of Bachelor of Business Administration (International Studies) (BBA (International Studies));

the degree of Bachelor of Business Administration with the degree of Bachelor of Arts (BBA BA);

the degree of Bachelor of Business Administration with the degree of Bachelor of Arts – Psychology (BBA BA – Psych);

the degree of Bachelor of Business Administration with the degree of Bachelor of Commerce (BBA BCom);

the degree of Bachelor of Business Administration with the degree of Bachelor of Computing and Information Systems (BBA BCIS);

the degree of Bachelor of Business Administration with the degree of Bachelor of Economics (BBA BEc);

the degree of Bachelor of Business Administration with the degree of Bachelor of Information Technology (BBA BIT);

the degree of Bachelor of Business Administration with the degree of Bachelor of Science (BBA BSc);

the degree of Business and Retail Management (BBusRetMgt);

the degree of Bachelor of Business, Hospitality and Tourism (BBHT);

the degree of Bachelor of Business – Event Management (BB – EM);

the degree of Bachelor of Business – Hospitality Management (BB – HM);

the degree of Bachelor of Business – International Tourism (BB – IT);

the degree of Bachelor of Chiropractic Science (BChiroSc);

the degree of Bachelor of Commerce (BCom);

the degree of Bachelor of Commerce – Accounting (BCom – Accg);

the degree of Bachelor of Commerce – Accounting with the degree of Bachelor of Commerce – Actuarial Studies (BCom – Accg BCom – ActStud);

the degree of Bachelor of Commerce – Actuarial Studies (BCom – Act Stud);

the degree of Bachelor of Commerce – Marketing (BCom – Mktg);

the degree of Bachelor of Commerce with the degree of Bachelor of Economics (BCom BEc);

the degree of Bachelor of Commerce – Actuarial Studies with the degree of Bachelor of Science (BCom – Act Stud BSc);

the degree of Bachelor of Commerce – Actuarial Studies with the degree of Bachelor of Economics (BCom – Act Stud BEc);

the degree of Bachelor of Community Management (BCM);

the degree of Bachelor of Computer Science (BCS);

the degree of Bachelor of Computing and Information Systems (BCIS);

the degree of Bachelor of Creative Arts (BCA);

the degree of Bachelor of Creative Arts (International) (BCA (International));

the degree of Bachelor of eBusiness (BeBus);

the degree of Bachelor of Economics (BEc);

the degree of Bachelor of Education (Early Childhood) (BE (EC));

the degree of Bachelor of Education (Early Childhood Education) (BE (ECE));

the degree of Bachelor of Education (Primary) (BE (Prim));

the degree of Bachelor of Education (Secondary) (BE (Sec));

the degree of Bachelor of Education (TESOL) (BE (TESOL));

the degree of Bachelor of Engineering (BE);

the degree of Bachelor of Engineering (Telecommunications) (BE (Tele));

the degree of Bachelor of Environmental Science (BEnvSc);

the degree of Bachelor of Environmental Management (BEnvMgmt);

the degree of Bachelor of Health (BHlth);

the degree of Bachelor of Human Resource Management (BHRM);

the degree of Bachelor of Information Systems (BIS);

the degree of Bachelor of Information Technology (BIT);

the degree of Bachelor of International Communication (BIntCom);

the degree of Bachelor of International Business (BIntBus);

the degree of Bachelor of International Studies (BIntStud);

the degree of Bachelor of Laws (LLB);

the degree of Bachelor of Legal Studies (BLegS);

the degree of Bachelor of Marine Science (BMarSc);

the degree of Bachelor of Media (BMedia);

the degree of Bachelor of Medical Sciences (BMedScs);

the degree of Bachelor of Music and Media Studies (BMus Media Stud);

the degree of Bachelor of Optical Technology (BOptTech);

the degree of Bachelor of Science (BSc);

the degree of Bachelor of Science with the degree of Bachelor of Arts (BSc BA)

the degree of Bachelor of Science – Psychology (BSc – Psych);

the degree of Bachelor of Science – Psychology (Hons) (BSc – Psych (Hons));

the degree of Bachelor of Science – Psychology with the degree of Bachelor of Health (BSc – Psych BHlth);

the degree of Bachelor of Social Science (BSocSc);

the degree of Bachelor of Speech and Hearing Sciences (BSpHearingSc);

the degree of Bachelor of Teaching (Birth to School Age) (BTeach (BS));

the degree of Bachelor of Teaching (Early Childhood) (BTeach (EC));

the degree of Bachelor of Teaching (Early Childhood Services) (BTeach (ECS));

the degree of Bachelor of Technology (Analytical Chemistry) (BTech (Analytical Chemistry));

the degree of Bachelor of Technology (Atmospheric Science) (BTech (AtmosSc));

the degree of Bachelor of Technology (Biotechnology) (BTech (Biotech));

the degree of Bachelor of Technology (Environmental Geochemistry) (BTech (EnvGeo));

the degree of Bachelor of Technology (Exploration Geoscience) (BTech (ExpGeo));

the degree of Bachelor of Technology (Information and Communications Systems) (BTech (ICSys));

the degree of Bachelor of Technology (Optoelectronics) (BTech (Optoel));

the degree of Bachelor of Technology (Telecommunications) (BTech (Telecomm));

the degree of Bachelor of Arts with the Diploma of Education (BA DipEd);

the degree of Bachelor of Arts - Psychology with the Diploma of Education (BA – Psych DipEd);

the degree of Bachelor of Business Administration with the Diploma of Education (BBA DipEd);

the degree of Bachelor of Commerce with the Diploma of Education (BCom DipEd);

the degree of Bachelor of Commerce – Accounting with Diploma of Education (BCom – Accg DipEd);

the degree of Bachelor of Commerce – Actuarial Studies with Diploma of Education (BCom – Act Stud DipEd);

the degree of Bachelor of Commerce – Marketing with the Diploma of Education (BCom – Mktg DipEd);

the degree of Bachelor of Economics with the Diploma of Education (BEc DipEd);

the degree of Bachelor of Science with the Diploma of Education (BSc DipEd);

the degree of Bachelor of Science – Psychology with the Diploma of Education (BSc – Psych DipEd);

the degree of Bachelor of Arts with the degree of Bachelor of Laws (BA LLB);

the degree of Bachelor of Arts – Psychology with the degree of Bachelor of Laws (BA – Psych LLB);

the degree of Bachelor of Applied Finance with the degree of Bachelor of Laws (BAppFin LLB);

the degree of Bachelor of Business Administration with the degree of Bachelor of Laws (BBA LLB);

the degree of Bachelor of Commerce with the degree of Bachelor of Laws (BCom LLB);

the degree of Bachelor of Commerce – Accounting with the degree of Bachelor of Laws (BCom – Accg LLB);

the degree of Bachelor of Commerce – Actuarial Studies with the degree of Bachelor of Laws (BCom – Act Stud LLB);

the degree of Bachelor of Commerce – Marketing with the degree of Bachelor of Laws (BCom – Mktg LLB);

the degree of Bachelor of Economics with the degree of Bachelor of Laws (BEc LLB);

the degree of Bachelor of Environmental Science with the degree of Bachelor of Laws (BEnvSc LLB);

the degree of Bachelor of Environmental Management with the degree of Bachelor of Laws (BEnvMgmt LLB);

the degree of Bachelor of Information Systems with the degree of Bachelor of Laws (BIS LLB);

the degree of Bachelor of Information Technology with the degree of Bachelor of Laws (BIT LLB);

the degree of Bachelor of International Studies with the degree of Bachelor of Laws (BIntStud LLB);

the degree of Bachelor of Media with the degree of Bachelor of Laws (BMedia LLB);

the degree of Bachelor of Science with the degree of Bachelor of Laws (BSc LLB);

the degree of Bachelor of Science – Psychology with the degree of Bachelor of Laws (BSc – Psych LLB);

the degree of Bachelor of Social Science with the degree of Bachelor of Laws (BSocSc LLB);

the degree of Bachelor of Science with the Diploma of Chemistry in Industry (BSc DipChemInd);

the honours degree of Bachelor of Ancient History (BAncHist (Hons));

the honours degree of Bachelor of Arts (BA (Hons));

the honours degree of Bachelor of Arts – Psychology (BA – Psych (Hons));

the honours degree of Bachelor of Applied Finance (BAppFin (Hons));

the honours degree of Bachelor of Business Administration (BBA (Hons));

the honours degree of Bachelor of Commerce (BCom (Hons));

the honours degree of Bachelor of Commerce – Accounting (BCom – Accg (Hons));

the honours degree of Bachelor of Commerce – Actuarial Studies (BCom – Act Stud (Hons));

the honours degree of Bachelor of Commerce – Marketing (BCom – Mktg (Hons));

the honours degree of Bachelor of Computer Science (BCS (Hons));

the honours degree of Bachelor of Computing and Information Systems (BCIS (Hons));

the honours degree of Bachelor of Creative Arts – (BCA (Hons));

the honours degree of Bachelor of Economics (BEc (Hons));

the honours degree of Bachelor of Education (Early Childhood Education) (BEc (ECE) (Hons));

the honours degree of Bachelor of Environmental Management (BEnvMgmt (Hons));

the honours degree of Bachelor of Environmental Science (BEnvSc (Hons));

the honours degree of Bachelor of Health (BHlth (Hons));

the honours degree of Bachelor of Marine Science (BMarSc (Hons));

the honours degree of Bachelor of Media (BMedia (Hons));

the honours degree of Bachelor of Medical Sciences (BMedScs (Hons));

the honours degree of Bachelor of Optical Technology (BOptTech (Hons));

the honours degree of Bachelor of Psychology (BPsych (Hons));

the honours degree of Bachelor of Science (BSc (Hons));

the honours degree of Bachelor of Science – Psychology (BSc – Psych (Hons));

the honours degree of Bachelor of Social Science (BSocSc (Hons));

the honours degree of Bachelor of Speech and Hearing Sciences (BSpHearingSc (Hons));

the honours degree of Bachelor of Technology (Analytical Chemistry) (BTech (Hons) (Analytical Chemistry));

the honours degree of Bachelor of Technology (Atmospheric Science) (BTech (Hons) (AtmosSc));

the honours degree of Bachelor of Technology (Biotechnology) (BTech (Hons) (Biotech));

the honours degree of Bachelor of Technology (Environmental Geochemistry) (BTech (Hons) (EnvGeo));

the honours degree of Bachelor of Technology (Exploration Geoscience) (BTech (Hons) (ExpGeo));

the honours degree of Bachelor of Technology (Information and Communications Systems) (BTech (Hons) (ICSys));

the honours degree of Bachelor of Technology (Optoelectronics) (BTech (Hons) (Optoe));

the honours degree of Bachelor of Arts with the Diploma of Education (BA (Hons) DipEd);

the honours degree of Bachelor of Arts – Psychology with the Diploma of Education (BA – Psych (Hons) DipEd);

the honours degree of Bachelor of Business Administration with the Diploma of Education (BBA (Hons) DipEd);

the honours degree of Bachelor of Commerce with the Diploma of Education (BCom (Hons) DipEd);

the honours degree of Bachelor of Commerce – Accounting with the Diploma of Education (BCom – Accg (Hons) DipEd);

the honours degree of Bachelor of Economics with the Diploma of Education (BEc (Hons) DipEd);

the honours degree of Bachelor of Science with the Diploma of Education (BSc (Hons) DipEd);

the honours degree of Bachelor of Science – Psychology with the Diploma of Education (BSc – Psych (Hons) DipEd);

the honours degree of Bachelor of Arts with the degree of Bachelor of Laws (BA (Hons) LLB);

the honours degree of Bachelor of Arts – Psychology with the degree of Bachelor of Laws (BA – Psych (Hons) LLB);

the honours degree of Bachelor of Business Administration with the degree of Bachelor of Laws (BBA (Hons) LLB);

the honours degree of Bachelor of Commerce with the degree of Bachelor of Laws (BCom (Hons) LLB);

the honours degree of Bachelor of Commerce – Accounting with the degree of Bachelor of Laws (BCom – Accg (Hons) LLB);

the honours degree of Bachelor of Commerce – Actuarial Studies with the degree of Bachelor of Laws (BCom – Act Stud (Hons) LLB);

the honours degree of Bachelor of Commerce – Marketing with the degree of Bachelor of Laws (BCom – Mktg (Hons) LLB);

the honours degree of Bachelor of Economics with the degree of Bachelor of Laws (BEc (Hons) LLB);

the honours degree of Bachelor of Media with the degree of Bachelor of Laws (BMedia (Hons) LLB);

the honours degree of Bachelor of Science with the degree of Bachelor of Laws (BSc (Hons) LLB);

the honours degree of Bachelor of Science – Psychology with the degree of Bachelor of Laws (BSc – Psych (Hons) LLB);

the honours degree of Bachelor of Science with the Diploma of Chemistry in Industry (BSc (Hons) DipChemInd).

(2) In no case shall any of the awards be conferred more than once on the same candidate.

(3) Where, under these Rules, a candidate has qualified for more than one of the awards referred to in Rule 1(1), the candidate shall elect only one of such awards to be conferred.

(4) A candidate who holds a Bachelor Degree or an Honours Bachelor Degree may, upon subsequent completion of the requirements for a combined award with that Bachelor Degree or Honours Bachelor Degree, elect to have the Diploma of Education, the Diploma of Chemistry in Industry or the Degree of Bachelor of Laws, as the case may be, conferred separately.

(5) To qualify for an award referred to in Rule 1(1), a candidate must complete a Program of Study approved by the Academic Senate for that award, provided that the Academic Senate may determine the maximum number of credit points in which a candidate may enrol in one half year period.

## Registration

2. (1) In these Rules, unless otherwise stated or implied, a “designated” Dean of Division means the Dean of the Division which the Deputy Vice-

Chancellor (Academic) has determined pursuant to Rule 2(2).

(2) A candidate shall be enrolled for an award referred to in Rule 1(1) and shall be registered in a Division of the University as determined by the Deputy Vice-Chancellor (Academic).

(3) A candidate may, under conditions determined by the Academic Senate, change the award for which they are enrolled.

(4)(a) Where a candidate is enrolled in nine or more credit points in a study period, the candidate shall be designated as a full-time student;

(b) Where a candidate is enrolled in less than nine credit points in a study period, the candidate shall be designated as a part-time student;

(c) Where a candidate’s total enrolment is in units which are classified external, that candidate shall be designated as an external student.

## Schedules to the Rules

3. (1) The Academic Senate prescribes a Schedule of General Requirements for the awards specified in these Rules.

(2) The Academic Senate prescribes a Schedule of Programs of Study approved for candidates seeking to qualify for an award under these Rules.

(3) The Academic Senate prescribes a Schedule of Undergraduate Units approved as qualifying under these Rules.

## Programs of Study

4. (1) A candidate shall select a Program of Study approved by Academic Senate pursuant to Rule 3(2) for the award for which the candidate is enrolled, and shall enrol in units to complete that Program.

(2) Unless determined otherwise by resolution of Academic Senate:

(a) a candidate’s selection of an approved Program of Study and enrolment in units to complete that Program of Study will require the approval of the designated Dean of Division, or where the Academic Senate has so determined, the Dean of another Division;

(b) any subsequent change to a candidate’s enrolment will require the approval of the designated Dean of Division, or where the Academic Senate has so determined, the Dean of another Division.

(3) A candidate who wishes to add an internal unit may do so only in the first two weeks of the study period. A candidate who wishes to add an external unit may do so only in the first week of the study period. No approval is required to add a unit within these time periods.

## Honours Degrees

5. A candidate for an Honours degree shall meet the requirements for candidature as determined by the Academic Senate and shall undertake and satisfactorily complete an approved program of study.

## Prerequisite Studies

6. (1) A candidate may not enrol in a unit unless the conditions for enrolment therein specified in the Schedule of Units of Study are satisfied or the Dean of the Division providing the unit has granted permission for enrolment.

(2) A candidate who has enrolled in a unit in breach of Rule 6(1) shall nevertheless be treated as a candidate enrolled in that unit for the purposes of Rules 11 and 12.

## Work Required to Gain Credit Points

7. (1) The determination whether a candidate has completed satisfactorily a unit is made by the Academic Senate on the recommendation of the Dean of the Division in which the unit is offered.

(2) In order to complete a unit satisfactorily and to gain the number of credit points specified for that unit a candidate shall:

- (a) attend such classes;
- (b) complete such essays, exercises and practical work and sit for such tests and examinations; and
- (c) reach a satisfactory level of achievement in such essays, exercises, practical work, tests and examinations as may be determined by the Dean of the Division in which the unit is provided.

(3) Where a candidate is prevented by unavoidable disruption from satisfying the requirements of Rule 7(1), where this relates to a supplementary examination for the unit the candidate shall report the circumstances in writing (supported by a medical certificate or other proper evidence) by no later than 7 days after the examination to the Registrar, and the Dean of the Division in which the unit is provided may take into account such disruption when assessing the candidate's performance.

(4) Unavoidable disruption to studies is defined as resulting from an event or set of circumstances which:

- (a) could not have reasonably been anticipated, avoided or guarded against by the student and
- (b) was beyond the student's control and
- (c) caused substantial disruption to the student's capacity for effective study and/or the completion of required work and
- (d) interfered with the otherwise satisfactory fulfillment of unit or course requirements.

## Examinations

8. Examinations for a unit are conducted by such means as the Dean of the Division in which the unit is offered determines.

9. (1) Where a candidate:

- (a) is prevented by unavoidable disruption from attending an examination in a unit offered by the University, or
- (b) immediately prior to an examination was affected by unavoidable disruption which the candidate believes seriously prejudiced the performance at the examination, or
- (c) is to a substantial degree affected by unavoidable disruption during the course of an examination, and either during or imme-

diately after the examination reports the fact to the supervisor in charge the candidate may as soon as practicable after such examination, and in any case not later than the day following the final day of the examination period, as notified in the examination timetable (or within such further time as the Registrar may in special cases permit), report the circumstances in writing (supported by a medical certificate or other proper evidence) to the Registrar and request that they be taken into account when assessing the result of such examination. Where such candidate is personally unable to take the action required in such case by this Rule, some other person may take such action on the candidate's behalf.

(2) The Academic Senate, on the recommendation of the Dean of the Division in which the unit is provided (made after consideration of a request and supporting evidence submitted pursuant to Rule 9(1)), may in its discretion permit the candidate to sit for a special examination. A special examination shall be conducted by such means and on such date as determined by the Dean of Division, provided that the examination must be held not later than six weeks after the notification of examination results for the study period. In special circumstances, the Academic Senate, on the recommendation of the Dean of Division, may determine a later date but before the commencement of the next succeeding regular examination period.

## Grades

10. (1) A candidate's grade for a unit offered by the University is determined upon an assessment of performance in required coursework and/or examinations. In deciding the grade, due weight is given to the level at which the unit is offered.

(2) The grade of a candidate is recorded as follows:

*HD High Distinction* denotes performance which meets all unit objectives in such an exceptional way and with such marked excellence that it deserves the highest level of recognition

*D Distinction* denotes performance which clearly deserves a very high level of recognition as an excellent achievement in the unit

*Cr Credit* denotes performance which is substantially better than would normally be expected of competent students in the unit

*P Pass* denotes performance which satisfies unit objectives

*PC Conceded Pass* denotes performance which meets unit objectives only marginally

*F Fail* denotes performance which does not meet unit objectives

(3) After considering the recommendation of the Dean of the Division in which a unit is offered and having regard to the subject matter of the unit and to

the method of teaching it, the Academic Senate may determine that the grades specified in Rule 10(2) are not appropriate to that unit. In this case, the grade of a candidate is recorded as follows:

*Satisfactory (S)* which indicates that, subject to Rule 7(1), the candidate has completed the unit satisfactorily; or

*Fail (F)* which indicates that the candidate has failed to complete the unit satisfactorily.

(4) Where a candidate has undertaken a unit at another tertiary institution as part of the course, the grade for the candidate shall be recorded as follows:

*Satisfactory (S)* which indicates that the candidate has completed the unit satisfactorily; or

*Fail (F)* which indicates that the candidate has failed to complete the unit satisfactorily.

(5) The Academic Senate may determine the range of scaled marks which apply to the grades referred to above.

(6) Once a grade has been determined by the Academic Senate it shall not be changed except:

(a) following an appeal by the student pursuant to the provisions set down by the Academic Senate; or

(b) in exceptional circumstances, a change is approved by the Deputy Vice-Chancellor (Academic) on behalf of the Academic Senate or the Dean of the Division in which the unit is offered, provided that the application for a change is submitted to the Registrar not later than six weeks after the notification of examination results for the study period; or in exceptional circumstances, the Deputy Vice-Chancellor (Academic) may approve on behalf of the Academic Senate an application submitted at a later date but before the commencement of the next succeeding examination period.

(7) Unless the Academic Senate otherwise determines,

(a) a candidate who has completed satisfactorily the approved units for an Honours Degree may be awarded Honours Class I, Honours Class II Division 1, Honours Class II Division 2, Honours Class III;

(b) a candidate who has, to the satisfaction of the Academic Senate, completed a program of study for the degree of Bachelor of Laws with outstanding merit may be awarded that degree with First Class or Second Class Honours;

(c) a candidate who has, to the satisfaction of the Academic Senate, completed the program of study for the degree of Bachelor of Legal Studies with outstanding merit may be awarded that degree with First or Second Class Honours.

(d) a candidate who has, to the satisfaction of the Academic Senate, completed a program of study for the degree of Bachelor of Engineering with outstanding merit may be awarded that degree with Honours Class I, Honours Class II Division 1 or Honours Class II Division 2.

## Non-compliance With Unit Requirements

11. (1) If a candidate has not complied with the requirements of Rule 7 relating to a particular unit the candidate may be excluded by the Dean of the Division in which the unit is provided from further participation in and from attendance at any examination for that unit. A candidate who is excluded, under this Rule, is deemed to have failed the unit.

(2) Where, notwithstanding a candidate's failure to comply with the requirements, the candidate is not excluded, the Academic Senate may, on the recommendation of the Dean of the Division in which the unit is provided, permit the candidate to meet the requirements for its satisfactory completion by such date as determined by the Dean of Division: provided that such date must be not later than 30 August in the same year for first-half year units and 30 January in the succeeding year for second-half year and full-year units. In special circumstances, the Academic Senate, on the recommendation of the Dean of Division, may determine a later date but before the commencement of the next succeeding regular examination period.

## Discontinuance of Studies

12. (1) Where a candidate is permitted to change the enrolment in units of study pursuant to Rule 4(2)(b) following application in writing to the Registrar and such change includes discontinuance of a unit or units offered by the University, or where a candidate discontinues all the units enrolled:

(a) the candidate is deemed not to have been effectively enrolled in a unit if they discontinue before the unit census date;

(b) the candidate is deemed to have withdrawn from a unit if the candidate discontinues after the unit census date but

(i) for units offered in University vacation periods, no later than seven days after the unit census date; and

(ii) for all other units, no later than four weeks after the unit census date. In such cases, the candidate's record is endorsed with the letter "W" denoting "Withdrawn".

(c) the candidate is deemed to have failed in any unit where the candidate's discontinuance is other than as provided in clauses (a) or (b) in Rule 12(1). In such cases the candidate's record is endorsed with the letter "F" denoting "Failed". If a candidate claims that such discontinuance is due to unavoidable disruption, the candidate may report the circumstances in writing (supported by a medical certificate or other proper evidence) to the Registrar, where-

upon the Dean of the Division providing any unit which the candidate has discontinued may determine that the candidate be not recorded as having failed in the unit and the candidate's record is endorsed with the letter "W" denoting "Withdrawn".

(2) Subject to Rule 12(1), if a candidate has discontinued all the units in the course the candidate is not permitted to enrol again except with the permission of the Academic Senate.

(3) A candidate whose record in a unit has been endorsed with the letter "W" or the grade "F" may, if the candidate has not been excluded therefrom pursuant to Rule 14, re-enrol in such unit in a later year provided that such enrolment is subject to the provision of Rule 4, including any limitation imposed upon the enrolment in that unit. A candidate re-enrolling shall not receive credit for any work previously performed in that unit.

(4) For the purposes of this Rule:

(a) a candidate may be deemed by the Registrar to have discontinued:

(i) all the units in the program of study if the candidate fails to confirm enrolment by the date specified by the Registrar;

(ii) any unit, if, in the opinion of the Dean of the Division providing the unit, the candidate has abandoned that unit;

(b) the effective date of discontinuance of a unit is the date of receipt by the Registrar of written notification from the candidate, provided that in special cases the Registrar may determine a different date.

(i) Where a candidate discontinues a unit which was being undertaken at another tertiary institution as part of the program of study the candidate's record is endorsed as follows:

F denoting "Failed" if the candidate is deemed to have failed the unit by that institution; or,

W denoting "Withdrawn" if the candidate is deemed not to have failed the unit by that institution; provided that if the candidate is deemed not to have been effectively enrolled in the unit by that institution, the unit is deleted from the candidate's record.

## Exclusion From Enrolment

13. (1) A candidate who is taking an unduly long time to complete a course may be excluded from further enrolment in any units. For the purpose of this Rule, an unduly long time will be regarded as 10 years of effective enrolment.

(2) A candidate who fails to meet the required minimum rate of progress in a program of study is excluded from further enrolment with an appeal process as outlined in Bachelor Degree Rule 15.

For the purpose of this rule, minimum rate of progress is considered to be unsatisfactory at the end of an academic year if the student has attempted at least 36 credit points after 1 January 2006 with an overall Grade Point Average (GPA) of less than 1.0 and in the year under consideration has a GPA of less than 1.0.

14. (1) A student who commenced candidature after 1 January 1987 for the degree of Bachelor of Legal Studies, the degree of Bachelor of Laws, or for a combined award including the Bachelor of Laws and who has failed to complete a unit prescribed by Academic Senate to be completed for this degree, after having been enrolled therein twice, is excluded from further enrolment in any units for the degree of Bachelor of Legal Studies or for the degree of Bachelor of Laws.

(2) A student

(a) who commenced candidature after 1 January 2000 for one of the following degrees

All Bachelor degrees with the Diploma of Education

Bachelor of Education (Primary)

Bachelor of Education (Secondary)

Bachelor of Education (Early Childhood Education); or

(b) who commenced candidature after 1 January 2001 for the degree of Bachelor of Teaching (Early Childhood Services) or for the degree Bachelor of Teaching (Early Childhood Education: Birth to School Age) and who has failed to complete a unit offered by the Division of Early Childhood and Education after having been enrolled therein twice because of a failure in the practicum component of that unit, (these units are listed in the schedule of prescribed practicum units for the degrees listed above) is excluded from the degrees listed in Rule 14(2) and the Graduate Diploma in Education and the Graduate Diploma in Early Childhood Education.

(3) A student who commenced candidature after 1 January 2001 in the Bachelor of Chiropractic Science degree who has failed to complete a unit prescribed for that degree (These units are listed in the schedule of prescribed units for the degree) after having been enrolled therein twice is excluded from the Bachelor of Chiropractic Science degree program.

(4) A student who commenced candidature after 1 January 2005 for the Bachelor of Commerce–Accounting degree or for a combined degree award or double degree award including the Bachelor of Commerce–Accounting degree who has failed to complete ACCG200, ACCG201, ACCG250, ACCG251 or ACCG253 after having been enrolled therein twice is excluded from the Bachelor of Commerce–Accounting degree or the combined degree award or the double degree award including the Bachelor of Commerce–Accounting degree.

(5) A student

(a) who is excluded pursuant to Rule 14 will be permitted to apply for internal transfer to any other undergraduate program for which they are eligible or to be considered for admission to any other undergraduate program after making application through the Universities Admission Centre;

(b) who is excluded pursuant to Rule 14 because of double failure in a prescribed unit and who was enrolled in a combined award or double degree program will be

permitted to continue that part of the program of study that is not affected by the double failure in a prescribed unit as specified in the Bachelor Degree Rules or to be considered for admission to any other undergraduate program after making application through the Universities Admission Centre.

## Appeals

15. (1) A candidate who is excluded pursuant to Rule 13 or Rule 14 may appeal to the Academic Senate. The appeal is to be submitted in writing to the Registrar no later than the date specified by the Registrar.

(2) The Academic Senate shall establish the Academic Appeals Committee which may dismiss the appeal, determine that the candidate may apply for permission to re-enrol after the expiration of one calendar year, or permit the candidate to re-enrol, and may impose conditions upon such re-enrolment.

(3) A candidate excluded pursuant to Rule 13 or Rule 14 may apply to re-enrol after the expiration of two calendar years following such exclusion, or after the expiration of one calendar year if so determined pursuant to Rule 15. Any application for permission to re-enrol after the expiration of the period of exclusion shall be determined by the Academic Senate. Any applicant who is refused permission to enrol again pursuant to Rule 15 may appeal to the Academic Appeals Committee which may determine the matter as it thinks fit.

## Enrolled in a Unit for the Third Time

16. (1) Except as provided in Rule 14, a candidate who has twice had a grade recorded for a unit offered by the University pursuant to Rule 10 may not enrol again in that unit, except with the prior permission of the Dean of the Division.

(2) The Academic Senate may determine whether a Division is exempt from the application of Rule 16(1).

(3) A candidate not permitted to enrol again in a unit may appeal to the Academic Appeals Committee which may determine the matter as it thinks fit.

## Credit for Previous Study

17. (1) Where a candidate has qualified for a degree, diploma or certificate of the University or of any other university or other tertiary institution or undertakes one or more units at another tertiary institution, other than as part of a program of study pursuant to Rule 4, the candidate may be granted such credit as may be determined by the Academic Senate.

(2) A student who was not a candidate for an award and who successfully completed one or more units from the Schedule of Units of Study may, with the approval of the Academic Senate, be permitted to count that unit or units should the student be subsequently accepted as a candidate under these Rules.

## Not to Count for Credit

18. (1) A candidate may not count for credit towards any award under these Rules the credit points of a

unit if the candidate has already successfully completed a unit designated by the same unit code in the Schedule of Undergraduate Units.

(2) Except with the approval of the Academic Senate, on the recommendation of the Dean of the Division concerned, a candidate may not count for credit towards any award under these rules the credit points in respect of a unit:

(a) if the candidate has successfully completed and is counting for credit another unit designated in the Schedule of Units of Study as not to count for credit with that unit; or

(b) if the candidate has been granted credit pursuant to Rule 17 for one or more units in a program of study at another tertiary institution, and has successfully completed in that program a unit which, in the opinion of the Dean of the Division concerned, is a similar unit; or

(c) where that unit is a 100-level unit and is designated by the Dean of the Division concerned as an elementary or bridging unit, if the candidate has successfully completed, at any university or other tertiary institution or at Year 12 standard in a secondary school, a unit which, in the opinion of the Dean of the Division concerned, is a similar unit.

(3) If two or more units are designated in the Schedule of Units of Study as not to count for credit with each other, a student may include no more than one of these units in a program of study.

## University Medal

19. The Academic Senate, on the recommendation of the designated Dean of the Division concerned, may award a University Medal to a candidate who has obtained an honours degree of bachelor, or a degree of bachelor with honours, with Honours Class I and has shown exceptional academic achievement.

## Saving Clause

20. The Deputy Vice-Chancellor (Academic) may, in extreme and unusual circumstances and on the recommendation of the designated Dean of the Division concerned, determine that an endorsement of W be recorded for a unit under circumstances other than those specified in Rule 12.

21. Notwithstanding anything to the contrary herein contained, the Academic Senate may, in any exceptional case in which it may deem it appropriate to do so, dispense with or suspend any requirements of or prescription by these rules. Any such action by the Academic Senate is to be reported forthwith to the Council.

## Deeming Provision

22. The Academic Senate may recommend the conferring of a degree of the University upon any person who has completed a course of studies in another tertiary institution which the Academic Senate, on the recommendation of the Deputy Vice-Chancellor (Academic), may from time to time deem to be the equivalent of a degree of this University.

23. The Undergraduate Studies Committee may declare that a candidate has completed the specified prescribed unit where other work completed by the candidate is deemed by the designated Dean of Division to be equivalent to the prescribed unit.

(2) Candidates who were enrolled prior to 1 January 2001 must satisfy the Bachelor Degree Rules as set out in the Handbook of Undergraduate Studies 2001 unless the Academic Senate has approved a transfer of candidature to the Rules which apply from 1 January 2001.

(3) Unless the Academic Senate determines otherwise, those candidates who have not met the requirements for the award of their degree by 31 December 2005 must meet the requirements of a Program of Study as set out in these Rules.

## Application of Rules

24. (1) These Rules shall apply from 1 January 2001 to new students enrolling for the first time in 2001 and subsequent years.

# GENERAL REQUIREMENTS FOR BACHELOR DEGREE AWARDS

## Schedule to the Bachelor Degree Rules

### Bachelor of Applied Finance (BAppFin)

<b>Requirements:</b>	1	Minimum number of credit points	68
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

### Bachelor of Applied Finance with the degree of Bachelor of Commerce – Accounting (BAppFin BCom – Accg)

<b>Requirements:</b>	1	Minimum number of credit points	96
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above designated in the Schedule of Undergraduate Units as commerce or economics units	30
	4	Completion of the requirements for the degree of Bachelor of Applied Finance	
	5	Completion of the requirements for the degree of Bachelor of Commerce - Accounting	
	6	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

### Bachelor of Applied Finance with the degree of Bachelor of Commerce – Actuarial Studies (BAppFin BCom – Act Stud)

<b>Requirements:</b>	1	Minimum number of credit points	96
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above designated in the Schedule of Undergraduate Units as commerce or economics units	30
	4	Completion of the requirements for the degree of Bachelor of Applied Finance	
	5	Completion of the requirements for the degree of Bachelor of Commerce - Actuarial Studies	
	6	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

### Bachelor of Applied Finance with the degree of Bachelor of Commerce – Marketing (BAppFin BCom – Mktg)

<b>Requirements:</b>	1	Minimum number of credit points	96
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above designated in the Schedule of Undergraduate Units as commerce or economics units	30
	4	Completion of the requirements for the degree of Bachelor of Applied Finance	
	5	Completion of the requirements for the degree of Bachelor of Commerce - Marketing	
	6	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Applied Finance with the degree of Bachelor of Economics (BAppFin BEc)**

<b>Requirements:</b>	1	Minimum number of credit points	96
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above designated in the Schedule of Undergraduate Units as commerce or economics units	30
	4	Completion of the requirements for the degree of Bachelor of Applied Finance	
	5	Completion of the requirements for the degree of Bachelor of Economics	
	6	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Arts (BA)**

<b>Requirements:</b>	1	Minimum number of credit points	68
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Arts – Psychology (BA – Psych)**

<b>Requirements:</b>	1	Minimum number of credit points	68
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Arts – Psychology with the degree of Bachelor of Health (BA – Psych BHlth)**

<b>Requirements:</b>	1	Minimum number of credit points	96
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	30
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Biotechnology (BBiotech)**

<b>Requirements:</b>	1	Minimum number of credit points	72
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Business Administration (BBA)**

<b>Requirements:</b>	1	Minimum number of credit points	72
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

**NB:** The General Requirements for this award have changed. For conditions prior to 2004 see the appropriate Handbook of Undergraduate Studies

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**Bachelor of Business Administration (International Studies) (BBA (International Studies))**

<b>Requirements:</b>	1	Minimum number of credit points	72
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	Minimum number of credit points required at 200 level or above in an approved overseas program	12
	5	Minimum number of credit points required at 300 level in an approved overseas program	9
	6	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

**NB:** The General Requirements for this award have changed. For conditions prior to 2004 see the appropriate Handbook of Undergraduate Studies

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**Bachelor of Business Administration with the degree of Bachelor of Arts (BBA BA)**

<b>Requirements:</b>	1	Minimum number of credit points	96
	2	Maximum number of credit points at 100 level	36
	3	Minimum number of credit points at 300 level or above	30
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Business Administration with the degree of Bachelor of Arts – Psychology (BBA BA – Psych)**

<b>Requirements:</b>	1	Minimum number of credit points	96
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	30
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Business Administration with the degree of Bachelor of Commerce – Accounting (BBA BCom – Accg)**

<b>Requirements:</b>	1	Minimum number of credit points	96
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	30
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Business Administration with the degree of Bachelor of Economics (BBA BEc)**

<b>Requirements:</b>	1	Minimum number of credit points	96
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	30
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Business Administration with the degree of Bachelor of Science (BBA BSc)\***

\*This degree is no longer available for new admissions

<b>Requirements:</b>	1	Minimum number of credit points	108
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points in units at 200 level or above designated in the Schedule of Undergraduate Units as science units	34
	4	Minimum number of credit points at 300 level or above	30
	5	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Business Administration with the degree of Bachelor of Computing and Information Systems (BBA BCIS)\***

\*This degree is no longer available for new admissions

<b>Requirements:</b>	1	Minimum number of credit points	96
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points in units at 200 level or above designated in the Schedule of Undergraduate Units as science units	34
	4	Minimum number of credit points at 300 level or above	30
	5	Minimum number of credit points in units at 300 level or above designated in the Schedule of Undergraduate Units as science units	18
	6	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Business Administration with the degree of Bachelor of Information Technology (BBA BIT)**

<b>Requirements:</b>	1	Minimum number of credit points	96
	2	Maximum number of credit points at 100 level	36
	3	Minimum number of credit points in units at 200 level or above designated in the Schedule of Undergraduate Units as science units	34
	4	Minimum number of credit points at 300 level or above	30

5	Minimum number of credit points in units at 300 level or above designated in the Schedule of Undergraduate Units as science units	18
6	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Business – Hospitality Management (BB – HM); Bachelor of Business – Event Management (BB – EM); Bachelor of Business – International Tourism (BB – IT)\***

\*These degrees are no longer available for new admissions

<b>Requirements:</b>	1	Completion of the Diploma of Hospitality Management, the Diploma in Event Management or the Diploma in Tourism Management, through the International College of Tourism and Hotel Management or the International College of Management, Sydney
	2	and completion of other specific requirements as set out in the Memorandum of Understanding between Macquarie University and the ICTHM

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**Bachelor of Business, Hospitality and Tourism (BBHT)\***

\*This degree is no longer available for new admissions

<b>Requirements:</b>	1	Completion of the Diploma of Hospitality Management through the International College of Tourism and Hotel Management or the International College of Management, Sydney
	2	and completion of other specific requirements as set out in the Memorandum of Understanding between Macquarie University and the ICTHM

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**Bachelor of Chiropractic Science (BChiroSc)**

<b>Requirements:</b>	1	Minimum number of credit points	72
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Commerce (BCom)**

<b>Requirements:</b>	1	Minimum number of credit points	68
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points in units at 300 level or above designated in the Schedule of Undergraduate Units as commerce or economics units	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Commerce – Accounting (BCom – Accg)**

<b>Requirements:</b>	1	Minimum number of credit points	68
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points in units at 300 level or above designated in the Schedule of Undergraduate Units as commerce or economics units	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Commerce – Actuarial Studies (BCom – Act Stud)**

<b>Requirements:</b>	1	Minimum number of credit points	68
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points in units at 300 level or above designated in the Schedule of Undergraduate Units as commerce or economics units	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Commerce – Accounting (BCom – Accg) with the degree of Bachelor of Commerce – Actuarial Studies (BCom – Accg BCom – ActStud)**

<b>Requirements:</b>	1	Minimum number of credit points	96
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points in units at 300 level or above designated in the Schedule of Undergraduate Units as commerce or economics units	30

4. Completion of the requirements for the degree of Bachelor of Commerce – Accounting
5. Completion of the requirements for the degree of Bachelor of Commerce – Actuarial Studies
6. and completion of other specific requirements as set out in the Schedule of Undergraduate Programs

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#### **Bachelor of Commerce – Marketing (BCom – Mktg)**

<b>Requirements:</b>	1	Minimum number of credit points	68
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points in units at 300 level or above designated in the Schedule of Undergraduate Units as commerce or economics units	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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#### **Bachelor of Commerce – Actuarial Studies with the degree of Bachelor of Economics (BCom – Act Stud BEc)**

<b>Requirements:</b>	1	Minimum number of credit points	96
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points in units at 300 level or above designated in the Schedule of Undergraduate Units as commerce or economics units	30
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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#### **Bachelor of Commerce – Actuarial Studies with the degree of Bachelor of Science (BCom – Act Stud BSc)**

<b>Requirements:</b>	1	Minimum number of credit points	96
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points in units at 200 level or above designated in the Schedule of Undergraduate Units as science units	34
	4	Minimum number of credit points in units at 300 level or above designated in the Schedule of Undergraduate Units as science units	18
	5	Minimum number of credit points in units at 300 level or above designated in the Schedule of Undergraduate Units as commerce or economics units	18
	6	Minimum number of credit points in units at 300 level or above designated in the Schedule of Undergraduate Units as commerce or science units	30
	7	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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#### **Bachelor of Community Management (BCM)**

<b>Requirements:</b>	1	Minimum number of credit points	72
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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#### **Bachelor of Computer Science (BCS)**

<b>Requirements:</b>	1	Minimum number of credit points	72
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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#### **Bachelor of Computing and Information Systems (BCIS)\***

\*This degree is no longer available for new admissions

<b>Requirements:</b>	1	Minimum number of credit points	68
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points in units at 200 level or above designated in the Schedule of Undergraduate Units as science units	34
	4	Minimum number of credit points at 300 level or above	18

- 5 and completion of other specific requirements as set out in the Schedule of Undergraduate Programs

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**Bachelor of Creative Arts (BCA)**

<b>Requirements:</b>	1	Minimum number of credit points	72
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Creative Arts (International) (BCA (International))**

<b>Requirements:</b>	1	Minimum number of credit points	72
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of eBusiness (BeBus)**

<b>Requirements:</b>	1	Minimum number of credit points	72
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Economics (BEc)**

<b>Requirements:</b>	1	Minimum number of credit points	68
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 200 level or above in units with the code ECON	12
	4	Minimum number of credit points in units at 300 level or above designated in the Schedule of Undergraduate Units as commerce or economics units	18
	5	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Education (Early Childhood) (BEd (EC))\***

\*This degree is no longer available for new admissions

Candidates enrolled for this degree or for the degree of Bachelor of Teaching (Early Childhood) prior to 1 January 1998 may qualify for the degree of Bachelor of Education (Early Childhood) under this rule until 31 December 2006.

<b>Requirements:</b>	1	Minimum number of credit points	96
	2	Completion of the requirements for the degree of Bachelor of Teaching (Early Childhood)	
	3	Minimum number of credit points in units offered by the Institute of Early Childhood at 300 level or above	43
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Education (Early Childhood Education) (BEd (ECE))**

<b>Requirements:</b>	1	Minimum number of credit points	96
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points in units offered by the Institute of Early Childhood	84
	4	Minimum number of credit points in units offered by the Institute of Early Childhood at 300 level or above	27
	5	Minimum number of credit points in units not offered by the Institute of Early Childhood	6
	6	Minimum number of credit points in units offered anywhere in the University other than units with the prefixes ECE, ECED, ECGP, ECPR, ECH, ECHP, ECHH	12
	7	Minimum number of credit points in units offered anywhere in the University other than units with the prefixes ECE, ECED, ECGP, ECPR, ECH, ECHP, ECHH, at 200 level or above	6

- 8 and completion of other specific requirements as set out in the Schedule of Undergraduate Programs

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### **Bachelor of Education (Primary) (BEd (Prim))**

<b>Requirements:</b>	1	Hold a Bachelor degree of Macquarie University or of any other recognised university or tertiary institution	
	2	Minimum number of credit points	68
	3	Maximum number of credit points at 100 level	30
	4	Minimum number of credit points at 300 level or above	18
	5	Minimum number of credit points in units offered by the School of Education	36
	6	Minimum number of credit points in units with an EDUC prefix	15
	7	Minimum number of credit points in units with a TEP prefix	16
	8	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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### **Bachelor of Education (Secondary) (BEd (Sec))**

<b>Requirements:</b>	1	Hold a Bachelor degree of Macquarie University or of any other recognised university or tertiary institution	
	2	Minimum number of credit points	68
	3	Maximum number of credit points at 100 level	30
	4	Minimum number of credit points at 300 level or above	18
	5	Minimum number of credit points in units offered by the School of Education	36
	6	Minimum number of credit points in units with an EDUC prefix	15
	7	Minimum number of credit points in units with a TEP prefix	16
	8	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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### **Bachelor of Engineering (BE)**

<b>Requirements:</b>	1	Minimum number of credit points	96
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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### **Bachelor of Engineering (Telecommunications) (BE (Telecomm))\***

\*This degree is no longer available for new admissions

<b>Requirements:</b>	1	Minimum number of credit points	96
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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### **Bachelor of Environmental Science (BEnvSc)**

<b>Requirements:</b>	1	Minimum number of credit points	68
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points points in units at 200 level or above designated in the Schedule of Undergraduate Units as science units	34
	4	Minimum number of credit points in units at 300 level or above designated in the Schedule of Undergraduate Units as science units	18
	5	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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### **Bachelor of Environmental Management (BEnvMgmt)**

<b>Requirements:</b>	1	Minimum number of credit points	68
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points in units at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Health (BHlth)**

<b>Requirements:</b>	1	Minimum number of credit points	68
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Human Resource Management (BHRM)**

<b>Requirements:</b>	1	Minimum number of credit points	72
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Information Systems (BIS)**

<b>Requirements:</b>	1	Minimum number of credit points	72
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Information Technology (BIT)**

<b>Requirements:</b>	1	Minimum number of credit points	72
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points points in units at 200 level or above designated in the Schedule of Undergraduate Units as science units	34
	4	Minimum number of credit points in units at 300 level or above	18
	5	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of International Business (BIntBus)**

<b>Requirements:</b>	1	Minimum number of credit points	68
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of International Communication (BIntCom)**

<b>Requirements:</b>	1	Minimum number of credit points	68
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points in units at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of International Studies (BIntStud)**

<b>Requirements:</b>	1	Minimum number of credit points	68
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Laws (LLB)**

<b>Requirements:</b>	1	Minimum number of credit points	74
	2	Minimum number of credit points in units with the prefix LAW	74
	3	Maximum number of credit points at 100 level	30
	4	Minimum number of credit points at 300 level or above	18
	5	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Legal Studies (BLegS)\***

\*This degree is no longer available for new admissions

Candidates enrolled for this degree prior to 1 January 1996 may qualify for the degree of Bachelor of Legal Studies under this rule until 31 December 2004.

<b>Requirements:</b>	1	Minimum number of credit points	68
	2	Minimum number of credit points in units with the prefix LAW	60
	3	Minimum number of credit points in units with a non-LAW prefix	8
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Marine Science (BMarSc)**

<b>Requirements:</b>	1	Minimum number of credit points	68
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points in units at 200 level or above designated in the Schedule of Undergraduate Units as science units	34
	4	Minimum number of credit points in units at 300 level or above designated in the Schedule of Undergraduate Units as science units	18
	5	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Media (BMedia)**

<b>Requirements:</b>	1	Minimum number of credit points	68
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Medical Sciences (BMedScs)**

<b>Requirements:</b>	1	Minimum number of credit points in units designated in the Schedule of Undergraduate Units as approved for this degree	72
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Music and Media Studies (BMusMediaStud)\***

\*This degree is no longer available for new admissions

<b>Requirements:</b>	1	Minimum number of credit points	72
	2	Minimum number of credit points through completion of the Diploma in Music (Contemporary), JMC Academy	36
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Optical Technology (BOptTech)**

<b>Requirements:</b>	1.	Minimum number of credit points	72
	2.	Maximum number of credit points at 100 level	30
	3.	Minimum number of credit points at 300 level or above	30
	4.	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Science (BSc)**

<b>Requirements:</b>	1	Minimum number of credit points	68
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points in units at 200 level or above designated in the Schedule of Undergraduate Units as science units	34
	4	Minimum number of credit points in units at 300 level or above designated in the Schedule of Undergraduate Units as science units	18
	5	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Science with the degree of Bachelor of Arts (BSc BA)**

<b>Requirements:</b>	1	Minimum number of credit points	96
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above (18 credit points of which must be in science units)	36
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Science – Psychology (BSc – Psych)**

<b>Requirements:</b>	1	Minimum number of credit points	68
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points in units at 200 level or above designated in the Schedule of Undergraduate Units as science units	34
	4	Minimum number of credit points in units at 300 level or above designated in the Schedule of Undergraduate Units as science units	18
	5	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Science – Psychology with the degree Bachelor of Health (BSc – Psych BHlth)**

<b>Requirements:</b>	1	Minimum number of credit points	96
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points in units at 200 level or above designated in the Schedule of Undergraduate Units as science units	34
	4	Minimum number of credit points at 300 level or above	30
	5	Minimum number of credit points in units at 300 level or above designated in the Schedule of Undergraduate Units as science units	18
	6	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Social Science (BSocSc)**

<b>Requirements:</b>	1	Minimum number of credit points	68
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above designated in the Schedule of Undergraduate Units as social science units	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Speech and Hearing Sciences (BSpHearingSc)**

<b>Requirements:</b>	1	Minimum number of credit points	72
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Teaching (Early Childhood) (BTeach(EC))\***

\*This degree is no longer available for new admissions

Candidates enrolled for this degree or for the degree of Bachelor of Education (Early Childhood) prior to 1 January 1996 may qualify for the degree of Bachelor of Teaching (Early Childhood) under this rule until 31 December 2004.

<b>Requirements:</b>	1	Minimum number of credit points	72
	2	Minimum number of credit points at 200 level or above in units with the prefix ECE	30
	3	Minimum number of credit points at 300 level or above in units with the code ECE	14
	4	Minimum number of credit points in units with the code ECGP, of which at least 5 at 300 level or above	16
	5	Minimum number of credit points in units with the code ECLS or ECHL, of which at least 6 at 200 level or above	12
	6	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Teaching (Early Childhood Services) (BTeach (ECS))**

<b>Requirements:</b>	1	Minimum number of credit points	68
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Technology (Atmospheric Science) (BTech (AtmosSc))\***

\*This degree is no longer available for new admissions

<b>Requirements:</b>	1	Minimum number of credit points in units designated in the Schedule of Undergraduate Units as technology units	72
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Technology (Biotechnology) (BTech (Biotech))\***

\*This degree is no longer available for new admissions

<b>Requirements:</b>	1	Minimum number of credit points in units designated in the Schedule of Undergraduate Units as technology units	72
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Technology (Environmental Geochemistry) (BTech (EnvGeo))\***

\*This degree is no longer available for new admissions

<b>Requirements:</b>	1	Minimum number of credit points in units designated in the Schedule of Undergraduate Units as technology units	72
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Technology (Exploration Geoscience) (BTech (Exp Geo))\***

\*This degree is no longer available for new admissions

<b>Requirements:</b>	1	Minimum number of credit points in units designated in the Schedule of Undergraduate Units as technology units	72
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Technology (Information and Communications Systems) (BTech (ICSys))\***

\*This degree is no longer available for new admissions

<b>Requirements:</b>	1	Minimum number of credit points in units designated in the Schedule of Undergraduate Units as technology units	72
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Technology (Optoelectronics) (BTech (Optoe!))\***

\*This degree is no longer available for new admissions

<b>Requirements:</b>	1	Minimum number of credit points in units designated in the Schedule of Undergraduate Units as technology units	72
	2	Maximum number of credit points at 100 level	30

3	Minimum number of credit points at 300 level or above	18
4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Technology (Telecommunications) (BTech (Tele))**

<b>Requirements:</b>	1	Minimum number of credit points	72
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	18
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Honours degree of Bachelor of Arts (BA(Hons))**

**Honours degree of Bachelor of Arts – Psychology (BA – Psych(Hons))**

**Honours degree of Bachelor of Applied Finance (BAppFin(Hons))**

**Honours degree of Bachelor of Business Administration (BBA (Hons))**

**Honours degree of Bachelor of Commerce (BCom (Hons))**

**Honours degree of Bachelor of Commerce – Accounting (BCom – Accg (Hons))**

**Honours degree of Bachelor of Commerce – Actuarial Studies (BCom – Act Stud (Hons))**

**Honours degree of Bachelor of Commerce – Marketing (BCom – Mktg (Hons))**

**Honours degree of Bachelor of Computer Science (BCS (Hons))**

**Honours degree of Bachelor of Computing and Informations Systems (BCIS (Hons))**

**Honours degree of Bachelor of Creative Arts (BCA (Hons))**

**Honours degree of Bachelor of Economics (BEc (Hons))**

**Honours degree of Bachelor of Environmental Management (BEnvMgmt (Hons))**

**Honours degree of Bachelor of Environmental Science (BEnvSc (Hons))**

**Honours degree of Bachelor of Health (BHlth (Hons))**

**Honours degree of Bachelor of Information Systems (BIS (Hons))**

**Honours degree of Bachelor of Information Technology (BIT (Hons))**

**Honours degree of Bachelor of Marine Science (BMarSc (Hons))**

**Honours degree of Bachelor of Media (BMedia (Hons))**

**Honours degree of Bachelor of Medical Sciences (BMedScs (Hons))**

**Honours degree of Bachelor of Optical Technology (BOptTech (Hons))**

**Honours degree of Bachelor of Science (BSc (Hons))**

**Honours degree of Bachelor of Science with Bachelor of Arts (BSc BA (Hons))**

**Honours degree of Bachelor of Science – Psychology (BSc – Psych(Hons))**

**Honours degree of Bachelor of Social Science (BSocSc (Hons))**

**Honours degree of Bachelor of Speech and Hearing and Sciences (BSpHearingSc (Hons))**

**Honours degree of Bachelor of Technology (Atmospheric Science) (BTech (Hons) (AtmosSc))**

**Honours degree of Bachelor of Technology (Biotechnology) (BTech (Hons) (Biotech))**

**Honours degree of Bachelor of Technology (Environmental Geochemistry) (BTech (Hons) (EnvGeo))**

**Honours degree of Bachelor of Technology (Exploration Geoscience) (BTech (Hons) (ExpGeo))**

**Honours degree of Bachelor of Technology (Information and Communications Systems) (BTech (Hons) (ICSys))**

**Honours degree of Bachelor of Technology (Optoelectronics) (BTech (Hons) (Optoel))**

<b>Requirements for all honours degrees listed above:</b>	1	(a)	Qualified for the award of the corresponding degree of Bachelor of Macquarie University; and
		(b)	Attained a standard of achievement in the units completed for such degree approved by the designated Dean of Division concerned; OR
	2		Hold from another university or other tertiary institution qualifications and academic attainments approved by the designated Dean of Division concerned as equivalent to those required in 1 above
	3		complete a minimum of 24 credit points in a program of study prescribed by the Dean of the Division in which the candidate is registered

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**Honours degree of Bachelor of Education (Early Childhood Education) (BEEd (ECE) (Hons))**

<b>Requirements:</b>	1	Minimum number of credit points	96
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points in units offered by the Institute of Early Childhood	84
	4	Minimum number of credit points in units offered by the Institute of Early Childhood at 300 level or above	27
	5	Minimum number of credit points in units not offered by the Institute of Early Childhood	6
	6	Minimum number of credit points in units offered anywhere in the University other than units with the prefixes ECE, ECED, ECGP, ECPR, ECH, ECHP, ECHH. (Students who have successfully completed ECHH301 'Research Methods and their Application in Early Childhood' are permitted to deem ECHH301 as a liberal studies unit taken inside or outside IEC as required.)	12
	7	Minimum number of credit points in units offered anywhere in the University other than units with the prefixes ECE, ECED, ECGP, ECPR, ECH, ECHP, ECHH, at 200 level or above	6
	8	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs, including a standard of achievement in units under taken at 300 and 400 level approved by Academic Senate	

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**Honours degree of Bachelor of Psychology (BPsych (Hons))**

<b>Requirements:</b>	1	Minimum number of credit points	96
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points points in units with a PSY prefix	49
	4	Minimum number of credit points in units at 200 level or above with a PSY prefix	43
	5	Minimum number of credit points in Psychology units at 300 level	24
	6	Minimum number of credit points in Psychology units at 400 level	24
	7	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs, including a standard of achievement in units under taken at 400 level approved by Academic Senate	

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**Honours degree of Bachelor of Ancient History (Hons) (BAncHist (Hons))**

<b>Requirements:</b>	1	Minimum number of credit points	96
	2	Maximum number of credit points at 100 level	30
	3	Minimum number of credit points at 300 level or above	44
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Arts with the Diploma of Education (BADipEd)****Bachelor of Arts – Psychology with the Diploma of Education (BA – PsychDipEd)****Bachelor of Business Administration with the Diploma of Education (BBADipEd)\***

\*This degree is no longer available for new admissions

**Bachelor of Commerce with the Diploma of Education (BComDipEd)\***

\*This degree is no longer available for new admissions

**Bachelor of Commerce – Accounting with the Diploma of Education (BCom – AccgDipEd)\***

\*This degree is no longer available for new admissions

**Bachelor of Commerce – Actuarial Studies with the Diploma of Education (BCom – Act StudDipEd)\***

\*This degree is no longer available for new admissions

**Bachelor of Commerce – Marketing with the Diploma of Education (BCom – Mktg StudDipEd)\***

\*This degree is no longer available for new admissions

**Bachelor of Economics with the Diploma of Education (BEcDipEd)\***

\*This degree is no longer available for new admissions

**Bachelor of Science with the Diploma of Education (BSc DipEd)****Bachelor of Science – Psychology with the Diploma of Education (BSc – PsychDipEd)\***

\*This degree is no longer available for new admissions

<b>Requirements:</b>	1	Minimum number of credit points	92
	2	Minimum number of credit points which satisfy the requirements for one of the degrees of Bachelor listed above	68
	3	Maximum number of credit points at 100 level	36
	4	Minimum number of credit points at 300 level or above	18
	5	Minimum number of credit points in units with an EDUC prefix	12
	6	Minimum number of credit points in units with a TEP prefix	12
	7	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Arts with the Diploma of Education with honours**

<b>Requirements:</b>	1	Minimum number of credit points	92
	2	Minimum number of credit points which satisfy the requirements for the degree of Bachelor of Arts	68
	3	Maximum number of credit points at 100 level	36
	4	Minimum number of credit points in units offered by the School of Education	50
	5	Minimum number of credit points in units with an EDUC prefix	38
	6	Minimum number of credit points in units with a TEP prefix	12
	7	A major in Education approved for the degree of Bachelor of Arts	
	8	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Arts with the degree of Bachelor of Laws (BA LLB)****Bachelor of Arts – Psychology with the Bachelor of Laws (BA – Psych LLB)****Bachelor of Applied Finance with the degree of Bachelor of Laws (BAppFin LLB)**

**Bachelor of Business Administration with the degree of Bachelor of Laws (BBA LLB)**

**Bachelor of Commerce with the degree of Bachelor of Laws (BCom LLB)**

**Bachelor of Commerce – Accounting with the degree of Bachelor of Laws (BCom – Accg LLB)**

**Bachelor of Commerce – Actuarial Studies with the degree of Bachelor of Laws (BCom – ActStud LLB)**

**Bachelor of Commerce – Marketing with the degree of Bachelor of Laws (BCom – Mktg LLB)**

**Bachelor of Economics with the degree of Bachelor of Laws (BEc LLB)**

**Bachelor of Environmental Management with the degree of Bachelor of Laws (BEnvMgt LLB)\***

\*This degree is no longer available for new admissions

**Bachelor of Environmental Science with the degree of Bachelor of Laws (BEnvSc LLB)**

**Bachelor of Information Systems with the degree Bachelor of Laws (BIS LLB)**

**Bachelor of Information Technology with the degree Bachelor of Laws (BIT LLB)**

**Bachelor of Media with the degree of Bachelor of Laws (BMedia LLB)**

**Bachelor of Science with the degree of Bachelor of Laws (BSc LLB)**

**Bachelor of Social Science with the degree of Bachelor of Laws (BSocSc LLB)**

<b>Requirements:</b>	1	Minimum number of credit points	116
	2	Minimum number of credit points which satisfy the requirements for one of the degrees of Bachelor listed above	68
	3	Maximum number of credit points at 100 level	30
	4	Minimum number of credit points in units with a LAW prefix	74
	5	Minimum number of credit points in units with a non-LAW prefix	33
	6	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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**Bachelor of Science with the Diploma of Chemistry in Industry (BSc DipChemInd)\***

\*This degree is no longer available for new admissions

<b>Requirements:</b>	1	Minimum number of credit points	92
	2	Minimum number of credit points which satisfy the requirements for the degree of Bachelor of Science	68
	3	Maximum number of credit points at 100 level	30
	4	and completion of other specific requirements as set out in the Schedule of Undergraduate Programs	

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# Rules Governing the Enrolment of Students

1. The Council may, after considering a recommendation by the Academic Senate, determine the maximum number of students who may be permitted to enrol in any given year for any course or any group of courses.

2. The Council may, after considering a recommendation by the Academic Senate, determine the maximum number of students who may be permitted to enrol in any year for any offering of a unit, for any unit or for any group of units.

3. (1) Candidates for any of the awards under the Bachelor Degree Rules or the Graduate Diploma Rules or for any of the undergraduate diplomas awarded by the University shall satisfy such requirements for admission to candidature as may be prescribed from time to time by the Academic Senate after considering a recommendation by the Undergraduate Studies Committee.

(2) Where the number of applicants who have satisfied the requirements determined under paragraph (1) of this rule exceeds the number of students who may be admitted to candidature for a course as determined by the Council pursuant to Rule 1, the Academic Senate, after considering a recommendation by the Undergraduate Studies Committee, shall determine the basis on which the applicants are to be selected.

4. (1) Candidates for any of the awards under the Doctoral Rules, Master Degree by Research Rules, Master Degree by Coursework Rules, Postgraduate Diploma Rules, or the Postgraduate Certificate Rules shall satisfy such requirements for admission to candidature as may be prescribed pursuant to those rules.

(2) Where the number of applicants who have satisfied the requirements determined under paragraph (1) of this rule exceeds the number of students who may be admitted to candidature for a course as determined by the Council pursuant to Rule 1, the Postgraduate Studies Committee, after considering a recommendation by the Dean of the Division in which the course is offered, shall determine the basis on which such applicants are to be selected.

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# Graduate Diploma Rules

1. (1) There shall be the following graduate diplomas:

- Graduate Diploma in Anthropology (GDipAnth);
- Graduate Diploma in Atmospheric Science (GDipAtmSc);
- Graduate Diploma in Chinese (GDipChinese);
- Graduate Diploma in Croatian (GDipCroatian);
- Graduate Diploma in Early Childhood (GDipEarlyChildhood);
- Graduate Diploma in Education (GDipEd);
- Graduate Diploma in French (GDipFrench);
- Graduate Diploma in Gender Studies (GDipGStds);
- Graduate Diploma in Geographic Information Science (GDipGInfS);
- Graduate Diploma in German (GDipGerman);
- Graduate Diploma in Information Technology (GDipIT);
- Graduate Diploma in Italian (GDipItalian);
- Graduate Diploma in Japanese (GDipJapanese);
- Graduate Diploma in Macedonian (GDipMacedonian);
- Graduate Diploma in Modern Greek (GDipModGreek);
- Graduate Diploma in Philosophy (GDipPhil);
- Graduate Diploma in Psychology (GDipPsych);
- Graduate Diploma in Russian (GDipRussian);
- Graduate Diploma in Serbian (GDipSerbian);
- Graduate Diploma in Ukrainian (GDipUkrainian);
- Graduate Diploma in Women's Studies (GDipWSt)
- Graduate Diploma in Critical and Cultural Studies (GDipCritCul).

(2) Any one of the graduate diplomas referred to in Rule 1(1) may be conferred by the Council on a candidate who has to the satisfaction of the Academic Senate complied with the requirements of these rules.

(3) Any approval, recommendation, decision or other determination authorised in any of these rules to be given or made by a Dean of a Division may be given or made by a member of the academic staff who has been duly delegated by that designated Dean of Division to give or make approvals, recommendations, decisions or determinations for the purposes of that rule.

## GENERAL PROVISIONS

### Admission to Candidature

2. (1) To be admitted to candidature for a course leading to a graduate diploma, an applicant –

- (a) (i) shall have qualified for admission to a degree of Bachelor of this University or to an honours degree of Bachelor of this

University and have achieved a level of attainment in an appropriate area of study or areas of study considered by the Undergraduate Studies Committee, on the recommendation of the designated Dean of Division, to be acceptable for admission to the graduate diploma; or

(ii) shall hold, from another university or other tertiary institution, qualifications approved by the Undergraduate Studies Committee, on the recommendation of the Dean of the Division in which the course is offered, as equivalent to the requirements set out in paragraph (i) of this clause; and

(b) in respect of such courses as are determined by the Undergraduate Studies Committee, on the recommendation of the designated Dean of the Division in which the course is offered, shall have such additional qualifications and experience as may be considered by the Undergraduate Studies Committee to be adequate preparation for admission to candidature.

(2) Notwithstanding the provisions of this Rule, the designated Dean of the Division in which the applicant seeks to register may require an applicant to demonstrate fitness for admission as a candidate by carrying out such work and/or sitting for such examinations as the Dean of Division may determine.

(3) In exceptional cases an applicant may be admitted as a candidate for a specific graduate diploma if the applicant submits other evidence of academic and/or professional attainments and the admission is approved by the Undergraduate Studies Committee on the recommendation of the Dean of the Division in which the candidate may be registered.

## **Courses and Units of Study**

3. (1) The course leading to the award of one of the graduate diplomas specified in Rule 1 shall be approved by the Academic Senate on the recommendation of the Undergraduate Studies Committee.

(2) The course shall consist of a number of units of study, some of which may be prescribed and some optional. The credit points for the units of study must total at least 23.

(3) The course shall normally consist of units of study in the Schedule of Units of Study specified in the Bachelor Degree Rules but the Academic Senate may approve of the inclusion of other units of study on the recommendation of the relevant Dean of Division. For each other unit of study there shall be specified the number of credit points, the level, the duration and the conditions for enrolment.

## **Program of Studies**

4. (1) A candidate shall enrol for an award or a graduate diploma referred to in Rule 1(1) and shall be registered for an award referred to in Rule 1(1) in the Division of the University determined by the Deputy Vice-Chancellor (Academic).

(2) In these rules, unless otherwise stated or implied, a designated Dean of Division means the

Dean of the Division which the Deputy Vice-Chancellor (Academic) has determined pursuant to Rule 4(1).

(3) A candidate shall be designated as a full-time student if the candidate enrolls in any year for such units as would, if satisfactorily completed, result in the candidate obtaining not less than 17 credit points; otherwise the candidate shall be designated as a part-time student.

(4) The program of studies which a candidate for a specific graduate diploma must complete satisfactorily shall consist of units selected from those approved by the Academic Senate as comprising that graduate diploma and shall be subject to the approval of the designated Dean of Division. Such units may not have been counted for credit for any other award under these rules or the Bachelor Degree Rules.

(5) Where a candidate has completed successfully one or more prescribed units for a specific graduate diploma or has, in the opinion of the designated Dean of Division, completed a similar unit in another tertiary institution, the Dean of Division may deem the candidate to have completed the prescribed unit or units.

(6) A candidate who wishes to add an internal unit may do so only in the first two weeks of the study period. A candidate who wishes to add an external unit may do so only in the first week of the study period. No approval is required to add a unit within these time periods.

## **Completion of Units**

5. The determination whether a candidate has completed satisfactorily a unit forming part of the program of study shall be made in accordance with Rules 6, 7, 8 and 9 of the Bachelor Degree Rules.

## **Grades**

6. (1) A candidate's grade for a unit offered by Macquarie University is determined upon an assessment of performance in required coursework and/or examinations.

(2) The grade of a candidate shall be recorded in accordance with Bachelor Degree Rule 10.

## **Discontinuance**

7. Where a candidate discontinues one or more units in the program of studies such discontinuance shall be determined in accordance with Bachelor Degree Rule 12.

## **Exclusion from Enrolment**

8. A candidate who has twice had a grade recorded for a unit pursuant to Rule 6 may not enrol again in that unit, save with the permission of the Dean of the Division offering the unit; provided that a candidate not permitted to enrol again may appeal to the Academic Appeals Committee which may determine the matter as it thinks fit.

9. (1) A candidate who is taking an unduly long time to complete the program of studies for a specific graduate diploma shall be excluded from further enrolment in that graduate diploma.

(2) For the purpose of this Rule, a candidate will be deemed to be taking an unduly long time to com-

plete a program of study if the candidate has been enrolled for the graduate diploma for more than 4 equivalent part-time years aggregated by counting each year of full-time candidature as equivalent to two part-time years.

(3) A candidate excluded pursuant to Rule 9(1) or 9(7) may appeal to the Academic Appeals Committee. The appeal shall be submitted in writing no later than the date specified by the Registrar, provided that the Committee may consider an appeal submitted after the specified date if the Committee is satisfied with the candidate's explanation for the late submission. The Academic Appeals Committee may dismiss the appeal, determine that the candidate may apply for permission to re-enrol after the expiration of one calendar year, or permit the candidate to re-enrol, and may impose conditions upon such re-enrolment.

(4) A candidate who, following an appeal pursuant to Rule 9(3), is not permitted to re-enrol by the Academic Appeals Committee may appeal to the Academic Appeals Committee. The appeal shall be submitted in writing to the Registrar no later than the date specified by the Registrar, provided that the Academic Appeals Committee may consider an appeal submitted after the specified date if the Committee is satisfied with the candidate's explanation for the late submission. The Academic Appeals Committee may dismiss the appeal, determine that the candidate may apply for permission to re-enrol for that award after the expiration of one calendar year, or permit the candidate to re-enrol for that award, and may impose conditions upon such re-enrolment.

(5) A candidate excluded pursuant to Rule 9(1) may apply for permission to re-enrol after the expiration of two calendar years following such exclusion, or after the expiration of one calendar year if so determined by the Academic Appeals Committee pursuant to Rule 9(3) or by the Academic Appeals Committee pursuant to Rule 9(4). Any application for permission to re-enrol after the expiration of the period of exclusion shall be determined by the Ranking Committee in terms of any guidelines specified by the Undergraduate Studies Committee.

(6) Any applicant who is refused permission to enrol again pursuant to Rule 9(5) may appeal to the Academic Appeals Committee which may determine the matter as it thinks fit.

(7) A student who commenced candidature after 1 January 2000 for the Graduate Diploma in Education or the Graduate Diploma in Early Childhood, and who has failed to complete a unit (these units are listed in the schedule of prescribed practicum units for the diplomas listed above) offered by the Australian Centre for Educational Studies, after having been enrolled therein twice, because of failure in the practicum component of that unit is excluded from the Graduate Diploma in Education, the Graduate Diploma in Early Childhood and the degrees listed in Bachelor Degree Rule 14(2).

## REQUIREMENTS FOR AWARDS

### The Graduate Diploma in Anthropology

10. To qualify for the Graduate Diploma in Anthropology a candidate must obtain an aggregate of at least 23 credit points in anthropology units with the code ANTH.

### The Graduate Diploma in Atmospheric Science

11. To qualify for the Graduate Diploma in Atmospheric Science a candidate must obtain an aggregate of at least 24 credit points including not less than 21 credit points at 200 level or above in units in Earth Sciences with the code GEOS of which not less than 12 credit points must be at 300 level or above and including such units as may have been prescribed by the Academic Senate on the recommendation of the designated Dean of Division.

### The Graduate Diploma in Chinese\*

12. To qualify for the Graduate Diploma in Chinese a candidate must obtain an aggregate of at least 23 credit points in Chinese units with the code CHN, including at least 12 credit points at 300 level or above, and such units as have been prescribed by the Academic Senate on the recommendation of the designated Dean of Division.

### The Graduate Diploma in Croatian\*

13. To qualify for the Graduate Diploma in Croatian a candidate must obtain an aggregate of at least 23 credit points in Croatian units with the code CRO including such units as have been prescribed by the Academic Senate on the recommendation of the designated Dean of Division.

### The Graduate Diploma in Early Childhood

14. To qualify for the Graduate Diploma in Early Childhood a candidate must obtain an aggregate of at least 23 credit points in units with the code ECH or ECHP including such units as have been prescribed for any one of the specialisations approved by the Academic Senate on the recommendation of the designated Dean of Division.

### The Graduate Diploma in Education

15. To qualify for the Graduate Diploma in Education a candidate must obtain an aggregate of at least 24 credit points in units which are provided by the School of Education, including:

- not less than 12 credit points in units in teacher education with the code TEP;
- not less than 6 credit points at 200 level or above in units in education with the code EDUC; and
- such units as have been prescribed by the Academic Senate on the recommendation of the designated Dean of Division.

## **The Graduate Diploma in French\***

16. To qualify for the Graduate Diploma in French a candidate must obtain an aggregate of at least 23 credit points in French units with the code FRN including not less than 12 credit points at 300 level or above and such units as have been prescribed by the Academic Senate on the recommendation of the designated Dean of Division.

## **The Graduate Diploma in Gender Studies**

17. To qualify for the Graduate Diploma in Gender Studies a candidate must obtain an aggregate of at least 23 credit points, including at least 11 credit points in units with the code WST and 12 credit points at 300 level or above, including such units as have been prescribed by the Academic Senate on the recommendation of the designated Dean of Division.

## **The Graduate Diploma in Geographic Information Science**

18. To qualify for the Graduate Diploma in Geographic Information Science a candidate must obtain an aggregate of at least 24 credit points in units with the code GEOS or with the code COMP, of which 18 credit points at least must be at 200 level or above including such units as may be prescribed by the Academic Senate on the recommendation of the designated Dean of Division.

## **The Graduate Diploma in German\***

19. To qualify for the Graduate Diploma in German a candidate must obtain an aggregate of at least 23 credit points in German units with the code GMN including at least 12 credit points at 300 level or above and such units as have been prescribed by the Academic Senate on the recommendation of the designated Dean of Division.

## **The Graduate Diploma in Italian\***

20. To qualify for the Graduate Diploma in Italian a candidate must obtain an aggregate of at least 23 credit points in Italian units with the code ITL including not less than 12 credit points at 300 level or above and such units as have been prescribed by the Academic Senate on the recommendation of the designated Dean of Division.

## **The Graduate Diploma in Japanese**

21. To qualify for the Graduate Diploma in Japanese a candidate must obtain an aggregate of at least 24 credit points in Japanese units with the code JPN including not less than 12 credit points at 300 level or above and such units as have been prescribed by the Academic Senate on the recommendation of the designated Dean of Division.

## **The Graduate Diploma in Macedonian\***

22. To qualify for the Graduate Diploma in Macedonian a candidate must obtain an aggregate of at least 23 credit points in Macedonian units with the code MCD including such units as have been

prescribed by the Academic Senate on the recommendation of the designated Dean of Division.

## **The Graduate Diploma in Modern Greek\***

23. To qualify for the Graduate Diploma in Modern Greek a candidate must obtain an aggregate of at least 24 credit points in Modern Greek units with the code MGK including not less than 12 credit points at 300 level or above and such units as have been prescribed by the Academic Senate on the recommendation of the designated Dean of Division.

## **The Graduate Diploma in Philosophy**

24. To qualify for the Graduate Diploma in Philosophy a candidate must obtain an aggregate of at least 24 credit points at 200 level or above in Philosophy units with the code PHIL including not less than 12 credit points at 300 level.

## **The Graduate Diploma in Psychology**

25. To qualify for the Graduate Diploma in Psychology a candidate must obtain an aggregate of at least 28 credit points at 200 level or above in Psychology units with the code PSY including not less than 12 credit points at 300 level and such units as have been prescribed by the Academic Senate on the recommendation of the designated Dean of Division.

## **The Graduate Diploma in Russian\***

26. To qualify for the Graduate Diploma in Russian a candidate must obtain an aggregate of at least 23 credit points in Russian units with the code RSN including such units as have been prescribed by the Academic Senate on the recommendation of the designated Dean of Division.

## **The Graduate Diploma in Serbian\***

27. To qualify for the Graduate Diploma in Serbian a candidate must obtain an aggregate of at least 23 credit points including not less than 20 credit points in Serbian units with the code SRB and such units as have been prescribed by the Academic Senate on the recommendation of the designated Dean of Division.

## **The Graduate Diploma in Ukrainian\***

28. To qualify for the Graduate Diploma in Ukrainian a candidate must obtain an aggregate of at least 23 credit points including not less than 16 credit points in Ukrainian units with the code UKR and such units as have been prescribed by the Academic Senate on the recommendation of the designated Dean of Division.

## **The Graduate Diploma in Women's Studies**

29. To qualify for the Graduate Diploma in Women's Studies a candidate must obtain an aggregate of at least 23 credit points, including at least 11 credit points in units with the code WST and 12 credit

points at 300 level or above, including such units as have been prescribed by Academic Senate on the recommendation of the designated Dean of Division.

### **The Graduate Diploma in Information Technology**

30. To qualify for the Graduate Diploma in Information Technology a candidate must obtain an aggregate of at least 32 credit points in Information Technology units with a code of ITEC including such units as have been prescribed by the Academic Senate on the recommendation of the designated Dean of Division.

### **The Graduate Diploma in Critical and Cultural Studies**

31. To qualify for the Graduate Diploma in Critical and Cultural Studies a candidate must obtain an aggregate of at least 24 credit points in units with a code of CUL including such units as have been prescribed by the Academic Senate on the recommendation of the designated Dean of Division.

### **Saving Clause**

32. Notwithstanding anything to the contrary herein contained, the Academic Senate may, in any exceptional case in which it may deem it appropriate to do so, dispense with or suspend any requirement of or prescription by these rules. Any such action by the Academic Senate is to be reported forthwith to the Council.

*\* not offered in 2007*

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## **Diploma Rules**

1. (1) There shall be the following Diplomas; the Diploma in Languages (DipLang), the Diploma in Ancient Languages (DipAncLang)  
(2) A candidate for the Diploma shall complete a program of 24 credit points in units of study approved by the Academic Senate.  
(3) The Council may award the Diploma to a candidate who has met the requirements of these rules to the satisfaction of the Academic Senate.  
(4) Any approval authorised by any of these Rules to be given by the Dean of the Division of Humanities may be given by a member of the academic staff who has been duly delegated by that Dean of Division to give approval for the purpose of that rule.
2. (1) In these Rules, unless otherwise stated or implied, a “designated” Dean of Division means the Dean of the Division which the Deputy Vice-Chancellor (Academic) has determined pursuant to Bachelor Degree Rule 2 (2).  
(2) A candidate shall be enrolled for an award referred to in Rule 1 (1) and shall be registered in a Division of the University as determined by the Deputy Vice-Chancellor (Academic).
  - (a) Where a candidate is enrolled in nine or more credit points in a study period, the candidate shall be designated as a full-time student;
  - (b) Where a candidate is enrolled in less than nine credit points in a study period, the candidate shall be designated as a part-time student;
  - (c) Where a candidate’s total enrolment is in units which are classified external, the candidate shall be designated as an external student.
3. To be admitted to candidature for the Diploma, an applicant -
  - (1) shall be admitted to candidature for a course leading to a degree at this University; or
  - (2) shall have qualified for admission to a degree at the University, or
  - (3) shall hold, from another university or other tertiary institution, qualifications approved by the Undergraduate Studies Committee as equivalent to the requirements set out in paragraph (2) of this clause.
4. (1) The Academic Senate shall approve and prescribe units of study within an approved program of study on the recommendation of the Dean of Division of Humanities.  
(2) A candidate who wishes to add an internal unit may do so only in the first two weeks of the study period. A candidate who wishes to add an external unit may do so only in the first week of the study period. No approval is required to add a unit within these time periods.
5. (1) The determination whether a candidate has completed satisfactorily a unit forming part of the program of study shall be made in accordance with Rules 6,7,8 and 10 of the Bachelor Degree Rules.

(2) Where the candidate has completed satisfactorily one or more units prescribed for this Diploma, or has, in the opinion of the designated Dean of the Division, completed a similar unit or units in another tertiary institution, and where the unit or units do not form part of a completed award, the candidate may be granted credit therefore as determined by the Undergraduate Studies Committee on the recommendation of the Dean of Division. The credit granted shall be for not more than one-half of the total program of studies for the Diploma.

(3) Completed Diploma are not eligible for credit for previous studies under the provisions of Bachelor Degree Rule 17

6. The determination whether a candidate has completed satisfactorily a unit forming part of the program of study shall be made in accordance with Rules 6,7,8 and 10 of the Bachelor Degree Rules.

7. (1) A candidate's grade for a unit offered by Macquarie University is determined upon an assessment of performance in required coursework and/or examinations.

(2) A grade of a candidate shall be recorded in accordance with Bachelor Degree Rule 9.

8. Where a candidate discontinues one or more units in the program of studies such discontinuance shall be determined in accordance with Bachelor Degree Rule 12.

9. Subject to these rules a candidate whose record in a unit has been endorsed with the letter "W" or the letter "F" may re-enrol in that unit except that a candidate who has twice had the grade "F" recorded for a unit may not enrol again in that unit, save with the permission of the Dean of the Division of Humanities; provided that a candidate not permitted to enrol again in a unit may appeal to the Academic Appeals Committee which may determine the matter as it thinks fit. A candidate re-enrolling shall not receive credit for any work previously performed in that unit.

10. A candidate who is taking an unduly long time to complete the Diploma may be excluded from further enrolment in any units. For the purpose of this Rule, an unduly long time will be regarded as 4 years of effective enrolment.

11. (1) A candidate who is excluded pursuant to Rule 10 may appeal to the Academic Senate. The appeal is to be submitted in writing to the Registrar no later than the date specified by the Registrar.

(2) The Academic Senate shall establish the Academic Appeals Committee, which may dismiss the appeal, determine that the candidate may apply for permission to re-enrol after the expiration of one calendar year, or permit the candidate to re-enrol, and may impose conditions upon such re-enrolment.

(3) A candidate excluded pursuant to Rule 10 may apply to re-enrol after the expiration of two calendar years following such exclusion, or after the expiration of one calendar year if so determined pursuant to Rule 11(2). Any application for permission to re-enrol after the expiration period of exclusion shall be determined by Academic Senate. Any applicant who is refused permission to enrol again pursuant to Rule 11 may appeal to the Academic Appeals Committee which may determine the matter as it thinks fit.

12. Notwithstanding anything to the contrary herein contained, the Academic Senate may, in any case in which it may deem it appropriate to do so, dispense with or suspend any requirements of or prescription of these rules. Any such action by the Academic Senate shall in every instance be reported forthwith to the Council.

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# Certificate Rules

1. (1) There shall be the following Certificates;  
the Certificate in Languages (CertLang)  
the Certificate in Ancient Languages (CertAncLang)  
(2) A candidate for the Certificate shall complete a program of 12 credit points in units of study approved by the Academic Senate.  
(3) The Council may award the Certificate to a candidate who has met the requirements of these rules to the satisfaction of the Academic Senate.  
(4) Any approval authorised by any of these rules to be given by the Dean of the Division of Humanities may be given by a member of the academic staff who has been duly delegated by that Dean of Division to give approval for the purpose of that rule.
2. (1) In these Rules, unless otherwise stated or implied, a “designated” Dean of Division means the Dean of the Division which the Deputy Vice-Chancellor (Academic) has determined pursuant to Bachelor Degree Rule 2 (2).  
(2) A candidate shall be enrolled for an award referred to in Rule 1 (1) and shall be registered in a Division of the University as determined by the Deputy Vice-Chancellor (Academic).
  - (a) Where a candidate is enrolled in nine or more credit points in a study period, the candidate shall be designated as a full-time student;
  - (b) Where a candidate is enrolled in less than nine credit points in a study period, the candidate shall be designated as a part-time student;
  - (c) Where a candidate’s total enrolment is in units which are classified external, the candidate shall be designated as an external student.
3. (1) The Academic Senate shall approve and prescribe units of study within an approved program of study on the recommendation of the Dean of the Division of Humanities.  
(1A) A candidate who wishes to add an internal unit may do so only in the first two weeks of the study period. A candidate who wishes to add an external unit may do so only in the first week of the study period. No approval is required to add a unit within these time periods.  
(2) Where the candidate has completed satisfactorily one or more units prescribed for this Certificate, or has, in the opinion of the designated Dean of Division, complete a similar unit or units in another tertiary institution, and where the unit or units do not form part of a completed award, the candidate may be granted credit as determined by the Undergraduate Studies Committee on the recommendation of the Dean of Division. The credit granted shall be for not more than one-half of the total program of studies for the Certificate.  
(3) Completed Certificates are not eligible for credit for previous studies under the provisions of Bachelor Degree Rule 17.
4. The determination whether a candidate has completed satisfactorily a unit forming part of the

program of study shall be made in accordance with Rules 6, 7, 8 and 9 of the Bachelor Degree Rules.

5. (1) A candidate’s grade for a unit offered by Macquarie University is determined upon an assessment of performance in required coursework and/or examinations.

(2) A grade of a candidate shall be recorded in accordance with Bachelor Degree Rule 10.

6. Where a candidate discontinues one or more units in the program of studies such discontinuance shall be determined in accordance with Bachelor Degree Rule 12.

7. Subject to these rules a candidate whose record in a unit has been endorsed with the letter “W” or the letter “F” may re-enrol in that unit except that a candidate who has twice had the grade “F” recorded for a unit may not enrol again in that unit, save with the permission of the Dean of the Division of Humanities; provided that a candidate not permitted to enrol again in a unit may appeal to the Academic Appeals Committee which may determine the matter as it thinks fit. A candidate re-enrolling shall not receive credit for any work previously performed in that unit.

8. A candidate who is taking an unduly long time to complete the Certificate may be excluded from further enrolment in any units. For the purpose of this Rule, an unduly long time will be regarded as 2 years of effective enrolment.

9. (1) A candidate who is excluded pursuant to Rule 8 may appeal to the Academic Senate. The appeal is to be submitted in writing to the Registrar no later than the date specified by the Registrar.

(2) The Academic Senate shall establish the Academic Appeals Committee, which may dismiss the appeal, determine that the candidate may apply for permission to re-enrol after the expiration of one calendar year, or permit the candidate to re-enrol, and may impose conditions upon such re-enrolment.

(3) A candidate excluded pursuant to Rule 8 may apply to re-enrol after the expiration of two calendar years following such exclusion, or after the expiration of one calendar year if so determined pursuant to Rule 9(2). Any application for permission to re-enrol after the expiration period of exclusion shall be determined by Academic Senate. Any applicant who is refused permission to enrol again pursuant to Rule 9 may appeal to the Academic Appeals Committee which may determine the matter as it thinks fit.

10. Notwithstanding anything to the contrary herein contained, the Academic Senate may, in any case in which it may deem it appropriate to do so, dispense with or suspend any requirements of or prescription of these rules. Any such action by the Academic Senate shall in every instance be reported forthwith to the Council.

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# Graduate Certificate Rules

1. (1) There shall be the following graduate certificates:

- Graduate Certificate in Information Technology (GradCertIT)
- Graduate Certificate in Introductory Japanese Teaching (GradCertIntroJpnTeaching)
- Graduate Certificate in Japanese Corporate Training (GradCertJpnCorpTraining)
- Graduate Certificate in Biotechnology (GradCertBiotech)
- Graduate Certificate in Critical and Cultural Studies (GradCertCritCul)
- Graduate Certificate in Statistics (GradCertStats);
- Graduate Certificate in Business (GradCertBus);
- Graduate Certificate in Marketing (GradCertMktg);
- Graduate Certificate in Information Systems and Technology (GradCertInfSysTech).

(2) Any one of the graduate certificates referred to in Rule 1(1) may be awarded by the Council to a candidate who has to the satisfaction of the Academic Senate complied with the requirements of these Rules.

(3) Any approval, recommendation, approval or other determination, authorised in any of these Rules to be given or made by a Dean of Division, may be given or made by a member of the academic staff who has been duly delegated by that Dean of Division to give or make approvals, recommendations, decisions or determinations for the purposes of that Rule.

## GENERAL PROVISIONS

### Admission to Candidature

2. (1) To be admitted to candidature for a course leading to a graduate certificate, an applicant –

- (i) shall have qualified for admission to a degree of Bachelor of this University or to an honours degree of Bachelor of this University and have achieved a level of attainment in an appropriate area of study or areas of study considered by the Academic Senate, on the recommendation of the designated Dean of Division, to be acceptable for admission to the graduate certificate; or
- (ii) shall hold, from another university or other tertiary institution, qualifications approved by the Academic Senate, on the recommendation of the designated Dean of Division, to be acceptable for admission to the graduate certificate; or
- (iii) shall hold, from another university or other tertiary institution, qualifications approved by the Academic Senate, on the recommendation of the Dean of the Division in which

the course is offered, as equivalent to the requirements set out in paragraph (i) of this clause; and

- (b) in respect of such courses as are determined by the Undergraduate Studies Committee, on the recommendation of the Dean of the Division in which the course is offered, shall have such additional qualifications and experience as may be considered by the Undergraduate Studies Committee to be adequate preparation for admission to candidature.

(2) Notwithstanding the provisions of this Rule, the Dean of the Division in which the applicant seeks to register may require an applicant to demonstrate fitness for admission as a candidate by carrying out such work and/or sitting for such examinations as the Dean of Division may determine.

(3) In exceptional cases an applicant may be admitted as a candidate for a specific graduate certificate if the applicant submit other evidence of academic and/or professional attainments and the admission is approved by the Dean of the Division in which the candidate may be registered.

### Courses and Units of Study

3. (1) The courses leading to the award of one of the graduate certificates specified in Rule 1 shall be approved by the Academic Senate.

(2) The course shall consist of a number of units of study, some of which may be prescribed and some optional. The credit points for the course must total at least 12.

(3) The course shall normally consist of units of study in the Schedule of Units of Study specified in the Bachelor Degree Rules but the Academic Senate may approve of the inclusion of other units of study on the recommendation of the relevant Dean of Division. For each other unit of study there shall be specified the number of credit points, the level, the duration and the conditions for enrolment.

### Program of Studies

4. (1) A candidate shall enrol for a graduate certificate referred to in Rule 1(1) and shall be registered for the award in the Division of the University determined by the Deputy Vice-Chancellor (Academic).

(2) In these rules, unless otherwise stated or implied, a designated Dean of Division means the Dean of Division in which the Deputy Vice-Chancellor (Academic) has determined pursuant to Rule 4(1).

(3) A candidate shall be designated as a part-time student if the candidate enrolls in any year for such units as would, if satisfactorily completed, result in the candidate obtaining not more than 12 credit points.

(4) The program of studies which a candidate for a specific graduate certificate must complete satisfactorily shall consist of units selected from those approved by the Academic Senate as comprising that graduate certificate and shall be subject to the approval of the designated Dean of Division. Such units may not include those counted for credit for any other award under these Rules or the Bachelor Degree Rules.

(5) Where a candidate has completed successfully one or more prescribed units for a specific graduate certificate or has, in the opinion of the designated Dean of Division, completed a similar unit in another tertiary institution, the Dean of Division may deem the candidate to have completed the prescribed unit or units.

(6) A candidate who wishes to add an internal unit may do so only in the first two weeks of the study period. A candidate who wishes to add an external unit may do so only in the first week of the study period. No approval is required to add a unit within these time periods.

### **Completion of Units**

5. The determination whether a candidate has completed a unit forming part of the program of study shall be made in accordance with Rules 6, 7, 8 and 9 of the Bachelor Degree Rules.

### **Grades**

6. (1) A candidate's grade for a unit offered by the University is determined upon an assessment of performance in required coursework and/or examinations.

(2) The grade of a candidate shall be recorded in accordance with Bachelor Degree Rule 10.

### **Discontinuance**

7. Where a candidate discontinues one or more units in the program of studies such discontinuance shall be determined in accordance with Bachelor Degree Rule 12.

### **Exclusion from Enrolment**

8. A candidate who has twice had a grade recorded for a unit pursuant to Rule 6 may not enrol again in that unit, save with the permission of the Dean of the Division offering the unit; provided that a candidate not permitted to enrol again may appeal to the Academic Appeals Committee which may determine the matter as it thinks fit.

### **Saving Clause**

9. Notwithstanding anything to the contrary herein contained, the Academic Senate may, in any exceptional case in which it may deem it appropriate to do so, dispense with or suspend any requirement of or prescription by these rules. Any such action by the Academic Senate is to be reported forthwith to the Council.

## **REQUIREMENTS FOR AWARDS**

### **Graduate Certificate in Introductory Japanese Teaching**

10. To qualify for the Graduate Certificate in Introductory Japanese Teaching (GradCertIntroJpn Teaching) a candidate must obtain an aggregate of at least 12 credit points comprising such units as have been prescribed by the Academic Senate on the recommendation of the designated Dean of Division.

### **Graduate Certificate in Japanese Corporate Training**

11. To qualify for the Graduate Certificate in Japanese Corporate Training (GradCertJpnCorpTraining) a candidate must obtain an aggregate of at least 12 credit points comprising such units as have been prescribed by the Academic Senate on the recommendation of the designated Dean of Division.

### **Graduate Certificate in Biotechnology**

12. To qualify for the Graduate Certificate in Biotechnology (GradCertBiotech) a candidate must obtain an aggregate of at least 14 credit points comprising such units as have been prescribed by the Academic Senate on the recommendation of the designated Dean of Division.

### **Graduate Certificate in Critical and Cultural Studies**

13. To qualify for the Graduate Certificate in Critical and Cultural Studies (GradCertCritCul) a candidate must obtain an aggregate of at least 12 credit points comprising such units as have been prescribed by the Academic Senate on the recommendation of the designated Dean of Division.

### **Graduate Certificate in Statistics**

14. To qualify for the Graduate Certificate in Statistics (GradCertStats) a candidate must obtain an aggregate of at least 12 credit points comprising such units as have been prescribed by the Academic Senate on the recommendation of the designated Dean of Division.

### **Graduate Certificate in Information Technology**

15. To qualify for the Graduate Certificate in Information Technology (GradCertIT) a candidate must obtain an aggregate of at least 16 credit points comprising such units as have been prescribed by the Academic Senate on the recommendation of the designated Dean of Division.

### **Graduate Certificate in Business**

16. To qualify for the Graduate Certificate in Business (GradCertBus) a candidate must obtain an aggregate of at least 12 credit points comprising such units as have been prescribed by the Academic Senate on the recommendation of the designated Dean of Division.

### **Graduate Certificate in Marketing**

17. To qualify for the Graduate Certificate in Marketing (GradCertMktg) a candidate must obtain an aggregate of at least 12 credit points comprising such units as have been prescribed by the Academic Senate on the recommendation of the designated Dean of Division.

## **Graduate Certificate in Information Systems and Technology**

18. To qualify for the Graduate Certificate in Information Systems and Technology (GradCertInfSysTech) a candidate must obtain an aggregate of at least 12 credit points comprising such units as have been prescribed by the Academic Senate on the recommendation of the designated Dean of Division.

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## **Diploma in Community Management Rules**

### **(Aboriginal and Torres Strait Islander Communities)**

1. (1) There shall be programs of study leading to the awards of the Diploma and Advanced Diploma in Community Management.

(2) (a) A candidate for the Diploma shall complete a program of 12 units of study approved by the Academic Senate, after considering a recommendation from the Undergraduate Studies Committee.

(b) A candidate for the Advanced Diploma shall complete a program of 18 units of study approved by the Academic Senate, after considering a recommendation from the Undergraduate Studies Committee.

(3) The Council may award the Diploma or the Advanced Diploma to a candidate who has met the requirements of these rules to the satisfaction of the Academic Senate.

(4) Any approval authorised in any of these rules to be given by the Dean of the Division of Society, Culture, Media and Philosophy may be given by a member of the academic staff who has been duly delegated by that Dean of Division to give approvals for the purpose of that rule.

2. The Undergraduate Studies Committee shall determine the qualifications required for entry into the Diploma and the Advanced Diploma.

3. (1) A candidate for an award referred to in Rule 1(1) of the Diploma or Advanced Diploma shall be registered in the Division of Society, Culture, Media and Philosophy.

(2) A candidate shall be enrolled in a program of units of study approved by the Dean of the Division of Society, Culture, Media and Philosophy.

(3) A candidate shall be designated as a full-time student in any half-year if the candidate enrolls in that half-year in three or more units, otherwise the candidate shall be designated as a part-time student.

4. (1) The Academic Senate shall approve and prescribe units of study within an approved program of study on the recommendation of the Dean of Division offering such units.

(2) Where the Dean of the Division in which a unit is offered is satisfied that a student has satisfactorily completed elsewhere studies equivalent to that unit, the Undergraduate Studies Committee may exempt the student from completing that unit. A student may be exempted from no more than three units.

5. (1) The Academic Senate, on the recommendation of the Division in which the unit is offered, shall determine whether a candidate has satisfactorily completed that unit.

(2) To complete a unit a candidate shall

(a) attend such classes;

(b) complete such essays, exercises and practical work and sit for such tests and examinations; and

(c) reach a satisfactory level of achievement in such essays, exercises, practical work, tests and examinations as may be determined by the Dean of the Division in which the unit is offered.

(3) Where a candidate is prevented by unavoidable disruption from meeting the requirements of Rule 5(2) the candidate may report the circumstances in writing with documentary evidence to the Registrar, and the Dean of the Division in which the unit is provided may take into account such disruption when assessing the candidate's performance.

(4) Examinations for a unit shall be conducted by such means and at such times as the Dean of the Division in which the unit is offered shall determine.

6. (1) A candidate's grade for a unit offered in the Diploma or the Advanced Diploma shall be determined upon an assessment of performance in required work for the unit as specified in Rule 5(2).

(2) The grade received by a candidate shall be recorded as follows:

HD	High Distinction – 85-100
D	Distinction – 75-84
Cr	Credit – 65-74
P	Pass – 50-64
PC	Marginal Pass – 44-49
F	Fail – 0-44
S	Satisfactory (used for units where grading is on a pass or fail basis only)

7. (1) A candidate who has not complied with the requirements of Rule 5(2)(a) and (b) relating to a particular unit may be excluded, by the Dean of the Division in which the unit is provided, from further participation in that unit and shall have the grade of 'F' recorded for that unit.

(2) Alternatively, a candidate may, on the recommendation of the Dean of the Division in which the unit is provided, be permitted by the Academic Senate to meet the requirements for its satisfactory completion by such date as determined by the Dean of the Division: Provided that such date must be not later than 30 August in the same year for first-half year units and 30 January in the succeeding year for second-half year and full-year units; except that, in special circumstances, the Academic Senate, on the recommendation of the Dean of the Division, may determine a later date.

8. (1) A candidate enrolled in a program of units of study may apply in writing to the Registrar to change that program. The change is subject to the approval of the Dean of the Division of Society, Culture, Media and Philosophy and, where the candidate is adding a unit, the addition is also subject to the approval of the Dean of the Division in which the unit is offered.

(2) Where a change of program entails discontinuance of a unit or units

(a) the candidate shall be deemed not to have been effectively enrolled in

(i) a first-half year or full-year unit if the candidate discontinues on or before 31 March

(ii) a second-half year unit if the candidate discontinues on or before 31 August

(iii) any other unit if the candidate discontinues before the date specified by the Dean of the Division in which the unit is offered.

(b) In any other case of discontinuance the candidate shall be deemed to have failed in the unit. Notwithstanding this, the candidate may claim that the discontinuance was due to unavoidable disruption. This claim must be made in writing with documentary evidence to the Registrar by not later than the end of the half-year in which the unit was offered. After due consideration of the claim the Dean of the Division in which the unit is offered may determine that the candidate be not recorded as having failed in the unit and the candidate's record shall be annotated 'W' denoting 'Withdrawn'.

(3) A candidate who has discontinued all the units in any one year of study shall not subsequently be permitted to enrol except with the permission of the Undergraduate Studies Committee, and subject to such conditions as that Committee may determine.

(4) Subject to these rules a candidate whose record in a unit has been endorsed with the letter 'W' or the letter 'F' may re-enrol in that unit except that a candidate who has twice had the grade 'F' recorded for a unit may not enrol again in that unit, save with the permission of the Dean of the Division in which the unit is offered; provided that a candidate not permitted to enrol again in a unit may appeal to the Academic Appeals Committee which may determine the matter as it thinks fit. A candidate re-enrolling shall not receive credit for any work previously performed in that unit.

9. Notwithstanding anything to the contrary herein contained, the Academic Senate may, in any case in which it may deem it appropriate to do so, dispense with or suspend any requirements of or prescription by these rules. Any such action by the Academic Senate shall in every instance be reported forthwith to the Council.

10. From 1 January 2006 no new candidates will be admitted to candidature for the Diploma in Community Management or to the Advanced Diploma in Community Management. Candidates enrolled for the Diploma in Community Management or for the Advanced Diploma in Community Management prior to 1 January 2006 may qualify for either of these awards under this rule until 31 December 2005.

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# Bachelor of Arts by Open Learning Australia Rules

1. (1) There shall be the following award which may be conferred by Council on candidates who have been deemed by the Academic Senate to have complied with these Rules:

the degree of Bachelor of Arts (BA)

(2) In no case shall the award be conferred more than once on the same candidate.

(3) To qualify for the award referred to in Rule 1(1) a candidate must complete a program of study approved by Academic Senate for that award.

## 2. Saving Clause

Notwithstanding anything to the contrary herein contained, the Academic Senate may, in any exceptional case in which it may deem it appropriate to do so, dispense with or suspend any requirements of or prescription by these rules. Any such action by Academic Senate is to be reported forthwith to the Council.

### Requirements:

1. complete 24 units including:
2. at least 8 units chosen from the Macquarie schedule of units available through OLA;
3. at least 12 units must be at 200 level or above, including at least 6 units from the Macquarie schedule of units available through OLA;
4. at least 6 units must be at 300 level or above including at least 3 units from the Macquarie schedule of units available through OLA;
5. the units must include an approved coherent study at 300 level and above or an approved major.

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# Fees Rules

Fees quoted in these rules are current at the time of publication but may be amended by the University Council without notice.

## Fees

1. (1) The fees to be paid to the University by students shall be as prescribed by these rules.

(2) For the purpose of these rules—

- (i) a student, who is a candidate for a degree or diploma, shall be regarded as full-time, part-time, or external as designated by the rules pursuant to which the course or program of study in which the student is enrolled is offered;
- (ii) the dates of the first half-year and second half-year shall be as determined from time to time and shown as such in the University Calendar;
- (iii) a non-award student is a student who is enrolled in one or more units from the University's award program but who is not enrolled for an award;
- (iv) a Continuing Education student is a student who is enrolled in one or more units conducted by the University, but who is not enrolled as an award, non-award, enabling or cross-institutional student;
- (v) an international student is a student who is not an Australian or New Zealand citizen nor the holder of permanent residence status in Australia and who is enrolled in a program of study on a fee-paying basis.

2. *Repealed*

## Continuing Education and Non-Award

3. The fees to be paid by students enrolled in units conducted by the University under its Continuing Education Program, or by students enrolled as a non-award student, shall be as determined from time to time by the Vice-Chancellor pursuant to By-law X11.2, who shall also determine the conditions under which refunds of such fees may be made.

## Tuition Fees for Specified Postgraduate Courses

4. (1) Unless granted exemption from payment by the Registrar, in terms of the provisions contained in Schedule 2 to these rules, students enrolled for certain postgraduate courses shall be liable to pay tuition fees as specified in Schedule 2.

(2) Tuition fees shall be payable each half-year by a date specified by the Director, Financial Services.

(3) Tuition fees shall be payable for the total Effective Full-time Student Unit (EFTSU) value for which a student is enrolled in each half-year.

(4) Save as provided in Rule 4(5), a student who discontinues, by the date specified, a unit for a course for which tuition fees are payable, shall be granted a refund of fees paid in respect of that unit:

- (a) First half-year units: 31 March
- (b) Second half-year units: 31 August