

## AGENDA ITEM 10

## Report of the Graduate Studies Committee

**10.2 Report of the Graduate Studies Committee meeting held on 11 February 2009**

The Committee met on 11 February 2009 when there were present: The Chair (Associate Professor P McCallum) presiding, Professors C Baldock, R Cummings, R Magnusson, B Sutton, Associate Professors J Keene, and J Shields, Drs K Nelson, A Marshall and R Walker and Ms J Gamble, Mr B Shelton, Ms R Kumar, and Mr C Riley (for Mr P Ball). Ms A Griffiths was in attendance.

**10.2.1 Academic Board Policy on Advanced Standing, Credit and Exemption** pages E3-E8

At its meeting of 10 December 2008, the Academic Board considered and discussed amendments to the Academic Board Policy on Advanced Standing, Credit and Exemption. The issues raised at this meeting and earlier meetings of the Graduate Studies Committee, and responses received from various sections of the University, have fed into a revised version of this document. The latest version of the policy is now submitted to the Academic Board for approval.

**Recommendation**

*That the Academic Board approve the revisions to the policy on Advanced Standing, Credit and Exemption, with effect from 1 July 2009, as set out in the report presented.*

**10.2.2 Proposals for new and amended postgraduate courses****10.2.2.1 Faculty of Education and Social Work: Master of Education, Graduate Diploma in Educational Studies and Graduate Certificate in Educational Studies** pages E9-E15

The Faculty of Education and Social Work advises that minor amendments to the Master of Education, Graduate Diploma in Educational Studies and Graduate Certificate in Educational Studies, approved by the Faculty in 2004, were not referred to the Academic Board for approval in error. These amendments are now attached for consideration and approval, and include:

- altering the name of one major in the degree; and
- inserting a clause on termination of candidature.

Full details of the proposal are available in the agenda on the Committee's website at:

[http://sydney.edu.au/ab/committees/grad\\_studies/grad\\_studies\\_agendas.shtml](http://sydney.edu.au/ab/committees/grad_studies/grad_studies_agendas.shtml)

**Recommendation**

*That the Academic Board:*

- (1) *approve the proposal from the Faculty of Education and Social Work to amend the Master of Education, Graduate Diploma in Educational Studies and Graduate Certificate in Educational Studies;*
- (2) *recommend that Senate:*
  - (a) *endorse the Academic Board's approval of the proposal; and*
  - (b) *approve the amendment of the Resolutions of Senate related to the Master of Education in the Faculty of Education and Social Work; and*
- (3) *approve the faculty requirements relating to the courses; with immediate effect, as set out in the reports presented.*

**10.2.3 Reports from Faculties****10.2.3.1 Sydney Conservatorium of Music: Master of Music Studies (Conducting), Master of Music Studies (Opera), Master of Music Studies (Performance), Graduate Diploma in Music (Opera) and Graduate Diploma in Music (Performance)** pages E16-E17

At its meeting of 10 December 2008, the Graduate Studies Committee approved a proposal from the Sydney Conservatorium of Music to add a clause to the Faculty Resolutions for the above postgraduate courses. The clause outlines the circumstances in which a student can use a final assessment of one course as the audition for a subsequent course.

The Conservatorium has now advised that it wishes to amend the wording of this clause. The amended clause is outlined on page E16.

**Recommendation**

*That the Academic Board approve the proposal from the Sydney Conservatorium of Music to amend the Faculty Resolutions relating to the Master of Music Studies (Conducting), Master of Music Studies (Opera), Master of Music Studies (Performance), Graduate Diploma in Music (Opera) and Graduate Diploma in Music (Performance), with immediate effect, as set out in the reports presented.*

**10.2.4 Proceedings of the Committee**

The Committee also:

- discussed the *University of Sydney (Postgraduate Coursework) Rule 2009*. Issues raised during discussion of the *Rule* by both the Graduate Studies Committee and the December meeting of the Academic Board will inform a revised version of the document currently being worked on and to be presented at the next meeting. The draft *University of Sydney (Postgraduate Coursework) Rule 2009* is included in the full Committee agenda available at [http://sydney.edu.au/ab/committees/grad\\_studies/grad\\_studies\\_agendas.shtml](http://sydney.edu.au/ab/committees/grad_studies/grad_studies_agendas.shtml)
- noted the report of the Academic Board's meeting of 10 December 2008.



# The University of Sydney

## Admission: Advanced Standing, Credit and Exemption Policy

**Approved by:** Academic Board on 15 April 1998  
**Date of effect:** 16 April 1998  
**Reviewed and amended by the Academic Board in 2008**  
**Revised policy date of effect:** 1 January 2009

### 1. Introduction

The following resolutions of the Academic Board must be read in conjunction with the *University of Sydney (Amendment Act) Rule 1999 Part 9: Admission to Courses*, Division 8 and the *University of Sydney (Coursework) Rule 2000*.

### 2. Recognition of Institutions and Programs

Recognition of institutions and programs under these policies and procedures is the responsibility of the Undergraduate and Graduate Studies Committees of the Academic Board.

### 3. Definitions

~~**Australian Tertiary Institution** means a tertiary institution within the Australian Unified National System.~~

**University** As defined by the Department of Education, Employment and Workplace Relations, a University means a body:

1. that is established as a university, or recognised as a university, by or under a law of the Commonwealth, a State, the Australian Capital Territory or the Northern Territory, and
2. meets nationally agreed criteria for a university.

**Course** means a structured academic program leading to the award of a degree, diploma or certificate of the University.

**Unit of Study** (a unit) means a stand-alone component of a course.

~~**Advanced Standing** is the formal acknowledgment by the University- generally through the granting of credit- of previous academic attainment by students prior to their enrolment in their current course. means students admitted to a course at the University of Sydney may be granted Advanced Standing based on previous attainment in another course at a recognized tertiary institution. Advanced standing can be is granted in the form of credit points which count towards the requirements for the course.~~

**Credit** Advanced standing may be granted as specific credit or non-specific credit.

*Specific credit* is the recognition of previously completed studies as directly equivalent to a unit of study at the University of Sydney (e.g. specific credit is given for Physics 1 [PHYS1001] at the University of Sydney for Physics 1 taken at the University of Adelaide).

*Non-specific credit* takes the form of a block credit for a specified number of credit points at a particular level e.g.

- this University does not teach Russian but credit may be given towards the degree of Bachelor of Arts for full first year study in Russian taken at the University of New South Wales, as 12 Junior credit points; or
- a student may be granted 48 junior credit points for the first year of an Arts degree completed at another Australian tertiary institution.

These credit points may be in a particular subject area. Non-specific ~~The~~ credit is not linked to a specific unit of study at this University.

#### **Exemption**

A student taking a particular unit of study is normally required to attend all prescribed lectures, seminars, tutorials and practical work. On the basis of previous study a student can, however, be exempted from completing parts of the prescribed work for a particular unit of study within a course. ~~Exemption may also be granted for the whole of a prescribed unit of study (this may also be known as a 'Waiver'). In such cases, no advanced standing will be granted and the student will be required to complete an alternative unit of study as prescribed by the Faculty.~~

#### **Waiver**

Exemption may also be granted for the whole of a prescribed unit of study: this is known as a 'Waiver'. A waiver may be in order to exempt a student from a prerequisite or the requirement to do a compulsory course on the basis of previous learning or experience. In such cases, no credit will be granted and the student will be required to complete an alternative unit of study as prescribed by the Faculty, in order to gain sufficient credit points to meet the requirements for the degree.

**Embedded Program** Award courses in the graduate certificate, graduate diploma and master's degree by coursework sequence which allow unit of study credit points to count in more than one of the awards, e.g. the Graduate Certificate in Information Technology, Graduate Diploma in Information Technology and Master of Information Technology.

#### **4. Preamble**

Faculties have the authority to grant credit on the basis of previous study. This policy provides a broad framework under which faculties may exercise their academic judgement in the granting of credit. The University of Sydney's policy on advanced standing, credit and exemption is based on the following broad principles:

- 4.1 granting maximum credit for appropriate ~~prior~~ learning previous study;

- 4.2 support for articulation with other tertiary providers and with other courses at the University of Sydney;
- 4.3 a consistent and transparent approach to the granting of credit;
- 4.4 consistency with the Group of Eight Credit Transfer Agreement (March 2007)

## 5. Policy

- 5.1 Entry to the University's courses is competitive and eligibility for credit or advanced standing does not guarantee an applicant a place in a course.
- 5.2 The level of credit to be granted towards a particular course shall be determined at Faculty level in accordance with this policy and the degree and faculty resolutions. Any credit granted must be consistent with the current resolutions governing progression within the course for which credit is sought. If a student is admitted to candidature for an undergraduate degree at the University of Sydney with credit for completed units of study, the maximum credit allowed will be determined by the requirement that the student complete a minimum of the equivalent of two full-time semesters of their course at the University of Sydney.
- 5.3 Regardless of the level of credit granted, any pre-requisite and co-requisite requirements must be met, unless approval to waive these requirements has been given (see 'Waiver').
- 5.4 Amount of credit to be granted.  
Generally, the same unit of study cannot be counted towards the requirements for two different courses, except for approved combined degrees and the instances set out below:

5.4.1 Undergraduate coursework: If a student is admitted to candidature for an undergraduate degree at the University of Sydney with credit for completed units of study not counted towards an award, the maximum credit allowed will be determined by the requirement that a minimum of the equivalent of 48 credit points of their course be completed at the University of Sydney.

*Graduates*, however may be given a limited amount of credit for units of study already counted in a completed qualification. Except where provided otherwise in the specific resolutions for the course concerned, the maximum credit granted in such cases will be determined by the requirement that a graduate who is admitted to candidature for a degree of bachelor with credit for completed units of study shall attend units of study for the equivalent of at least two full-time years in that course, unless additional credit from an uncompleted course or courses has also been granted.

5.4.2 Postgraduate coursework: Credit towards a postgraduate coursework degree (GradCert, GradDip, Masters) will not be given for undergraduate units of study or for completed postgraduate awards except in the case of embedded programs at the University of Sydney or other programs deemed by the relevant faculty to be the equivalent of such programs.

5.4.3 Specific or non-specific credit for postgraduate study undertaken at another tertiary institution, for which an award was not made, may be granted by the faculty subject to a maximum equivalent of fifty-percent of the credit point requirements for the award.

- 5.5 Credit will not normally be granted for units of study completed more than ten ~~two~~ years prior to application. Faculties may prescribe a shorter timeframe.
- 5.6 Credit may be granted for units of study completed at an Australian University as follows:
- 5.6.1 Subject to limitations outlined in University policy, units of study which are part of award courses at Australian tertiary institutions shall generally be recognised for the consideration of applications for credit towards appropriate or equivalent awards of the University of Sydney.
- 5.6.2 Subject to limitations of University policy and the academic judgement of faculties, credit shall generally be granted for a specific unit of study where there is substantial overlap of skills, knowledge and experience at a level deemed to be equivalent to a University of Sydney unit of study.
- 5.6.3 Non-specific credit appropriate to the award may be granted in accordance with faculty policies and guidelines.
- ~~5.6 Credit will not be automatically granted for units of study completed at an institution from which an applicant was either excluded or asked to show good cause. Faculties do, however, have the discretion to grant credit or exemption in such cases on the grounds of work completed at the other institution.~~
- ~~5.7 Credit may be granted for units of study completed at Australian tertiary institutions as follows:~~
- ~~5.7.1 Units of study which are part of award courses at Australian tertiary institutions shall generally be recognised for credit towards appropriate or equivalent awards of the University of Sydney.~~
- ~~5.7.2 Credit shall generally be granted for a specific unit of study where there is substantial overlap of content at a level deemed to be equivalent to a University of Sydney unit of study.~~
- ~~5.7.3 Non-specific credit appropriate to the award may be granted in accordance with Faculty policies and guidelines.~~
- 5.7 Units of study completed through:
- 5.7.1 recognised overseas tertiary institutions
- 5.7.2 registered private providers of accredited higher education courses
- 5.7.3 the Vocational Education and Training sector
- may be recognised for specific or non-specific credit towards appropriate courses of the University of Sydney.
- 5.8 Credit shall be granted for completed units in other programs after evaluation by the Faculty of the program which forms the basis for the ~~for which the applicant claims credit~~ application. The program of study will be measured against factors including:
- 5.8.1 the general educational practices and standards of the institution(s) or system;
- 5.8.2 the objectives of the particular course and the methods adopted to achieve these objectives;

- 5.8.3 admission requirements for the course;
- 5.8.4 the duration of the course;
- 5.8.5 the breadth, depth and balance of the course material;
- 5.8.6 the methods of assessment;
- 5.8.7 the teaching staff conducting the course, including numbers, professional qualifications and experience and educational expertise;
- 5.8.8 the accommodation and facilities including equipment, library, laboratories, workshops and other instructional or research resources for the particular course.

5.9 Recognition of Other Prior Learning

Credit may be granted for other prior learning ~~previous study~~ prior learning where that experience can be documented. The onus shall be on the applicant to provide appropriate evidence or demonstrate the relevant skills, knowledge and understanding gained. The criteria in s5.8 may be used as a guide. Skills and knowledge gained through work or life experience may, at the discretion of the faculty, be recognised by the granting of a waiver or credit, where it can be shown that such skills and knowledge are equivalent to those that would be gained in relevant University of Sydney studies, ~~but not through credit.~~ Such credit shall be granted only when the applicant can demonstrate equivalent skills and knowledge to that gained if the relevant University of Sydney studies were undertaken.

~~5.11 Amount of Credit to be Granted~~

~~Any credit granted must be consistent with the current resolutions governing progression within the course in which credit is sought. If a student is admitted to a candidature for an undergraduate degree at the University of Sydney with credit for completed units of study, the maximum credit allowed will be determined by the requirement that the student will be required to complete a minimum of the equivalent of two full-time semesters of their course at the University of Sydney (see also section (iv) above for provisions relating to graduates admitted with credit for units of study already counted towards a degree).~~

5.10 Honours level study Degrees

Where course resolutions permit, students who have been awarded the degree of bachelor at pass level may be permitted to enrol for that degree at honours level.

**6. Procedures**

- 6.1 Each Faculty shall publish annually details of its advanced standing and credit transfer policy, consistent with this policy, including the criteria to be applied and relevant deadlines.
- 6.2 Credit will be approved by the Faculty administering the course for which the student is enrolled and will not automatically be transferred from one course to another. With respect to combined programs, applications must be made to the faculty delivering the equivalent unit of study for which credit is sought.
- 6.3 Applicants seeking credit must apply to the Faculty using the University on the required form, and must provide satisfactory documentary evidence in support of their application.

- 6.4 Individual decisions about granting of credit to applicants will be made by the relevant ~~Dean or nominee Faculty officers~~ within procedures and frameworks established and maintained by the Faculty in accordance with this policy.
- 6.5 Advice on possible credit to be gained will be given by the relevant faculty officer to a potential student on the understanding that a final decision will be communicated if the student is admitted to the course.
- 6.6 A fully documented decision to grant or not grant credit shall be attached to the student's file. Documentation, including any supporting documents, must be stored and filed in accordance with current University practice.
- 6.7 A student wishing to contest a faculty's decision on the granting of credit should follow the procedures in "Resolutions of the Academic Board: Principles for student appeals against academic decisions".
- 6.8 By the end of each calendar year, each faculty will submit to the Academic Board a summary of applications for granting of credit, indicating the courses for which credit was sought and the amount granted.

## Amendments to Resolutions of Senate

### **Master of Education, Graduate Diploma in Educational Studies, Graduate Certificate in Educational Studies**

The Resolutions of Senate relating to the Master of Education, Graduate Diploma in Educational Studies and Graduate Certificate in Educational Studies in the Faculty of Education and Social Work are amended, with immediate effect, as follows (additions indicated by underlined, deletions indicated by strikethrough):

#### **Master of Education**

##### **1. The degree of Master of Education will be awarded with the following designations:**

1.1 ~~Management and Human Resource Development~~ Educational Management and Leadership

1.2 Teaching English to Speakers of other Languages/Languages

1.3 Teaching and Curriculum Studies

1.4 Information Technology in Education

1.5 Special Education

1.6 Educational Psychology

1.7 English and Literacies in Education

1.8 Health Education

1.9 Research Methodology

1.10 Higher Education

1.11 International Education

1.12 Coach Education

1.13 Human Movement

##### **2. Requirements for the Master of Education**

2.1 To qualify for award of the Master of Education a candidate must:

2.1.1 complete successfully units of study giving credit for a total of 48 credit points; or

2.1.2 complete successfully units of study giving credit for a total of 36 credit points and a dissertation with an upper word limit of 15,000 words; and

2.1.3 satisfy the requirements of all other relevant By-laws, Rules and Resolutions of the University.

#### **Graduate Diploma in Educational Studies**

1. The Graduate Diploma in Educational Studies may be awarded with the following designations:

1.1 ~~Management and Human Resource Development~~ Educational Management and Leadership

1.2 Teaching English to Speakers of other Languages/Languages

1.3 Teaching and Curriculum Studies

1.4 Information Technology in Education

1.5 Special Education

1.6 Educational Psychology

1.7 English and Literacies in Education

1.8 Health Education

1.9 Research Methodology

1.10 Higher Education

1.11 International Education

1.12 Coach Education; and

1.13 Human Movement.

##### **2. Requirements for the Graduate Diploma in Educational Studies**

2.1 To qualify for award of the Graduate Diploma in Educational Studies a candidate must:

2.1.1 complete successfully units of study giving credit for a total of 36 credit points; and

2.1.2 satisfy the requirements of all other relevant By-laws, Rules and Resolutions of the University.

#### **Graduate Certificate in Educational Studies**

1. The Graduate Certificate in Educational Studies may be awarded with the following designations:

1.1 Aboriginal Education

1.2 ~~Management and Human Resource Development~~ Educational Management and Leadership

1.3 Teaching English to Speakers of other Languages/Languages

1.4 Teaching and Curriculum Studies

1.5 Information Technology in Education

1.6 Special Education

1.7 Educational Psychology

1.8 English and Literacies in Education

1.9 Health Education

1.10 Research Methodology

1.11 Higher Education

1.12 International Education

1.13 Human Movement, and

1.14 Coach Education

**2. Requirements for the Graduate Certificate in Educational Studies**

2.1 To qualify for award of the Graduate Certificate in Educational Studies a candidate must:

2.1.1 complete successfully units of study giving credit for a total of 24 credit points; and

2.1.2 satisfy the requirements of all other relevant By-laws, Rules and Resolutions of the University.

## Amendments to Resolutions of the Faculty

### Master of Education

The Resolutions of the Faculty relating to the Master of Education in the Faculty of Education and Social Work are amended, with immediate effect, as follows (additions indicated by underlined, deletions indicated by strikethrough):

### Master of Education

#### 1. Definitions

In these resolutions, unless a contrary intention appears

**Adviser** refers to a member of the academic staff who may be appointed in an advisory role in respect of the degree undertaken primarily by coursework.

**Area** means a designated area of study within the degree of Master of Education.

**Associate Dean** refers to the associate dean appointed by the Faculty to oversee postgraduate research candidatures undertaken within the Faculty of Education

**Candidate** means a candidate for the degree of Master of Education; a minimum and maximum period of time is prescribed within which a student completes the requirements for award of degree.

**Coursework** consists of lectures and/or seminars together with such tutorial instruction, essays, exercises, practical work and assignments as may be prescribed by the Faculty; completing the coursework involves satisfying these requirements as well as completing such examinations as may be set.

**Dean** means the Dean of the Faculty of Education or an associate dean appointed by the Dean to have supervisory responsibilities for the degree of Master of Education.

**Degree** means the degree of Master of Education.

**Designated Faculty Officer** refers to either the Associate Dean or Sub-Dean responsible to the Faculty for the administration of research candidatures.

**Essay** is a piece of original research (shorter than a thesis) and/or a survey of the literature on a particular topic from which original conclusions may be drawn.

**The Faculty** means the Faculty of Education.

**Requirements** means the coursework requirements for award of the degree of Master of Education.

**School** refers to the Schools which the Vice-Chancellor has determined shall be placed under the supervision of the Faculty of Education

**Section** refers to the section specified in the resolutions of Senate relating to the degree of Master of Education.

**Table of units of study** refers to the list of units of study available for the degree, attached to the resolutions of the Faculty.

**Unit of study** shall consist of such seminars, lectures, tutorial instruction, essays, exercises and practical work as may be prescribed by the Faculty. In these resolutions to complete a unit of study and derivative expressions means: (a) to attend the lectures and the meetings, if any, for seminars or tutorial instruction; (b) to complete satisfactorily the essays, exercises and the practical work, if any; and (c) to pass the examinations of the unit of study.

#### 2. Award of Degree

2.1 The degree of Master of Education shall be awarded in one grade only, provided that an outstanding candidate may be awarded the degree with merit.

2.2 A candidate who has been awarded the degree of Master of Arts (Pass) in Education, Master of Arts (Honours) in Education, Master of Philosophy in Education or Master of Education (Research) shall not be awarded subsequently the degree of Master of Education if it is undertaken in the same program or designated area of study as the earlier degree.

#### 3. Title of the degree

3.1 Unless otherwise determined, the testamur for the degree shall specify the program of studies in which the candidate completed the greatest proportion of the requirements for award of the degree. The degree shall be entitled the Master of Education and the program of studies shall be indicated in parentheses.

3.2 The programs of studies are set out in the table of units of study.

#### 4. Eligibility for Admission to Candidature

4.1 Except as provided in part 9, Section 47 of the University of Sydney (Amendment) Act 1999 as amended, an applicant for admission to candidature shall:

4.2.1 hold a Bachelor of Education of the University of Sydney; or

4.2.2 be a graduate of the University of Sydney who also holds the Diploma in Education or the Bachelor of Teaching or the Master of Teaching of the University of Sydney, or equivalent; or

4.2.3 be a graduate of the University of Sydney with a degree which includes the satisfactory completion of all required units of study comprising Education 300 level or equivalent; or

4.2.4 be a graduate of the University of Sydney and have completed postgraduate studies or have gained professional experience, either full-time for one year or part-time for a period considered by the Faculty to be equivalent to one year full-time, in a field judged by the Faculty to be appropriate to the program of studies offered by the Faculty in which the student intends to enrol; or

4.2.5 hold qualifications or fulfil such other criteria as are required for specific designations within the Master of Education as specified in the resolutions relating to admission to candidature for the Graduate Certificate or Graduate Diploma in that designation; and

4.2.6 complete any additional qualifying courses prescribed by the Faculty; and

4.2.7 apply in writing to the Faculty for admission to candidature.

### **5. Availability of Admission**

5.1 Admission to candidature for the degree may be limited by quota.

5.2 In determining the quota the University will take into account:

5.2.1 availability of resources, including space, library equipment and computing facilities; and

5.2.2 availability of adequate and appropriate supervision and co-ordination of candidatures.

5.2.3 In considering an applicant for admission to candidature the Faculty, in taking account of the quota, will select in preference applicants who are most meritorious in terms of admission criteria.

### **6. Units of study**

The units of study which may be taken for the award of the Master of Education and/or which are specified for particular designations are set out in the *Unit of Study Outlines* section of the Graduate Handbook of the Faculty.

### **7. Transfer from Master of Education to Master of Philosophy in Education**

A candidate progressing towards the Master of Education will be deemed eligible to transfer to the Master of Philosophy in Education:

7.1 on attaining the grade of Distinction or better in four units of study provided that normally both grades are relevant to the area in which the candidate wishes to undertake the research work; and

7.2 subject to the resolutions relating to the Master of Philosophy in Education.

### **8. Method of Progression**

A candidate for the degree of Master of Education shall proceed by coursework or by coursework and long essay in accordance with section 9.

### **9. Requirements for the degree**

To qualify for award of the degree:

9.1 A candidate proceeding primarily by coursework shall successfully complete units of study prescribed by the Faculty and giving credit for a total of 48 credit points.

9.2 A candidate proceeding by coursework and dissertation shall successfully complete units of study prescribed by the Faculty and giving credit for a total of 36 credit points and a dissertation on a topic approved by the Faculty.

9.3 Where a candidate is prevented or otherwise unable to complete the requirements for award of the degree as specified in sub-sections 9.1 and 9.2 he/she may apply to the Faculty for permission to graduate with either the Certificate or Diploma of Educational Studies, subject to the provisions for award of those qualifications.

### **10. The dissertation**

10.1 A candidate who elects to proceed by coursework and dissertation under Section 9.2 shall produce a dissertation with an upper word limit of 12,000 words of text.

10.2 The prescribed word limit may be exceeded only with the written permission of the Faculty.

10.3 The candidate shall state, throughout the dissertation and specifically in footnotes, the

sources from which information is derived, the extent to which use has been made of the work of others and the portion, if any, that the candidate claims as original.

10.4 The topic of the dissertation shall be approved by the Faculty.

10.5 A candidate may not present as the dissertation, any work which has been presented for a degree at this or another university, but the candidate will not be precluded from incorporating such in the dissertation, provided that, in presenting the dissertation, the candidate acknowledges clearly the part of the work that has been so incorporated.

10.6 The dissertation shall be written in English.

### **11. Examination of dissertation**

11.1 A candidate proceeding by coursework and dissertation shall lodge with the Faculty three copies of the dissertation, typewritten and bound and to incorporating an abstract of the dissertation, by the final date for completion of candidature as notified to candidates upon admission to candidature.

11.2 The Associate Dean concerned shall report the result of the examination of the coursework or equivalent and of the dissertation to the Faculty which shall then determine the result of the candidature.

### **12. Credit for Courses Completed External to Candidature**

A candidate who has completed a unit or units of study (or equivalent work) towards a degree or as a non-award student at this or another university or towards an equivalent qualification at an appropriate institution, may be granted credit not exceeding 50% of the total coursework requirements for award of the degree of Master of Education, provided that the content of the unit or units of study (or equivalent work) is considered by the Faculty to be equivalent to a unit or units of study offered at postgraduate degree level by the Faculty of Education and Social Work.

### **13. Conditions of Granting of Credit**

The Faculty may grant a candidate credit towards award of the degree of Master of Education for:

13.1 a unit or units of study (or equivalent work) completed towards the degree of Master of Education (or equivalent degree) at this or another university, provided that:

13.1.1 the unit or units of study (or equivalent work) was completed within the six years immediately preceding the commencement of candidature for the degree of Master of Education;

13.1.2 the candidate's result in each unit of study for which credit is sought is at sufficient level of attainment for the purposes of the degree;

13.1.3 all units of study so credited subject to the provisions of these resolutions be counted towards the requirements for award of the degree;

13.2 candidates granted such credit may be required not to undertake units of study prescribed within their candidature at the University of Sydney; and (a) a candidate completes all necessary qualifying units of study for the degree within such period of time and such number of years of candidature as the Faculty may determine, having regard to the number of units of study credited, the length of time over which the unit or units of study concerned were completed and the time limits for the completion of the degree prescribed under these resolutions.

13.3 Unless otherwise specified by the Faculty, a candidate shall not be granted credit for, or on the basis of, any unit or units of study (or equivalent work) upon which the candidate has relied or intends to rely in order to satisfy requirements for award of a degree other than Master of Education.

### **14. Designated areas of study**

14.1 A candidate undertaking the degree of Master of Education shall be eligible for the award of the degree in one of the following designated areas of study offered by the Faculty provided the candidate completes an appropriate program of courses of study as approved by the Faculty and complies with any specific admission criteria for the selected designation:

14.1.1 Coach Education;

14.1.2 ~~Management and Human Resource Development~~ Educational Management and Leadership;

14.1.3 Educational Psychology;

14.1.4 English and Literacies in Education;

14.1.5 Health Education

- 14.1.6 Higher Education;
- 14.1.7 Human Movement
- 14.1.8 Information Technology in Education;
- 14.1.9 International Education
- 14.1.10 Research Methodology;
- 14.1.11 Special Education;
- 14.1.12 Teaching English to Speakers of other Languages/Languages; and
- 14.1.13 Teaching and Curriculum Studies.

14.2 A candidate who intends to undertake the degree of Master of Education in a designated area of study shall normally apply in writing to the Faculty for approval of enrolment in the appropriate program.

#### **15. Time limits**

A candidate may proceed on either a full-time or on a part-time basis.

15.1 A full-time candidate undertaking the Master of Education shall complete the requirements for the award of the degree not earlier than the end of the two consecutive semesters of candidature from the date of first enrolment and, unless otherwise determined by the Faculty, not later than the end of four consecutive semesters of candidature from the date of first enrolment;

15.2 A part-time candidate undertaking the Master of Education shall complete the requirements for award of the degree not earlier than the end of four consecutive semesters of candidature from the date of first enrolment and, unless otherwise determined by the Faculty, not later than the eighth consecutive semesters of candidature from the date of first enrolment;

15.3 The earliest and latest dates for completion of requirements for the award of the degree shall be adjusted for those candidates wishing to proceed on a part-time basis following their admission to candidature on a full-time basis, and vice versa;

15.4 Time spent by a candidate in advanced study before admission to candidature at the University of Sydney, or at another university, or at another institution which may be deemed by the Faculty to be equivalent, may be deemed by the Faculty to be time spent after such admission.

#### **16. Award of the Graduate Certificate or the Graduate Diploma in Educational Studies**

16.1 A candidate who satisfactorily completes six units of study as prescribed by the Faculty giving credit for 36 credit points (including at least three unit of study from an individual program of study), and chooses not to proceed further with his/her candidature, may apply to the Faculty to be awarded the Graduate Diploma in Educational Studies.

16.2 The Graduate Diploma in Educational Studies awarded in accordance with sub-section 16.1 of this Section and all resolutions relating to the Graduate Diploma in Educational Studies shall be awarded at Pass grade only.

16.3 A candidate who have satisfactorily completed four units of study as prescribed by the Faculty giving credit for 24 credit points (including at least three units from an individual program of study), and who chooses not to proceed further with his/her candidature, may apply to the Faculty to be awarded the Graduate Certificate in Educational Studies.

16.4 The Graduate Certificate in Educational Studies awarded in accordance with subsection 16.3 of this Section and all resolutions relating to the Graduate Certificate in Educational Studies shall be awarded at Pass grade only.

#### **17. Suspension of candidature**

17.1 A candidate must be enrolled in each semester in which he or she is actively completing the requirements for the award. A candidate who wishes to suspend his or her candidature must first obtain approval in writing from the Faculty.

17.2 The candidature will be deemed to have lapsed where a candidate has not re-enrolled in accordance with subsection 17.1 of the section and has not obtained approval from the Faculty for suspension of candidature.

17.3 A candidate whose candidature has lapsed must apply for re-admission in accordance with procedures determined by the Faculty. If re-admitted to candidature, the candidate shall complete the degree requirements under such conditions as may be determined by the Faculty and shall proceed under such by-laws, rules and resolutions as prevail at the time of the re-enrolment.

17.4 Except where the Faculty determines otherwise in any particular case, a candidate who re-enrols after a suspension of candidature for any period shall proceed under the by-laws and resolutions in force at the time of re-enrolment.

**18. Lapse of candidature**

18.1 Unless the Faculty otherwise determines in any particular case, candidature will be deemed to have lapsed if a candidate has:

18.1.1 not completed all the requirements for the award of the degree in accordance with sections 9 and/or 15; or

18.1.2 not re-enrolled for the degree as required in accordance with section 17.

18.2 A candidate whose candidature has been deemed to have lapsed in accordance with sub-section 17.2 shall not be permitted to re-enrol as a candidate for the degree unless again selected for admission.

**19. Termination**

The Faculty may call upon any candidate to show good cause why his/her candidature should not be terminated by reason of unsatisfactory progress and where, in the opinion of the Faculty, the candidate does not show good cause, terminate the candidature.

---

## Minor Course Amendment Proposal

---

Faculty/Board of Studies: Sydney Conservatorium of Music

Contact person: Adrienne Sach

---

**1. Name of award course**

Graduate Diploma in Music (Opera)  
Graduate Diploma in Music (Performance)  
Master of Music Studies (Opera)  
Master of Music (Performance)  
Master of Music Studies (Performance)  
Master of Music Studies (Conducting)

**2. Purpose of proposal**

To advise the Academic Board of amendments to the Rules of the Sydney Conservatorium of Music, and seek approval from both the Board and Senate. This amendment will allow a student to seek permission to allow the final recital of a performance degree program to be used as the audition for entry into a higher degree performance program.

**3. Details of amendment**

An additional point to be added to the **1.2 Admission to postgraduate courses** section of the Rules of the Sydney Conservatorium of Music as follows:

**1.2 Admission to postgraduate courses**

1.2.7 An applicant ~~for admission to a performance course~~ may request permission for a the final recital of a Sydney Conservatorium of Music performance award course to be counted used as the audition for admission to a higher degree performance award course, provided the recital takes place within six months of intended admission. The request must occur before the recital takes place. Approval for use of the final recital as an audition is required from the relevant Chair of Unit.

**4. Transitional arrangements**

N/A

**5. Other relevant information**

- This proposal formalises current practice. At present the final recital of a performance degree can be used as the audition for entry to a higher level performance degree if (1) a student requests this prior to the recital taking place, and (2) written approval is obtained from the relevant Chair of Unit.
- At present, two separate sets of paperwork are required in this circumstance: (1) the regular recital report, and (2) an audition report. If necessary, different assessors are present to handle the requirements of the recital and that of the audition. The requirement for two sets of paperwork and for viable assessors is to remain in place.
- This matter was discussed and approved at the Conservatorium Graduate Studies Committee on 20 October 2008. Approval from the College Board of the Conservatorium is pending.

**6. Signature of Dean**

## Resolutions of the Faculty

### Conservatorium Rules

The Resolutions of the Faculty relating to admission to postgraduate courses in the Sydney Conservatorium of Music are amended, with immediate effect, as follows (additions indicated by underlined, deletions indicated by strikethrough):

### Conservatorium Rules

#### 1. Admission

##### 1.2 Admission to postgraduate courses

1.2.1 An applicant may be admitted to a graduate course:

1.2.1.1 Upon successful completion of a Conservatorium undergraduate degree program or an undergraduate degree program at another institution deemed by the Board to be equivalent to a Conservatorium undergraduate degree program; or

1.2.1.2 in respect of the graduate diploma where specific rules so provide, upon successful completion of a Conservatorium undergraduate diploma program or an undergraduate award program at another institution deemed by the Board to be equivalent to a Conservatorium undergraduate diploma; or

1.2.1.3 in exceptional circumstances, if the Board determines that such applicant, although not meeting the requirements of

1.2.1.2 or 1.2.1.3, has exceptional qualifications and experience and has the aptitude required for undertaking the courses of study.

1.2.2 An applicant from a country other than Australia or New Zealand may be admitted if the requirements of the Commonwealth Government and additional requirements set out in rule 1.6 are met.

1.2.3 An applicant must also achieve satisfactory results in:

1.2.3.1 an audition/interview, or

1.2.3.2 submitted compositions, or

1.2.3.3 submitted musicology papers, or

1.2.3.4 submitted music education papers, as required, and

1.2.3.5 must meet such other requirements as are specified in the Conservatorium Resolutions of the award program.

1.2.4 An applicant for admission to a performance course may be conditionally accepted on a recorded audition, but final acceptance will only occur following live audition and interview.

1.2.5 Proficiency in spoken and written English at a level adequate to undertake a course is an essential requirement for admission.

1.2.6 An applicant admitted under rule 1.2.1.3 may be required to complete additional requirements either prior to admission or during the course.

1.2.7 An applicant ~~for admission to a performance course~~ may request permission for a the final recital of a Sydney Conservatorium of Music performance award course to be counted used as the audition for admission to a higher degree performance award course, provided the recital takes place within six months of intended admission. The request must occur before the recital takes place. Approval for use of the final recital as an audition is required from the relevant Chair of Unit.