GRADUATE STUDIES COMMITTEE
10:00AM – 12:00PM, TUESDAY 11 SEPTEMBER 2018
Acting Chair: Associate Professor Patrick Kelly
Committee Officer: Sally Hilton

University Secretariat | Office of the Vice-Chancellor
Quadrangle (A14)
sally.hilton@sydney.edu.au
sydney.edu.au/secretariat/academic-board-committees/graduate-studies-committee/index

NOTICE OF MEETING
Meeting 5/2018 of the Graduate Studies Committee will be held at 10:00am on Tuesday 11 September 2018 in the Senate Room, Quadrangle. The Agenda for the meeting is below.

Sally Hilton
Committee Officer

AGENDA

<table>
<thead>
<tr>
<th>Presenter</th>
<th>Paper</th>
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<tbody>
<tr>
<td>Chair</td>
<td>Verbal</td>
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1 WELCOME AND APOLOGIES

2 PROCEDURAL MATTERS
2.1 Minutes of Previous Meeting
Chair Attached

2.2 Actions Arising
Chair Verbal

2.3 2019 Meeting Dates
Chair Attached

3 STANDING ITEMS
3.1 Report of the Chair
Chair Attached

3.2 Report of the Academic Board
Tony Masters Attached

3.3 Report of HDR Scholarships Sub-Committee
Shae McCrystal Attached

4 ITEMS FOR ACTION

Major Course Proposals
Nil

Minor Course Proposals

4.1 Faculty of Engineering and Information Technologies:
Minor amendment to the Master of Engineering, Master of Professional Engineering, Master of Professional Engineering (Accelerated)
Dong Yuan Attached

4.2 Sydney Conservatorium of Music:
Minor amendment to the Master of Music Studies (Conducting)
Chris Coady Attached

4.3 School of Architecture, Design and Planning:
Minor amendment to the Master of Philosophy (Architecture)
Lee Stickells Attached
4.4 Faculty of Science: Minor amendment to the Doctor of Veterinary Medicine and Bachelor of Veterinary Science/Doctor of Veterinary Medicine

Higher Degree by Research

4.5 Sydney School of Architecture, Design and Planning: Minor amendment to the Doctor of Philosophy

4.6 Proposed changes to the HDR Rule - Completions

4.7 Research Training Program Scholarships Policy 2018

5 ITEMS FOR NOTING

5.1 Education Portfolio: Educational Integrity Trend Report, Semester 1 2018

5.2 Education Portfolio: Outbound Student Mobility Policy 2018

5.3 Faculty of Engineering and Information Technologies: Minor amendment to the Master of Professional Engineering (Accelerated)

5.4 Faculty of Health Sciences: Minor amendment to the Master of Speech Language Pathology

6 OTHER BUSINESS

7 NEXT MEETING

10:00am – 12:00pm
Tuesday 6 November 2018
Function Rom, Level 5, F23
TERMS OF REFERENCE

PURPOSE
The Graduate Studies Committee assists the Academic Board in ensuring the maintenance of the highest standards and quality in teaching, learning, research training and scholarship at the University of Sydney. It advises the Academic Board about resolutions, policy and procedures relating to postgraduate study at the University. It determines postgraduate matters, including the approval of new and amended courses, in accordance with the *University of Sydney (Delegations of Authority – Academic Functions) Rule 2016*.

TERMS OF REFERENCE
1. To advise the Academic Board on resolutions, policy and procedures relating to postgraduate studies in the University.
2. To make recommendations to the Academic Board regarding:
   2.1. proposals to introduce new postgraduate award courses and amendments to existing postgraduate award courses; and
   2.2. requirements to be satisfied by candidates for the award of a degree, diploma or certificate.
3. To provide academic oversight in relation to domains 1.4.1; 1.4.2; 1.4.5, 1.4.7, 1.5.2; 3.1.1, 3.1.2, 3.1.3; 3.1.4; 3.1.5; 4.2.1(a) – (e) inclusive, 5.1.2; 5.1.3, 5.4.2 and 6.3.2(c) of the *Higher Education Standards Framework (Threshold Standards) 2015*.
4. To ensure graduate education is compliant with appropriate rules, policies and procedures, including, but not limited to the:
   - *University of Sydney (Coursework) Rule 2014*
   - *Coursework Policy 2014*
   - *Assessment Procedures 2011*
   - *Learning and Teaching Policy 2015*
   - *Learning and Teaching Procedures 2016*
   - *Academic Honesty in Coursework Policy 2015*
   - *Academic Honesty Procedures 2016*
   - *University of Sydney (Higher Degree by Research) Rule*
   - *Thesis and Examination of Higher Degree by Research Policy 2015*
   - *Thesis and Examination of Higher Degree by Research Procedures 2015*
   - *Thesis and Examination of Higher Degrees by Research Guidelines for Examiners*.
5. To act for the Academic Board in:
   5.1. admitting candidates, on the advice of the Faculty, University School or Board of Studies concerned, for higher doctorates; and
   5.2. determining, on the recommendation of the Faculty, University School or Board of Studies concerned, whether or not a higher doctorate be awarded.
6. To contribute to the development of the University’s strategic objectives in relation to postgraduate study and research training, and to develop, recommend to the Academic Board, and regularly review resolutions, policy and procedures supporting those strategic objectives.
7. To receive reports from, and provide advice to, the Deputy Vice-Chancellor (Education), and, where appropriate the Deputy Vice-Chancellor (Research), the Registrar and the Pro-Vice-Chancellor (Global Engagement) on matters relating to postgraduate study and research training at the University.
8. To recommend to the Academic Board effective policy and procedures for Higher Degree by Research students.
9. To obtain information or reports from any Faculty, University School, Board of Studies, school or department, the Library or other academic unit on academic matters relating to postgraduate studies.
10. To ensure proper communication channels are established with other committees of the Academic Board and University Executive to promote cross-referencing and discussion of matters concerning postgraduate students.

11. To determine the terms and conditions of awards, postgraduate scholarships and prizes established within the University.

12. To provide regular reports on its activities under its terms of reference to the Academic Board.

13. To consider and report on any matter referred to it by the Academic Board or its committees, the University Executive or the Vice-Chancellor.

Note: The Chair of the Graduate Studies Committee has, in some circumstances, delegated authority under the University of Sydney (Delegations of Authority – Academic Functions) Rule 2016, including to vary the requirements for a particular candidate for a higher doctorate or Doctor of Philosophy in exceptional circumstances.
RECOMMENDATION

That the Graduate Studies Committee resolve that the minutes of meeting 4/2018, held on 17 July 2018, be confirmed as a true record.

MINUTES

1 WELCOME AND APOLOGIES

The Committee welcomed new members and noted the apologies as recorded above.

2 PROCEDURAL MATTERS

2.1 Minutes of Previous Meeting

Members confirmed the minutes of the previous meeting held on 22 May 2018 as an accurate record of the meeting.

Resolution GSC18/4-1
That the Graduate Studies Committee resolved that the minutes of meeting 3/2018 held on 22 May 2018 be confirmed as a true record.

2.2 Actions Arising

The Chair provided the Committee with an update on actions arising:

- Finalised revised versions of ten proposals requiring minor amendments were presented to and approved by the Academic Board on 12 June 2018.

- Item 4.6
  The proposal from the School of Architecture, Design and Planning to amend the Master of Architecture (Sustainable Design) was withdrawn following the Committee meeting and was not presented to the Academic Board.

- Item 4.13
  The proposal from the Faculty of Arts and Social Sciences to amend the Master of Education and embedded programs was withdrawn following the Committee meeting and was not presented to the Academic Board.

- Item 4.52
  The proposal from the School of Architecture, Design and Planning to amend the Doctor of Philosophy was withdrawn following the Committee meeting and was not presented to the Academic Board.
3 STANDING ITEMS

3.1 Report of the Chair

The Chair’s report was taken as read and noted without further comment.

The requirement for thesis embargo requests to be supported by appropriate evidence was noted and members were requested to communicate this to their Faculties and Schools.

The Committee was provided with an overview of the thesis erratum notice process.

Members were reminded that the Chair will be on Special Studies Program Leave for six (6) months from 1 August 2018 and thanked Deputy Chair, A/Professor Patrick Kelly (Medicine) for acting as Chair during this period.

Resolution GSC18/4-3
That the Graduate Studies Committee noted the report of the Chair.

3.2 Report of the Academic Board

The Chair of the Academic Board provided a verbal report to members, congratulating the Board on the large volume of work transacted at the 12 June 2018 meeting.

Resolution GSC18/4-4
That the Graduate Studies Committee noted the report of the Academic Board meeting held on 12 June 2018.

3.3 Report of HDR Scholarships Sub-Committee

Professor Paul Groundwater (HDR Scholarships Sub-Committee Representative) was in attendance for Professor Shae McCrystal (Chair, HDR Scholarships Sub-Committee) to provide a verbal report of meetings held on 25 May 2018 and 22 June 2018.

Professor Paul Groundwater outlined significant concerns raised by the HDR Scholarships Sub-Committee (HDRSSC) in relation to the Enhanced Scholarship scheme.

Members were of the view that implementation and awarding of the Enhanced Scholarships be delayed until:
- A comprehensive policy, strategic direction and infrastructure is developed;
- Transparent eligibility criteria, a target audience and the scholarship title be determined; and
- A branding and marketing strategy is advertised and promoted.

It was suggested that the above concerns are expected to be addressed by September 2018.

Resolution GSC18/4-5
That the Graduate Studies Committee discussed the report from the Higher Degree by Research Scholarships Sub-Committee (HDRSSC) meetings held on 25 May 2018 and 22 June 2018.

4 ITEMS FOR ACTION

Major Course Proposals

4.1 Faculty of Engineering and Information Technologies: Master of Professional Engineering (Accelerated)

Professor David Lowe (Associate Dean (Education), Faculty of Engineering and Information Technologies) presented a proposal to introduce the Master of Professional Engineering
(Accelerated). The proposal is aimed at addressing declining enrolments by introducing a two (2) year variant of the current Master of Professional Engineering (MPE). Learning outcomes remain the same, however, it will provide for admission of students with different levels of prior studies.

The Chair noted his reservations in considering this proposal outside of the correct course proposal submission processes, advising members that the proposal has not yet received approval by the Deputy Vice-Chancellor (Education); nor been presented to the University Executive Curriculum and Course Planning Committee (UE CCPC) for endorsement prior to submission to the Committee.

Members provided mixed feedback, commenting that:
- use of the term “Accelerated” in the degree title was slightly misleading academically, however, understandable from a marketing perspective;
- the proposal will require a substantial volume of work from Academic Modelling and that given the current timeframe and the requirement for Senate approval, the proposal is unlikely to be visible prior to late 2018 and therefore may not assist with increasing enrolments; and
- the MPE (Accelerated) not be reliant on cross-referencing to the existing MPE and it include details such as learning outcomes, assurance of learning, academic dress and other considerations.

The proposal was endorsed in principle for 2019 implementation and submission to the Academic Board subject to amendments to learning outcomes, assurance of learning, academic dress and endorsement by the UE CCPC.

**Resolution GSC18/4-6**
That the Graduate Studies Committee recommend that the Academic Board approve the proposal from the Faculty of Engineering and Information Technologies to introduce the Master of Professional Engineering (Accelerated); approve the introduction of course resolutions and unit of study tables arising from the proposal; and recommend that Senate approve the amendment of the Resolutions of Senate for the Faculty of Engineering and Information Technologies, with effect from 1 January 2019.

**Minor Course Proposals**

*Nil*

**Higher Degree by Research**

*Nil*

5 ITEMS FOR NOTING

5.1 **HDR Scholarships Sub-Committee:** Revised Terms of Reference of the HDR Scholarships Sub-Committee

**Resolution GSC18/4-7**
That the Graduate Studies Committee noted the revised Terms of Reference of the HDR Scholarships Subcommittee.

5.2 **Graduate Research:** Options for Reducing HDR Thesis Examination Times

The Chair advised members that the original *Options for Reducing HDR Thesis Examination Times* proposal was submitted to the 12 June 2018 Academic Board meeting, where it was resolved that the Director, Graduate Research, further develop recommendations to reduce HDR examination times for future consultation.

**Resolution GSC18/4-8**
That the Graduate Studies Committee noted the Options for Reducing HDR Thesis Examination Times.
5.3 Graduate Research: Consideration of Excessive Examination Times for HDR Thesis

The Director, Graduate Research, provided members with an overview of the main challenges in reducing the University’s HDR thesis examination times:
1. Academic Supervisors breaching policy by failing to nominate examiners in a timely fashion;
2. Delayed receipt of the third PhD thesis examiner’s report; and
3. The allocation of three (3) months for students to complete corrections to an examined thesis, which in many cases substantially less time may be adequate.

The Academic Board at its 12 June 2018 meeting proposed further investigation of the following:
• Reduction in the number of examiners from three (3) to two (2); and
• Introduction of a mandatory oral component in addition to the thesis-based examination, consistent with the recommendations of the Australian Council of Learned Academics (ACOLA) Review of Australia’s Research Training System report.

Members noted that this proposal is a significant departure from current processes and provided the following feedback:
• That inviting three examiners and selecting only two to examine would require careful management and that utilising a reduced number of examiners may not necessarily mitigate the delayed receipt of the latest examiners report. Concern regarding Australia’s geographical isolation potentially resulting in limited access to international examiners and conflicts of interests of Australian academics was also raised.
• Clarification of the proposed model(s) of oral examination was requested. It was advised that a range of models would be investigated for further consultation with the Committee with the aim to develop a well-rounded oral examination model which includes a detailed thesis evaluation.
• That the University has a current process in place for oral examinations and that it may be beneficial to revise this to address the prevailing challenges rather than creating a new policy.
• Clarification of the post oral examination feedback that would be provided to students.

Following meetings of the HDR Examinations Sub-Committee and Academic Quality Committee, it was determined that the complexities and challenges of introducing the changes outlined in this proposal require a more detailed submission and further discussion.

Members were requested to discuss the proposal with their Faculties and Schools and to provide any feedback directly to the Director, Graduate Research.

Resolution GSC18/4-8
That the Graduate Studies Committee discussed the proposed options to reduce HDR thesis examination times.

5.4 Post-Bachelor Coursework Programs: Post-Bachelor Coursework Programs Report

The Chair spoke to this item in Professor Pip Pattison’s (Deputy Vice-Chancellor, Education) absence, noting that the changing nature of post-Bachelor education in Australia and internationally is an issue of concern within the sector.

The proposal’s recommendation to undertake a current state market assessment of post-bachelor opportunities in the first quarter of 2018 was endorsed.

Resolution GSC18/4-9
That the Graduate Studies Committee endorse the recommendations of the Post-Bachelor Coursework Programs Report to undertake a current state market assessment of post-bachelor opportunities in the first quarter of 2018.

5.5 Office of Educational Integrity: Towards an Institutional Response to the Risks Posed by Contract Cheating

The Committee supported the proposal from the Office of Educational Integrity to address the risks posed by contract cheating and noted:
The importance of student awareness regarding the potential risks in sharing personal information online.

That the issues outlined in the proposal are not limited to contract cheating and occur in a range of other university assessments.

That increased free access to online intellectual content may assist somewhat in ameliorating the issue.

**Resolution GSC18/4-10**

*That the Graduate Studies Committee supported the initiatives proposed by the Office of Educational Integrity to address the risks posed by contract cheating.*

### 6 OTHER BUSINESS

There being no other business the meeting closed at 11:30am

### 7 NEXT MEETING

Tuesday 11 September 2018
10:00am – 12:00pm
Senate Room, Quadrangle
Confidential OR Non-Confidential

<table>
<thead>
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<td>Associate Professor Patrick Kelly</td>
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<td>Acting Chair, Graduate Studies Committee</td>
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<tr>
<td>Paper title</td>
<td>2019 Meeting Schedule</td>
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<tr>
<td>Purpose</td>
<td>To advise the Graduate Studies Committee of the 2019 meeting schedule as approved by the Academic Board at its 7 August 2018 meeting</td>
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**RECOMMENDATION**

*That the Graduate Studies Committee note the 2019 meeting schedule.*

**2019 MEETING DATES**

The Graduate Studies Committee is to meet on Tuesday from 10am-12pm on the following dates:
- 5 February
- 12 March
- 30 April [final meeting for 2020 course approvals]
- 18 June
- 6 August
- 8 October

**ATTACHMENTS**

1. 2019 Proposed Timeline
## Proposed Timeline

<table>
<thead>
<tr>
<th>Process for 2020 delivery</th>
<th>Faculty Board</th>
<th>BIS</th>
<th>USC</th>
<th>GSC</th>
<th>AB</th>
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<tr>
<td><strong>New UG course</strong>*</td>
<td>14 October 2018</td>
<td>30 October 2018</td>
<td>27 November 2018</td>
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<tr>
<td><strong>New UG stream</strong>*</td>
<td>14 October 2018</td>
<td>30 October 2018</td>
<td>27 November 2018</td>
<td></td>
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<tr>
<td><strong>UG Table A new Major/Minor/Program/Honours area/Teaching Area</strong></td>
<td>14 October 2018</td>
<td>30 October 2018</td>
<td>27 November 2018</td>
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<tr>
<td><strong>UG Table S new Major/Minor/Program</strong></td>
<td>2 weeks Prior to BIS</td>
<td>11 October 2018</td>
<td>30 October 2018</td>
<td>27 November 2018</td>
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<td><strong>Advanced Coursework structures</strong></td>
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<tr>
<td>Structural Changes (course resolution) to existing UG courses and streams, including changes to credit points requirements within collections and changes to core requirements, change to total credit point requirement</td>
<td>By 5 March 2019</td>
<td>19 March 2019</td>
<td>16 April 2019</td>
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<td>Changes to existing Table A Majors/minors/programs and electives</td>
<td>By 30 April</td>
<td>7 May 2019</td>
<td>4 June 2019</td>
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<tr>
<td>Changes to Existing Table S majors/minors programs and electives</td>
<td>By 30 March</td>
<td>10 April 2019</td>
<td>7 May 2019</td>
<td>4 June 2019</td>
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<td>Changes or additions to Table O (OLEs) or Table D (Dalyell)</td>
<td>By 30 March</td>
<td>10 April 2019</td>
<td>7 May 2019</td>
<td>4 June 2019</td>
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<td>Changes to UG course collections which do not require structural changes (eg. Adding additional electives/selectives)</td>
<td>By 30 April</td>
<td>7 May 2019</td>
<td>4 June 2019</td>
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<td><strong>New PG courses</strong>*</td>
<td>By 26 February</td>
<td></td>
<td>12 March 2018</td>
<td>16 April 2018</td>
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<tr>
<td><strong>New Streams or specialisations in existing PG courses</strong>*</td>
<td>2 August 2018</td>
<td>16 August 2018</td>
<td>6 November 2018</td>
<td>27 November 2018</td>
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<tr>
<td><strong>Structural Changes (course resolution) to existing PG courses and streams, including changes to credit points requirements within collections and changes to core requirements, change to total credit point requirement</strong></td>
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<td>Changes to PG course collections which do not require structural changes (eg. adding additional electives/selectives)</td>
<td>By 30 April</td>
<td>30 April 2018</td>
<td>4 June 2019</td>
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The above timelines stagger the process of building a course/stream. The course/stream proposal should be received by the final Academic Board (AB) of 2018 (27 November 2018) for delivery in 2020 for UG courses and streams and PG streams in existing courses, with an exception given for new PG courses until the first AB meeting for 2019 (5 March 2019). Also due at the final AB for 2018 are new component structures for 2020 (majors/minors/honours areas/teaching areas/programs).

Changes to the structure of an existing course (route diet changes) should be received by the second AB (16 April 2019) – this will enable new diet structures to be built.

Changes to units of study will be due back to the Academic Model team in June – potentially, we may look to set an earlier timeline for Advanced Coursework, given that the set up of pre-requisites for these units may require some time.

Changes to existing pathway diets (majors/minors/programs) are to be received in June to allow for maximum flexibility.

If Faculties adhere to these timelines, the Academic Model team can guarantee:

- All new courses will be built for promotion in 2019 according to deadlines (UAC Guide, UG Guide)
- All new courses will available for application in 2019 (PG courses available within 2 months of approval, if approved at first AB of 2019)
- All new component structures will be visible on Sydney courses within 2 months of approval (subject to year of availability)
- All units available within diets for enrolments opening

Where the above timelines are not met, the Secretariat would require approval to be gained by Faculty from both the DVCE (strategic importance) and the VPOPS (resource availability) in order to be available for enrolment in November 2019.
Confidential OR Non-Confidential

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<td>Paper title</td>
<td>Report of the Acting Chair of the Graduate Studies Committee</td>
</tr>
<tr>
<td>Purpose</td>
<td>To advise the Graduate Studies Committee of actions taken by the Acting Chair of the Committee</td>
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RECOMMENDATION

That the Graduate Studies Committee note the report of the Acting Chair.

THESIS EMBARGO

Members are asked to note that the Acting Chair has approved the following embargo requests:

- for a period of six (6) months for a PhD student in the School of Architecture, Design and Planning;
- for a period of 12 months for a PhD student in the Faculty of Medicine and Heath; and
- for a period of 18 months for a PhD student in the Faculty of Medicine and Heath.

AWARD OF HIGHER DOCTORATE

Members are asked to note that the Acting Chair has approved the award for a candidate for the Doctorate of Laws in Sydney Law School.
Non-Confidential

<table>
<thead>
<tr>
<th>Author</th>
<th>Matthew Charet, Executive Officer to Academic Board</th>
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<tr>
<td>Reviewer/Approver</td>
<td>Associate Professor Tony Masters, Chair of the Academic Board</td>
</tr>
<tr>
<td>Paper title</td>
<td>Report of the Academic Board meeting</td>
</tr>
<tr>
<td>Purpose</td>
<td>To advise the Committee of the outcomes of the Academic Board meeting held on 7 August 2018</td>
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RECOMMENDATION

That the Graduate Studies Committee note the report of the Academic Board meeting held on 7 August 2018.

REPORT OF ACADEMIC BOARD MEETING

Items related to the Academic Quality Committee
The Academic Board noted the report from the meeting of the Academic Quality Committee held on 10 July 2018 and:
- noted the issues and initiatives outlined in the report ‘Towards an Institutional Response to Contract Cheating’.

Items related to the Academic Standards and Policy Committee
The Academic Board noted the report from the meeting of the Academic Standards and Policy Committee held on 17 July 2018 and:
- approved the amendment of the Coursework Policy 2014 to enable the Academic Board to approve the setting of prerequisites for admission to award courses and approve the introduction of Admissions Prerequisites Standards – Mathematics; and
- discussed the amendment of Academic Promotions Normative Criteria, as presented.

Items related to the Graduate Studies Committee
The Academic Board noted the report from meeting of the Graduate Studies Committee held on 17 July 2018 and:
- approved the proposal from the Faculty of Engineering and Information Technologies to introduce the Master of Professional Engineering (Accelerated); approved the introduction of course resolutions and unit of study tables arising from the proposal; and agreed to recommend that Senate approve the amendment of the Resolutions of Senate for the Faculty of Engineering and Information Technologies, with effect from 1 January 2019; and
- approved the proposal from the Faculty of Health Sciences to amend the admission requirements for the Master of Speech Language Pathology and amend the course resolutions and unit of study tables arising from this proposal, with effect from 1 January 2019.

Items related to the Undergraduate Studies Committee
The Academic Board noted the report from meeting of the Undergraduate Studies Committee held on 10 July 2018 and:
- approved the amendment of the Resolutions of Faculty for the Faculty of Engineering and Information Technologies, with effect from 1 January 2019;
- approved the proposal from the Faculty of Engineering and Information Technologies to amend the Bachelor of Engineering (Honours) (Chemical and Biomolecular) and approved the amendment of unit of study tables arising from the proposal, with effect from 1 January 2019;
Non-Confidential

- approved the proposal from the Faculty of Engineering and Information Technologies to amend the Bachelor of Advanced Computing and Bachelor of Science Table A and approved the amendment of unit of study tables arising from the proposal, with effect from 1 January 2019;
- approved the proposal from the Faculty of Engineering and Information Technologies to amend the Bachelor of Engineering (Honours) and Bachelor of Commerce and approved the amendment of the course resolutions and unit of study tables arising from the proposal, with effect from 1 January 2019; and
- approved the proposal from the Faculty of Engineering and Information Technologies to amend the Bachelor of Engineering (Honours) and Bachelor of Arts and approved the amendment of unit of study tables arising from the proposal, with effect from 1 January 2019.

Other matters

The Academic Board also:

- received a presentation from the Deputy Vice-Chancellor (Education) and the Deputy Dean (Business School) on strategies for improving education performance;
- approved changes to the membership of the Academic Board and committees;
- approved the 2019 meeting dates for the Academic Board and its committees;
- received and noted the Reports of the Chair and of the Vice-Chancellor;
- received and noted reports from the student members of the Academic Board;
- noted the process and timelines for the election of student members of Senate, faculties, faculty boards, University schools, University school boards and the Academic Board, and of staff members to the faculty board for the Faculty of Medicine and Health;
- noted changes to the membership of the Academic Panel 2018-2020;
- approved the amendment of the Resolutions of Faculty for the Sydney Conservatorium of Music; and
- approved the 2019 Academic Calendar for the Faculty of Health Sciences.

The agenda pack for the 7 August 2018 meeting of the Academic Board (excluding confidential items) is available from: sydney.edu.au/secretariat/pdfs/academic-board-committees/AB/2018/20180807-AB-Agenda-Pack.pdf

Associate Professor Tony Masters
Chair, Academic Board
RecommendaTion

That the Graduate Studies Committee note the following report from the Higher Degree by Research Scholarships Subcommittee (HDRSSC) of its meetings held on 20 July and 24 August 2018.

HDRSSC Meeting 20 July 2018

Proceedings of the HDRSSC meeting held on 20 July 2018, where there were present:

Members Present: Professor Shae McCrystal (Chair), Associate Professor Javid Atai (Faculty of Engineering and Information Technologies), Associate Professor Ruth Phillips (Faculty of Arts and Social Sciences), Associate Professor Paul Witting (Faculty of Medicine and Health), Professor Samuel Müller (Faculty of Science).

Attendees: Danny Sun (Head of Scholarships), Edwina Grose (Head of Academic Model and Student Progression) and Jacquie Toroian (Committee Officer, University Secretariat)

The discussions and resolutions of the HDRSSC were as follows:

Award of Scholarships (July Round)

The HDRSSC resolved to award:

- Nine (9) RTPS domestic scholarships including two UPA Scholarships
- One (1) University of Sydney International Research Scholarship (USydIS)

Categories 4, 5 and Anomalous:

The HDRSSC resolved to support two category 5 applicants for RTP scholarships

Grants in Aid

Members considered the current round of applicants for Grants in Aid Scholarships following an out-of-session ranking process by discipline clusters.

The Ranking guidelines on Grants in Aid were also reviewed by the committee. Members resolved to include completion of a Research Masters Degree for Category B1 and completion of a Coursework Masters Degree for Category B2.

Enhanced Scholarships

Members discussed the Enhanced Scholarships and noted the following:

- Despite the genuine desire to commence offering the enhanced scholarships, the infrastructure has yet to be developed.
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- Agreement has been reached to delay awarding any enhanced scholarships until the Marketing office have developed their promotion campaign which is expected to be completed by September 2018.
- The enhanced scholarships would lose their intrinsic value if not adequately advertised and promoted.
- Development work is required around creating some transparent eligibility criteria, as well as determining who the target audience should be, and the name of the scholarship.

New Ranking Model
Professor Ruth Phillips provided an update on the July meeting of the Strategic Scholarships Review Committee. It was noted that a ‘mixed model’ of centralised ranking and faculty ranking is currently being considered.

HDRSSC MEETING 24 AUGUST 2018

Proceedings of the HDRSSC meeting held on 24 August 2018, where there were present:

Members Present: Professor Shae McCrystal (Chair), Associate Professor Javid Atai (Faculty of Engineering and Information Technologies), Associate Professor Paul Witting (Faculty of Medicine and Health), Professor Paul Groundwater (Faculty of Medicine and Health), Professor Samuel Mueller (Faculty of Science), Associate Professor Ruth Phillips (Faculty of Arts and Social Sciences), Associate Professor Uri Gal (Sydney Business School)

Attendees: Danny Sun (Head of Scholarships), Edwina Grose (Director, Student Operations)

Award of Scholarships (August Round)
The HDRSSC resolved to award:

- 43 RTP Domestic Scholarships
- 1 RTP International Scholarship
- 6 University of Sydney International Research Scholarships (USydIS)

Categories 4, 5 and Anomalous:
The HDRSSC resolved to support one category ‘anomalous’ applicant for an RTP scholarship.

USYD Merit Awards:
The HDRSSC resolved to award two (2) USYD Merit Awards this round.

Updates on Previous Scholarship Rounds
The HDRSSC resolved to note the update provided on the previous scholarship round including that one applicant had declined their offer.

Research Training Program Scholarships Policy 2018
The Director, Student Operations presented the draft RTP Scholarships Policy 2018 for noting. Members were invited to provide written comment by Friday 31 August 2018.
Confidential

Membership

The Chair noted that the revised Terms of Reference of the HDRSSC have been endorsed by the Graduate Studies Committee and Academic Board. A review of the membership will follow over the coming months.

End of Report
Non-Confidential

Author | Christine Lacey, Curriculum Team Leader, Faculty of Engineering and Information Technologies
Reviewer/Approver | David Lowe, Associate Dean (Education), Faculty of Engineering and Information Technologies
Paper title | New major/specialisation in Intelligent Information Engineering in the Master of Engineering, the Master of Professional Engineering, and the Master of Professional Engineering (Accelerated)
Purpose | To introduce a new major/specialisation in Intelligent Information Engineering to the Master of Engineering, the Master of Professional Engineering, and the Master of Professional Engineering (Accelerated)

RECOMMENDATION

That the Graduate Studies Committee recommend that the Academic Board approve:

a) The proposal from the Faculty of Engineering and Information Technologies to amend the Master of Engineering, Master of Professional Engineering, and the Master of Professional Engineering (Accelerated)

b) The amendment to the table of Units of Study arising from these proposals, with effect from Semester 1, 2020

EXECUTIVE SUMMARY

The School of Electrical and Information Engineering proposes the introduction of a new major/specialisation into the Master of Engineering, the Master of Professional Engineering and the Master of Professional Engineering (Accelerated):

- Intelligent Information Engineering

ATTACHMENTS

Attachment 1: Minor Course Amendment proposal ME, MPE major in Intelligent Information Engineering
Minor Course Amendment Proposal

Faculty: Faculty of Engineering and Information Technologies

Contact person: Prof. Dong Xu, Dr. Wanli Ouyang, Dr. Craig Jin, Dr. Dong Yuan, Dr. Yash Shrivastava, Christine Lacey x40678

1. Name of award course
   Master of Engineering
   Master of Professional Engineering
   Master of Professional Engineering (Accelerated)

2. Purpose of proposal
   Information engineering is considered as the generation, distribution, analysis and use of information in systems. In the last decade, we have seen the surge of intelligence being used in information engineering for information acquisition, communication and signal processing. According to Markets and Markets, intelligent sensor market is expected to grow to USD 57.77 Billion by 2022. Intelligent communication of information has been identified as the next big technology development enabling significant society changes and economic growth, at a predicted annual rate of 20%. According to Knowledge Sourcing Intelligence, intelligent digital information processing is expected to reach a market size of USD15.287 billion by 2023.

   Information engineering major has been offered by the EE department in many universities, such as Imperial College London, King’s College London, University of Warwick, and City University of Hong Kong. See https://www.imperial.ac.uk/study/ug/courses/electrical-engineering-department/
   https://www.kcl.ac.uk/study/undergraduate/courses/electronic-and-information-engineering-beng.aspx
   https://warwick.ac.uk/fac/sci/eng/study/pg/degree/msc/cie

   In order to respond to such a significant demand for capability in intelligent information engineering from industry and students and to align with Faculty’s new strategic plan to “ensure Faculty offerings are relevant and attractive”, the School of Electrical and Information Engineering proposes to develop new specialisations in Intelligent Information Engineering in both the Master of Engineering and the Master of Professional Engineering.

3. Details of amendment
   The specialisation in Intelligent Information Engineering builds on foundations in mathematics, electrical engineering and basic computer and software engineering principles. The focus of this major is in understanding the lifecycle of information including information generation, information communication and intelligent information/signal processing behind various advanced applications such as: image and video recognition, speech recognition, multimedia signal processing and sensor array processing. This new major will cover the three key aspects (generation, communication, processing) of IIE by combining the study of telecommunications, electrical, computer and software engineering, with an emphasis on intelligent information processing technologies and its application to the areas such as speech recognition and processing and image/video recognition and processing. The new major aims to offer a comprehensive program with state of the art intelligent information engineering technologies and students are expected to engage in the creative development of the innovative intelligent information engineering.

   Students will specialise in advanced information/signal processing and intelligent systems. A wide range of information-oriented electives are also available, including studies in software engineering and sensor design. As an intelligent information engineering graduate, one may pursue a career in big companies like Google, Facebook, Microsoft, Tencent and Alibaba who are eagerly looking for talents in the areas like speech and image/video recognition and processing. One may also pursue a career in other companies working on embedded systems, measurement and sensing, information processing systems, software and biomedical engineering.

Appendix 1 – Master of Engineering Honours course resolutions
Appendix 2 – Master of Professional Engineering course resolutions
Appendix 3 – Master of Engineering Unit of Study Table for proposed Intelligent Information Engineering major
Appendix 4 – Master of Professional Engineering Unit of Study Table for proposed Intelligent Information Engineering major
Appendix 5 – Master of Professional Engineering (Accelerated) Unit of Study Table for proposed Intelligent Information Engineering major

4. Transitional arrangements
The new major will be available to all students commencing in 2020 and beyond.

5. Other relevant information
Nil

6. Signature of Dean

[Signature]
23/8/18
Graduate Certificate in Engineering
Graduate Diploma in Engineering
Master of Engineering

These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2014 (the 'Coursework Rule'), the Coursework Policy 2014, the Resolutions of the Faculty, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended), the Academic Honesty in Coursework Policy 2015 and the Academic Honesty Procedures 2016. Up to date versions of all such documents are available from the Policy Register: http://sydney.edu.au/policies.

Course resolutions

1. Course codes

<table>
<thead>
<tr>
<th>Code</th>
<th>Course title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GCENGINE</td>
<td>Graduate Certificate in Engineering</td>
</tr>
<tr>
<td>GNENGINE</td>
<td>Graduate Diploma in Engineering</td>
</tr>
<tr>
<td>MAENGINE</td>
<td>Master of Engineering</td>
</tr>
</tbody>
</table>

2. Attendance pattern

The attendance pattern for this course is full time or part time according to candidate choice.

3. Embedded courses in this sequence

(1) The embedded courses in this sequence are:
   (a) the Graduate Certificate in Engineering
   (b) the Graduate Diploma in Engineering
   (c) the Master of Engineering

(2) Providing candidates satisfy the admission requirements for each stage, a candidate may progress to the award of any of the courses in this sequence. Only the longest award completed will be conferred.

4. Admission to candidature

(1) Available places will be offered to qualified applicants in the order in which complete applications are received, according to the following admissions criteria.

(2) Admission to the Graduate Certificate in Engineering requires:
   (a) a Bachelor of Engineering from the University of Sydney with a credit average or equivalent qualification, or
   (b) a Bachelor of Engineering from the University of Sydney, or equivalent, and 5 years' relevant work experience, subject to the satisfaction of the Dean or their delegate.

(3) Admission to the Graduate Diploma in Engineering requires:
   (a) a Bachelor of Engineering from the University of Sydney with a credit average or equivalent qualification; or
   (b) completion of the embedded graduate certificate with a minimum credit average, or
   (c) a Bachelor of Engineering from the University of Sydney or equivalent, and 5 years' relevant work experience, subject to the satisfaction of the Dean or their delegate.

(4) Admission to the Master of Engineering requires:
   (a) a Bachelor of Engineering from the University of Sydney with a credit average or equivalent qualification; or
   (b) completion of the embedded graduate diploma or graduate certificate with a minimum credit average; or
   (c) a Bachelor of Engineering from the University of Sydney or equivalent, and 5 years' relevant work experience, subject to the satisfaction of the Dean or their delegate.

   (d) If a candidate has received approval to transfer from the Master of Professional Engineering to the Master of Engineering, they may only receive credit for units that been completed under the prescribed unit tables for the Master of Engineering.

   (5) If a candidate does not have the equivalent qualification with a credit average, they may be admitted to the Master of Engineering, Graduate Diploma or the Graduate Certificate subject to the discretion of the Dean or their delegate.

5. Requirements for award

(1) The units of study that may be taken for the courses are set out in the table of units of study: Graduate Certificate in Engineering/Graduate Diploma in Engineering/Master of Engineering.

(2) To qualify for the award of the Graduate Certificate in Engineering a candidate must complete 24 credit points of units of study drawn from the lists of core and specialist units of study.

(3) To qualify for the award of the Graduate Diploma in Engineering a candidate must complete 36 credit points of units of study from the prescribed tables.

(4) To qualify for the award of the Master of Engineering a candidate must complete 72 credit points, including:
   (a) 24 credit points of core units of study as listed in the Master of Engineering Units table;
   (b) At least 12 credit points of research units of study in the discipline of the candidate's major; and
   (c) At least 24 credit points of units of study in the discipline of the student's major as listed in the Master of Engineering unit of study table;
(d) A maximum of 12 credit points of elective units of study, subject to the approval of the Head of School most associated with the
discipline of the student's major;
(e) If a reduction in the volume of learning of 24 credits is given, then the candidate must complete a minimum 12 credit points of core, a
minimum of 24 credit points of specialist units and a minimum of 12 credit points of research units, with zero credit points of electives.
If the candidate is eligible to undertake the extended capstone project or dissertation, they may be granted exemption of up to 12
credit points of specialist units.
(f) Candidates must complete a major in one of the areas listed below.

6 Majors
Completion of a major is a requirement of the Master of Engineering. A major requires the completion of prescribed units of study listed in
the table for that major. The majors available are:
(I) Automation & Manufacturing Systems
(II) Biomedical Engineering
(III) Chemical and Biomolecular Engineering
(IV) Civil Engineering
(V) Electrical Engineering
(VI) Sustainability and Environmental Engineering
(VII) Fluids Engineering
(VIII) Geomechanical Engineering
(IX) Intelligent Information Engineering
(X) Mechanical Engineering
(XI) Power Engineering
(XII) Structural Engineering
(XIII) Telecommunications Engineering
(XIV) Risk Management

7 Credit
A candidate who has received direct admission to the Master of Engineering and has a Bachelor of Engineering Honours with a distinction
average from the University of Sydney or equivalent qualification may be eligible to receive up to 24 credit points of advanced standing
subject to the discretion of the Dean.

8 Course transfer
(1) A candidate for the master or graduate diploma may elect to discontinue study and graduate with a shorter award from this embedded
sequence, with the approval of the Dean, and provided the requirements of the shorter award have been met.
(2) A candidate who has had a certificate or diploma in this sequence conferred may apply for transfer of 12 credit points to the Master of
Engineering.

9 Transitional provisions
(1) These resolutions apply to students who commenced their candidature after 1 January, 2020 and students who commenced their
candidature prior to 1 January, 2020 who elect to proceed under these resolutions.
(2) Candidates who commenced prior to 1 January, 2020 may complete the requirements in accordance with the resolutions in force at the
time of their commencement.
Master of Professional Engineering

Master of Professional Engineering (Accelerated)

These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2014 (the ‘Coursework Rule’), the Coursework Policy 2014, the Resolutions of the Faculty, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended), the Academic Honesty in Coursework Policy 2015 and the Academic Honesty Procedures 2016. Up to date versions of all such documents are available from the Policy Register: http://sydney.edu.au/policies.

Course resolutions

1. Course codes

<table>
<thead>
<tr>
<th>Code</th>
<th>Course title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAPROFEN</td>
<td>Master of Professional Engineering</td>
</tr>
<tr>
<td></td>
<td>Master of Professional Engineering (Accelerated)</td>
</tr>
</tbody>
</table>

2. Attendance pattern

The attendance pattern for this course is full time or part time according to candidate choice.

3. Master’s type

This master’s degree is a professional master’s course, as defined in the Coursework Rule 2014 and the Coursework Policy 2014.

4. Specialisations

1. The Master of Professional Engineering and Master of Professional Engineering (Accelerated) are available in the following specialisations:
   a. Aerospace Engineering
   b. Biomedical Engineering
   c. Chemical and Biomolecular Engineering
   d. Civil Engineering
   e. Electrical Engineering
   f. Fluids Engineering
   g. Geomechanical Engineering
   h. Intelligent Information Engineering
   i. Mechanical Engineering
   j. Power Engineering
   k. Software Engineering
   l. Structural Engineering
   m. Telecommunications Engineering

5. Admission to candidature

1. Available places will be offered to qualified applicants in the order in which complete applications are received, according to the following admissions criteria.
2. Admission to candidature for the Master of Professional Engineering requires:
   a. a Bachelor of Engineering from the University of Sydney, or equivalent qualification, with a minimum credit average; or
   b. a non-engineering bachelor's degree with a minimum credit average, with studies equivalent to 48 credit points in mathematics, physics, chemistry, biology, geology, computing or statistics, as related to the stream sought for admission.
   And:
   c. All candidates for admission must have prior learning equivalent to 48 credit points in total, which, in the estimation of the Dean, is comparable to the requirements for the first year of a Bachelor of Engineering at this University in the stream sought for admission.
3. Admission to candidature for the Master of Professional Engineering (Accelerated) requires:
   a. a Bachelor of Engineering from the University of Sydney, or equivalent qualification, with a minimum credit average and in a relevant discipline, which, is consistent with at least two years of the specialisation to which the student will be admitted.
4. In exceptional circumstances the Dean may admit applicants without these qualifications who, in the opinion of the faculty, have qualifications and evidence of experience and achievement sufficient to successfully undertake the award.

6. Requirements for award

1. The units of study that may be taken for the course are set out in the tables of units of study:
   a. Master of Professional Engineering
   b. Master of Professional Engineering (Accelerated)
2. To qualify for the award of the Master of Professional Engineering a candidate must complete 144 credit points, including core and elective units of study as listed in the table of units of study for each specialisation.
3. To qualify for the award of the Master of Professional Engineering (Accelerated) a candidate must complete 96 credit points, including core and elective units of study as listed in the table of units of study for each specialisation.

7. Credit for previous study

Master of Professional Engineering
(1) Candidates transferring from the Master of Engineering to the Master of Professional Engineering may transfer up to 24 credit points provided units are equivalent to units of study offered in the Master of Professional Engineering. Any additional credit is subject to the approval by the Dean.

(2) A maximum of 72 credit points may be granted towards the Master of Professional Engineering from external postgraduate studies where no award has been, or will be made, provided the studies are acceptable to the Dean and are equivalent to units of study offered in the Master of Professional Engineering.

(3) Candidates with a Bachelor of Engineering or equivalent in the relevant discipline and who have reached an acceptable level academic achievement in their prior degree may be eligible for a reduction of volume in learning of up to 48 credit points.

(4) Candidates with a Bachelor of Applied Science or equivalent in a field suitable to the faculty, or a Bachelor of Engineering or equivalent in another field, may be eligible for a reduction of volume in learning of up to 24 credit points.

Master of Professional Engineering (Accelerated)

(5) Candidates transferring from the Master of Engineering to the Master of Professional Engineering (Accelerated) may transfer up to 24 credit points provided units are equivalent to units of study offered in the Master of Professional Engineering (Accelerated). Any additional credit is subject to the approval by the Dean.

(6) A maximum of 24 credit points may be granted towards the Master of Professional Engineering (Accelerated) from external postgraduate studies where no award has been, or will be made, provided the studies are acceptable to the Dean and are equivalent to units of study offered in the Master of Professional Engineering (Accelerated).

8 Progression

Candidates are required to meet the progression requirements as specified in the Coursework Rule 2014.

9 Transitional provisions

(1) These resolutions apply to students who commenced their candidature after 1 January, 2019 and students who commenced their candidature prior to 1 January 2019 who elect to proceed under these resolutions.

(2) Candidates who commenced prior to 1 January 2019 may complete the requirements in accordance with the resolutions in force at the time of their commencement.
# Unit of Study Table

<table>
<thead>
<tr>
<th>Unit of study</th>
<th>Credit points</th>
<th>A: Assumed knowledge</th>
<th>P: Prerequisites</th>
<th>C: Corequisites</th>
<th>N: Prohibition</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Core units</strong></td>
<td></td>
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</tr>
<tr>
<td>To qualify for the award of the Master of Engineering in this specialisation, a candidate must complete 72 credit points, including core and elective units of study as listed below.</td>
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<tr>
<td>Candidates with a Bachelor of Engineering Honours or equivalent in the relevant discipline, and who have reached the required level of academic achievement in their prior degree, may be eligible for a reduction of volume in learning of up to 24 credit points.</td>
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<tr>
<td><strong>Master of Engineering majoring in Intelligent Information Engineering</strong></td>
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<tr>
<td>Candidates must complete 24 credit points of Core units.</td>
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<tr>
<td>Where Reduced Volume Learning has been granted candidates must complete a minimum of 12 credit points of Core units.</td>
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<tr>
<td>ENGG5102 Entrepreneurship for Engineers</td>
<td>6</td>
<td>A Some limited industry experience is preferred but not essential.</td>
<td></td>
<td></td>
<td>N ELEC5701</td>
<td>Semester 1</td>
</tr>
<tr>
<td>ENGG5202 Sustainable Design, Eng and Mgt</td>
<td>6</td>
<td>A General knowledge in science and calculus and understanding of basic principles of chemistry, physics and mechanics</td>
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<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>ENGG5103 Safety Systems and Risk Analysis</td>
<td>6</td>
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<td></td>
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<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>PMGT5871 Project Process Planning and Control</td>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Intensive December Intensive July Semester 1 Semester 2</td>
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<tr>
<td><strong>Specialist units</strong></td>
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<tr>
<td>Candidates must complete 36 credit points of Specialist units.</td>
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<tr>
<td>Where Reduced Volume Learning has been granted candidates must complete a minimum of 24 credit points of Specialist units.</td>
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<tr>
<td>Exchange units may be taken as Specialist units with the approval of the Program Director.</td>
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<tr>
<td>ELEC5304 Multidimensional Signal Processing</td>
<td>6</td>
<td>A Mathematics (e.g. probability and linear algebra) and programming skills (e.g. Matlab/Java/Python/C++)</td>
<td></td>
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<td>Semester 1</td>
</tr>
<tr>
<td>ELEC5305 Acoustics, Speech and Signal Processing</td>
<td>6</td>
<td>A (ELEC2302 OR ELEC9302) AND (ELEC3305 OR ELEC9305). Linear algebra, fundamental concepts of signals and systems as covered in ELEC2302/ELEC9302, fundamental concepts of digital signal processing as covered in ELEC3305/9305. It would be unwise to attempt this unit without the assumed knowledge- if you are not sure, please contact the instructor.</td>
<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>ELEC5306 Advanced Signal Processing: Video Compression</td>
<td>6</td>
<td>A Mathematics (e.g., probability and linear algebra) and programming</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>ELEC5307:</td>
<td>6</td>
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<td></td>
<td>Semester 2</td>
</tr>
</tbody>
</table>
### Advanced Signal Processing with Deep Learning
- **Skills**: (e.g. Matlab/Java/Python/C++)

**ELEC5516 Electrical and Optical Sensor Design**  
- **Credit Points**: 6  
- **Prerequisites**: Math Ext 1, fundamental concepts of signal and systems, fundamental electrical circuit theory and analysis  
- **Semester**: Semester 1

**ELEC5517 Software Defined Networks**  
- **Credit Points**: 6  
- **Prerequisites**: (ELEC3506 OR ELEC9506) AND ELEC5509  
- **Semester**: Semester 2

**ELEC5622 Signals, Software and Health**  
- **Credit Points**: 6  
- **Semester**: Semester 2

**ELEC5701 Technology Venture Creation**  
- **Credit Points**: 6  
- **Prerequisites**: ENGG5102  
- **Semester**: Semester 2

### Research units
All candidates are required to complete a minimum of 12 credit points from the following units:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credit Points</th>
<th>Prerequisites</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELEC5020</td>
<td>Capstone Project A</td>
<td>6</td>
<td>P 96 cp from MPE degree program or 24 cp from the ME program (including any credit for previous study)</td>
<td>Semester 1, Semester 2</td>
</tr>
</tbody>
</table>
| ELEC5021    | Capstone Project B | 6 | C ELEC5020  
  
  **Note**: Department permission required for enrolment | Semester 1, Semester 2 |
| ELEC5022    | Capstone Project B Extended | 12 | P 42 credit points in the Master of Engineering and WAM >70, or 66 credit points in the Master of Professional Engineering and WAM >70 or exemption  
  
  **Note**: Department permission required for enrolment | Semester 1, Semester 2 |
| ELEC5222    | Dissertation A | 12 | N ELEC8902, ENGG5222, ENGG5223, ELEC8901  
  
  **Note**: Department permission required for enrolment | Semester 1, Semester 2 |
| ELEC5223    | Dissertation B | 12 | N ELEC8901, ENGG5223, ENGG5222, ELEC8902  
  
  **Note**: Department permission required for enrolment | Semester 1, Semester 2 |

With permission from the Head of Department candidates progressing with distinction (75%) average or higher results may replace ELEC5020, ELEC5021 and 12 credit points of electives with ELEC5222 & ELEC5223 Dissertation A & B.

A candidate who has been granted RVL and who is eligible to undertake the extended capstone project or dissertation may be granted exemption of up to 12 credit points of specialist units.

### Exchange units
Exchange units require the approval of the Program Director. With approval, up to 12 credit points of Exchange units may be taken in place of other units, towards the requirements of the degree.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credit Points</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELEC6901: Electrical Exchange Unit 1A</td>
<td>6</td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>ELEC6902: Electrical Exchange Unit 1B</td>
<td>12</td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>ELEC6903: Electrical Exchange Unit 1C</td>
<td>24</td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Credits</td>
<td>Semester</td>
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<tr>
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<tr>
<td>ELEC6904</td>
<td>Electrical Exchange Unit 2A</td>
<td>6</td>
<td>Semester 2</td>
</tr>
<tr>
<td>ELEC6905</td>
<td>Electrical Exchange Unit 2B</td>
<td>12</td>
<td>Semester 2</td>
</tr>
<tr>
<td>ELEC6906</td>
<td>Electrical Exchange Unit 2C</td>
<td>24</td>
<td>Semester 2</td>
</tr>
</tbody>
</table>
## Unit of Study Table

<table>
<thead>
<tr>
<th>Unit of study</th>
<th>Credit points</th>
<th>A: Assumed knowledge P: Prerequisites C: Corequisites N: Prohibition</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Master of Professional Engineering</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>To qualify for the award of the Master of Professional Engineering in this specialisation, a candidate must complete 144 credit points, including core and elective units of study as listed below.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Candidates with a Bachelor of Engineering or equivalent in the relevant discipline, and who have reached an acceptable level of academic achievement in their prior degree, may be eligible for a reduction of volume in learning of up to 48 credit points.</td>
<td></td>
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<tr>
<td><strong>Core units</strong></td>
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<td></td>
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<tr>
<td><strong>Year One</strong></td>
<td></td>
<td></td>
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<tr>
<td>Year One covers Foundation units only. Candidates with a prior Bachelor of Engineering degree or equivalent in the field related to this specialisation may be exempted from Year One Core units.</td>
<td></td>
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</tr>
<tr>
<td>COMP9001 Introduction to Programming</td>
<td>6</td>
<td></td>
<td></td>
</tr>
<tr>
<td>COMP9123 Data Structures and Algorithms</td>
<td>6</td>
<td>N INFO1105 OR INFO1905 OR COMP2123 OR COMP2823</td>
<td>Semester 1 Semester 2</td>
</tr>
<tr>
<td>ELEC9602 Digital Logic</td>
<td>6</td>
<td>A This unit of study assumes some knowledge of digital data representation and basic computer organisation. N ELEC5722</td>
<td>Semester 1</td>
</tr>
<tr>
<td>ELEC9703 Fundamentals of Elec and Electronic Eng</td>
<td>6</td>
<td>A Basic knowledge of differentiation &amp; integration, and HSC Physics N ELEC5710 OR ELEC1103</td>
<td>Semester 1</td>
</tr>
<tr>
<td>ELEC9103 Simulations and Numerical Solutions in Eng</td>
<td>6</td>
<td>A ELEC9703. Understanding of the fundamental concepts and building blocks of electrical and electronics circuits and aspects of professional project management, teamwork, and ethics. N ELEC5723 OR ELEC2103 OR COSC1001 OR COSC1901</td>
<td>Semester 2</td>
</tr>
<tr>
<td>ELEC9302 Signals and Systems</td>
<td>6</td>
<td>A Basic knowledge of differentiation &amp; integration, differential equations, and linear algebra. N ELEC5721</td>
<td>Semester 2</td>
</tr>
<tr>
<td>ELEC9601 Computer Systems</td>
<td>6</td>
<td>A HSC Mathematics extension 1 or 2 N ELEC5711</td>
<td>Semester 2</td>
</tr>
<tr>
<td>ELEC9704 Electronic Devices and Circuits</td>
<td>6</td>
<td>A Ohm’s Law and Kirchoff’s Laws; action of Current and Voltage sources; network analysis and the superposition theorem; Thevenin and Norton equivalent circuits; inductors and capacitors, transient response of RL, RC and RLC circuits; the ability to use power supplies, oscilloscopes, function generators, meters, etc. N ELEC5720 OR ELEC2104</td>
<td>Semester 2</td>
</tr>
<tr>
<td><strong>Year Two</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGG5202 Sustainable Design, Eng and Mgt</td>
<td>6</td>
<td>A General knowledge in science and calculus and understanding of basic principles of chemistry,</td>
<td>Semester 1</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Name</td>
<td>Credit Points</td>
<td>Description</td>
</tr>
<tr>
<td>-------------</td>
<td>-------------------------------------------------</td>
<td>---------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>ENGG5204</td>
<td>Engineering Professional Practice</td>
<td>6</td>
<td>Competences and experience in engineering obtained during an accepted engineering degree</td>
</tr>
<tr>
<td>ELEC9607</td>
<td>Embedded Systems</td>
<td>6</td>
<td>Logic operations, theorems and Boolean algebra, data representation, number operations (binary, hex, integers and floating point), combinational logic analysis and synthesis, sequential logic, registers, counters, bus systems, state machines, simple CAD tools for logic design, basic computer organisation, the CPU, peripheral devices, software organisation, machine language, assembly language, operating systems, data communications and computer networks. N ELEC5741</td>
</tr>
<tr>
<td>ELEC9305</td>
<td>Digital Signal Processing</td>
<td>6</td>
<td>Specifically the following concepts are assumed knowledge for this unit: familiarity with basic Algebra, Differential and Integral Calculus, continuous linear time-invariant systems and their time and frequency domain representations, Fourier transform, sampling of continuous time signals. N ELEC5736</td>
</tr>
<tr>
<td>ELEC9506</td>
<td>Data Communications and the Internet</td>
<td>6</td>
<td>N ELEC5740</td>
</tr>
<tr>
<td>ELEC9304</td>
<td>Control</td>
<td>6</td>
<td>Specifically the following concepts are assumed knowledge for this unit: familiarity with basic Algebra, Differential and Integral Calculus, Physics; solution of linear differential equations, Matrix Theory, eigenvalues and eigenvectors; linear electrical circuits, ideal op-amps; continuous linear time-invariant systems and their time and frequency domain representations, Laplace transform, Fourier transform. N ELEC5735</td>
</tr>
</tbody>
</table>

Select 12 credit points from Specialist Elective units.

**Year Three**

**ENGG5217**

Practical Experience

*Students should have completed one year of their MPE program before enrolling in this unit.*

Intensive February

Intensive July

Semester 1

Semester 2

Select at least 12 credit points from the Project or Research Pathway block.

Select 24 credit points from the Specialist Elective unit block.

Select at most 12 credit points from the Management Elective unit block.

**Specialist Elective units**

Candidates must complete 36 credit points from the following table of Specialist Elective units of study.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credit Points</th>
<th>Description</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELEC5304</td>
<td>Multidimensional Signal</td>
<td>6</td>
<td>Mathematics (e.g. probability and linear algebra) and programming skills (e.g.)</td>
<td>Semester 1</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Credit Points</td>
<td>Prerequisites</td>
<td>Semester</td>
</tr>
<tr>
<td>------------</td>
<td>------------------------------------</td>
<td>---------------</td>
<td>--------------------------------------------------------------------------------</td>
<td>----------</td>
</tr>
<tr>
<td>ELEC5305</td>
<td>Acoustics, Speech and Signal</td>
<td>6</td>
<td>A (ELEC2302 OR ELEC9302) AND (ELEC3305 OR ELEC9305). Linear algebra, fundamental concepts of signals and systems as covered in ELEC2302/ELEC9302, fundamental concepts of digital signal processing as covered in ELEC3305/9305. It would be unwise to attempt this unit without the assumed knowledge- if you are not sure, please contact the instructor.</td>
<td>Semester 2</td>
</tr>
<tr>
<td>ELEC5306</td>
<td>Advanced Signal Processing: Video</td>
<td>6</td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td></td>
<td>Compression</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ELEC5307</td>
<td>Advanced Signal Processing with</td>
<td>6</td>
<td>A Mathematics (e.g., probability and linear algebra) and programming skills (e.g. Matlab/Java/Python/C++)</td>
<td>Semester 2</td>
</tr>
<tr>
<td></td>
<td>Deep Learning</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ELEC5516</td>
<td>Electrical and Optical Sensor</td>
<td>6</td>
<td>A Math Ext 1, fundamental concepts of signal and systems, fundamental electrical circuit theory and analysis</td>
<td>Semester 1</td>
</tr>
<tr>
<td></td>
<td>Design</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ELEC5517</td>
<td>Software Defined Networks</td>
<td>6</td>
<td>P (ELEC3506 OR ELEC9506) AND ELEC5509</td>
<td>Semester 2</td>
</tr>
<tr>
<td>ELEC5622</td>
<td>Signals, Software and Health</td>
<td>6</td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>ELEC5701</td>
<td>Technology Venture Creation</td>
<td>6</td>
<td>N ENGG5102</td>
<td>Semester 2</td>
</tr>
</tbody>
</table>

### Management Elective units

Candidates must complete 12 credit points from the following Management Elective units of study.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Points</th>
<th>Prerequisites</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGG5203</td>
<td>Quality Engineering and Management</td>
<td>6</td>
<td>A First degree in Engineering or a related discipline</td>
<td>Semester 2</td>
</tr>
<tr>
<td>ENGG5205</td>
<td>Professional Practice in Project Management</td>
<td>6</td>
<td>This is a core unit for all Master of Professional Engineering students as well as all students pursuing Project Management studies (including Master of Project Management, Graduate Certificate in Project Management and Graduate Diploma in Project Management). No prerequisite or assumed knowledge.</td>
<td>Intensive January Semester 1 Semester 2</td>
</tr>
<tr>
<td>ENGG5214</td>
<td>Management of Technology</td>
<td>6</td>
<td>A Sound competence in all aspects of engineering, and some understanding of issues of engineering management</td>
<td>Semester 2</td>
</tr>
<tr>
<td>ENGG5215</td>
<td>International Eng Strategy and</td>
<td>6</td>
<td>A Sound competence in all aspects of engineering, and some understanding of issues of engineering management and globalisation</td>
<td>Semester 2</td>
</tr>
<tr>
<td></td>
<td>Operations</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGG5216</td>
<td>Management of Engineering</td>
<td>6</td>
<td>A Sound competence in all aspects of engineering, and some understanding of issues of engineering management</td>
<td>Semester 1</td>
</tr>
<tr>
<td></td>
<td>Innovation</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

### Project units

All candidates are required to complete a minimum of 12 credit points of Project or Research units during the final year of study.

Candidates achieving an average mark of 70% or higher over 48 credit points of units of study in the Year Two Table or equivalent are eligible for the Extended Capstone Project.
Extended Capstone Project candidates take Capstone Project units ELEC5020 and ELEC5022 (total 18 cp) in place of Capstone Project ELEC5021 and 6 cp of elective units.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
<th>Notes</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELEC5020</td>
<td>Capstone Project A</td>
<td>6</td>
<td>P 96 cp from MPE degree program or 24 cp from the ME program (including any credit for previous study)</td>
<td>Semester 1 Semester 2</td>
</tr>
</tbody>
</table>
| ELEC5021 | Capstone Project B | 6 | C ELEC5020  
Note: Department permission required for enrolment | Semester 1 Semester 2 |
| ELEC5022 | Capstone Project B Extended | 12 | P 42 credit points in the Master of Engineering and WAM >70, or 66 credit points in the Master of Professional Engineering and WAM >70 or exemption  
Note: Department permission required for enrolment | Semester 1 Semester 2 |

Research pathway

Candidates achieving an average mark of 75% or higher over 48 credit points of units of study in the Year Two Table or equivalent are eligible for the Research Pathway.

Research pathway candidates take Dissertation units ELEC5222 and ELEC5223 (total 24 cp) in place of Capstone Project units and 12 cp of elective units.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
<th>Notes</th>
<th>Semester</th>
</tr>
</thead>
</table>
| ELEC5222 | Dissertation A | 12 | N ELEC8902, ENGG5222, ENGG5223, ELEC8901  
Note: Department permission required for enrolment | Semester 1 Semester 2 |
| ELEC5223 | Dissertation B | 12 | N ELEC8901, ENGG5223, ENGG5222, ELEC8902  
Note: Department permission required for enrolment | Semester 1 Semester 2 |

Exchange units

Exchange units require the approval of the Program Director. With approval, up to 12 credit points of Exchange units may be taken in place of other units, towards the requirements of the degree.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELEC6901: Electrical Exchange Unit 1A</td>
<td>6</td>
<td>Semester 1</td>
<td></td>
</tr>
<tr>
<td>ELEC6902: Electrical Exchange Unit 1B</td>
<td>12</td>
<td>Semester 1</td>
<td></td>
</tr>
<tr>
<td>ELEC6903: Electrical Exchange Unit 1C</td>
<td>24</td>
<td>Semester 1</td>
<td></td>
</tr>
<tr>
<td>ELEC6904: Electrical Exchange Unit 2A</td>
<td>6</td>
<td>Semester 2</td>
<td></td>
</tr>
<tr>
<td>ELEC6905: Electrical Exchange Unit 2B</td>
<td>12</td>
<td>Semester 2</td>
<td></td>
</tr>
<tr>
<td>ELEC6906: Electrical Exchange Unit 2C</td>
<td>24</td>
<td>Semester 2</td>
<td></td>
</tr>
</tbody>
</table>
## Unit of Study Table

<table>
<thead>
<tr>
<th>Unit of study</th>
<th>Credit points</th>
<th>A: Assumed knowledge</th>
<th>P: Prerequisites</th>
<th>C: Corequisites</th>
<th>N: Prohibition</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Master of Professional Engineering (Accelerated) (Intelligent Information Engineering)</strong></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td><strong>Core units</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGG5202 Sustainable Design, Eng and Mgt</td>
<td>6</td>
<td>A General knowledge in science and calculus and understanding of basic principles of chemistry, physics and mechanics</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>ENGG5204 Engineering Professional Practice</td>
<td>6</td>
<td>A Competences and experience in engineering obtained during an accepted engineering degree</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>ELEC9607 Embedded Systems</td>
<td>6</td>
<td>A Logic operations, theorems and Boolean algebra, data representation, number operations (binary, hex, integers and floating point), combinational logic analysis and synthesis, sequential logic, registers, counters, bus systems, state machines, simple CAD tools for logic design, basic computer organisation, the CPU, peripheral devices, software organisation, machine language, assembly language, operating systems, data communications and computer networks.</td>
<td></td>
<td>N</td>
<td>ELEC5741</td>
<td>Semester 1</td>
</tr>
<tr>
<td>ELEC9305 Digital Signal Processing</td>
<td>6</td>
<td>A Specifically the following concepts are assumed knowledge for this unit: familiarity with basic Algebra, Differential and Integral Calculus, continuous linear time-invariant systems and their time and frequency domain representations, Fourier transform, sampling of continuous time signals.</td>
<td></td>
<td>N</td>
<td>ELEC5736</td>
<td>Semester 1</td>
</tr>
<tr>
<td>ELEC9506 Data Communications and the Internet</td>
<td>6</td>
<td>N ELEC5740</td>
<td></td>
<td></td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>ELEC9304 Control</td>
<td>6</td>
<td>A Specifically the following concepts are assumed knowledge for this unit: familiarity with basic Algebra, Differential and Integral Calculus, Physics; solution of linear differential equations, Matrix Theory, eigenvalues and eigenvectors; linear electrical circuits, ideal op-amps; continuous linear time-invariant systems and their time and frequency domain representations, Laplace transform, Fourier transform.</td>
<td></td>
<td>N</td>
<td>ELEC5735</td>
<td>Semester 2</td>
</tr>
<tr>
<td>ENGG5217 Practical Experience</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td></td>
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<td></td>
</tr>
<tr>
<td><strong>Students should have completed one year of their MPE program before enrolling in this unit.</strong></td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Intensive February
Intensive July
Semester 1
Semester 2*
## Specialist Elective units

Candidates must complete 36 credit points from the following table of Specialist Elective units of study.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Points</th>
<th>Prerequisites</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELEC5304</td>
<td>Multidimensional Signal Processing</td>
<td>6</td>
<td>Mathematics (e.g. probability and linear algebra) and programming skills (e.g. Matlab/Java/Python/C++)</td>
<td>Semester 1</td>
</tr>
<tr>
<td>ELEC5305</td>
<td>Acoustics, Speech and Signal Processing</td>
<td>6</td>
<td>A (ELEC2302 OR ELEC9302) AND (ELEC3305 OR ELEC9305). Linear algebra, fundamental concepts of signals and systems as covered in ELEC2302/ELEC9302, fundamental concepts of digital signal processing as covered in ELEC3305/9305. It would be unwise to attempt this unit without the assumed knowledge- if you are not sure, please contact the instructor.</td>
<td>Semester 2</td>
</tr>
<tr>
<td>ELEC5306</td>
<td>Advanced Signal Processing: Video Compression</td>
<td>6</td>
<td></td>
<td>Semester 1</td>
</tr>
<tr>
<td>ELEC5307</td>
<td>Advanced Signal Processing with Deep Learning</td>
<td>6</td>
<td>Mathematics (e.g., probability and linear algebra) and programming skills (e.g. Matlab/Java/Python/C++)</td>
<td>Semester 2</td>
</tr>
<tr>
<td>ELEC5516</td>
<td>Electrical and Optical Sensor Design</td>
<td>6</td>
<td>Math Ext 1, fundamental concepts of signal and systems, fundamental electrical circuit theory and analysis</td>
<td>Semester 1</td>
</tr>
<tr>
<td>ELEC5517</td>
<td>Software Defined Networks</td>
<td>6</td>
<td>P (ELEC3506 OR ELEC9506) AND ELEC5509</td>
<td>Semester 2</td>
</tr>
<tr>
<td>ELEC5622</td>
<td>Signals, Software and Health</td>
<td>6</td>
<td></td>
<td>Semester 2</td>
</tr>
<tr>
<td>ELEC5701</td>
<td>Technology Venture Creation</td>
<td>6</td>
<td>N ENGG5102</td>
<td>Semester 2</td>
</tr>
</tbody>
</table>

## Management Elective units

Candidates must complete 12 credit points from the following Management Elective units of study.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Points</th>
<th>Prerequisites</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGG5203</td>
<td>Quality Engineering and Management</td>
<td>6</td>
<td>A First degree in Engineering or a related discipline</td>
<td>Semester 2</td>
</tr>
<tr>
<td>ENGG5205</td>
<td>Professional Practice in Project Management</td>
<td>6</td>
<td>This is a core unit for all Master of Professional Engineering students as well as all students pursuing Project Management studies (including Master of Project Management, Graduate Certificate in Project Management and Graduate Diploma in Project Management). No prerequisite or assumed knowledge. Intensive January Semester 1 Semester 2</td>
<td></td>
</tr>
<tr>
<td>ENGG5214</td>
<td>Management of Technology</td>
<td>6</td>
<td>A Sound competence in all aspects of engineering, and some understanding of issues of engineering management</td>
<td>Semester 2</td>
</tr>
<tr>
<td>ENGG5215</td>
<td>International Eng Strategy and Operations</td>
<td>6</td>
<td>A Sound competence in all aspects of engineering, and some understanding of issues of engineering management and globalisation</td>
<td>Semester 2</td>
</tr>
<tr>
<td>ENGG5216</td>
<td>Management of Engineering Innovation</td>
<td>6</td>
<td>A Sound competence in all aspects of engineering, and some understanding of issues of engineering management</td>
<td>Semester 1</td>
</tr>
</tbody>
</table>
### Project units

All candidates are required to complete a minimum of 12 credit points of Project or Research units during the final year of study.

Candidates achieving an average mark of 70% or higher over 48 credit points of units of study in the Year Two Table or equivalent are eligible for the Extended Capstone Project.

Extended Capstone Project candidates take Capstone Project units ELEC5020 and ELEC5022 (total 18 cp) in place of Capstone Project ELEC5021 and 6 cp of elective units.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELEC5020</td>
<td>Capstone Project A</td>
<td>6</td>
<td>P 96 cp from MPE degree program or 24 cp from the ME program (including any credit for previous study)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Semester 1 Semester 2</td>
</tr>
<tr>
<td>ELEC5021</td>
<td>Capstone Project B</td>
<td>6</td>
<td>C ELEC5020</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Note: Department permission required for enrolment</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Semester 1 Semester 2</td>
</tr>
<tr>
<td>ELEC5022</td>
<td>Capstone Project B Extended</td>
<td>12</td>
<td>P 42 credit points in the Master of Engineering and WAM &gt;70, or 66 credit points in the Master of Professional Engineering and WAM &gt;70 or exemption</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Note: Department permission required for enrolment</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Semester 1 Semester 2</td>
</tr>
</tbody>
</table>

### Research pathway

Candidates achieving an average mark of 75% or higher over 48 credit points of units of study in the Year Two Table or equivalent are eligible for the Research Pathway.

Research pathway candidates take Dissertation units ELEC5222 and ELEC5223 (total 24 cp) in place of Capstone Project units and 12 cp of elective units.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELEC5222</td>
<td>Dissertation A</td>
<td>12</td>
<td>N ELEC8902, ENGG5222, ENGG5223, ELEC8901</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Note: Department permission required for enrolment</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Semester 1 Semester 2</td>
</tr>
<tr>
<td>ELEC5223</td>
<td>Dissertation B</td>
<td>12</td>
<td>N ELEC8901, ENGG5223, ENGG5222, ELEC8902</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Note: Department permission required for enrolment</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Semester 1 Semester 2</td>
</tr>
</tbody>
</table>

### Exchange units

Exchange units require the approval of the Program Director. With approval, up to 12 credit points of Exchange units may be taken in place of other units, towards the requirements of the degree.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>ELEC6901</td>
<td>Electrical Exchange Unit 1A</td>
<td>6</td>
<td>Semester 1</td>
</tr>
<tr>
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<td>Electrical Exchange Unit 1C</td>
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Confidential OR Non-Confidential

<table>
<thead>
<tr>
<th>Author</th>
<th>Adrienne Sach</th>
</tr>
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<tbody>
<tr>
<td>Reviewer/Approver</td>
<td>Professor Anna Reid</td>
</tr>
<tr>
<td>Paper title</td>
<td>Master of Music Studies (Conducting) suspension</td>
</tr>
<tr>
<td>Purpose</td>
<td>Suspension of entry to the Master of Music Studies (Conducting) degree for 2019.</td>
</tr>
</tbody>
</table>

**RECOMMENDATION**

That the Graduate Studies Committee approve the request to suspend entry to the Master of Music Studies (Conducting) degree in 2019.

**EXECUTIVE SUMMARY**

Current admission rates to the Master of Music Studies (Conducting) degree are unsustainably low. The SCM wishes to suspend entry for 2019 during which time a full review of the degree content and viability will take place.
Minor Course Amendment Proposal

Faculty: Sydney Conservatorium of Music

Contact person: Adrienne Sach

1. Name of award course
   Master of Music Studies (Conducting)

2. Purpose of proposal
   To seek approval from the Graduate Studies Committee to suspend entry to the Master of Music Studies (Conducting) for 2019.

3. Details of amendment
   Current admission rates to the degree are unsustainable, less than 2 new enrolments per year. The School wishes to suspend entry for 2019 during which time a full review of the degree content and viability will take place. This will provide relevant background for revision and/or renewal of the conducting program.

   Commencing students wishing to study conducting in 2019 can still be accommodated within the Master of Music Studies (Performance), Master of Music (Performance) or Doctor of Musical Arts degrees.

4. Transitional arrangements
   Those students currently enrolled will continue to be taught within the degree program, unless they request transfer to another degree.

5. Other relevant information

6. Signature of Dean

   [Signature]
Resolutions of the Senate

1 Degrees, diplomas and certificates of the Sydney Conservatorium of Music

(1) With the exception of the Doctor of Music and the Doctor of Philosophy, the Senate, by authority of the University of Sydney Act 1989 (as amended), provides and confers the following degrees, diplomas and certificates, according to the rules specified by the Sydney Conservatorium of Music. The Doctor of Music and the Doctor of Philosophy are provided and conferred according to the rules specified by the Senate and the Academic Board.

(2) This list is amended with effect from 1 January, 2018. Degrees, diplomas and certificates no longer open for admission will be conferred by the Senate according to the rules previously specified by the School.

2 Degrees

<table>
<thead>
<tr>
<th>Code</th>
<th>Course title &amp; stream</th>
<th>Abbreviation</th>
<th>Credit points</th>
</tr>
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<tbody>
<tr>
<td>RHMUSICM-01</td>
<td>Doctor of Music</td>
<td>DMus</td>
<td>Published Work</td>
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<tr>
<td>RPPHDCON-01</td>
<td>Doctor of Philosophy</td>
<td>PhD</td>
<td>Research</td>
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<tr>
<td>RPMUSART-01</td>
<td>Doctor of Musical Arts</td>
<td>DMA</td>
<td>Research</td>
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<td>RMMUCOMP-02</td>
<td>Composition</td>
<td>MMus(Composition)</td>
<td>Research</td>
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<td>RMMUMEDU-02</td>
<td>Music Education</td>
<td>MMus(MusEd)</td>
<td>Research</td>
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<td>RMMUMUSI-02</td>
<td>Musicology</td>
<td>MMus(Musicology)</td>
<td>Research</td>
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<td>RMMUPERF-02</td>
<td>Performance</td>
<td>MMus(Performance)</td>
<td>Research</td>
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<td>MAMUSCPT-02</td>
<td>Composition Internship (Admission suspended 2018)</td>
<td>MMusStud(Comp)</td>
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<td>MAMUSCND-01</td>
<td>Conducting (Admission suspended 2019)</td>
<td>MMusStud(Cond)</td>
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<td>Opera Performance</td>
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<td>BPMUSICICM</td>
<td>Bachelor of Music^</td>
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GNMUSOPP - Opera Performance  
01  
GradDipMus(OpPerf) 48

GNMUPERF - Performance  
03  
GradDipMus(Perf) 48

6 Undergraduate diplomas

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<tr>
<th>Code</th>
<th>Course title &amp; stream</th>
<th>Abbreviation</th>
<th>Credit points</th>
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<td>DAOPERAO</td>
<td>Advanced Diploma of Opera (Admission suspended 2013)</td>
<td>AdvDipOp</td>
<td>144</td>
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<td>01</td>
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<tr>
<td>DLMUSICM</td>
<td>Diploma of Music</td>
<td>DipMus</td>
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**CONFIDENTIAL OR NON-CONFIDENTIAL**

<table>
<thead>
<tr>
<th>Author</th>
<th>Associate Professor Lee Stickells, Associate Dean (Research Education), Sydney School of Architecture, Design and Planning</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reviewer/Approver</td>
<td>Professor John Redmond, Dean, Sydney School of Architecture, Design and Planning</td>
</tr>
<tr>
<td>Paper title</td>
<td>Master of Philosophy (Architecture) Minor Course Amendment</td>
</tr>
<tr>
<td>Purpose</td>
<td>To request that the Graduate Studies Committee recommend to Academic Board the approval of amendments to the Course Resolutions for the Master of Philosophy (Architecture).</td>
</tr>
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</table>

**RECOMMENDATION**

That the Graduate Studies Committee recommends that Academic Board:

1. Approve the proposal from the Sydney School of Architecture, Design and Planning to amend the Master of Philosophy (Architecture), and
2. Approve the amendments to the Course Resolutions arising from the proposal, with effect from 1 January 2019.

**EXECUTIVE SUMMARY**

The Sydney School of Architecture, Design and Planning seeks to amend the Course Resolutions for the Master of Philosophy (Architecture) to update terms to reflect the reclassification of ADP from a faculty to a university school and the associated restructure of its governance and management, and to revise clauses relating to admission to candidature, supervisor appointments, degree requirements, thesis and research paper submission, probation, suspension of candidature and thesis examination, in line with School and University policies.
Minor Course Amendment Proposal

Sydney School of Architecture, Design and Planning

Contact person: Associate Professor Lee Stickells / Associate Dean (Research Education)

1. Name of award course
   Master of Philosophy (Architecture)

   Purpose of proposal:

2. (i) Changes to the Course Resolutions:
   Update Header statement of Master of Philosophy to reflect that it is a research degree and not a coursework degree.
   The updated header will read:
   These resolutions must be read in conjunction with applicable University By-Laws, Rules and polices, including (but not limited to): the University of Sydney (Higher Degree by Research Rule) 2011; the Thesis and Examination of Higher Degrees by Research Policy 2015; the Supervision of Higher Degree by Research Students Policy 2013; the Progress Planning and Review by Higher Degree by Research Students Policy 2015; the Research Code of Conduct and the Academic Honesty Procedures 2016. Up to date versions of all such documents are available from the Policy Register: http://sydney.edu.au/policies.

2 Eligibility for admission to candidature
   (1) Add in ‘Associate Dean (Research Education), and in all instances where ‘Associate Dean’ appears in the Resolutions. This reflects the change in School structure which no longer has Department Heads.
      (a) Update phrasing from ‘first’ to ‘first-class’.
   (2) Delete ‘Head of School and Dean or’, and update with Associate Dean (Research Education); update ‘School Research Graduate Studies (RGS)’ with ‘School Research Education’ to reflect changes in the school structure. Delete ‘;or’
      (a) Delete (a).
      (b) Delete (b).
   These deletions are to reflect a change in policy for admission to candidature, in that a portfolio of work is no longer a pathway to admission. This is a tightening of University HDR Rule 2011 requirements.

3 Application for admission to candidature
   (1) Update ‘School’ to ‘University school’
      (a) Delete ‘the proposed method of candidature, being that of either:’
      (b) Delete paragraphs (b) (i) and (ii), and replace with: (b) written evidence confirming that an academic within the University school, with an academic background appropriate to the candidate’s proposed research:
         (i) approves the applicant’s research proposal; and
         (ii) is willing to supervise the research;
      (c) Replace ‘a proposed course of research and advanced study including:’ with ‘a written preliminary research proposal developed in conjunction with the proposed supervisor and in the form specified by the University school.’
      Delete paragraphs (c) (i) and (ii).
   These changes reflect the change of school policy which requires a candidate to have a supervisor attached to their application before they apply. This was approved at the Research Graduate Studies Committee meeting on 20 August 2015, and the Faculty Board of 29 October 2015. The change which requires a candidate to complete a preliminary research proposal updates the resolutions in line with University Policy- HDR Rule 2011 and changes in School HDR Policy approved at Research Education Committee meeting on 8 February 2018. These changes also reflect feedback from Graduate Studies Committee and Kerrie Henderson, University Policy Manager, OGC (May 2018).
      (d) Replace all references to ‘HDR Rule’ with the full policy name the ‘University of Sydney (higher Degree by Research Rule) 2011’, and in all places that it appears through the Master of Philosophy Resolutions. Replace ‘his or her’ with ‘their’.
   Delete ‘or exegesis’. Replace ‘studio-based’ with ‘design-based’ in all places that it appears through the Master of Philosophy Resolutions, as this reflects current School policy. Utilisation of the design-based research degree has been noted to reflect that the design aspect emphasis is not limited to a studio-based idea. Evidence that this is School accepted terminology is noted in the Research Education Committee Meeting 29 May 2014, which went to Faculty Board 7 August 2014; and the Research Education Committee meeting on 21 August 2014, which went to Faculty Board on 16 April 2015.
Replace 'Librarian' with 'Libraries' to bring the resolutions in line with the current HDR policy- HDR Rule 2011.

(2) Replace ‘her or she’ with ‘they’

**Part 3: Candidature**
**5 Appointment of supervisor**
Delete ‘Head of Department’ and replace with ‘Associate Dean (Research Education).’
Replace ‘recommend’ with ‘approve’, to reflect current policy whereby the Associate Dean (Research Education) approves supervisors and research area as part of approving the offer.

**Part 4: Requirements**
**8 Degree requirements**
(1) (b) For clarification purposes replace ‘any’ with ‘all’.
Delete text in (2) (a); and (b) and replace with:
(2) In addition, candidates proceeding by research and thesis must submit for examination a thesis embodying the results of their research.
(a) Theses must be submitted in the mode approved by the Associate Dean (Research) at the time of candidate confirmation.
Add new section (3) (a) and (b) as below. And (2) (i) (ii) moves to section (3) (b) (i) (ii).
(3) Candidates may proceed otherwise than by research and thesis, consistently with the requirements of the *Thesis and Examination of Higher Degrees by Research Policy 2015*
(a) Candidates undertaking the Design-Based option must first obtain the approval of the Associate Dean (Research Education).
(b) Add ‘candidates proceeding by’. Replace ‘studio-based’ with ‘Design-Based’ to reflect current School policy. Delete ‘and exegesis’, add ‘must submit for examination’:
(2 and (ii):
(i) Replace ‘studio-based’ with ‘design-based’, as per other references in the document.
(ii) Delete ‘and exegesis’. Add ‘In this mode students produce an agreed program of design work accompanied by a text of 10,00 to 15,000 words in length.’

**9 The thesis and research paper**
(1) (b) Add ‘words for the conventional thesis’.
(2) Delete ‘studio-based’, ‘and research paper’, and ‘an exegesis’ and replace with ‘the design-based research option shall produce a research paper’
(b) Delete ‘is no more than 15,000 words in length, except by permission of the relevant Head of Discipline.’
and replace with ‘meets the requirements outlined by the Design PhD Director and Associate Dean (Research Education).’ This change is to reflect the updates in the School structure.
Add in new paragraph (3) ‘For all MPhil options, the thesis and submission requirements, including word length, will be confirmed with the student, supervisor, the Design PhD Director (if applicable) and the Associate Dean (Research Education) at the student’s Confirmation of Candidature hearing’. The re-wording of 8 (1) (ii) and 9 (2) (b) is based on the ‘Thesis and Examination of Higher Degrees by Research Policy 2015’, and is for clarification about the range of word count.

**10 Probation**
(2) (b) Add ‘(Research Education) and required by the University

**14 Suspension of candidature**
Delete ‘two semesters’ and replace with ‘four research periods or one calendar year’. This brings the resolutions in line with HDR Rule 2011.

**17 Examination of thesis**
(1) Replace ‘studio-based’ with ‘design-based’ as above. Replace ‘RGS’ with ‘Research Education Committee’ to reflect changes in the School management structure. Delete ‘exegesis’.
(a) Update ‘University school’
(b) Delete ‘three copies’ and replace with ‘a copy’. Delete ‘exegesis’. Add ‘in a format previously approved and according to Add in a format previously approved and according to HDR Policy (based on ‘Thesis and Examination of Higher Degrees by Research Policy 2015’)
This brings the resolutions in line with School Policy.
(d) Delete ‘Head of Department’ and replace with ‘Associate Dean (Research Education)’ as above.
19 Transition provisions
(1) and (2) update dates from 2016 to 2019.

Master of Philosophy

These resolutions must be read in conjunction with applicable University By-Laws, Rules and policies, including (but not limited to): the University of Sydney (Higher Degree by Research Rule) 2011; the Thesis and Examination of Higher Degrees by Research Policy 2015; the Supervision of Higher Degree by Research Students Policy 2013; the Progress Planning and Review by Higher Degree by Research Students Policy 2015; the Research Code of Conduct and the Academic Honesty Procedures 2016. Up to date versions of all such documents are available from the Policy Register: sydney.edu.au/policies.

Course resolutions

Part 1: Preliminary
1 Course codes

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<tr>
<th>Code</th>
<th>Course title</th>
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<tbody>
<tr>
<td>RMHLARC-01</td>
<td>Master of Philosophy</td>
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</table>

Part 2: Admission requirements

2 Eligibility for admission to candidature

(1) To be eligible to be admitted to candidature by the Head of School and Dean or Associate Dean (Research Education), an applicant must hold or have completed the requirements for:

(a) a bachelor’s degree with first-class or second class honours from the University of Sydney in a relevant discipline; or

(b) a master’s degree from the University of Sydney in a relevant discipline.

(2) The Head of School and Dean or Associate Dean (Research Education) may admit to candidature an applicant who does not meet the requirements of sub-clause (1), provided that the applicant holds a qualification or qualifications that, in the opinion of the School Research Graduate Studies (RGS) Education Committee, are equivalent to those prescribed in sub-clause (1); or

(a) holds a qualification or qualifications that, in the opinion of the School Research Graduate Studies (RGS) Education Committee, are equivalent to those prescribed in sub-clause (1); or

(b) a portfolio of work demonstrating innovative practice, that in the opinion of the Associate Dean (Graduate Studies) or Head of School and Dean, is equivalent to the above awards.

3 Application for admission to candidature

(1) An applicant for admission to candidature must submit to the University School:

(a) satisfactory evidence of the applicant’s eligibility for admission; the proposed method of candidature, being that of either:

(b) written evidence confirming that an academic within the University school, with an academic background appropriate to the candidate’s proposed research:

   (i) approves the applicant’s research proposal; and

   (ii) is willing to supervise the research;

   (c) a proposed course of research and advanced study including:

      (i) for applicants wishing to pursue their candidature by research and thesis, provide a 500 word summary of their proposed area of research; and

      (ii) for applicants wishing to pursue their candidature by studio-based research and research paper, a portfolio providing evidence of the applicant’s knowledge and capability and a 500 word summary of their proposed area of research;

   (d) a statement certifying the applicant’s understanding that, subject to the HDR Rule University of Sydney (Higher Degree by Research Rule) 2011, if the candidature is successful, his or her
their thesis, or exegesis and record of studio-based design-based work, will be lodged with the University Libraries and made available for immediate public use;
(e) evidence of minimum English language requirements, where not demonstrated by academic qualifications; and
(f) the contact details of two academic or practitioner referees.

(2) In addition, an applicant for admission to part-time candidature must submit a statement that he or she they will have sufficient time available to complete the requirements of the degree in accordance with these resolutions.

4 Credit transfer
The HDR Rule University of Sydney (Higher Degree by Research Rule) 2011 specifies the conditions for the granting of credit for previous studies, including the effect on completion times, except that for coursework no more than 6 credit points may be credited.

Part 3: Candidature

5 Appointment of supervisor
The Head of Department Associate Dean (Research Education) will recommend approve a supervisor and associate supervisor for each candidate in accordance with the HDR Rule University of Sydney (Higher Degree by Research Rule) 2011 and Academic Board policies for postgraduate research higher degree supervision, which recommendation will be submitted for approval by the Research Graduate Studies (RGS) Education Committee.

6 Control of candidature
The HDR Rule University of Sydney (Higher Degree by Research Rule) 2011 specifies the conditions for the control of candidature by the University.

7 Location of candidature and attendance
The HDR Rule University of Sydney (Higher Degree by Research Rule) 2011 specifies the conditions for the location of candidature and attendance by candidates at the University.

Part 4: Requirements

8 Degree requirements
(1) To satisfy the requirements of the degree candidates must:
(a) complete any specified probationary requirements;
(b) complete any prescribed units of study; and
(c) conduct research on the approved topic.

(2) In addition, candidates proceeding by research and thesis must submit for examination a thesis embodying the results of their research.
(a) candidates proceeding by research and thesis must submit for examination a thesis embodying the results of the research.
Theses must be submitted in the mode approved by the Associate Dean (Research) at the time of candidate confirmation
(b) candidates proceeding by studio-based research and exegesis must submit for examination:
Theses containing creative or artistic components, as permitted by the Thesis and Examination of Higher Degrees by Research Policy 2015 must include:
(i) an exhibition-style presentation of the student’s work which is openly available to the academic community; and
(ii) a text of 10,000 to 15,000 words.

(3) Candidates may proceed otherwise than by research and thesis, consistently with the requirements of the Thesis and Examination of Higher Degrees by Research Policy 2015.
(a) Candidates undertaking the design-based research option must first obtain the approval of the Associate Dean (Research Education).

Minor Course Amendment Proposal 26 July 2018
(b) candidates proceeding by studio-based/design-based research and exegesis must submit for examination:
(i) a permanent record of the studio-based/design-based work (must be in the form of durable, portable visual, audio-visual, or other digital media); and
(ii) a research paper on the creative/design-based work or exegesis. In this mode students produce an agreed program of design work accompanied by a text of 10,000 to 15,000 words in length.
(c) all items submitted must pass examination.

9 The thesis and research paper

10 Probation

11 Time limits, earliest and latest submission dates

12 Mode of attendance

13 Discontinuation of candidature

14 Suspension of candidature

15 Leave of absence

Part 5: Enrolment and progression

The thesis and research paper

A candidate proceeding by research and thesis shall produce a thesis that:

(a) meets the requirements specified in the HDR Rule University of Sydney (Higher Degree by Research Rule) 2011; and

(b) is in the range of 30,000 to 60,000 words for the conventional thesis.

A candidate proceeding by studio-based design-based research option and research paper shall produce an exegesis/ research paper that:

(a) meets the requirements specified in the HDR Rule University of Sydney (Higher Degree by Research Rule) 2011; and

(b) is no more than 15,000 words in length, except by permission of the relevant Head of Discipline, meets the requirements specified by the Associate Dean (Research Education).

For all MPhil options, the thesis type and submission requirements, including word length, will be confirmed with the student, supervisor, the Design PhD Director (if applicable) and approved by the Associate Dean (Research Education) at the student's Confirmation of Candidature hearing.

10 Probation

(1) A candidate is normally accepted for candidature on a probationary basis for a period not exceeding one year according to the provisions of the HDR Rule University of Sydney (Higher Degree by Research Rule) 2011.

(2) In the probationary period each candidate must:
(a) complete the 6 credit point core unit of study;
(b) complete any structured program specified by the Head of School and Dean or Associate Dean (Research Education) and required by the University;
(c) develop and present a refined research proposal at a public seminar, to the satisfaction of the candidate's supervision committee; and
(d) demonstrate adequate English language competency for the completion of the degree to the candidate's supervision committee.

11 Time limits, earliest and latest submission dates

The HDR Rule University of Sydney (Higher Degree by Research Rule) 2011 specifies the allowable completion times and submission dates available for full- and part-time candidates in this course.

12 Mode of attendance

The attendance pattern for this course is full-time or part-time in agreement with the University School;

13 Discontinuation of candidature

A candidate may discontinue enrolment in a unit of study or the degree subject to the conditions specified by the HDR Rule University of Sydney (Higher Degree by Research Rule) 2011.

14 Suspension of candidature

Subject to the other conditions of the HDR Rule University of Sydney (Higher Degree by Research Rule) 2011, a candidate may suspend candidature for a maximum of two semesters/four research periods or one calendar year.

15 Leave of absence

A candidate may take leave of absence from the degree subject to the conditions specified by the HDR Rule University of Sydney (Higher Degree by Research Rule) 2011.
16 Progress
A candidate is required to maintain satisfactory progress towards the timely completion of the degree. Progress will be reviewed annually according to the provisions of the HDR Rule University of Sydney (Higher Degree by Research Rule) 2011.

Part 6: Examination

17 Examination of the thesis
(1) Examination of both the thesis and the studio-based, design-based work (which has been exhibited in some venue or in some manner approved by the RGS Research Education Committee) and exegesis will be conducted in general accordance with standards prescribed by Academic Board for the Doctor of Philosophy, except that:
(a) three months prior to the anticipated submission of the thesis, when a candidate is advising the University School of approaching completion, the candidate must also submit three copies of a summary of the thesis or research paper, of not more than 300 words, for distribution to potential examiners;
(b) three copies of the thesis, or exegesis and record of the studio-based, design-based work, shall be submitted by the candidate in a format previously approved and according to HDR Policy University of Sydney (Higher Degree by Research Rule) 2011;
(c) two examiners will be appointed by the University School, at least one of whom shall be external to the University; and
(d) the examiners shall provide a written report to the Head of Department, Associate Dean (Research Education) detailing the outcome.

18 Award of the degree
The degree is awarded at the Pass level only.

Part 7: Other

19 Transitional provisions
(1) These course resolutions apply to students who commenced their candidature after 1 January, 2016\(^6\) and students who commenced their candidature prior to 1 January, 2016\(^6\) who elect to proceed under these resolutions.
(2) Candidates who commenced prior to 1 January, 2016\(^6\) may complete the requirements in accordance with the resolutions in force at the time of their commencement, provided that requirements are completed within the time limits specified in those resolutions. The Head of School and Dean or Associate Dean may specify a later date for completion or specify alternative requirements for completion of candidatures that extend beyond this time.

3. Signature of Dean
Confidential OR Non-Confidential

Author | Ms Veronica Boulton, Head of Education, Faculty of Science
Reviewer/Approver | Professor Pauline Ross, Associate Dean (Education) in the Faculty of Science
Paper title | Doctor of Veterinary Medicine and Bachelor of Veterinary Science/Doctor of Veterinary Medicine Resolutions
Purpose | Amendments to the Course Resolutions for the Doctor of Veterinary Medicine and the Bachelor of Veterinary Biology/Doctor of Veterinary Medicine degrees to clarify the requirements for the award in terms of placement duration, and credit point value in each component of the course.

RECOMMENDATION

That the Graduate Studies Committee recommend that the Academic Board:

(1) approve the proposal from the Faculty of Science to amend the Course Resolutions for the Doctor of Veterinary Medicine and the Bachelor of Veterinary Biology/Doctor of Veterinary Medicine
(2) approve the amendment to the Course Resolutions arising from the proposal with effect from 1 January 2019.

EXECUTIVE SUMMARY

Amendments to Course Resolutions for the Bachelor of Veterinary Biology/Doctor of Veterinary Medicine are to:
1. emphasise the requirement to successfully complete all Units of Study in order to progress to the higher year within the BVB/DVM
2. clearly state that to qualify for the award of both degrees, a candidate must complete prescribed program of 288 credit points and the prescribed extramural placements.
3. emphasise that candidates may exit with a Bachelor of Veterinary Biology after completion of prescribed program of 144 credit points, 96 credit points from the BVB unit of study table for year 1 and 2 and 48 credit points from the DVM unit of study table for year 1.
4. clarify that students from the integrated BVB/DVM who qualify to undertake BVB honours may elect to enrol in the honours program at any time after successful completion of year 3 of the integrated degree (DVM year 1 unit of study table), or after completion of both courses.

Amendments to Course Resolutions for the Doctor of Veterinary Medicine will:
1. emphasise the requirement to successfully complete all Units of Study in order to progress to the higher year within the DVM
2. correct the length and nature of the prescribed extramural placements.

IMPLEMENTATION

For implementation commencing 1 January 2019.
No Academic Model diets or tables need to be updated, only the resolutions in the Handbook

ATTACHMENTS

1. Minor Course Amendment Proposal
2. Bachelor of Veterinary Science/Doctor of Veterinary Medicine resolutions
3. Doctor of Veterinary Medicine
Minor Course Amendment Proposal

Faculty: Sydney School of Veterinary Science

Contact person: Dr. Bianca Waud

1. Name of award course
   - Bachelor of Veterinary Biology/Doctor of Veterinary Medicine
   - Doctor of Veterinary Medicine

2. Purpose of proposal
   This proposal seeks to amend the Course Resolutions for the Bachelor of Veterinary Biology/Doctor of Veterinary Medicine and the Doctor of Veterinary Medicine.

   To emphasise the requirement to successfully complete all Units of Studies in order progress to the higher year within both the BVB/DVM and DVM. The candidate is required to obtain at least a pass grade for each of the prescribed units of study to progress into the next year of the program.

   In order to be awarded with the degree of BVB/DVM, the candidate must complete prescribed program of 288 credit points, and the prescribed extramural placements including:
   a. 96 credit points from the BVB unit of study table year 1 and year 2
   b. 48 credit points from the DVM unit of study table for year 1
   c. 144 credit points from DVM unit of study table for year 2, 3 and 4
   d. 4 weeks of preparatory clinical placements and
   e. 8 weeks of farm placements and
   f. 2 days of abattoir placements.

   To emphasise the requirements for the honours degree. Outlining that students from the integrated BVB/DVM who qualify to undertake honours in the BVB may elect to enrol in the honours program at any time after successful completion of year 3 (DVM year 1 unit of study table). Students suspend their DVM studies to enrol in the relevant 4th year honours units of study, before returning to complete the combined course. Further, students will have the option to undertake the honours course after the completion of both courses.

   In order to be awarded with the degree of DVM, the candidate must complete prescribed program of 192 credit points, and the prescribed extramural placements including:
   g. 4 weeks of preparatory clinical placements and
   h. 8 weeks of farm placements and
   i. 2 days of abattoir placements.

   Currently the prescribed extramural placements listed in the course resolutions reflect the requirements of the BVSc (Vet) curriculum which is no longer offered.

   The proposed amendments are to provide clear and detailed guidance on the requirements for both, the BVB/DVM and the DVM.

   The proposed changes further reflect the correct duration of the extramural placements requirements of the new DVM and BVB/DVM curriculum.

3. Details of amendment
   The change is administrative only and does not involve changes to the degree structure or curriculum.

   Changes to Course Resolutions – see extract below.

4. Transitional arrangements
   N/A
The adjusted extramural placement requirement has been in effect since the introduction of the new DVM curriculum in 2015, consequently this amendment will not affect the progression of current DVM students.

5. Other relevant information


6. Signature of Dean

[Signature]

Prof Iain M Young
Dean, Faculty of Science
Bachelor of Veterinary Biology / Doctor of Veterinary Medicine

These resolutions must be read in conjunction with the applicable University By-Laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2014 (the ‘Coursework Rule’), the Coursework Policy 2014 (the Coursework Policy), the Learning and Teaching Policy 2015, the Resolutions of the Faculty of Science, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended), the Academic Honesty in Coursework Policy 2015 and the Academic Honesty Procedures 2016. Up to date versions of all such documents are available from the Policy Register: http://sydney.edu.au/policies.

Course resolutions

1 Course codes

<table>
<thead>
<tr>
<th>Code</th>
<th>Course title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BPVBLVMD-01</td>
<td>Bachelor of Veterinary Biology/Doctor of Veterinary Medicine</td>
</tr>
<tr>
<td>BHVETBIO-01</td>
<td>Bachelor of Veterinary Biology (Honours)</td>
</tr>
</tbody>
</table>

2 Attendance pattern

1. The attendance pattern for Year 1 and Year 2 of the Bachelor of Veterinary Biology is full time or part-time according to candidate choice.
2. The attendance pattern for Year 3 to Year 6 is full-time only.

3 Admission to candidature

(1) Admission to this course is on the basis of a secondary school leaving qualification such as the NSW Higher School Certificate (including national and international equivalents) and tertiary study. English language requirements must be met where these are not demonstrated by sufficient qualifications taught in English. Special admission pathways are open for educationally disadvantaged applicants, rural applicants and for Aboriginal and Torres Strait Islander people. Applicants are ranked by merit and offers for available places are issued according to the ranking. Details of admission policies are found in the Coursework Rule. In addition, admission to this course requires the applicant to submit a Commitment to Veterinary Science Form. The results of this process will form part of the ranking of applicants.

4 Requirements for award

(1) The units of study that may be taken for the course are set out in the Table of units of study for the Bachelor Veterinary Biology/Doctor of Veterinary Medicine.
(2) To qualify for the award of both degrees, a candidate must successfully complete 288 credit points comprising:
(a) 144 credit points from the Bachelor of Veterinary Biology unit of study Table for Years 1 and 2, and
(b) 48 credit points from the Doctor of Veterinary Medicine unit of study Table for Year 1 that contributes to Year 3 of the Bachelor of Veterinary Biology degree; students may exit at this point with a Bachelor of Veterinary Biology degree, and
(c) 144 credit points from the Doctor of Veterinary Medicine unit of study Table for Years 2, 3 and 4.
(3) the prescribed extramural placements as outlined in the Doctor of Veterinary Medicine resolutions

5 Progression rules

Progression to Year 3 of the course is based on successful completion of Year 1 and Year 2 of the course and academic merit in Year 1 and Year 2 of the course.

(1) All students who have successfully completed Year 1 and Year 2 with a Weighted Average Mark (WAM) of at least 65.0 will be eligible for progression to Year 3.
(2) Students who have successfully completed Year 1 and Year 2 with a Year 1 plus Year 2 WAM of less than 65.0 will not be eligible for entry into Year 3 of the course.
(3) Students who commenced prior to 1 January 2018 and who fail to achieve progression into Year 3 of the combined course will be transferred to the Bachelor of Science or the Bachelor of Animal and Veterinary Bioscience until 2019.
(4) Students who commenced prior to 1 January, 2018 and who fail to achieve progression into Year 3 of the combined course will be transferred to the Bachelor of Science/Bachelor of Advanced Studies (AVBS) from 2020.
(5) Students who commenced after 1 January 2018 and who fail to achieve progression into Year 3 of the combined course will be transferred into the Bachelor of Science (no stream), or the Bachelor of Science/Bachelor of Advanced Studies (AVBS stream) with credit for the units of study completed.
(6) Students for the course may enrol in the units of study prescribed for Year 4 of candidature only after successful completion of Year 1, Year 2 and Year 3.
(7) Students for the course may enrol in the units of study prescribed for Year 5 of candidature only after successful completion of Year 1, Year 2, Year 3 and Year 4.
(8) Students for the course may enrol in the units of study prescribed for Year 6 of candidature only after successful completion of Year 1, Year 2, Year 3, Year 4 and Year 5.

6 Requirements for the Honours degree

(1) Honours in the Bachelor of Veterinary Biology is available to meritorious candidates who complete an additional year of full time study, after the successful completion of Year 3. Students must complete the requirements for the honours course full-time over two consecutive semesters. If the Faculty is satisfied that a student is unable to attempt the honours course on a full time basis and if the Dean so recommends, permission may be granted to undertake honours part-time over four consecutive semesters.
(2) Admission to the honours programme requires a Year 2 plus Year 3 WAM of at least greater than 65.0
(3) Students who qualify to undertake honours in the Bachelor of Veterinary Biology may elect to enrol in the honours programme:
(a) at any stage after successful completion of Year 3, with the permission of the Faculty, by suspending candidature from the Bachelor of Veterinary Biology/Doctor of Veterinary Medicine for one year at any stage after successful completion of Year 3 to Year 4 or Year 5

12 July 2018 12:28:0 NOT ACADEMIC BOARD APPROVED
5. with the permission of the Faculty; transferring to the Bachelor of Veterinary Biology (Honours) and enrolling in the units of study for this course, before returning to complete the combined course; or

(i) suspending candidature from the Bachelor of Veterinary Biology/Doctor of Veterinary Medicine for one year;
(ii) transferring to the Bachelor of Veterinary Biology (Honours)/Doctor of Veterinary Medicine for one year;
(iii) enrolling and completing the units of study for this course;
(iv) returning to complete the combined course; or
(b) by undertaking the honours course after completion of both courses in the combined course.

7 Award of the degree

(1) The Bachelor of Veterinary Biology/Doctor of Veterinary Medicine is awarded as either Pass or Honours. The honours degree, Bachelor of Veterinary Biology Honours/Doctor of Veterinary Medicine, is awarded in classes ranging from First Class to Third Class.
(2) The grade of honours and the honours mark are determined by performance in the honours course.
(3) Honours is awarded in the following classes:

<table>
<thead>
<tr>
<th>Description</th>
<th>Mark range</th>
</tr>
</thead>
<tbody>
<tr>
<td>Honours Class I</td>
<td>Mark &gt;= 80</td>
</tr>
<tr>
<td>Honours Class II (Division 1)</td>
<td>75 &lt;= Mark &lt; 80</td>
</tr>
<tr>
<td>Honours Class II (Division 2)</td>
<td>70 &lt;= Mark &lt; 75</td>
</tr>
<tr>
<td>Honours Class III</td>
<td>65&lt;= Mark &lt; 70</td>
</tr>
<tr>
<td>Honours not awarded</td>
<td>Mark &lt; 65</td>
</tr>
</tbody>
</table>

Candidates for the award of the Honours degree who do not meet the requirements, and who have not already graduated, will be awarded the pass degree.

8 Course transfer

A candidate may abandon the combined programme and elect to complete a Bachelor of Science or Bachelor of Animal and Veterinary Bioscience in accordance with the resolutions governing that degree. Candidates who discontinue after Year 3 without completing the combined course, but have satisfactorily completed 144 credit points including all requirements for Year 1, Year 2 and Year 3 may exit with the Bachelor of Veterinary Biology. Completion of the Doctor of Veterinary Medicine in the future will require a new application for admission to that course and completion in accordance with the resolutions governing that course.

9 Reassessment

Students enrolled in a postgraduate unit of study prescribed for Year 3, Year 4, Year 5 or Year 6 of candidature of the Bachelor of Veterinary Biology/Doctor of Veterinary Medicine, who fail one unit of study only within a semester may be offered the opportunity for re-assessment for the failed unit of study.

(a) The scope of the re-assessment will encompass all topics and learning outcomes within the unit of study. The methods used for re-assessment may differ from those used in the original delivery of the unit.
(b) Re-assessment will only be offered to eligible students on the dates prescribed in the year schedule, and it is the student's responsibility to be available to attend at these times.
(c) The maximum mark awarded for a unit of study in these circumstances will be Pass (50 - PS for units of study with Mark and Grade assessment type or SR for units of study with Grade only (Pass/Fail) assessment type).
(d) Students who have been awarded an Absent Fail grade for a unit of study will not be eligible for re-assessment for that unit of study.

10 Transitional Provisions

These provisions apply for candidates who commenced after 1 January 2015.
Doctor of Veterinary Medicine

These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2014 (the 'Coursework Rule'), the Coursework Policy 2014, the Resolutions of the Faculty, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended), the Academic Honesty in Coursework Policy 2015 and the Academic Honesty Procedures 2016. Up to date versions of all such documents are available from the Policy Register: http://sydney.edu.au/policies.

Course resolutions

1 Course codes

<table>
<thead>
<tr>
<th>Code</th>
<th>Course title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAVETMED-01</td>
<td>Doctor of Veterinary Medicine</td>
</tr>
</tbody>
</table>

2 Attendance pattern
The attendance pattern for this course is full time.

3 Master's type
The master's degree in these resolutions is a professional master's course.

4 Admission to candidature
With approval from the Dean, available places will be offered to qualified applicants based on merit, according to the following admissions criteria:

(a) Admission to the degree requires a bachelor's degree from the University of Sydney, or equivalent qualification, and completion of one semester of study in general chemistry (physical and inorganic), organic chemistry, biology and biochemistry.

(b) Applicants must submit a veterinary science admission statement including relevant work experience and animal handling experience.

(c) English language requirements must be met where these are not demonstrated by sufficient qualifications taught in English.

(d) If some applicants are ranked equally according to the above criteria, the Faculty may further rank applicants according to the demonstration of their aptitude for the practice of veterinary medicine as assessed at an interview and make recommendations to the Dean for admission accordingly.

5 Requirements for award

(1) The units of study that may be taken for the course are set out in the table for the Doctor of Veterinary Medicine.

(2) To qualify for the Doctor of Veterinary Medicine a candidate must complete a prescribed program of 192 credit points, and:

   (a) 46 weeks of preparatory clinical placements and:

   (b) 8-12 weeks of farm placements and:

   (c) 3-2 days of abattoir placements

6 Progression rules

(1) Candidates for the degree may enrol in the units of study prescribed for Year 2 of candidature only after successful completion of Year 1.

(2) Candidates for the degree may enrol in the units of study prescribed for Year 3 of candidature only after successful completion of Year 1 and Year 2.

(3) Candidates for the degree may enrol in the units of study prescribed for the final year of candidature only after successful completion of Year 1, and Year 2 and Year 3.

7 Reassessment
Students enrolled in a postgraduate unit of study prescribed for Year 1, Year 2, Year 3 or Year 4 of candidature of the Doctor of Veterinary Medicine, who fail one unit of study only within a semester may be offered the opportunity for re-assessment for the failed unit of study.

(a) The scope of the re-assessment will encompass all topics and learning outcomes within the unit of study. The methods used for re-assessment may differ from those used in the original delivery of the unit.

(b) Re-assessment will only be offered to eligible students on the dates prescribed in the year schedule, and it is the student's responsibility to be available to attend at these times.

(c) The maximum mark awarded for a unit of study in these circumstances will be Pass (50 - PS for units of study with Mark and Grade assessment type or SR for units of study with Grade only (Pass/Fail) assessment type).

(d) Students who have been awarded an Absent Fail grade for a unit of study will not be eligible for re-assessment for that unit of study.

8 Award of the degree
The Doctor of Veterinary Medicine is awarded as a Pass degree only.
Confidential OR Non-Confidential

<table>
<thead>
<tr>
<th>Author</th>
<th>Associate Professor Lee Stickells, Associate Dean (Research Education), Sydney School of Architecture, Design and Planning</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reviewer/Approver</td>
<td>Professor John Redmond, Dean, Sydney School of Architecture, Design and Planning</td>
</tr>
<tr>
<td>Paper title</td>
<td>Doctor of Philosophy Minor Course Amendment</td>
</tr>
<tr>
<td>Purpose</td>
<td>To request that the Graduate Studies Committee recommend to Academic Board the approval of amendments to the Resolutions of the University of Sydney School of Architecture, Design and Planning in relation to the Doctor of Philosophy.</td>
</tr>
</tbody>
</table>

RECOMMENDATION

That the Graduate Studies Committee recommends that Academic Board:

1. Approve the proposal from the Sydney School of Architecture, Design and Planning to amend the Resolutions of the University of Sydney School of Architecture, Design and Planning in relation to the Doctor of Philosophy.
2. Rescind the course resolutions for the Doctor of Philosophy.
3. Approve the amendments to the Course Resolutions arising from the proposal, with effect from 1 January 2019.

EXECUTIVE SUMMARY

The Sydney School of Architecture, Design and Planning seeks to amend the Resolutions of the University school in relation to the Doctor of Philosophy to update terms to reflect the reclassification of ADP from a faculty to a university school and the associated restructure of its governance and management, and to revise clauses relating to admission to candidature and degree requirements, in line with School and University policies.
Minor Course Amendment Proposal

Sydney School of Architecture, Design and Planning

Contact person: Associate Professor Lee Stickells / Associate Dean (Research Education)

1. **Name of award course**
   Doctor of Philosophy

Purpose of proposal:

2. Rescind the Doctor of Philosophy Resolutions and incorporate changes to those resolutions into the 'Resolutions of the University School', now renamed 'Resolutions of the University School of Architecture, Design and Planning in relation to the Doctor of Philosophy'.

These changes reflect advice given by Kerrie Henderson, University Policy Manager, Office of General Counsel that the Doctor of Philosophy resolutions should be structured within the University school resolutions.

(i) Update header statement to reflect that it is a research degree and not a coursework degree, and replace with:

'These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Higher Degrees by Research) Rule 2011 (as amended), Progress Planning and Review for Higher Degree by Research Students Policy 2015, Progress Planning and Review for Higher Degree by Research Students Procedures 2015, Supervision of Higher Degree by Research Students Policy 2013, Thesis and Examination of Higher Degree by Research Policy 2015, Thesis and Examination of Higher Degree by Research Procedures 2015, Research Code of Conduct, Academic Honesty Procedures 2016. Up to date versions of all such documents are available from the Policy Register: http://sydney.edu.au/policies.'

(ii) Delete '1 Course Codes' and associated table.

(iii) **Course structure and requirements.** Change numbering from (2) to (1).

(1) (b) To reflect current school policy, update 'creative' to 'design-based' in all instances in these resolutions. Delete 'for exhibition'. Update 'histories' to 'contextual'.

(2) Delete 'Head of Discipline' and replace with 'Associate Dean (Research Education), in all instances in these resolutions. This reflects an update in School policy as well as the change in School structure which no longer has Department Heads.

(iii) **Application for admission to candidature.** Change numbering from (3) to (2).

(1) Delete 'Applicants' and replace with 'Applications'

(a) Delete 'for applicants wishing to pursue their candidature by research and thesis, a 500 word summary of their proposed area of research; and', and replace with 'satisfactory evidence of the applicant's eligibility for admission as per University requirements based on the University of Sydney (Higher Degrees by Research) Rule 2011 (as amended).'

This updates the resolutions in line with the University Policy - HDR Rule 2011.

(b) Delete 'for applicants wishing to pursue their candidature by studio-based research and text, a portfolio providing evidence of the applicant's knowledge and capability and a 500 word summary of their proposed area of research', and replace with 'written evidence confirming that an academic within the School, with an academic background appropriate to the candidate's proposed research:

(i) approves the applicant's research proposal; and

(ii) is willing to supervise the research;

This was approved at the Research Graduate Studies Committee meeting on 20 August 2015, and noted by Faculty Board 29 October 2015. Additional edits to the text were made as per Kerrie Henderson's instructions.

Minor Course Amendment Proposal 19 July 2018
(c) Add (c) 'written evidence confirming that an appropriate person is willing to act as an auxiliary supervisor for the research; and'
(d) Add (d) 'a written preliminary research proposal developed in conjunction with the proposed supervisor and in the form specified by the University school.'

Adding (c) and (d) updates the resolutions in line with University Policy - HDR Rule 2011 and changes in School HDR Policy approved at Research Education Committee meeting on 8 February 2018. This was edited as advised by Kerrie Henderson.

(iii) Add in (3) **Probation Requirements.** This new section below has been added to clarify probation within the University school.

1. The first year of enrolment is probationary for all PhD candidates. The probationary period will be for a minimum of two research periods but not exceed four research periods.

2. Candidates need to satisfy the probationary requirements listed in the school resolutions and meet compulsory criteria as advised during their probationary period.

3. Candidates must meet all probation requirements of applicable University Rules, policies and procedures including but not limited to:
   
   a. University of Sydney (Higher Degree by Research) Rule 2011.
   b. University of Sydney (Higher Degrees by Research) Rule 2011 (as amended)
   c. Progress Planning and Review for Higher Degree by Research Students Policy 2015
   d. Progress Planning and Review for Higher Degree by Research Students Procedures 2015
   e. Supervision of Higher Degree by Research Students Policy 2013
   f. Thesis and Examination of Higher Degree by Research Policy 2015
   g. Thesis and Examination of Higher Degree by Research Procedures 2015
   h. Research Code of Conduct
   i. Academic Honesty Procedures 2016.

(iv) **(4) Degree requirements.** (1) To reflect current school policy, replace 'studio-based' with 'design-based', throughout these resolutions. Add in 'the' and 'option' and delete 'and text'.

(b) Add 'Work submitted must meet the requirements outlined by the Design PhD Director (if applicable) and approved by the Associate Dean (Research Education);'

This reflects the changes in School HDR Policy to clarify requirements instigated at Research Graduate Studies Committee meeting on 6 October 2016 in line with University HDR Policies: 'Thesis and Examination of Higher Degrees by Research Procedures 2015', particularly the section on thesis with creative and artistic components, and 'Thesis and Examination of Higher Degrees by Research Policy 2015'.

Add (2) 'Candidates must meet all requirements of applicable University Rules, policies and procedures including but not limited to:

a. University of Sydney (Higher Degrees by Research) Rule 2011 (as amended)
   b. Progress Planning and Review for Higher Degree by Research Students Policy 2015
   c. Progress Planning and Review for Higher Degree by Research Students Procedures 2015
   d. Supervision of Higher Degree by Research Students Policy 2013
   e. Thesis and Examination of Higher Degree by Research Policy 2015
   f. Thesis and Examination of Higher Degree by Research Procedures 2015
   g. Research Code of Conduct
   h. Academic Honesty Procedures 2016.'
This section is included to reflect the need to abide by University-wide HDR requirements for HDR candidature not being limited to those listed in this document, and includes the changes advised by Kerrie Henderson, University Policy Manager (OGC).

(v) (5) Transitional provisions. This new section has been added for clarification.
(1) These course resolutions apply to students who commenced their candidature after 1 January, 2019 and students who commenced their candidature prior to 1 January, 2016 who elect to proceed under these resolutions.

(2) Candidates who commenced prior to 1 January, 2019 may complete the requirements in accordance with the resolutions in force at the time of their commencement, provided that requirements are completed within the time limits specified in those resolutions. The Head of School and Dean or Associate Dean may specify a later date for completion or specify alternative requirements for completion of candidatures that extend beyond this time.

3. Details of amendment

RESOLUTIONS OF THE UNIVERSITY SCHOOL

Resolutions of the University School of Architecture, Design and Planning in relation to the Doctor of Philosophy

These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to): the University of Sydney (Coursework) Rule 2014 (the ‘Coursework Rule’), the Coursework Policy 2014, the Resolutions of the School, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended), the Academic Honesty in Coursework Policy 2015 and the Academic Honesty Procedures 2016. Up to date versions of all such documents are available from the Policy Register: http://sydney.edu.au/policies.

These resolutions must be read in conjunction with applicable University By-Laws, Rules and policies, including (but not limited to): the University of Sydney (Higher Degree by Research Rule) 2011; the Thesis and Examination of Higher Degrees by Research Policy 2015; the Supervision of Higher Degree by Research Students Policy 2013; the Progress Planning and Review by Higher Degree by Research Students Policy 2015; the Research Code of Conduct and the Academic Honesty Procedures 2016. Up to date versions of all such documents are available from the Policy Register: sydney.edu.au/policies.

Course resolutions

1. Course Codes

<table>
<thead>
<tr>
<th>Code</th>
<th>Course title</th>
</tr>
</thead>
<tbody>
<tr>
<td>RPPHDARC-01</td>
<td>Doctor of Philosophy</td>
</tr>
</tbody>
</table>

2.1 Course structure and requirements

(1) For the Doctor of Philosophy (PhD) in the University of Sydney School of Architecture, Design and Planning, candidates undertake an approved program of supervised, advanced research, which constitutes an original contribution to knowledge. Students will be examined for the degree by
completing a body of work presented in one of two forms:

(a) a substantial written thesis of 60,000-80,000 words that, through a sustained investigation, demonstrates an original contribution to knowledge; or

(b) a thesis comprising a substantial body of creative design-based work for exhibition plus a written text of 30,000-50,000 words examining the historical and theoretical underpinnings of the creative design-based work, both of which demonstrate an original contribution to knowledge.

(2) For the dual mode (b) above, the length of the written thesis will be agreed through consultation between the candidate, the supervisory team and the Head of Discipline Associate Dean (Research Education) during the probationary period and any changes will need to be approved by the supervisor and Head of Discipline Associate Dean (Research Education).

3.2 Application for admission to candidature

(1) Applicants Applications for a proposed course of research and advanced study must include:

(a) for applicants wishing to pursue their candidature by research and thesis, a 500-word summary of their proposed area of research, and satisfactory evidence of the applicant’s eligibility for admission as per University requirements based on the University of Sydney (Higher Degree by Research) Rule 2011 (as amended);

(b) for applicants wishing to pursue their candidature by studio-based research and text, a portfolio providing evidence of the applicant’s knowledge and capability and a 500-word summary of their proposed area of research, written evidence confirming that an academic within the University school, with an academic background appropriate to the candidate’s proposed research;

(iii) approves the applicant’s research proposal; and

(iv) is willing to supervise the research;

(c) written evidence confirming that an appropriate person is willing to act as an auxiliary supervisor for the research; and

(d) a written preliminary research proposal developed in conjunction with the proposed supervisor and in the form specified by the University school.

3 Probation requirements

(1) The first year of enrolment is probationary for all PhD candidates. The probationary period will be for a minimum of two research periods but not exceed four research periods.

(2) Candidates need to satisfy the probationary requirements listed in the University school resolutions and meet compulsory criteria as advised during their probationary period.

(3) Candidates must meet all probation requirements of applicable University Rules, policies and procedures including but not limited to:

j. University of Sydney (Higher Degree by Research) Rule 2011
k. University of Sydney (Higher Degree by Research) Rule 2011 (as amended)
l. Progress Planning and Review for Higher Degree by Research Students Policy 2015
m. Progress Planning and Review for Higher Degree by Research Students Procedures 2015
n. Supervision of Higher Degree by Research Students Policy 2013
o. Thesis and Examination of Higher Degree by Research Policy 2015
p. Thesis and Examination of Higher Degree by Research Procedures 2015
q. Research Code of Conduct
r. Academic Honesty Procedures 2016.
4 Degree requirements

(1) Candidates proceeding by the studio-based design-based research option and text must submit for examination:

(a) a permanent record of the studio-based design-based work (must be in the form of durable, portable visual, audio-visual, or other digital media); and

(b) a research paper or text on the creative design-based work. Work submitted must meet the requirements outlined by the Design PhD Director (if applicable) and approved by the Associate Dean (Research Education);

(2) Candidates must meet all requirements of applicable University Rules, policies and procedures including but not limited to:

i. University of Sydney (Higher Degree by Research) Rule 2011 (as amended)
j. Progress Planning and Review for Higher Degree by Research Students Policy 2015
k. Progress Planning and Review for Higher Degree by Research Students Procedures 2015
l. Supervision of Higher Degree by Research Students Policy 2013
m. Thesis and Examination of Higher Degree by Research Policy 2015
n. Thesis and Examination of Higher Degree by Research Procedures 2015
o. Research Code of Conduct

5 Transitional provisions

(1) These course resolutions apply to students who commenced their candidature after 1 January, 2019 and students who commenced their candidature prior to 1 January, 2016 who elect to proceed under these resolutions.

(2) Candidates who commenced prior to 1 January, 2019 may complete the requirements in accordance with the resolutions in force at the time of their commencement, provided that requirements are completed within the time limits specified in those resolutions. The Head of School and Dean or Associate Dean may specify a later date for completion or specify alternative requirements for completion of candidatures that extend beyond this time.

4. Signature of Dean

[Signature]

Non-Confidential

<table>
<thead>
<tr>
<th>Author</th>
<th>Hugh O'Dwyer, Policy and Project Officer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reviewer/Approver</td>
<td>Prof Ross Coleman, Director – Graduate Research</td>
</tr>
<tr>
<td>Paper title</td>
<td>Proposed changes to the HDR Rule - Completions</td>
</tr>
<tr>
<td>Purpose</td>
<td>To propose changes to the University of Sydney (Higher Degree by Research) Rule 2011 to increase the rate of on-time higher degree by research completions.</td>
</tr>
</tbody>
</table>

RECOMMENDATION

That the Graduate Studies Committee endorse changes to the University of Sydney (Higher Degree by Research) Rule 2011 (attachment 1) to:

1. require full-time PhD and other Doctorates by Research candidates to complete within 16 research periods and part-time candidates to complete within 32 research periods;
2. require full-time PhD and other Doctorates by Research candidates to submit their thesis within 14 research periods and part-time candidates to submit their thesis within 28 research periods;
3. require full-time Master’s by Research candidates to complete within eight research periods and part-time candidates to complete within 16 research periods;
4. require full-time Master’s by Research candidates to submit their thesis within seven research periods and part-time candidates to submit their thesis within 14 research periods; and
5. establish an overall candidature time limit of 10 years;

EXECUTIVE SUMMARY

Timely higher degree by research (HDR) completions are both a driver of funding efficiency success and a proxy for the quality of a university’s PhD program. An ‘on-time completion’ occurs when a candidate has satisfied the requirements of their degree and lodged a final copy of the thesis to the University Library within four years (16 research periods) for full-time doctorates and two years (eight research periods) for full-time master’s by research. Increasing the University’s share of on-time HDR completions is increasingly important due to Commonwealth funding and reporting requirement changes initiated in 2017 and 2018. While initiatives are being developed by the DVC (Education) Portfolio and the University Executive Research Education Committee to address this issue, the University’s policy framework could be better structured to support an increase in timely HDR completions. Despite the importance of on-time completions, the University does not formally require HDR candidates to complete their degree within 16 or eight research periods (for doctorates and master’s respectively). Rather, the University of Sydney (Higher Degree by Research) Rule 2011 (HDR Rule) requires candidates to submit their thesis within this timeframe, which does not allow for the examination process, corrections, and resubmittals of the thesis. Therefore, amendments to the HDR Rule are proposed to ensure that a completions requirement is specified in the rule. If approved, these changes will take effect from 1 January 2019, applying to students who enrol after this date. Due to significant anticipated reductions in RTP funding in the 2020 and 2021 grant years (resulting from a reporting date realignment of 2018 completions figures), it is critical that these changes to the HDR Rule are implemented prior to research period 1 2019 to provide policy support for initiatives to increase on-time thesis submissions and HDR completions (to support an increase in the University’s share of RTP from 2022).
CONTEXT

The University of Sydney 2016-20 Strategic Plan highlights ‘improved completion rates’ as part of its KPI for the ‘attract and invest in the best PhD students’ initiative, reflecting the emerging challenge the University faces in ensuring HDR candidates complete on-time. Pressure to improve HDR completions has also been exacerbated by the Federal Government’s adjustments to higher education research funding policies, as annual RTP returns are impacted (the over-time completion will eventually contribute to the RTP completions share, but not until the following year). Additionally, a lag in the University’s completions reporting to the Commonwealth will be caused by a reporting realignment resulting from the introduction of two new Higher Education Information Management System (HEIMS) data reporting elements (591 and 592). The University will need to improve the timeliness of completions to potentially increase RTP funding following the two year completions reporting transition from submission date to award date (during this time it is anticipated that there will be a significant reduction in Commonwealth RTP receipts). This need to increase timely completions will be emphasised further as the Commonwealth’s transitional funding arrangements for RBG will cease from 2021.

The numbers of over-time HDR candidatures are quite significant. As of May 2018, 12% (517) of HDR candidates students were over-time, while an additional 25.8% (1113) were highly likely (85% confidence) to go over-time. The majority of over-time HDR students are over-time by two or less research periods, highlighting the importance of allowing sufficient examination time by moving the thesis submission date forward. For instance, the graphs in attachment 2 highlight that if the University were to improve the completion times by two research periods during the window identified, 365 additional HDR completions (290 PhD and 75 research master’s) would be gained.

There are three main costs to faculties in supporting over-time candidates: the first are the direct project/academic costs of supporting the supervision of a student (an average of approximately $20,000 per student in 2018 for candidates without a scholarship), the second are the opportunity costs arising from students not being supervised as over-time students are using some of the available supervisory capacity, and the third is the direct University Economic Model (UEM) charge ($4,600 per annum) for an enrolled HDR student. Whilst this casts the student-supervisor relationship in a purely financial frame, we need to accept that our investment in HDR activities should be sustainable. These impacts will be felt by faculties as the financial consequences of over-time completions are not funded centrally. Expenditure of RTP income on over-time students is not permitted under RTP requirements, as the maximum of four years for full-time doctorates and two years for full-time research masters as specified in 1.6.5 of the Commonwealth Scholarships Guidelines (Research) 2017. It should also be noted that HEPs, if asked by the Department of Education and Training, should be able to demonstrate that over-time candidates are not supported by RTP funds.

The HDR rule states that a full-time HDR thesis candidate must submit their thesis for examination after no more than 8 research periods of enrolled candidature for master’s (clause 2.20(2)) and 16 research periods for research doctorates (clauses 3.20(1)(a) and 4.19(2)). It is proposed that these clauses are amended from ‘submission’ to ‘completion’ to ensure the expectation of completing within four years (full time) is specified in the rule. This change is necessary to provide policy support for initiatives to improve completion times and to formalise the ‘on-time’ completion requirement of four years within the University’s HDR governance provisions. Additionally, a requirement that a thesis is submitted by seven or 14 research periods (for masters and doctorates respectively) should also be formalised in the rule to ensure a shift toward on-time completions. The requirement to submit earlier would be required to complement the introduction of a completion time-limit in the HDR Rule to allow sufficient time for the examination process. This amendment would require an effective communications strategy to support a shift in the culture of research thesis submission by 14 research periods for full time students and 28 research periods for part time candidates. Furthermore, the HDR Rule does not specify a time limit for completing a research degree. It is recommended that a new subclause (1.7A) is inserted in the HDR Rule that mandates an overall candidature time limit of 10 years for all RTP funded degrees. This requirement aligns with the 10 year maximum time limit established in 4.2 of the University of Sydney (Coursework) Rule 2014. This maximum time limit is considered to be appropriate as research is unlikely to be current after 10 years.

The amendments to the HDR Rule complement work that is already in progress to increase the proportion of timely HDR completions across the University. The University Executive Research Education Committee is...
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working on initiatives for increasing HDR completions and will develop a list of actions for each faculty to implement that is aimed at improving the rates of timely completions by HDR students. This will be achieved through focusing on the range of possible causes at a faculty level and how different interventions can be applied. IAP and the DVC (Education) portfolio have also delivered an HDR predictive model to faculties, which has a high confidence in identifying students with a probability of going over-time (with various risk levels). Resulting in a two-pronged approach – working with faculties to deliver cohort based improvements, while empowering faculties to address individual cases through the provision of predictive HDR completions data.

Additionally, an HDR examination times paper that identifies delays in the examination process has also been provided to the UE Research Committee and the Academic Board (and its relevant committees). This paper identifies both significant delays in the examiner approval process and explores turnaround times in the thesis examination. As such, initiatives to ensure supervisors submit an examiner nomination form at least one month prior to the thesis submission are required, as a thesis cannot be distributed until confirmation of all three examiners has been provided. Work to improve examination times will not only have a positive impact on the student experience (through a reduction of examination waiting times), but will also ensure earlier RTP returns in future as well as earlier realisation of capacity for further HDR enrolments.

CONSULTATION

The proposal to realign the University’s submission and completion timeframes was included in the HDR Examination Times discussion paper that went to:

- HDR Examinations Subcommittee (1 May meeting);
- Academic Quality Committee (8 May meeting);
- University Executive Research Education Committee (9 May meeting);
- Graduate Studies Committee (22 May meeting);
- University Executive Committee (as an attachment to the Completions Reporting paper) (14 June meeting).

The proposed amendments in attachment 1 will be provided to the University Executive Research and Research Education Committees, HDR Examinations Subcommittee, Academic Quality Committee, Graduate Studies Committee, the Academic Board, and the Senate.

ATTACHMENTS

Attachment 1: University of Sydney (Higher Degree by Research) Rule 2011
Attachment 2: EFTSL Consumption by over-time HDR Students
UNIVERSITY OF SYDNEY (HIGHER DEGREE BY RESEARCH) RULE 2011

The Senate of the University of Sydney, as the governing authority of the University of Sydney, by resolution adopts the following Rule under subsection 37 (1) of the University of Sydney Act 1989 for the purposes of the University of Sydney By-law 1999.

Adopted on: 21 March 2011
Amended on: 5 November 2012
3 December 2012
6 May 2013
2 June 2014
11 February 2015 (administrative amendments only)
14 December 2015
13 December 2017
Amendment effective from: 9 November 2012
7 December 2012
10 May 2013
6 June 2014
11 February 2015
1 January 2016
1 January 2018

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PART 1 PRELIMINARY

1.1 Name of Rule
This is the University of Sydney (Higher Degree by Research) Rule 2011.

1.2 Commencement
This Rule commences on 25 March 2011.

1.3 Statement of intent
This Rule deals with all higher degrees by research offered at the University. These are:

(a) Master’s degrees by research;
(b) Doctorates by research; and
(c) Higher Doctorates by research.

Note: This Rule should be read in conjunction with, but not subject to, any course resolutions applying to the degree.

1.4 Interpretation
(1) In this Rule:

<table>
<thead>
<tr>
<th>Term</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>applicant</td>
<td>means an applicant for admission as a candidate for a higher degree by research.</td>
</tr>
<tr>
<td>Associate Dean</td>
<td>means the Associate Dean of a Faculty with authority for matters relating to higher degrees by research within the Faculty or the Deputy Chairperson of a Board of Studies or a person appointed by the Dean to have authority for matters relating to higher degrees by research within the Faculty.</td>
</tr>
<tr>
<td>Board of Studies</td>
<td>means an academic body with the same authority in relation to the supervision of an award course or courses as a Faculty, except that it is headed by a Chair rather than a Dean.</td>
</tr>
<tr>
<td>candidate</td>
<td>means a candidate for a higher degree by research.</td>
</tr>
<tr>
<td>completion</td>
<td>occurs when:</td>
</tr>
<tr>
<td></td>
<td>• the faculty is satisfied that the final version of the thesis meets the requirements arising from the examination; and</td>
</tr>
<tr>
<td></td>
<td>• the candidate complies with any conditions to which certification is subject, including but not limited to the requirement to lodge a copy of the final thesis with the University Library.</td>
</tr>
</tbody>
</table>

Note: See Thesis and Examination of Higher Degrees by Research Policy 2015, particularly clause 23.
cotutelle agreement means an agreement between the University and another university or institution that:

(a) permits joint candidature in the Doctor of Philosophy; and

(b) allows a candidate to receive a doctorate from the University and from the other university or institution, each testamur acknowledging the circumstances under which the award was made.

course resolutions means resolutions made by the Academic Board in accordance with clauses 2.1 and 3.1

Note: The Doctor of Philosophy is offered by the University, not by individual faculties. Accordingly, there is no power for faculties or the Academic Board to make course resolutions for the Doctor of Philosophy.

Dean means the Dean of a Faculty, the Head of School and Dean (University school) of a University school or the Chair of a Board of Studies.

delegate means an officer, employee or committee of the University, or any other person or entity to whom or to which, Senate has made a delegation of power.

Doctorate by research means a degree with the word “doctor” in the title comprising a minimum of two-thirds research that is approved by the Academic Board.

Note: The Academic Board will not approve a Doctorate by research unless it complies with the Australian Qualifications Framework.

Faculty means the relevant Faculty, University school or Board of Studies.

full-time candidature means a candidature in which the student works on the requirements for the degree for a minimum of 35 – 40 hours per week for 48 weeks per year or as stipulated by the Faculty.

good cause means circumstances beyond the reasonable control of a student, which may include serious ill health or misadventure.

higher doctorate has the meaning given to it by clause 5.1 of this Rule.

Master’s by research means a degree with the word “Master” in the title comprising a minimum of two-thirds research that is approved by the Academic Board.

Note: The Academic Board will not approve a Master’s by research unless it complies with the Australian Qualifications Framework.

part-time candidature means a candidature in which the student works on the requirements for the degree for a proportion of the period specified for a full-time candidature over a proportionately longer time.
Postgraduate Coordinator means the member of academic staff with overall responsibility for the planning and coordination of postgraduate research studies within a faculty, school or University school.

Progress Policy means the Progress Planning and Review for Higher Degree by Research Students Policy 2015.

progress plan means a progress plan developed in accordance with the Progress Policy.

research period means an enrolment period set by the University and published on its website.

Note: Research periods are published on the University’s website at:

http://sydney.edu.au/study/study-dates.html

Review Panel means a panel established in accordance with the Progress Policy.

school means the academic unit, however so called, responsible for a student’s higher degree by research candidature. It may be called a discipline within the University. School delegations may be exercised by faculties.

semester means a duration of time equal to any two research periods.

student means a person who is currently admitted to candidature in an award course of the University.

Supervisor means, in relation to a higher degree by research student, a person appointed to discharge the responsibilities set out in the Supervision of Higher Degree by Research Students Policy 2013. For the purpose of this Rule, the generic term supervisor(s) will be used to include research supervisors, co-ordinating supervisors, or auxiliary supervisors.

thesis means the whole of the assessable work submitted by a student for examination as required by the Thesis & Examination of Higher Degrees by Research Policy 2015.

(2) Unless the contrary appears, a provision in this Rule that specifies matters that are to be or may be considered in relation to a determination or other decision does not imply that they are the only matters to be considered.

(3) A delegate of the Senate is not authorised to sub-delegate (by way of an agency or in any other way) any or all of the delegate’s delegated functions to another person or group of persons.

(4) Delegates more senior in the lines of accountability to a delegate named in this Rule, may exercise a delegation conferred on that named delegate.

Example: A Dean may exercise a delegation conferred on an Associate Dean. An Associate Dean may exercise a delegation conferred on a Postgraduate Coordinator.

(5) A heading to a Part or Schedule is a provision of this Rule. Other headings are not provisions of this Rule, but the number of a section or subsection is a provision of this Rule even if it is in a heading.

(6) A note, marginal note, footnote or endnote is not a provision of this Rule.
(7) A reference to a policy or procedures includes a reference to that policy or those procedures as amended from time to time, and to any replacement policy or procedures which may be adopted in substitution for them.

(8) A reference to a committee includes a reference to any restructured or replacement committee to which the functions or responsibilities of the original committee are reassigned.

1.5 Authorities and responsibilities

(1) Authorities and responsibilities for the functions set out in this Rule are also defined in the **University of Sydney (Delegations of Authority – Academic Functions) Rule 2016**.

(2) The procedures for consideration of, and deadlines for submission of, proposals for new and amended award courses will be determined by the Academic Board.

1.6 University may change courses and units of study

(1) Despite any policy, or the course resolutions and any other provision of the agreement between a student and the University, the University:

(a) is not obliged to offer a particular course or unit of study in any academic year; and

(b) is not liable to a student for not offering a particular course or unit of study in a particular academic year.

1.7 Overall requirements

(1) The University will not admit a person to a course unless the person:

(a) is eligible for admission to the course;

(b) applies for admission in accordance with this Rule and the course resolutions;

(c) accepts an offer made by the University for admission to the course;

(d) completes, to the satisfaction of the University, all requirements for enrolment in the course; and

(e) meets the University’s English language requirements.

1.7A Time limits

A student must meet all the requirements for a course:

(a) within the times periods specified in this Rule; and

(b) in any event, within 10 years of their first enrolment in the course.

**Note:** See clause 2.18A in relation to Masters by Research, clause 3.18A in relation to doctorates other than the Doctor of Philosophy, and clause 4.17A in relation to the Doctor of Philosophy.
1.8 **No right to admission**

Nothing in this Rule confers a right on a person to be admitted to candidature for a higher degree by research or imposes a duty on the University to admit, or offer to admit, a person to candidature for a higher degree by research.

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**PART 2 MASTER’S BY RESEARCH**

2.1 **Course resolutions**

(1) The Academic Board may, on the recommendation of the *Faculty*, prescribe for a *Master’s degree by research*, standards relating to:

   (a) admission requirements;

   (b) course requirements

   (c) candidature; and

   (d) examination.

2.2 **Application of this Part**

(1) This Part applies to:

   (a) the Master of Philosophy; and

   (b) other Master’s degrees with a research component of at least two thirds of the total student load for the degree.

2.3 **Eligibility for admission to candidature**

(1) Subject to sub-clauses 2.3(2) and (3) and to admission requirements specified in the course resolutions, to be eligible for admission by an Associate Dean to candidature for a Master’s degree, an applicant must:

   (a) hold or have completed all the academic requirements for:

      (i) a Master’s degree by coursework or research; or

      (ii) a Bachelor’s degree; or

      (iii) a qualification equivalent to a Bachelor's degree; and

   (b) meet other criteria for admission as specified in the course resolutions.

(2) An Associate Dean may admit to candidature an applicant who does not meet the requirements of sub-clause 2.3(1), provided that the applicant holds a qualification or qualifications that, in the opinion of the *Faculty Graduate Studies Committee* or *relevant faculty committee* are equivalent to those prescribed in sub-clause 2.3(1).

(3) The Associate Dean may impose on a student admitted to candidature pursuant to sub-clause 2.3(2) such conditions as the Associate Dean considers appropriate.
2.4 Application for admission to candidature

(1) An applicant for admission to candidature for a Master's degree must submit to the relevant Faculty:
   (a) if required by the course resolutions, a proposed course of advanced study and research, approved by the Associate Dean of the school in which the work is to be undertaken;
   (b) satisfactory evidence of the applicant's eligibility for admission; and
   (c) a statement certifying the applicant's understanding that, subject to this Rule, if the candidature is successful, his or her thesis will be lodged with the Director, University Libraries and made available for use.

2.5 Probationary admission to candidature

(1) Where provision is made for probationary admission in the course resolutions, the Associate Dean may admit a student to candidature for a Master's degree on a probationary basis for a period not exceeding four research periods.

(2) On completion by the student of any probationary period imposed pursuant to sub-clause 2.5(1), the Postgraduate Coordinator will review the student's work and recommend to the Associate Dean that:
   (a) the student's candidature be confirmed; or
   (b) the student be required to show good cause why he or she should be permitted to continue the candidature.

(3) After considering a recommendation made by the Postgraduate Coordinator in accordance with sub-clause 2.5(2), the Associate Dean may:
   (a) confirm the student's candidature; or
   (b) require the student to show good cause why he or she should be permitted to continue the candidature.

Note: See clause 2.13 for details of the 'show good cause' process.

(4) The candidature of a student that is confirmed in accordance with subclause 2.5(3)(a) will be considered by the University to have commenced on the date of the student's probationary admission to candidature.

2.6 Credit for previous studies

(1) Subject to sub-clause 2.6(2), a student who, at the date of admission to candidature, has completed at least two research periods as a candidate for a higher degree by research in any Faculty of the University may be permitted by the Associate Dean to receive credit for all or any part of the higher degree candidature.

(2) The Associate Dean may grant credit in accordance with sub-clause 2.6(1), provided that the student's higher degree candidature was:
   (a) a course of full-time or part-time advanced study and research;
   (b) pursued by the student under the supervision of a supervisor appointed by the relevant Faculty, University school or Board of Studies;
(c) directly related to the student’s proposed course of advanced study for the Master’s degree; and

(d) the student has discontinued his or her candidature in the higher degree.

(3) Subject to sub-clause 2.6(4), and to the course resolutions, a student who, at the date of admission to candidature, has completed at least six months as a candidate for a higher degree at another university or institution may be permitted by the Associate Dean to receive credit for all or any part of the higher degree candidature.

(4) The Associate Dean may grant credit in accordance with sub-clause 2.6(3), provided that:

(a) at the time of admission to the higher degree by research at the other university or institution, the student held academic qualifications equivalent to those set out in clause 2.3;

(b) the higher degree candidature was:
   (i) a course of full-time or part-time advanced study and research;
   (ii) pursued by the student under the supervision of a supervisor appointed by the other university or institution; and
   (iii) directly related to the student’s proposed course of advanced study for the Master’s degree; and

(c) the student has discontinued his or her candidature in the higher degree at the other university or institution.

(5) Where the course resolutions specify the completion of coursework as part of the requirements of the award, and subject to the course resolutions and the Coursework Policy 2014, the Associate Dean may grant a student credit for previously completed coursework.

2.7 Limit on credit for previous studies

The amount of credit for previous studies that may be granted to a student in accordance with clause 2.6 is limited by the following requirements:

(a) the combined duration of the student’s previous higher degree candidature and the Master’s candidature must meet the requirements set out in clauses 2.18A, 2.19 and 2.20 of this Rule;

(b) any period of discontinued, suspended or lapsed candidature (as set out in clauses 2.14 to 2.16 of this Rule) must comply with this Rule and with standards set by the Academic Board; and

(c) no student who has been granted credit may present a thesis for examination less than:
   (i) six months, for a full-time student; or
   (ii) twelve months, for a part-time student;

   following admission to candidature at the University.
2.8 Control of candidature

(1) All candidates for a Master’s degree are required to undertake their candidature wholly under the control of the University.

(2) The Associate Dean may require a student to provide a statement from his or her employer acknowledging that the candidature is under the exclusive control of the University.

2.9 Other studies during candidature

(1) A student must satisfactorily complete any training required by the course resolutions, the Associate Dean, Deputy Vice-Chancellor (Education) or Supervisor, including units of study, lectures, seminars, workshops, online modules, non-award courses, or practical work.

   Note: In accordance with this Rule, a Master’s degree must comprise a minimum of two-thirds research.

(2) Failure to satisfactorily complete training documented in the student’s progress plan may be considered as evidence of unsatisfactory progress.

(3) A faculty may decline to examine a thesis if the student has not satisfactorily completed training documented in the progress plan.

2.10 Supervision

The Postgraduate Coordinator will appoint suitably qualified supervisors for each student undertaking a Master’s degree by research, in accordance with policy for supervision determined by the Academic Board.

Note: See also Supervision of Higher Degree by Research Students Policy 2013

2.11 Location of candidature

(1) Subject to the annual approval of the supervisors and Postgraduate Coordinator, students will pursue their candidature:

   (a) within the University, including its research stations and teaching hospitals;

   (b) on fieldwork, including in the field or in libraries, museums or other repositories;

   (c) within industrial laboratories or research institutions or other institutions considered by the Postgraduate Coordinator to provide adequate facilities for that candidature; or

   (d) within a professional working environment.

(2) Throughout the course of his or her candidature, a student will attend the University for such:

   (a) face-to-face consultation with his or her supervisors;

   (b) School and Faculty or University school seminars; and

   (c) coursework or other studies required under clause 2.9 of this Rule;
as specified annually by the Postgraduate Coordinator.

(3) Subject to sub-clause 2.11(4), a student who pursues his or her candidature outside Australia must complete a minimum of two research periods of candidature within the University prior to submitting his or her thesis for examination.

(4) For the purposes of sub-clause 2.11(3), the two research periods of candidature to be completed within the University may be completed:
(a) at any time during the candidature; and
(b) continuously or in several non-consecutive periods.

2.12 Progress

(1) At intervals no longer than one year, Postgraduate Coordinators must require students to:
(a) provide evidence of satisfactory progress in their candidature (including any required progress and review forms); and
(b) participate in a progress review interview.

(2) Satisfactory progress will be assessed by a Review Panel in accordance with the Progress Policy.

(3) On the basis of any evidence provided by the student and any information obtained during the interview, the Postgraduate Coordinator may determine that the student:
(a) has demonstrated satisfactory or marginal progress, and specify the conditions of candidature to apply the following year; or
(b) has demonstrated unsatisfactory progress, and:
   (i) allow the student to continue to be enrolled with conditions, including a supplementary progress review in accordance with the Progress Policy; or
   (ii) recommend to the Associate Dean that the student be asked to show good cause why he or she should be permitted to continue the candidature.

(4) When determining the conditions of candidature to apply the following year, the Postgraduate Coordinator must indicate whether they are satisfied that the proposed supervision arrangements are satisfactory.

(5) After considering a recommendation made by the Postgraduate Coordinator in accordance with sub-clause paragraph 2.12(3)(b)(ii), the Associate Dean may:
(a) allow the student’s candidature to continue and specify the conditions of candidature to apply the following year; or
(b) require the student to show good cause why he or she should be permitted to continue the candidature.

2.13 Students may be required to show good cause

(1) An Associate Dean may require a student to show good cause:
(a) following a progress review, in accordance with paragraph subclauses 2.5(3)(b) or 2.12(5)(b);
(b) if the student has not submitted his or her thesis for examination by the latest date to do so as required by clause 2.20; or

(c) at any other time, on the recommendation of the Postgraduate Co-ordinator.

(2) A student who is required to show good cause will be sent a notice that:

(a) requires the student to show good cause why he or she should be permitted to continue the candidature, on or before a specified date;

(b) states why the student is being asked to show good cause;

(c) sets out the actions that may be taken in respect of the candidature; and

(d) advises the student of his or her right to seek independent advice and assistance in preparing his or her response.

(3) The Associate Dean must give the student a reasonable opportunity to make written submissions about the matter.

(4) If, after considering any submissions made by the student, progress reports, any reports by the supervisors or Postgraduate Coordinator, and any other relevant information, the Associate Dean forms the opinion that the student has shown good cause, the Associate Dean will permit the student to continue the candidature.

(5) If, after considering the information referred to in sub-clause 2.13(4), the Associate Dean forms the opinion that the student has not shown good cause, the Associate Dean must, by written notice setting out his or her reasons:

(a) terminate the student’s candidature; or

(b) impose conditions or restrictions on the continuation of the student’s candidature.

Note. For review of these decisions see University of Sydney (Student Appeals against Academic Decisions) Rule 2006.

(6) In addition to the decision made under sub-clause 2.13(4) or sub-clause 2.13(5), the Associate Dean might also offer the student the option to transfer to another course within the Faculty for which the student is eligible. The Associate Dean may impose conditions or restrictions on that offer.

(7) A person whose candidature for a higher degree by research has been terminated by an Associate Dean in accordance with sub-clause 2.13(5)(a) will not be permitted to re-enrol in that candidature.

(8) Where a person whose candidature for a higher degree by research has been terminated by an Associate Dean in accordance with sub-clause 2.13(5)(a), that person may be excluded by the Associate Dean from applying for admission to a higher degree by research within the Faculty for the longer period of:

(a) at least two academic years; or

(b) if the person is applying for a Research Training Program place, the period of time until the person is entitled to the maximum period allowed for the course under the Research Training Program.

Note: As at the date of this Rule, detailed information about entitlement for Research Training Program can be found in Research Training Program: Conditions of Grant, which can be found at https://www.education.gov.au/research-training-program.
2.14 Discontinuation of candidature

(1) Subject to this clause and the course resolutions, a student in a course may, by notice to the Faculty, discontinue his or her enrolment in the course or in one or more units of study.

(2) The notice must be in a form approved or accepted by the Faculty.

(3) A student’s enrolment in the course or the relevant units of study will be treated as discontinued from the date of the notice, unless he or she produces evidence that:

   (a) the discontinuation occurred at an earlier date; and

   (b) there was good reason why the application could not be made at an earlier time.

(4) A student who discontinues enrolment in a course during his or her first year of enrolment in the course will not be permitted to re-enrol in that course unless:

   (a) the Associate Dean granted prior permission to re-enrol; or

   (b) the student applies for and gains a new admission to the course.

(5) A student may not discontinue enrolment in a course or a unit of study after the end of classes in that course or unit of study, except in accordance with paragraphs sub-clauses 2.14(3)(a) and (b).

2.15 Suspension of candidature

(1) Subject to the course resolutions and to any restrictions imposed on student visa holders by the Education Services for Overseas Students Act 2000, a student in a course may, by notice to the Faculty, suspend his or her enrolment in the course:

   (a) for a maximum period of one year; or

   (b) with the approval of the Associate Dean, for a longer period.

(2) The notice must be in a form approved or accepted by the Faculty.

(3) At the end of the suspension period, the student must comply with any requirements notified by the Associate Dean for completing the course. Those requirements apply to the student, despite anything to the contrary in the course resolutions.

2.16 Lapse of candidature

(1) If a student does not enrol by the last census date for enrolment in each research period, and the student has not discontinued or sought approval to suspend enrolment, the student’s candidature lapses.

(2) If a student’s candidature in a course lapses, then, despite any contrary provision in this Rule, the student must apply for and gain a new admission to the course in order to re-enrol.
2.17 Return to candidature

(1) Subject to written advice from the Associate Dean, if a student returns to candidature after suspension the course requirements as in force at the time of the student’s return to candidature apply.

(2) The Associate Dean may, in writing, modify the application of the course resolutions with respect to a particular student’s return to candidature.

(3) A student whose candidature has been discontinued or lapsed must apply for and gain a new admission to the course in order to re-enrol. The course requirements in place at the time of the new admission apply.

2.18 Leave of absence

Subject to the course resolutions, a student may, with the approval of the Postgraduate Coordinator, take leave of absence from the course for a period less than one research period.

2.18A Maximum time for completion

(1) The provisions of this clause apply to all candidatures commenced on or after 1 January 2019.

(2) A student must complete a Master’s by Research by the end of the eighth research period after the research period in which they first enrolled.

(3) Any credit granted under clause 2.6 of this Rule will be included for the purposes of calculating research periods under subclause 2.18A(2).

(4) Subject to clause 1.7A, the relevant Associate Dean may extend the time for a student’s completion in exceptional circumstances.

2.19 Earliest date for submission of thesis for examination

Subject to clause 2.7 and this clause 2.19:

(a) a student may not submit a thesis for examination until they have completed at least four research periods of enrolled candidature; and

(b) for the purposes of paragraph sub-clause 2.19(a), a student’s candidature will be considered to include any periods of credit granted under clause 2.6.

(c) the student must be enrolled at the time that the thesis is submitted for examination.

2.20 Latest date for submission of thesis for examination

(1) The following provisions apply to candidatures commenced before 1 January 2019.

(a) Subject to clause 2.7 and this clause 2.20, a student who has undertaken all of their candidature on a full-time basis must submit their thesis for examination after no more than eight research periods of enrolled candidature.
(i) for the purposes of sub-clause 2.20(1)(a), a student’s candidature will be considered by the University to include any periods of credit granted under clause 2.6.

(2) The following provisions apply to candidatures commenced on or after 1 January 2019.

(a) Subject to clause 2.7 and this clause 2.20, a student who has undertaken all of their candidature on a full-time basis must submit their thesis for examination after no more than six seven research periods of enrolled candidature.

(b) Except with the approval of the relevant Associate Dean under subclause 2.20(2)(d), a student who has undertaken all of their candidature on a part-time basis must submit their thesis for examination after no more than 14 research periods of enrolled candidature.

(c) Where a student has undertaken their candidature as a mixture of part-time candidature and full-time candidature, a part-time research period will be counted as the equivalent of one half of a full-time research period, and the student must submit their thesis for examination after no more than the equivalent of eight full-time research periods of enrolled candidature.

(d) The Associate Dean may only approve an extension of the latest date for submission of a student’s thesis in exceptional circumstances.

(e) The student must be enrolled at the time that the thesis is submitted for examination.

2.21 Content of thesis

(1) At the end of their course of advanced study and research, the student must submit a thesis for examination in the form required by Academic Board policy or procedures and any applicable course resolutions.
Subject to sub-clause 2.21(3), a student may not submit as their thesis any work that has been presented for a degree or diploma at the University or at another university or institution.

A student may submit work that has been presented for a degree or diploma at the University or at another university or institution where the work is submitted as part of the thesis, and the student has identified those parts of the thesis that have previously been presented for a degree or diploma.

A student who undertook their candidature in a language school in the Faculty of Arts and Social Sciences may:

(a) submit a thesis written in English or in the target language determined by the school; or

(b) where a school has specified by means of a Faculty resolution that it will consider applications to submit a thesis in a language other than English or the target language of the school, submit a thesis in another language approved by the school.

Applications to submit a thesis in a language other than English or the target language of a school must be:

(a) made by an applicant in writing; and

(b) considered and determined by the Associate Dean (taking into account arrangements for supervision and examination);

prior to the commencement of candidature.

2.22 Form of thesis for examination

A candidate must submit their thesis for examination in the form required by the Academic Board.

The thesis must be accompanied by a certificate from the co-ordinating supervisor stating whether, in the supervisors’ opinion, the form of presentation of the thesis is satisfactory.

The thesis must also be accompanied by an abstract in a form prescribed by resolution of the Academic Board.

Subject to this Rule, the student must submit with the thesis a statement certifying understanding that, if the candidature is successful, the thesis will be lodged with the University Librarian and made available for use.

2.23 Examination procedures

The examination of candidates for the degree of Master’s by research will be conducted in accordance with the course resolutions and with policies, procedures, standards and guidelines determined by the Academic Board.

2.24 Aegrotat and posthumous awards

Aegrotat and posthumous awards may be made in circumstances involving serious illness or death.
PART 3 DOCTORATES BY RESEARCH OTHER THAN THE DOCTOR OF PHILOSOPHY

3.1 Course resolutions

(1) The Academic Board may, on the recommendation of the Faculty, prescribe for a Doctorate by research other than the Doctor of Philosophy, standards relating to:

(a) admission requirements;
(b) degree requirements;
(c) candidature; and
(d) examination.

3.2 Application and meaning of this Part

This Part applies to Doctorates by research other than the Doctor of Philosophy and Higher Doctorates.

3.3 Eligibility for admission to candidature

(1) Subject to sub-clauses 3.3(2) and (3) and to admission requirements specified in the course resolutions, to be eligible for admission by an Associate Dean to candidature for a Doctorate by research other than a Doctor of Philosophy, an applicant must:

(a) hold or have completed all the academic requirements for:

  (i) a Master’s degree by research or higher qualification; or
  (ii) a Master’s degree by coursework including a research component equivalent to 25% of one year’s full-time enrolment; or
  (iii) a Bachelor’s degree with first or second class honours; or
  (iv) a Bachelor’s degree and either relevant professional experience or a portfolio of works as determined by the Faculty; and

(b) meet other criteria for admission as specified in the course resolutions.

(2) An Associate Dean may admit to candidature an applicant who does not meet the requirements of sub-clause 3.3(1), provided that the applicant holds a qualification or qualifications that, in the opinion of the Graduate Studies Committee or relevant faculty committee are equivalent to those prescribed in sub-clause 3.3(1).

(3) The Associate Dean may impose on a student admitted to candidature pursuant to sub-clause 3.3(2) such conditions as the Associate Dean considers appropriate.

3.4 Application for admission to candidature

(1) An applicant for admission to candidature for a Doctorate by research other than the Doctor of Philosophy must submit to the relevant Faculty:
(a) if required by the course resolutions, a proposed course of advanced study and research, approved by the Associate Dean, in consultation with the Postgraduate Coordinator of the school in which the work is to be undertaken;

(b) satisfactory evidence of the applicant’s eligibility for admission; and.

(c) a statement certifying the applicant’s understanding that, subject to this Rule, if the candidature is successful, his or her thesis will be lodged with the University Librarian and made available for use.

3.5 Probationary admission to candidature

(1) Where provision is made for probationary admission in the course resolutions, the Associate Dean may admit a student to candidature for a Doctorate other than a PhD on a probationary basis for a period not exceeding four research periods.

(2) On completion by the student of any probationary period imposed pursuant to sub-clause 3.5(1), the relevant Head of School or Postgraduate Coordinator will review the student's work and recommend to the Associate Dean that:

(a) the student’s candidature be confirmed; or

(b) the student be required to show good cause why he or she should be permitted to continue the candidature.

(3) After considering a recommendation made by the relevant Head of School or Postgraduate Coordinator in accordance with sub-clause 3.5(2), the Associate Dean may:

(a) confirm the student’s candidature; or

(b) require the student to show good cause why he or she should be permitted to continue the candidature.

Note: See clause 3.13 for details of the ‘show good cause’ process.

(4) The candidature of a student that is confirmed in accordance with paragraph subclause 3.5(3)(a) will be considered by the University to have commenced on the date of the student’s probationary admission to candidature.

3.6 Credit for previous studies

(1) Subject to sub-clause 3.6(2), a student who, at the date of admission to candidature, has completed at least two research periods as a candidate for a higher degree by research in any Faculty of the University may be permitted by the Associate Dean to receive credit for all or any part of the higher degree candidature.

(2) The Associate Dean may grant credit in accordance with sub-clause 3.6(1), provided that the student’s previous higher degree candidature was:

(a) a course of full-time or part-time advanced study and research;

(b) pursued by the student under the supervision of a supervisor appointed by the relevant Faculty, University school or Board of Studies;

(c) directly related to the student’s proposed course of advanced study for the Doctoral degree; and
(d) the student has discontinued their candidature in the previous higher degree.

(3) Subject to sub-clause 3.6(4), a student who, at the date of admission to candidature, has completed at least six months as a candidate for a higher degree by research at another university or institution may be permitted by the Associate Dean to receive credit for all or any part of the previous higher degree candidature.

(4) The Associate Dean may grant credit in accordance with sub-clause 3.6(3), provided that:

(a) at the time of admission to the higher degree at the other university or institution, the student held academic qualifications equivalent to those set out in clause 3.3;

(b) the previous higher degree by research candidature was:

(i) a course of full-time or part-time advanced study and research;

(ii) pursued by the student under the supervision of a supervisor appointed by the other university or institution; and

(iii) directly related to the student's proposed course of advanced study for the Doctoral degree by research; and

(c) the student has discontinued their candidature in the previous higher degree by research at the other university or institution.

(5) Where the course resolutions specify the completion of coursework as part of the requirements of the award, and subject to the course resolutions and the Coursework Policy 2014, the Associate Dean may grant a student credit for previously completed coursework.

3.7 Limit on credit for previous studies

(1) The amount of credit for previous studies that may be granted to a student in accordance with clause 3.6 is limited by the following requirements:

(a) the combined duration of the student’s previous higher degree by research candidature and the Doctoral candidature must meet the requirements set out in clauses 3.18A, 3.19 and 3.20 of this Rule;

(b) any period of discontinued, suspended or lapsed candidature (as set out in clauses 3.14 to 3.16 of this Rule) must comply with standards set by the Academic Board and this Rule; and

(c) no student who has been granted credit may present a thesis for examination less than:

(i) six months, for a full-time student; or

(ii) twelve months, for a part-time student;

following admission to candidature at the University.

3.8 Control of candidature

(1) All candidates for a Doctoral degree by research are required to undertake their candidature wholly under the control of the University.
(2) The Associate Dean may require a student who is employed by an institution to provide a statement by the relevant employer acknowledging that the candidature is under the exclusive control of the University.

3.9 Other studies during candidature

(1) A student must satisfactorily complete any training required by the course resolutions, the Associate Dean, Deputy Vice-Chancellor (Education) or Supervisor, including units of study, lectures, seminars, workshops, online modules, non-award courses, or practical work.

Note: In accordance with this Rule, a Doctorate must comprise a minimum of two-thirds research.

(2) Failure to satisfactorily complete training documented in the student’s progress plan satisfactorily may be considered as evidence of unsatisfactory progress.

(3) A Faculty may decline to examine a thesis if the student has not satisfactorily completed training documented in the progress plan.

3.10 Supervision

The relevant Postgraduate Coordinator will appoint suitably qualified supervisors for each student undertaking a Doctoral degree by research in accordance with policy for supervision determined by the Academic Board.

Note: See also Supervision of Higher Degree by Research Students Policy 2013

3.11 Location of candidature

(1) Subject to the annual approval of the supervisors and the Postgraduate Coordinator, students will pursue their candidature:

(a) within the University, including its research stations and teaching hospitals;

(b) on fieldwork, including in the field or in libraries, museums or other repositories;

(c) within industrial laboratories or research institutions or other institutions considered by the Head of Department to provide adequate facilities for that candidature; or

(d) within a professional working environment.

(2) Throughout the course of his or her candidature, a student will attend the University for such:

(a) face-to-face consultation with his or her supervisors;

(b) School and Faculty or University school seminars; and

(c) coursework or other studies required under clause 3.9 of this Rule; as specified annually by the Postgraduate Coordinator.

(3) Subject to sub-clauses 3.11(4) and (5), a student who pursues his or her candidature outside Australia must complete a minimum of four research periods of
candidature within the University prior to submitting his or her thesis for examination.

(4) For the purposes of sub-clause 3.11(3), the four research periods of candidature to be completed within the University may be completed:

(a) at any time during the candidature; and
(b) continuously or in several non-consecutive periods.

(5) A student granted credit under clause 3.6 must complete a minimum of two research periods of candidature within the University prior to submitting his or her thesis for examination.

3.12 Progress

(1) At intervals no greater than one year, Postgraduate Coordinators must require students to:

(a) provide evidence of satisfactory progress in their candidature (including any required progress and review forms); and
(b) participate in a progress review interview.

(2) Satisfactory progress will be assessed by a Review Panel in accordance with the Progress Policy.

(3) On the basis of any evidence provided by the student and any information obtained during the interview, the Postgraduate Coordinator may determine that the student:

(a) has demonstrated satisfactory or marginal progress, and specify the conditions of candidature to apply the following year; or
(b) has demonstrated unsatisfactory progress, and:

(i) allow the student to continue to be enrolled with conditions, including a supplementary progress review in accordance with the Progress Policy; or
(ii) recommend to the Associate Dean that the student be asked to show good cause why he or she should be permitted to continue the candidature.

(4) When determining the conditions of candidature to apply the following year, the Postgraduate Coordinator must indicate whether he or she is satisfied that the proposed supervision arrangements are satisfactory.

(5) After considering a recommendation made by the Postgraduate Coordinator in accordance with sub-clause paragraph 3.12(3)(b)(ii), the Associate Dean may:

(a) allow the student’s candidature to continue and specify the conditions of candidature to apply the following year; or
(b) require the student to show good cause why he or she should be permitted to continue the candidature.

3.13 Students may be required to show good cause

(1) An Associate Dean may require a student to show good cause:

(a) following a progress review, in accordance with paragraph-sub-clause 3.5(3)(b) or sub-clause 3.12(5)(b);
(b) if the student has not submitted their thesis for examination by the latest date to do so, as required by clause 3.20; or
(c) at any other time, on the recommendation of the Postgraduate Coordinator.

(2) A student who is required to show good cause will be sent a notice that:
(a) requires the student to show good cause why they should be permitted to continue the candidature, on or before a specified date;
(b) states why the student is being asked to show good cause;
(c) sets out the actions that may be taken in respect of the candidature; and
(d) advises the student of their right to seek independent advice and assistance in preparing their response.

(3) The Associate Dean must give the student a reasonable opportunity to make written submissions about the matter.

(4) If, after considering any submissions made by the student, progress reports, any reports by the supervisors or the Postgraduate Coordinator, and any other relevant information, the Associate Dean forms the opinion that the student has shown good cause, the Associate Dean will permit the student to continue the candidature.

(5) If, after considering the information referred to in sub-clause 3.13(4), the Associate Dean forms the opinion that the student has not shown good cause, the Associate Dean must, by written notice setting out their reasons:
(a) terminate the student’s candidature; or
(b) impose conditions or restrictions on the continuation of the student’s candidature.

Note. For review of these decisions see University of Sydney (Student Appeals against Academic Decisions) Rule 2006.

(6) In addition to the decision made under sub-clause 3.13(4) or sub-clause 3.13(5), the Associate Dean may also offer the student the option to transfer to another course within the Faculty for which the student is eligible. The Associate Dean may impose conditions or restrictions on that offer transfer of course.

(7) A person whose candidature for a higher degree by research has been terminated by an Associate Dean in accordance with 3.13(5)(a) will not be permitted to re-enrol in that candidature.

(8) Where a person whose candidature for a higher degree by research has been terminated by an Associate Dean in accordance with sub-clause 3.13(5)(a), that person may be excluded by the Associate Dean from applying for admission to a higher degree by research within the Faculty for the longer period of:
(a) at least two academic years; or
(b) if the person is applying for a Research Training Program place, the period of time until the person is entitled to the maximum period allowed for the course under the Research Training Program.

Note: As at the date of this Rule, detailed information about entitlement for Research Training Program can be found in Research Training Program: Conditions of Grant, which can be found at https://www.education.gov.au/research-training-program
3.14 Discontinuation of candidature

(1) Subject to this clause and the course resolutions, a student in a course may, by notice to the Faculty, discontinue his or her enrolment in the course or in one or more units of study.

(2) The notice must be in a form approved or accepted by the Faculty.

(3) A student’s enrolment in the course or the relevant units of study will be treated as discontinued from the date of the notice, unless he or she produces evidence that:
   (a) the discontinuation occurred at an earlier date; and
   (b) there was good reason why the application could not be made at an earlier time.

(4) A student who discontinues enrolment in a course during his or her first year of enrolment in the course will not be permitted to re-enrol in that course unless:
   (a) the Associate Dean granted prior permission to re-enrol; or
   (b) the student applies for and gains a new admission to the course.

(5) A student may not discontinue enrolment in a course or a unit of study after the end of classes in that course or unit of study, except in accordance with sub-clauses 3.14(3)(a) and (b).

3.15 Suspension of candidature

(1) Subject to the course resolutions and to any restrictions imposed on student visa holders by the Education Services for Overseas Students Act 2000, a student in a course may, by notice to the Faculty, suspend his or her enrolment in the course:
   (a) for a maximum period of one year; or
   (b) with the approval of the Associate Dean, for a longer period.

(2) The notice must be in a form approved or accepted by the Faculty.

(3) At the end of the suspension period, the student must comply with any requirements notified by the Associate Dean for completing the course. Those requirements apply to the student, despite anything to the contrary in the course resolutions.

3.16 Lapse of candidature

(1) If a student does not enrol by the last census date for enrolment in each research period, and the student has not discontinued or sought approval to suspend enrolment, the student’s candidature lapses.

(2) If a student’s candidature in a course lapses, then, despite any contrary provision in this Rule, the student must apply for and gain a new admission to the course in order to re-enrol.
3.17 Return to candidature

(1) Subject to written advice from the Associate Dean, if a student returns to candidature after suspension, the course requirements as in force at the time of the student’s return to candidature apply.

(2) The Associate Dean may, in writing, modify the application of the course resolutions with respect to a particular student’s return to candidature.

(3) A student whose candidature has been discontinued or lapsed must apply for and gain a new admission to the course in order to re-enrol. The course requirements in place at the time of the new admission apply.

3.18 Leave of absence

Subject to the course resolutions, a student may, with the approval of the Postgraduate Coordinator, take leave of absence from the course for a period less than one research period.

3.18A Maximum time for completion

(1) The provisions of this clause apply to all candidatures commenced on or after 1 January 2019.

(2) A student must complete the Doctorate by Research by the end of the 16th research period after the research period in which they first enrolled.

(3) Any credit granted under clause 3.6 and 3.7 of this Rule will be included for the purposes of calculating research periods under subclause 3.18A(2).

(4) Subject to clause 1.7A, the relevant Associate Dean may extend the time for a student’s completion in exceptional circumstances.

3.19 Earliest date for submission of thesis for examination

(1) For the purposes of this clause, a student’s candidature will be considered by the University to include any periods of credit granted under clause 3.6 of this Rule.

(2) Subject to clauses 3.6 and 3.7 and this clause 3.19 a student may not submit a thesis for examination until he or she has completed at least 12 research periods of enrolled candidature.

(3) The Associate Dean may permit a student to submit a thesis for examination up to two research periods earlier than the period prescribed in sub-clause 3.19(2), provided that the Associate Dean is satisfied that the student has made exceptional progress in his or her candidature.

(4) The Chair of the Academic Board may permit a student to submit a thesis earlier than the periods prescribed in sub-clauses 3.19(1) and (2), provided that the Chair of the Academic Board is satisfied that the student has made exceptional progress in his or her candidature.

(4) Prior to exercising his or her discretion under sub-clause 3.19(4), the Chair of the Academic Board may obtain advice from the Chair of the Graduate Studies Committee of the Academic Board, Dean or Associate Dean.
(5) The student must be enrolled at the time that the thesis is submitted for examination.

3.20 Latest date for submission of thesis for examination

(1) The following provisions apply to candidatures commenced before 1 January 2019.

(a) Subject to clause 3.6 and this clause 3.20, a student who has undertaken all of his or her candidature on a full-time basis must submit his or her thesis for examination:
   (i) after no more than 16 research periods of enrolled candidature; and
   (ii) for the purposes of paragraph (a), a student's candidature will be considered by the University to include any periods of credit granted under clause 3.6.

(b) Subject to this clause, a student who has undertaken all of his or her candidature on a part-time basis must submit his or her thesis for examination after no more than 32 research periods of enrolled candidature.

(c) Where a student has undertaken his or her candidature as a mixture of part-time candidature and full-time candidature, a part-time research period will be counted as the equivalent of one half of a full-time research period, and the student must submit his or her thesis for examination after no more than the equivalent of 16 full-time research periods of enrolled candidature.

(d) The Associate Dean may approve an extension of candidature with a new latest date for submission of thesis for examination beyond the maximum period specified in this clause.

(e) The student must be enrolled at the time that the thesis is submitted for examination.

(2) The following provisions apply to candidatures commenced on or after 1 January 2019.

(a) Subject to clause 3.6 and this clause 3.20, a student who has undertaken all of their candidature on a full-time basis must submit their thesis for examination after no more than 14 research periods of enrolled candidature.

(b) Except with the approval of the relevant Associate Dean under subclause (2)(d), a student who has undertaken all of their candidature on a part-time basis must submit their thesis for examination after no more than 28 research periods of enrolled candidature.

(c) Where a student has undertaken their candidature as a mixture of part-time candidature and full-time candidature, a part-time research period will be counted as the equivalent of one half of a full-time research period, and the student must submit their thesis for examination after no more than the equivalent of 14 full-time research periods of enrolled candidature.

(d) The Associate Dean may only approve an extension of the latest date for submission of a student's thesis under exceptional circumstances.

(e) The student must be enrolled at the time that the thesis is submitted for examination.
3.21 Content of thesis

(1) At the end of his or her course of advanced study and research, the student must submit a thesis for examination in the form required by Academic Board policy or procedures and any applicable course resolutions.

(2) Subject to sub-clause 3.21(3), a student may not submit as his or her thesis any work that has been presented for a degree or diploma at the University or at another university or institution.

(3) A student may submit work that has been presented for a degree or diploma at the University or at another university or institution where the work is submitted as part of the thesis, and the student has identified those parts of the thesis that have previously been presented for a degree or diploma.

(4) A student who undertook his or her candidature in a language school in the Faculty of Arts and Social Sciences may:

   (a) submit a thesis written in English or in the target language determined by the school; or

   (b) where a school has specified by means of a Faculty resolution that it will consider applications to submit a thesis in a language other than English or the target language of the school, submit a thesis in another language approved by the school.

(5) Subject to the course resolutions, applications to submit a thesis in a language other than English or the target language of a school must be:

   (a) made by an applicant in writing; and

   (b) considered and determined by the Associate Dean (taking into account arrangements for supervision and examination);

prior to the commencement of candidature.

3.22 Form of thesis for examination

(1) A candidate must submit his or her thesis for examination in the form required by the Academic Board.

(2) The thesis must be accompanied by a certificate from the co-ordinating supervisor stating whether, in the supervisors’ opinion, the form of presentation of the thesis is satisfactory.

(3) The thesis must also be accompanied by an abstract in a form required by the Academic Board.

(4) Subject to this Rule, the student must submit with the thesis a statement certifying his or her understanding that, if the candidature is successful, the thesis will be lodged with the University Librarian and made available for use.

3.23 Examination procedures

(1) The examination of candidates for a Doctorate by research will be conducted in accordance with the course resolutions and with standards and guidelines determined by the Academic Board.
(2) Where the course resolutions do not specify examination procedures, the examination of candidates for a Doctorate by research will be conducted in accordance with procedures prescribed by the Academic Board for the Doctor of Philosophy.

3.24 Aegrotat and posthumous awards

Aegrotat and posthumous awards may be made in circumstances involving serious illness or death.

PART 4 DOCTOR OF PHILOSOPHY

4.1 Application of this part

This Part applies to the degree of Doctor of Philosophy.

4.2 Eligibility for admission to candidature

(1) Subject to sub-clauses 4.2(2) and (3), to be eligible for admission by the Associate Dean to candidature for the Doctor of Philosophy, an applicant must:

(a) hold or have completed all the academic requirements for:
   (i) a Master’s degree by research or higher level degree; or
   (ii) a Master’s degree by coursework including a research component equivalent to 25% of one year’s full-time enrolment; or
   (iii) a Bachelor’s degree with first or second class honours; and

(b) meet additional criteria for admission to the degree as specified by the Faculty.

(2) An Associate Dean may admit to candidature an applicant who does not meet the requirements of sub-clause 4.2(1), provided that the applicant holds or has completed all the requirements for a Bachelor’s degree, and:

(a) has obtained a high distinction or distinction in the highest course available in the subject or subjects relevant to the proposed course of advanced study and research; or

(b) has completed a period of relevant full-time or part-time advanced study and research towards a Master’s degree by research at the University, at such a standard as demonstrates to the satisfaction of the Associate Dean that the applicant is suitably prepared in the field of study to undertake the Doctor of Philosophy. Students admitted on this basis will be granted credit for their candidature in the Master’s degree, consistently with clause 4.5.

(3) The Chair of the Graduate Studies Committee of Academic Board may admit to candidature an applicant who does not meet the requirements of sub-clauses 4.2(1) or (2), provided that the applicant holds qualifications that, in the opinion of the Chair of the Graduate Studies Committee on the recommendation of the Associate Dean, are equivalent to those prescribed in sub-clauses 4.2(1) or (2).
(4) The Chair of the Graduate Studies Committee of Academic Board may impose on a student admitted to candidature pursuant to sub-clause 4.2(3) such conditions as the Chair considers appropriate.

4.3 Application for admission to candidature

(1) An applicant for admission to candidature for the degree of Doctor of Philosophy must submit to the relevant Faculty:

(a) a proposed course of advanced study and research, approved by the Associate Dean, in consultation with the Postgraduate Coordinator of the school in which the work is to be undertaken; and

(b) satisfactory evidence of the applicant's eligibility for admission; and

(c) a statement certifying the applicant's understanding that, subject to this Rule, if the candidature is successful, his or her thesis will be lodged with the University Librarian and made available for use.

4.4 Probationary admission to candidature

(1) The Associate Dean may admit a student to candidature for the degree of Doctor of Philosophy on a probationary basis for a period not exceeding four research periods.

(2) On completion by the student of any probationary period imposed pursuant to sub-clause 4.4(1), the Postgraduate Coordinator will review the student's work and recommend to the Associate Dean that:

(a) the student's candidature be confirmed; or

(b) the student be required to show good cause why he or she should be permitted to continue the candidature.

(3) After considering a recommendation made by a Postgraduate Coordinator in accordance with sub-clause 4.4(2), the Associate Dean may:

(a) confirm the student's candidature; or

(b) require the student to show good cause why he or she should be permitted to continue the candidature.

Note: See clause 4.12 for details of the 'show good cause' process.

(4) The candidature of a student that is confirmed in accordance with paragraph subclause 4.4(3)(a) will be considered by the University to have commenced on the date of the student's probationary admission to candidature.

4.5 Credit for previous studies

(1) Subject to sub-clause 4.5(2), a student who, at the date of admission to candidature, has completed at least two research periods as a candidate for a higher degree by research in any Faculty of the University may be permitted by the relevant Associate Dean to receive credit for all or any part of the higher degree candidature.
(2) The Associate Dean may grant credit in accordance with sub-clause 4.5(1), provided that the student’s higher degree candidature was:
   (a) a course of full-time or part-time advanced study and research;
   (b) pursued by the student under the supervision of a supervisor appointed by the relevant Faculty, University school or Board of Studies;
   (c) directly related to the student’s proposed course of advanced study for the degree of Doctor of Philosophy; and
   (d) the student has discontinued his or her candidature in the previous higher degree.

(3) Subject to sub-clause 4.5(4), a student who, at the date of admission to candidature, has completed at least six months as a candidate for a higher degree at another university or institution may be permitted by the Associate Dean to receive credit for all or any part of the higher degree candidature.

(4) The Associate Dean may grant credit in accordance with sub-clause 4.5(3), provided that:
   (a) at the time of admission to the higher degree by research at the other university, or institution, the student held academic qualifications equivalent to those set out in clause 4.2;
   (b) the higher degree candidature was:
      (i) a course of full-time or part-time advanced study and research;
      (ii) pursued by the student under the supervision of a supervisor appointed by the other university or institution; and
      (iii) directly related to the student’s proposed course of advanced study for the degree of Doctor of Philosophy; and
   (c) the student has discontinued his or her candidature in the higher degree at the other university or institution.

4.6 Limit on credit for previous studies

(1) The amount of credit for previous studies that may be granted to a student in accordance with clause 4.5 is limited by the following requirements:
   (a) the combined duration of the student’s previous higher degree candidature and the Doctor of Philosophy candidature must meet the requirements set out in clauses 4.17A, 4.18 and 4.19 of this Rule;
   (b) any period of discontinued, suspended or lapsed candidature (as set out in clauses 4.13 to 4.15 of this Rule) must comply with standards set by the Academic Board and this Rule; and
   (c) no student who has been granted credit may present a thesis for examination less than:
      (i) six months, for a full-time student; or
      (ii) twelve months, for a part-time student;
      following admission to candidature at the University.
4.7 Control of candidature

(1) All candidates for the degree of Doctor of Philosophy are required to undertake their candidature wholly under the control of the University.

(2) The Associate Dean may require a student to provide a statement from his or her employer acknowledging that the candidature is under the exclusive control of the University.

4.8 Other studies during candidature

(1) A student must satisfactorily complete any training required by the course resolutions, the Associate Dean, Deputy Vice-Chancellor (Education) or Supervisor, including units of study, lectures, seminars, workshops, online modules, non-award courses, or practical work.

Note: In accordance with this Rule, a Doctorate must comprise a minimum of two-thirds research.

(2) Failure to complete training documented in the student's progress plan satisfactorily may be considered as evidence of unsatisfactory progress.

(3) A faculty may decline to examine a thesis if the student has not satisfactorily completed training documented in the progress plan.

4.9 Supervision

The Postgraduate Coordinator will appoint suitably qualified supervisors for each candidate for the Doctor of Philosophy in accordance with policy for supervision determined by the Academic Board.

Note: See also Supervision of Higher Degree by Research Students Policy 2013

4.10 Location of candidature

(1) Subject to the annual approval of the supervisors and Postgraduate Coordinator, students will pursue their candidature:

   (a) within the University, including its research stations and teaching hospitals;

   (b) on fieldwork, including in the field or in libraries, museums or other repositories;

      (i) within industrial laboratories or research institutions or other institutions considered by the Head of Department to provide adequate facilities for that candidature; or

      (ii) within a professional working environment.

(2) Throughout the course of his or her candidature, a student will attend the University for such:

   (a) consultation with his or her supervisors; and

   (b) School and Faculty or University school seminars; and

   (c) coursework or other studies required under clause 4.08 of this Rule;
as specified annually by the Postgraduate Coordinator.

(3) Subject to sub-clauses 4.10(4) (5) and (6), a student who pursues his or her candidature outside Australia must complete a minimum of four research periods of candidature within the University prior to submitting his or her thesis for examination.

(4) A student whose minimum length of candidature is eight research periods (rather than the usual 12 research periods), and who pursues his or her candidature outside Australia, must complete a minimum of two research periods of candidature within the University prior to submitting his or her thesis for examination.

(5) For the purposes of sub-clauses 4.10(3) and (4), the period required to be completed within the University may be completed:

(a) at any time during the candidature; and

(b) continuously or in several non-consecutive periods.

(6) A student granted credit under 4.5 must complete a minimum of two research periods of candidature within the University prior to submitting his or her thesis for examination.

4.11 Progress

(1) At intervals no greater than one year, Postgraduate Coordinators must require students to:

(a) provide evidence of satisfactory progress in their candidature (including any required progress and review forms); and

(b) participate in a progress review interview.

(2) Satisfactory progress will be assessed by a Review Panel in accordance with the Progress Policy.

(3) On the basis of any evidence provided by the student and any information obtained during the interview, the Postgraduate Coordinator may determine that the student:

(a) has demonstrated satisfactory or marginal progress, and specify the conditions of candidature to apply the following year; or

(b) has demonstrated unsatisfactory progress, and:

(i) allow the student to continue to be enrolled with conditions, including a supplementary progress review in accordance with the Progress Policy; or

(ii) recommend to the Associate Dean that the student be asked to show good cause why he or she should be permitted to continue the candidature.

(4) When determining the conditions of candidature to apply the following year, the Postgraduate Coordinator must indicate whether he or she is satisfied that the proposed supervision arrangements are satisfactory.

(5) After considering a recommendation made by the Postgraduate Coordinator in accordance with sub-paragraph sub-clause 4.11(3)(b)(ii), the Associate Dean may:

(a) allow the student’s candidature to continue and specify the conditions of candidature to apply the following year; or
(b) require the student to show good cause why he or she they should be permitted to continue the candidature.

4.12 Students may be required to show good cause

(1) An Associate Dean may require a student to show good cause:
   (a) following a progress review, in accordance with paragraph sub-clause 4.4(3)(b) or sub-clause 4.11(5)(b);
   (b) if the student has not submitted his or her thesis for examination by the latest date to do so, as required by clause 4.19; or
   (c) at any other time, on the recommendation of the Postgraduate Co-ordinator.

(2) A student who is required to show good cause will be sent a notice that:
   (a) requires the student to show good cause why he or she they should be permitted to continue the candidature, on or before a specified date;
   (b) states why the student is being asked to show good cause;
   (c) sets out the actions that may be taken in respect of the candidature; and
   (d) advises the student of his or her right to seek independent advice and assistance in preparing his or her response.

(3) The Associate Dean must give the student a reasonable opportunity to make written submissions about the matter.

(4) If, after considering any submissions made by the student, progress reports, any reports by the supervisors or Postgraduate Coordinator, and any other relevant information, the Associate Dean forms the opinion that the student has shown good cause, the Associate Dean will permit the student to continue the candidature.

(5) If, after considering the information referred to in sub-clause 4.12(4), the Associate Dean forms the opinion that the student has not shown good cause, the Associate Dean must, by written notice setting out his or her reasons:
   (a) terminate the student’s candidature; or
   (b) impose conditions or restrictions on the continuation of the student’s candidature.

Note. For review of these decisions see University of Sydney (Student Appeals against Academic Decisions) Rule 2006.

(6) In addition to the decision made under sub-clauses 4.12(4) or 4.12(5), the Associate Dean might also offer the student the option to transfer to another course within the Faculty for which the student is eligible. The Associate Dean may impose conditions or restrictions on that offer transfer of course.

(7) A person whose candidature for a higher degree by research has been terminated by an Associate Dean in accordance with sub-clause 4.12(5)(a) will not be permitted to re-enrol in that candidature.

(8) Where a person whose candidature for a higher degree by research has been terminated by an Associate Dean in accordance with sub-clause 4.12(5)(a), that person may be excluded by the Associate Dean from applying for admission to a higher degree within the Faculty for the longer period of:
   (a) at least two academic years; or
(b) if the person is applying for a Research Training Program place, the period of time until the person is entitled to the maximum period allowed for the course under the Research Training Program.

Note: As at the date of this rule, detailed information about entitlement for Research Training Program can be found in Research Training Program: Conditions of Grant, which can be found at https://www.education.gov.au/research-training-program

4.13 Discontinuation of candidature

1. A student in a course may, by notice to the Faculty, discontinue his or her enrolment in the course or in one or more units of study.

2. The notice must be in a form approved or accepted by the Faculty.

3. A student’s enrolment in the course or the relevant units of study will be treated as discontinued from the date of the notice, unless he or they produce evidence that:
   (a) the discontinuation occurred at an earlier date; and
   (b) there was good reason why the application could not be made at an earlier time.

4. A student who discontinues enrolment in a course during his or her first year of enrolment in the course will not be permitted to re-enrol in that course unless:
   (a) the Associate Dean granted prior permission to re-enrol; or
   (b) the student applies for and gains a new admission to the course.

5. A student may not discontinue enrolment in a course or a unit of study after the end of classes in that course or unit of study, except in accordance with sub-clauses 4.13(3)(a) and (b).

4.14 Suspension of candidature

1. A student in a course may, by notice to the Faculty, suspend his or her enrolment in the course:
   (a) for a maximum period of one year; or
   (b) with the approval of the Associate Dean, for a longer period.

2. The notice must be in a form approved or accepted by the Faculty.

3. At the end of the suspension period, the student must comply with any requirements notified by the Associate Dean for completing the course.

4.15 Lapse of candidature

1. If a student does not enrol by the last census date for enrolment in each research period, and the student has not discontinued or sought approval to suspend enrolment, the student’s candidature lapses.

2. If a student’s candidature in a course lapses, then, despite any contrary provision in this Rule, the student must apply for and gain a new admission to the course in order to re-enrol.
4.16 Return to candidature

(1) Subject to written advice from the Associate Dean, if a student returns to candidature after suspension in candidature, the requirements as in force at the time of the student's return to candidature apply.

(2) A student whose candidature has been discontinued or lapsed must apply for and gain a new admission to the course in order to re-enrol. The course requirements in place at the time of the new admission apply.

4.17 Leave of absence

Subject to the course resolutions, a student may, with the approval of the Postgraduate Coordinator, take leave of absence from the course for a period of less than one research period.

4.17A Maximum time for completion

(1) The provisions of this clause apply to all candidatures commenced on or after 1 January 2019.

(2) A student must complete the PhD Doctor of Philosophy by the end of the sixteenth research period after the research period in which they first enrolled.

(3) Any credit granted under clause 4.6 of this Rule will be included for the purposes of calculating research periods under subclause 4.17A(2).

(4) Subject to clause 1.7A, the relevant Associate Dean may extend the time for a student's completion in exceptional circumstances.

4.18 Earliest date for submission of thesis for examination

(1) For the purposes of this clause, a student's candidature will be considered by the University to include any periods of credit granted under clause 4.6 of this Rule.

(1) Subject to clause 4.6 and this clause 4.18 a student may not submit a thesis for examination until they have completed at least 12 research periods of enrolled candidature.

(2) The Associate Dean may permit a student to submit a thesis for examination up to two research periods earlier than the period prescribed in sub-clause 4.18(2), provided that, in the opinion of the Associate Dean, evidence has been produced that the student has made exceptional progress in their candidature.

(3) The Chair of the Academic Board may permit a student to submit a thesis earlier than the periods prescribed in sub-clauses 4.18(2) and (3), provided that, in the opinion of the Chair of the Academic Board, evidence has been produced that the student has made exceptional progress in their candidature.

(4) Prior to exercising discretion under sub-clause 4.18(4), the Chair of the Academic Board may obtain advice from the Chair of the Graduate Studies Committee of the Academic Board, Dean or Associate Dean.

(5) The student must be enrolled at the time that the thesis is submitted for examination.
4.19 Latest date for submission of thesis for examination

(1) For the purposes of this clause, a student's candidature will be considered by the University to include any periods of credit granted under clause 4.5 of this Rule.

(1) The following provisions apply to candidatures commencing before 1 January 2019.

(a) Subject to this clause 4.19, a student who has undertaken all of his or her candidature on a full-time basis must submit his or her thesis for examination after no more than 16 research periods of enrolled candidature.

(b) A student who has undertaken all of his or her candidature on a part-time basis must submit his or her thesis for examination after no more than 32 research periods of enrolled candidature.

(c) Where a student has undertaken his or her candidature as a mixture of part-time candidature and full-time candidature, a part-time research period will be counted as the equivalent of one half of a full-time research period, and the student must submit his or her thesis for examination after no more than the full-time equivalent of 16 research periods of enrolled candidature.

(d) The Associate Dean may approve an extension of candidature with a new latest date for submission of thesis for examination beyond the maximum period specified in this clause.

(e) The student must be enrolled at the time that the thesis is submitted for examination.

(2) The following provisions apply to candidatures commenced on or after 1 January 2019.

(a) Except with the approval of the relevant Associate Dean under sub-clause (2)(d), a student who has undertaken all of their candidature on a full-time basis must submit their thesis for examination after no more than 14 research periods of enrolled candidature.

(b) Except with the approval of the relevant Associate Dean under sub-clause (2)(d), a student who has undertaken all of their candidature on a part-time basis must submit their thesis for examination after no more than 28 research periods of enrolled candidature.

(c) Where a student has undertaken their candidature as a mixture of part-time candidature and full-time candidature, a part-time research period will be counted as the equivalent of one half of a full-time research period, and the student must submit their thesis for examination after no more than the full-time equivalent of 14 research periods of enrolled candidature.

(d) The Associate Dean may only approve an extension of the latest date for submission of a student's thesis under exceptional circumstances.

(e) The student must be enrolled at the time that the thesis is submitted for examination.
4.20 Content of thesis

(1) At the end of his or her course of advanced study and research, the student must submit a thesis for examination in the form required by Academic Board policy or procedures.

(2) Subject to sub-clause 4.20(3), a student may not submit as his or her thesis any work that has been presented for a degree or diploma at the University or at another university or institution.

(3) A student may submit work that has been presented for a degree or diploma at the University or at another university or institution where:

(a) his or her candidature has been governed by an approved cotutelle agreement; or

(b) the work is submitted as part of the thesis, and the student has identified those parts of the thesis that have previously been presented for a degree or diploma.

(4) A student whose candidature is governed by an approved cotutelle agreement may submit a thesis written in English or in another language.

(5) A student who undertook his or her candidature in a language school in the Faculty of Arts and Social Sciences may:

(a) submit a thesis written in English or in the target language determined by the school; or

(b) where a school has specified by means of a Faculty resolution that it will consider applications to submit a thesis in a language other than English or the target language of the school, submit a thesis in another language approved by the school.

(6) Applications to submit a thesis in a language other than English or the target language of a school must be:

(a) made by an applicant in writing; and

(b) considered and determined by the Associate Dean (taking into account arrangements for supervision and examination); prior to the commencement of candidature.

4.21 Form of thesis for examination

(1) A candidate must submit his or her thesis for examination in the form required by the Academic Board.

(2) The thesis must be accompanied by a certificate from the coordinating supervisor stating whether, in the supervisors’ opinion, the form of presentation of the thesis is satisfactory.

(3) The thesis must also be accompanied by an abstract in the form required by the Academic Board.

(4) Subject to this Rule, the student must submit with the thesis a statement certifying his or her understanding that, if the candidature is successful, the thesis will be lodged with the University Librarian and made available for immediate public use.
4.22 Examination procedures

The procedures for examination of candidates for the degree of Doctor of Philosophy will be prescribed by the Academic Board.

4.23 Aegrotat and posthumous awards

Aegrotat and posthumous awards may be made in circumstances involving serious illness or death.

PART 5 HIGHER DOCTORATES

5.1 Meaning of this Part

(1) In this Part:

(a) assessment committee means the committee appointed by the Dean in accordance with clause 5.5.

(b) higher doctorate means any of the following:

(i) Doctor of Agricultural Economics;
(ii) Doctor of Dental Science;
(iii) Doctor of Engineering;
(iv) Doctor of Laws;
(v) Doctor of Letters;
(vi) Doctor of Letters in Education;
(vii) Doctor of Letters in Social Work;
(viii) Doctor of Medical Science;
(ix) Doctor of Music;
(x) Doctor of Science;
(xi) Doctor of Science in Agriculture;
(xii) Doctor of Science in Architecture;
(xiii) Doctor of Science in Economics;
(xiv) Doctor of Veterinary Science.

(c) published work meets the higher doctorate standard if it is generally recognised by scholars in the relevant field of study as a distinguished contribution to knowledge or creative achievement.

5.2 Award of Higher Doctorates

(1) The Academic Board may, on the recommendation of the relevant Dean, award a higher doctorate for published work that, in the opinion of the examiners:
(a) constitutes a distinguished contribution to knowledge or creative achievement; and

(b) is recognised by scholars in the relevant field as constituting a distinguished contribution to knowledge or creative achievement in that field.

(2) Without limiting sub-clause 5.2(1), a published work may be regarded as a distinguished contribution to knowledge if:

(a) it represents a significant advance in knowledge in the relevant field;

(b) it has caused, or become a major part of, a significant debate among scholars in the relevant field (including in books and journals); or

(c) it has caused significant changes in the direction of research or in the practice of recognised scholars in the relevant field.

5.3 Eligibility for admission to candidature

(1) Subject to this clause 5.3, to be eligible for admission to candidature for a higher doctorate, an applicant must:

(a) hold a degree from the University that was conferred five or more years prior to the application date;

(b) hold a degree from another university or institution that was conferred five or more years prior to the application date; or

(c) have qualifications that were conferred five or more years prior to the application date and standing that are determined by the [Faculty and by the Graduate Studies Committee of the Academic Board to be equivalent to holding a degree from the University; and

(d) for the Doctor of Dental Science, hold or have completed all the academic requirements for the award of the Bachelor of Dental Surgery;

(e) for the Doctor of Medical Sciences, hold or have completed all the academic requirements for the Bachelor of Medicine;

(f) for the Doctor of Music hold or have completed all the academic requirements for:

   (i) the Bachelor of Music; or

   (ii) the Bachelor of Arts including a three year sequence of courses in Music;

(g) for the Doctor of Veterinary Medicine Sciences hold or have completed all the academic requirements for a bachelor's degree as specified in the course resolutions, the Bachelor of Veterinary Science.

(2) To be eligible for admission to candidature, an applicant who does not meet the requirements of subclause paragraph 5.3(1)(a) must:

(a) have been a full-time member of the academic staff of the University for at least three years (or pro-rata part-time); or

(b) be recognised by the Academic Board, on the recommendation of the Dean, to have been involved in the teaching and research of the University to an equivalent level.

(3) To be eligible for admission to candidature, an applicant for a degree referred to in subclauses paragraphs 5.3(1)(d) to (g) who does not meet the requirements of
those paragraphs subclauses must be recognised by the Dean and the Chair of the Graduate Studies Committee of Academic Board to have equivalent academic standing.

5.4 Application for admission to candidature

(1) An application for admission to a higher doctorate must:
   (a) state the name of the higher doctorate to which the application relates;
   (b) specify the applicant’s academic qualifications; and
   (c) describe the applicant’s association with the University.

(2) The application must be accompanied by:
   (a) a list of the published works that the candidate proposes to submit for examination;
   (b) a description of the themes of the published works; and
   (c) where there are a large number of publications whose dates range over a period of time and cover a range of subjects, a statement of how these publications are related to one another and to the theme.

5.5 Preliminary assessment of application for admission

(1) The Dean will appoint a committee to consider and determine, in respect of each application for admission, whether:
   (a) the applicant is eligible for admission to candidature;
   (b) the published work is in a field appropriate to the nominated degree;
   (c) the faculty is competent to examine the published work at the required level; and
   (d) whether the applicant should be admitted to candidature.

(2) The committee may not determine that the applicant should be admitted to candidature unless the requirements of each of paragraphs subclauses 5.5(1)(a) to -(c) are met.

(3) If the committee determines that the applicant should be admitted to candidature, the committee will recommend to the Dean that he or she recommends to the Academic Board:
   (a) that the applicant be admitted to candidature; and
   (b) the appointment of at least three named examiners, of whom at least two will be external examiners.

(4) The assessment committee will comprise:
   (a) the Dean;
   (b) the Postgraduate Coordinator most closely associated with the relevant field of work;
   (c) the academic staff member most closely associated with the relevant field of work; and
   (d) other persons appointed by the Dean.
5.6 Admission to candidature

The Academic Board may, on the recommendation of the Dean, admit to candidature for a higher doctorate an applicant who meets the requirements for admission in this Part.

5.7 Enrolment

A successful applicant must enrol as a candidate for the higher doctorate in the first enrolment period following receipt of his or her offer of admission.

5.8 Submission of work for examination

1. The candidate must submit to the Dean five copies of the published work.
2. The work submitted must include:
   (a) a description of the theme of the published work;
   (b) a record of original research undertaken by the candidate;
   (c) a statement by the candidate of:
      (i) the sources from which the information in the work was derived;
      (ii) the extent to which the work draws on the work of others; and
      (iii) the portion of the work that the candidate claims as original;
3. if the work submitted contains research that was carried out conjointly, a statement by the candidate of the extent to which the candidate was responsible for the initiation, conduct or direction of the research; and
4. if the principal publications, as distinct from any supporting papers, incorporate work previously submitted for a degree or diploma at the University or at any other university or institution, a statement by the candidate of those parts of the publications that have previously been submitted.
5. A candidate for the Doctor of Letters must submit work that includes at least one substantial work.
6. A candidate for the Doctor of Music may submit one or more major musical works of the candidate’s own composition.

5.9 Appointment of examiners

1. The Academic Board will, on the recommendation of the Dean, appoint at least three examiners, of whom at least two will be external examiners.
2. The Academic Board may appoint examiners in addition to those recommended by the Dean.

5.10 Examination

1. Each examiner for a candidature must:
   (a) examine the published work; and
(b) make a separate report on whether, in the examiner’s opinion, the work meets the requirements for higher doctorates set out in clause 5.2.

(2) The assessment committee will consider the examiners reports, having regard to the requirements of clause 5.2, and recommend to the Dean that:

(a) that the higher doctorate be awarded; or

(b) that the higher doctorate not be awarded.

(3) After considering the recommendation of the assessment committee, the Dean:

(a) will provide to the Academic Board:
   (i) the names and qualifications of the examiners; and
   (ii) the substance of the examiners’ reports; and

(b) will recommend to the Academic Board that:
   (i) the higher doctorate be awarded;
   (ii) the higher doctorate not be awarded; or
   (iii) the Academic Board appoint a further examiner or examiners.

(4) The Academic Board will determine the result of the examination.

5.11 Lodging the published work

If the Academic Board decides to award a higher doctorate to the candidate, the Faculty must lodge with the Director, University Libraries one electronic or bound copy of the published work in the form required by the Academic Board.

PART 6 HIGHER DEGREE BY RESEARCH THESES

6.1 Meaning of this Part

(1) In this Part:

(a) restricted appendix means a section of a thesis to which public access has been restricted in accordance with clause 6.3.

(b) thesis refers to the complete final thesis, including any corrections or emendations to the satisfaction of the Postgraduate Coordinator.

6.2 Lodgement

(1) Subject to this Part, a candidate for a higher degree by research will not be permitted to undertake a program of advanced study and research that is likely to result in the lodgement of a thesis that cannot be made available for public use.

(2) Subject to this Part, all successful candidates for a higher degree must lodge a copy of their final thesis with the University LibrarianDirector, University Libraries.
Subject to clause 6.3, 6.5 and 6.6, a thesis lodged with the University LibrarianDirector, University Libraries will be made available for use consistently with this Rule and Academic Board policy and procedures.

Note 1: Applicants are required to certify their awareness of this requirement prior to admission to candidature. See paragraphs clauses 2.4(1)(c), 3.4(1)(c) and 4.3(1)(c).

Note 2: Candidates are required to certify their awareness of this requirement at the time their thesis is submitted for examination. See sub-clauses 2.22(4), 3.22(4) and 4.21(4).

Immediately following lodgement, the University LibrarianDirector, University Libraries will arrange for a statement of the author’s rights under copyright law to be affixed or appended to the thesis.

6.3 Use of confidential material

(1) If, at any time between application for admission to candidature and the lodgement of the thesis, it appears to the candidate’s supervisors or Postgraduate Coordinator that:
   
   (a) successful completion of the candidature will require the use of confidential material; and
   
   (b) the candidate would not be at liberty to fully disclose this confidential material in the thesis;

   the matter will be reported as soon as possible to the Faculty Graduate Studies Committee.

(2) The Faculty Graduate Studies Committee may, if it considers it appropriate to do so, recommend to the Chair of the Graduate Studies Committee of the Academic Board that the candidate be granted:

   (a) permission to include in an appendix to the thesis any material that is essential to the thesis but which, for a limited period, may not be available for public inspection;

   (b) permission to restrict access to the whole thesis for a limited period, with a redacted version of the thesis available for public inspection; or

   (c) exemption, in respect of the appendix, from the requirement to give the undertaking prescribed by sub-clauses 2.22(4), 3.22(4) and 4.21(4).

(3) If, after considering the recommendation of the Faculty Graduate Studies Committee, the Chair of the Graduate Studies Committee of the Academic Board decides to give the permission and exemption referred to in sub-clause 6.3(2), the University LibrarianDirector, University Libraries will restrict public access to the appendix for a period specified by the Chair of the Graduate Studies Committee of the Academic Board.

(4) Other than in exceptional circumstances, any period of restriction to a restricted appendix will not exceed five years.
6.4 Access to confidential material in a restricted appendix

(1) The University Librarian Director, University Libraries may grant access by a scholar to a restricted appendix, provided that the scholar:
   (a) demonstrates genuine concern with the material in the appendix; and
   (b) has the written consent of either:
      (i) the author of the thesis; or
      (ii) the Postgraduate Coordinator.

(2) The Postgraduate Coordinator may not consent to access by a scholar to a restricted appendix unless:
   (a) all reasonable steps have been taken to contact the author; and
   (b) the author cannot be contacted.

6.5 Restricted access to protect intellectual property

(1) Where:
   (a) the subject of an applicant or candidate's higher degree thesis is work conducted collaboratively with industry; and
   (b) there is a reasonable basis for concern that intellectual property contained in the thesis will be improperly exploited by others;

   the Dean may recommend to the Chair of the Graduate Studies Committee of the Academic Board that access to the thesis be restricted for a limited period of time.

(2) After considering the Dean's recommendation, the Chair of the Graduate Studies Committee may determine that access to the thesis should be restricted for a limited period of time.

(3) Other than in exceptional circumstances, any period of restricted access to the thesis will not exceed 18 months from the date of the award of the degree.

6.6 Restricted access to protect the interests of the author

(1) If, at any time between application for admission to candidature and the lodgement of the thesis, it appears to the candidate that there is a reasonable basis for believing that his or her interests would be at risk if the thesis were made immediately available to the public, the candidate may apply in writing to the Associate Dean for access to the thesis to be restricted for a limited period of time.

(2) The candidate's application to the Associate Dean should:
   (a) clearly set out the reasons for the application;
   (b) clearly state the length of the requested restriction on access; and
   (c) include supporting evidence, as appropriate.

(3) If, after considering the candidate's application, the Associate Dean is satisfied that restricting access to the thesis is necessary to protect the candidate's interests, the Associate Dean may:
(a) restrict access to the thesis for a period not exceeding six months from the date of the award of the degree; or

(b) recommend to the Chair of the Graduate Studies Committee of the Academic Board that:
   (i) a longer period of restriction; or
   (ii) an extension of an earlier period of restriction;
   be approved.

(4) The Chair of the Graduate Studies Committee may determine to restrict access to the thesis for a limited period of time.

(5) Other than in exceptional circumstances, any period of restricted access to the thesis will not exceed 18 months from the date of the award of the degree.

6.7 Right of examiners to access

(1) Notwithstanding any other clause in this Rule, the thesis and any restricted appendix will be available to the examiners of the thesis, including:
   (a) any faculty committee or board of postgraduate studies; and
   (b) any committee of the Academic Board;
   for the purposes of examination or re-examination.

PART 7 ENGLISH LANGUAGE REQUIREMENTS

7.1 All applicants whose first language is not English

(1) All applicants whose first language is not English must meet the University’s English language requirements to be eligible for admission to a higher degree by research course.

(2) Subject to this Part, any applicant for admission to a higher degree by research course whose first language is not English, must have:
   (a) in the five years prior to their application, successfully completed tertiary studies in which the language of the institution, instruction, examination and assessment was English; or
   (b) in the two years prior to their application, successfully completed an appropriate course at the University’s Centre for English Teaching, with results at a standard required for the award course that the applicant is applying for; or
   (c) in the two years prior to their application, achieved:
      (i) an IELTS overall band score of 6.5 with a minimum of 6.0 in each band; or
      (ii) a paper based TOEFL score of 577 plus a Test of Written English (TWE) score of 4.5; or
      (iii) an internet based TOEFL (IBT) score of 90 plus a minimum score of 23 for Writing and 22 for Reading, Speaking and Listening; or
(iv) a Pearson Test of English (Academic) (PTE) score of 61; or
(v) a Cambridge English: Advanced (CAE) score of 58.

(3) An applicant for admission to a higher degree by research course in a Faculty that has, with the approval of the Academic Board, set English language requirements above the minimum requirements set out in paragraph sub-clause 7.1(2) must meet the Faculty’s requirements.

7.2 Exemption from English language requirements in certain circumstances

(1) The Dean may, in writing, grant an exemption from the English language requirements for admission to a higher degree by research course if:

(a) the applicant has an IELTS score and:
   (i) the overall or average band score is no more than 0.5 below the overall or average band score otherwise required by this Rule; and
   (ii) any individual band score is no more than 1.0 below the individual band score otherwise required by this Rule; or
(b) the applicant has a score on another test permitted by this Rule and the applicant’s score was no more than a corresponding amount below the score otherwise required by this Rule; and
(c) the Dean is satisfied that the applicant has enough competence in written and spoken English to complete the course successfully.

(2) The Chair of the Graduate Studies Committee of the Academic Board may, in exceptional circumstances, modify the limits prescribed in subparagraph sub-clause 7.2(1)(a) or (b), as they apply in a particular case.

(3) In considering whether an applicant has enough competence in written and spoken English to complete the course successfully, the Dean:

(a) must take into account any advice of the Postgraduate Coordinator; and

(b) may consider any other relevant matter, including:
   (i) the applicant’s ability to communicate in an academic environment;
   (ii) whether the applicant has been known to the Faculty for at least two years;
   (iii) whether the candidature is to be governed by an approved cotutelle agreement;
   (iv) any appropriate work experience that the applicant has had in an English language environment; and
   (v) any oral discussions between Faculty members and the applicant.

(4) The Dean must record in writing on the student file any grant of exemption from English language requirements, including:

(a) the proof of proficiency in English provided by the applicant; and

(b) the reasons, in accordance with this PolicyRule, that the Dean approved the waiver.
PART 8  UNDERTAKING COURSEWORK UNITS OF STUDY

8.1 Enrolment in and assessment of coursework units of study

A higher degree by research student who is enrolled in a coursework unit of study will be subject to the provisions of Part 12 and Part 14 of the Coursework Policy 2014, including in respect of enrolment and assessment.

PART 9  SPECIAL CONSIDERATION

9.1 Coursework units of study

(1) A higher degree by research student who is enrolled in a coursework unit of study will be subject to the provisions of the Coursework Policy 2014 in respect of special consideration due to illness or misadventure.

9.2 Progress and examination

(1) Special consideration is not available for illness or misadventure in:
   (a) the assessment of a student’s progress in a progress review; or
   (b) the examination process.

   (2) A student required to show good cause may request special consideration for illness, misadventure or exceptional circumstances outside of their control.

9.3 Variation of candidature

(1) A student may request special consideration due to illness, misadventure or circumstances outside of their control when seeking to vary candidature, including in respect of requests for:
   (a) suspension;
   (b) a change from full-time to part-time enrolment (or vice-versa);
   (c) extension of the latest date to submit for examination.

PART 10  MISCELLANEOUS

10.1 Rules, resolutions and policies that cease to have effect

(1) The following rules, resolutions and policies, as amended and in force immediately before the commencement of this Rule, cease to have effect to the extent set out in the table below:
   (a) University of Sydney (Doctor of Philosophy (PhD)) Rule 2004
(b) University of Sydney (Amendment Act) Rule 2000:
   (i) Part 9: Division 10 and Division 11
   (ii) Part 10: Division 3 and Division 5

NOTES

University of Sydney (Higher Degree by Research) Rule 2011
Date adopted: 21 March 2011
Date commenced: 25 March 2011

Related documents:

- Educational Services for Overseas Students Act 2000 (Cth)
- Coursework Policy 2014
- Essential Resource for Postgraduate Students Policy 2016
- Progress Planning and Review for Higher Degrees by Research Students Policy 2015
- Supervision of Higher Degree by Research Students Policy 2013
- Thesis and Examination of Higher Degree by Research Policy 2015
- Progress Planning and Review for Higher Degree by Research Students Procedures 2015
- Thesis and Examination of Higher Degree by Research Procedures 2015

AMENDMENT HISTORY

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| Multiple, through
tout | Addition of requirements for progress planning, and consequential amendments | 1 January 2016 |
<p>| | Addition of concept of research period and consequential amendments | |
| | Addition of requirement for other training during candidature and consequential amendments | |
| | Amendments to requirements for submission of theses | |
| PART 6 | Amendments to provisions for restricted access to theses | 1 January 2016 |
| PART 7 | Addition of English language requirements | 1 January 2016 |
| PART 8 | Addition of references to coursework units | 1 January 2016 |
| PART 9 | Addition of special consideration provisions | 1 January 2016 |
| PART 10 | Addition of miscellaneous section | 1 January 2016 |
| 1.4(1); 1.4(4); 1.5(1); 2.3(1) – 2.3(3); 2.4(1)(a); 2.5(1); 2.5(2); 2.5(3); 2.6(1); 2.6(2)- (5); 2.8(2); 2.9(1); 2.10; 2.11(1); 2.11(1)(c); 2.11(2); 2.12(1); 2.12(3)-5(5); 2.13(1)(c) 2.13(4); 2.14(4)(a); 2.15(1)(b); 2.15(3); 2.17(1)-(2); 2.18 2.20(4); 2.21(5)(b); 3.3(1)-(3); 3.5(1); 3.6(1)-(5); 3.8(2); | Consequential amendments arising from University of Sydney (Delegations of Authority – Academic Functions) Rule 2016 | 1 January 2018 |</p>
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University of Sydney (Higher Degree by Research) Rule 2011

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<td>3.20(3); 4.19(4)</td>
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<td>Replaced “University Librarian” with “Director, University Libraries”</td>
<td>1 January 2018</td>
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<td>5.11</td>
<td>Amended clause to include “with the Director, University Libraries” between “lodge” and “one”</td>
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**Related documents**

Amended dates on internal policy documents 1 January 2018

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<td>Replaced “Research Training Scheme” with “Research Training Program” and corrected hyperlink</td>
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<td>5.1(1)(b)(viii)</td>
<td>Replaced “Doctor of Medicine” with “Doctor of Dental Medicine”</td>
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**TO BE ADDED**
Figure 1: Frequency distribution EFTSL consumption by over-time PhD students. The data were collected from early March 2018 and represent 497 students, which is approximately 13% of total university PhD load.
Figure 2: Frequency distribution EFTSL consumption by over-time Master’s by Research students. The data were collected from early March 2018 and represent 111 students, which is approximately 13% of total university Master’s by Research load.
Non-Confidential

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<tr>
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<th>Professor Ross Coleman, Director – Graduate Research</th>
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<td>Reviewer/Approver</td>
<td>Professor Ross Coleman, Director – Graduate Research</td>
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<tr>
<td>Paper title</td>
<td>Research Training Program Scholarships Policy 2018</td>
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<tr>
<td>Purpose</td>
<td>In response to a request by the Department of Education and Training in the Commonwealth of Australia, the University has created a policy to govern the award and administration of scholarships awarded under the Research Training Programme. This policy is attached for noting.</td>
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RECOMMENDATIONS

*That the Committee note the policy and advise members of their local HDR community of the updated information.*

EXECUTIVE SUMMARY

In 2016, the Commonwealth changed the Research Block Grants in line with the Watt Review. This resulted in the replacement of the Research Training Scholarship scheme with scholarships awarded under the Research Training Programme (RTP). The RTP scheme required that participating institutions have a publicly available policy to inform potential and actual scholarship recipients of the mechanisms for award and administration of the RTP scholarships. For various reasons, the University of Sydney included these in a separate policy (Student Recognition and Awards Policy 2017). The Department of Education and Training formally advised the University in 2017 that this was not appropriate and we should have a separate Research Training Scheme Policy. This was created in June of this year by extracting the RTP components and revising the previous policy accordingly. The new RTP policy has been sent to DET who have not provided any further commentary nor criticism.

ATTACHMENTS

1. Draft *Research Training Program Scholarships Policy 2018*

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RESEARCH TRAINING PROGRAM
SCHOLARSHIPS POLICY 2018

The Academic Board, as delegate of the Senate of the University of Sydney, adopts the following policy.

Dated: DRAFT ONLY

Last amended:

Name: Professor Anthony Masters
Position: Chair, Academic Board

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1 Name of policy

This is the Research Training Program Scholarships Policy 2018.
2 Commencement
This policy commences on [date].

3 Policy is binding
Except to the extent that a contrary intention is expressed, this policy binds the University, staff, students and affiliates.

4 Statement of intent
This policy:
(a) establishes the framework for administration of Australian Government Research Training Program Scholarships awarded by the University; and
(b) has been created in accordance with clause 1.6.45 of the Commonwealth Scholarship Guidelines (Research) 2017.

5 Application
(1) This policy applies to the administration of Australian Government Research Training Program Scholarships for higher degree by research students. It covers the following scholarships:
   (a) Research Training Program Fee Offset;
   (b) Research Training Program Stipend; and
   (c) Research Training Program Allowance.
(2) This policy does not apply to:
   (a) higher degree by research scholarships offered by individual faculties or University schools;
   (b) higher degree by research scholarships offered from bequest or grant funding;
   (c) higher degree by research scholarships funded from other Australian Government funding, such as National Health and Medical Research Council Scholarships or Australia Awards; or
   (d) any other higher degree by research scholarships offered University-wide.
6 Definitions

continuing scholarship student means either:
- a student who receives a scholarship under an Australian Government scholarship program that preceded the RTP, which would terminate on or after 1 January 2017; or
- a student who has received an offer of a scholarship under an Australian Government scholarship program, and whose offer was scheduled to commence on or after 1 January 2017.

Dean means the Executive Dean or Dean of a faculty, or the Head of School and Dean of a University school.

faculty means a faculty or University school.

HDR means a higher degree by research offered by the University in accordance with the University of Sydney (Higher Degree by Research) Rule 2011.

HDRAC means the University's Higher Degree by Research Administration Centre.

HDR Scholarships Subcommittee means the Higher Degree by Research Scholarships Subcommittee of the Academic Board Graduate Studies Committee.

higher education provider means a higher education provider as specified in section 16-15 or section 16-20 of the Higher Education Support Act 2003 (Cth).

recipient means, unless further defined, a student who has been awarded any of an RTP Fee Offset, RTP Stipend or an RTP Allowance.

research period has the meaning given in the University of Sydney (Higher Degree by Research) Rule 2011, which at the date of this policy is:

  means an enrolment period set by the University and published on its website.

  Note: Research periods are published at: http://sydney.edu.au/study/study-dates.html

RTP means the Australian Government Research Training Program.

RTP Allowance means a scholarship funded by the RTP and paid by the University to a student to assist them with ancillary costs of an HDR course, including but not limited to:
- for international students, a standard overseas student health cover policy approved by the Commonwealth Department of Health which covers the student and any spouse and dependants; and
- study related relocation costs.
RTP Fee Offset means a scholarship funded by the RTP and paid by the University to a student to meet their liability for tuition fees. The RTP Fee Offset covers all tuition fees payable to the University for the course of study for the duration of the scholarship.


RTP Scholarship means any or all of an RTP Fee Offset, RTP Stipend or an RTP Allowance.

RTP Stipend means a scholarship funded by the RTP and paid by the University to a student to assist with their living costs while undertaking an HDR course.

supervisor means, in relation to a HDR student, a person appointed to discharge the responsibilities set out in clause 14 of the Supervision of Higher Degree by Research Students Policy 2013.

7 Eligibility

(1) A domestic or an international student may be offered an RTP Scholarship if they meet, or are considered likely to meet, the relevant criteria. However a student may only receive an RTP Scholarship if they are enrolled in, or have an unconditional offer of admission to, an HDR course.

Note: See the University of Sydney (Higher Degrees by Research) Rule 2011 for information about available higher degrees by research.

(2) A student will not be eligible for an RTP Fee Offset if they are currently receiving an Australian Government award or scholarship designed to offset HDR tuition fees.

(3) A student will not be eligible for an RTP Stipend if they are receiving income from another source to support their general living costs while undertaking their course of study, if that income is greater than 75 per cent of that student’s RTP Stipend rate.

(a) Income unrelated to the student’s course of study or income received for the student’s course of study but not for the purposes of supporting general living costs is not to be taken into account.

8 RTP Fee Offset

(1) The University will automatically consider domestic students for an RTP Fee Offset when they apply for an HDR course.

(2) The University will automatically consider international students for an RTP Fee Offset if they apply for an RTP Stipend under clause 9 of this policy.

(3) An RTP Fee Offset will be awarded to domestic students who:

(a) receive an unconditional offer of admission to an HDR course; and

(b) meet the eligibility criteria under clause 7(2) of this policy.
An RTP Fee Offset will be awarded to international students who:
(a) receive an unconditional offer of admission to an HDR;
(b) are awarded an RTP Stipend; and
(c) meet the eligibility criteria under clause 7(2) of this policy.

Note: Tuition fees are offset after the relevant census date for each research period.

9 RTP Stipend

(1) Domestic students and international students must apply to be considered for an RTP Stipend.

(2) Applications for an RTP Stipend must be made by:
(a) for new students, the student:
   (i) indicating that they wish to be considered for an RTP Stipend as part of the application for admission to their HDR course; and
   (ii) submitting research experience evidence through the relevant process specified on the Scholarships Office website; or
(b) for current students, completing the application form available on the Scholarships Office website.

(3) RTP Stipends are awarded by a competitive process determined by the Academic Board consistently with the following principles.

Note: Details of the process are available from the Scholarships Office website.

(a) Recipients will be selected on the bases of academic merit and research experience.

(b) All applications will be assessed initially by the Scholarships Office and reviewed by the relevant faculty, taking into consideration the following factors as applicable:
   (i) first class honours degree;
   (ii) first class honours equivalent degree;
   (iii) Masters by research degree;
   (iv) the world rankings of the institution that conferred the relevant qualification; and
   (v) research experience.

(c) The Scholarships Office, in consultation with the relevant faculty, may prioritise applicants based on:
   (i) whether this is the first time that the applicant would receive an Australian Government or University scholarship to complete an HDR at the same level of study; and
   (ii) whether the current course of study is the first that the applicant will complete at that level.

(d) After assessment, the HDR Scholarships Subcommittee will consider all eligible applicants on the basis of the criteria in clause 9(3), and determine the number of offers to be made.
(4) The RTP Stipend rate will be determined in accordance with clause 1.6.10 of the RTP Guidelines.

(a) The University will offer each recipient an RTP Stipend rate at least equal to the base full time rate and no more than the maximum full time rate that is advised by the Commonwealth Department of Education and Training under clause 1.6.10(4) of the RTP Guidelines.

(b) Each year, the University will pay recipients their RTP Stipend in proportion to the period for which the recipient has been awarded the RTP Stipend.

(c) RTP Stipend payments will be paid on a fortnightly basis.

(d) If a recipient is approved to study on a part-time basis in accordance with clause 15 of this policy, then the recipient’s part time RTP Stipend rate will be 50 per cent of the applicable full-time RTP Stipend rate.

10 RTP Allowance

(1) RTP Allowances may be awarded to a student (domestic or international) who also receives either or both of an RTP Fee Offset or an RTP Stipend.

(2) Domestic students will be provided with a relocation allowance in accordance with the Research Training Program Relocation Allowance Guideline (Domestic).

(3) All other available RTP Allowances will be detailed in the relevant RTP Scholarship terms and conditions that are published in accordance with clause 12 of this policy.

11 Offers

The University will notify applicants of the outcome of their RTP Scholarship application by email to the applicant’s University email address (for current students), or the preferred email address contained in the student’s application for admission.

12 Terms and conditions

(1) The Deputy Vice Chancellor (Registrar) must determine the terms and conditions for RTP Scholarships, which must specify:

(a) eligibility requirements;

(b) benefits provided;

(c) duration of support;

(d) application, selection and offer processes;

(e) extension and suspension arrangements;

(f) paid leave or work arrangements;

(g) arrangements for changes in student circumstances, such as:

   (i) change in award course;

   (ii) change from full-time to part-time study or vice versa;

   (iii) change of institution;

   (iv) change of research area.
(h) circumstances in which support may be terminated; and
(i) any necessary transitional arrangements for scholarship holders under prior schemes.

(2) The Scholarships Office must establish and maintain a publicly available page on the University’s website for RTP Scholarships. This web page must:
   (a) include copies of the terms and conditions applying to RTP Scholarships; and
   (b) be linked to the student recognition and support awards web page established under clause 9 of the Student Recognition Awards Policy 2016.

13 Duration

(1) The maximum duration of an RTP Scholarship for a Master’s by research student is:
   (a) RTP Stipend – eight research periods;
   (b) RTP Fee Offset – eight research periods;
   (c) RTP Allowance – in accordance with the time limits set out in the HDR Thesis Expenses Allowance Guidelines.

(2) The maximum duration of a scholarship for a Doctorate by research student is:
   (a) RTP Stipend – 36 months, with a possible extension of six months if the student achieves a progress review rating above “unsatisfactory progress” at the progress review at the end of their third year;
      Note: See Progress Planning and Review for Higher Degree by Research Students Policy 2016.
   (b) RTP Fee Offset (domestic students) – sixteen research periods;
   (c) RTP Fee Offset (international students) – twelve research periods with a possible extension of one research period.
   (d) An application for extension of scholarship must be made in writing to, and approved by, the student's supervisor and the relevant Head of School or Head of Discipline.

(3) Periods of study already undertaken towards the degree prior to the commencement of the RTP Scholarship will be deducted from the maximum duration of the RTP Scholarship.

14 Suspension and deferral

(1) A recipient may defer their RTP Scholarship for up to one research period with the approval of:
   (a) their supervisor; and
   (b) the relevant Associate Dean (Research Education).

(2) A recipient may not apply to suspend their RTP Scholarship within their first six months of study, unless:
   (a) permitted by a legislative provision; or
(b) approved by the relevant Associate Dean (Research Education) on the basis of special circumstances

(i) Special circumstances include carer responsibilities or medical conditions, and will generally be out of the recipient’s control.

(3) After the first six months, a recipient may apply to suspend their RTP Scholarship for up to 12 months, for any reason.

(a) Periods of suspension are cumulative and failure to resume study after suspension will result in the RTP Scholarship being terminated.

(b) The suspension must be approved by the relevant Associate Dean (Research Education).

(c) Periods of study towards the relevant degree during suspension of the RTP Scholarship will be considered as advance standing and be deducted from the maximum tenure of the RTP Scholarship.

Note: International students should check the terms and restrictions applicable to their visas before suspending.

(4) An RTP Scholarship will be suspended during any period of suspension of studies.

15 Leave

(1) The recipient of an RTP Stipend is eligible for paid leave in accordance with the RTP Guidelines. Leave entitlements include:

(a) recreation leave;
(b) sick leave; and
(c) maternity leave.

Note: Details of the specific leave entitlements for RTP Scholarships are available from the RTP Guidelines and the Research Training Program Stipend Scholarship (International) Terms and Conditions 2018.

(2) Periods of leave under this clause above are not considered part of the period of support under an RTP Scholarship.

16 Part-time study

(1) Domestic student recipients of an RTP Fee Offset may study on a part-time basis with the approval of the relevant Associate Dean (Research Education).

(2) All other recipients of RTP Scholarships may study on a part-time basis only:

(a) with the approval of the relevant Associate Dean (Research Education); and
(b) on the basis of special circumstances.

(i) Special circumstances include carer responsibilities or a medical condition, and are generally outside of the recipient’s control.

(ii) Work commitments are not considered special circumstances.

(3) International students will only receive approval to study part-time if it is permitted under their visa.
(4) Recipients enrolled part-time must undertake 50 per cent of the full time equivalent study load.
   (a) The scholarship duration will be adjusted accordingly.

(5) If a recipient converts from part-time to full-time study or vice versa:
   (a) the recipient must notify the University of the change to their enrolment in accordance with clause 18(2) of this policy; and
   (b) the scholarship duration will be adjusted accordingly.

(6) Maximum durations specified in clause 13 of this policy will apply.

17 Work restrictions

(1) International students must refer to their visa conditions to determine their ability to undertake work outside of their HDR course.
   (a) The application fee for a work permit, if required, is not covered under an RTP Scholarship.

(2) Delays in completion of studies due to employment commitments will not be accepted as grounds for an extension of an RTP Scholarship.

18 Changes to enrolment

(1) Recipients may transfer from a Master’s by research to a Doctorate by research, or vice versa. In such cases, this policy will apply as if the recipient had been undertaking the new course from the date of commencement of their original course.

(2) A recipient who changes their enrolment must inform the following within 10 working days:
   (a) their supervisor, by written notice; and
   (b) the University, through the Sydney Student portal.

(3) Changes to enrolment include, but are not limited to:
   (a) changes to attendance pattern;
   (b) suspension;
   (c) leave of absence;
   (d) withdrawal;
   (e) course transfer;
   (f) change in field of education code;
   (g) candidature conversion.

(4) HDRAC will notify a recipient if any change to the recipient’s enrolment affects their entitlement to an RTP Scholarship.

(5) The University may require a recipient to repay any RTP Stipend or RTP Allowances that were overpaid as a result of a change to enrolment.
19 Transfer to and from another higher education provider

(1) A student transferring to the University from another higher education provider is eligible to apply for an RTP Scholarship.
   (a) The student must provide evidence of any earlier periods of study that would count toward an RTP Scholarship as part of their application for admission to the relevant course.

(2) A student transferring to another higher education provider from the University may request from HDRAC a statement of the period they have been in receipt of an RTP Scholarship.

20 Supervision and facilities

(1) Supervision of HDR students is governed by the Supervision of Higher Degree by Research Students Policy 2013.
   Note: In particular, the responsibilities of supervisors are set out in clause 14 of the Supervision of Higher Degree by Research Students Policy 2013. See also the Progress Planning and Review for Higher Degree by Research Students Policy 2015.

(2) The provision of facilities to HDR students is governed by the Essential Resources for Higher Degree by Research Students Policy 2016.

21 Industry placements, research internships and professional practice activities

(1) Recipients may undertake industry placements, research internships, and professional practice activities of up to six months’ duration that are approved as part of their HDR course by:
   (a) their supervisor;
   (b) the relevant Associate Dean (Research Education).

(2) RTP Fee Offset recipients are eligible to have their scholarship extended for the duration of an approved placement, research internship or professional practice activity.
   (a) The total length of the RTP Fee Offset cannot extend beyond the maximum duration set out in clause 13 of this policy.

(3) RTP Stipends may be extended for the duration of an approved industry placement, research internship or professional practice activity if:
   (a) the recipient already holds, and remains eligible for, an RTP Stipend;
   (b) no other income is received from these activities; and
   (c) the maximum duration of the RTP Stipend has not been reached.

22 Acknowledgement of RTP scholarship

(1) The Australian Government’s contribution must be formally acknowledged when, at any time during or after completion of a relevant HDR course:
(a) the recipient;
(b) the recipient’s supervisor; or
(c) any other party
publishes or produces material (such as books, articles, newsletters or other literary or artistic works) relating to the recipient's research project.

(2) This requirement is met by including the following statement in any materials: “This research is supported by an Australian Government Research Training Program (RTP) Scholarship”.

23 Termination

(1) An RTP Fee Offset or an RTP Stipend will be terminated when:
(a) the recipient submits their thesis for examination;
(b) the recipient exceeds the maximum duration applicable to their RTP Scholarship as set out in clause 13;
(c) the recipient ceases to be enrolled in their course, without approved leave or suspension;
(d) the relevant faculty determines that the recipient:
   (i) is not carrying out the course of study with competence and diligence;
   (ii) is not maintaining satisfactory academic progress;
   Note: See Progress Planning and Review for Higher Degree by Research Students Policy 2015.
(e) a finding is made against the recipient of:
   (i) misconduct, under the University of Sydney (Student Discipline) Rule 2016; or
   (ii) code breach or research misconduct, under the Research Code of Conduct.
   Note: See clause 2.1 of the University of Sydney (Student Discipline) Rule 2016 for the definition of misconduct. See clauses 18 and 19 of the Research Code of Conduct 2013 for the definition of research misconduct and a code breach, respectively.
(f) the recipient, having commenced as an international student, becomes an Australian Permanent Resident.
   (i) In such cases the recipient will be eligible to continue with an RTP Fee Offset and an RTP Stipend as a domestic student provided that they continue to meet progress requirements as identified in the annual progress review process.
   Note: See Progress Planning and Review for Higher Degree by Research Students Policy 2015.
   (ii) International students who obtain Australian permanent residence before or during the course of their enrolment at the University must notify Student Fees, Student Administration Services Office and HDRAC immediately upon issue of their Australian permanent resident visa.
(2) HDRAC will inform a recipient of the termination of an RTP Fee Offset or an RTP Stipend under clause 23(1) by email to their University email address.

24 Grievance and review procedures

The Resolution of Complaints Policy 2015 and the Student Complaints Procedures 2015 apply to the award, administration and termination of RTP Scholarships.

25 Transitional arrangements

(1) The University will offer each continuing scholarship student an RTP Scholarship in a form that:
   (a) does not disadvantage them; and
   (b) provides at least equivalent support to that provided, or which would have been provided, through the relevant predecessor Australian Government programs.

(2) The duration of the RTP Scholarship will be considered as starting from the date the continuing scholarship student commenced their course of study.

NOTES

Research Training Program Scholarships Policy 2018

Date adopted: [This is the date on which the policy is formally signed]
Date commenced: [This is the date on which the policy will commence, suggest at least two weeks from date of adoption/approval]
Administrator: Deputy Registrar
Review date: [Date 5 years from date of adoption]

Rescinded documents:

Related documents:

Higher Education Support Act 2003 (Cth)
Commonwealth Scholarships Guidelines (Research) 2017
University of Sydney (Higher Degree by Research) Rule 2011
Essential Resources for Higher Degree by Research Students Policy 2016
Progress Planning and Review for Higher Degree by Research Students Policy 2015
Student Recognition Awards Policy 2016
Supervision of Higher Degree by Research Students Policy 2013

Student Complaints Procedures 2015

AMENDMENT HISTORY

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<td>GSC 1805</td>
<td>11 September 2018</td>
<td>Item 4.7</td>
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Non-Confidential

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<tr>
<th>Author</th>
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<tr>
<td>Reviewer/Approver</td>
<td>Associate Professor Peter McCallum, Director, Education Strategy</td>
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<tr>
<td>Paper title</td>
<td>EDUCATIONAL INTEGRITY TREND REPORT, SEMESTER 1 2018</td>
</tr>
<tr>
<td>Purpose</td>
<td>To provide an interim report on educational integrity trends across the University during Semester 1, 2018.</td>
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**RECOMMENDATION**

That Graduate Studies Committee note the Educational Integrity Trend Report for Semester 1 2018.

**EXECUTIVE SUMMARY**

The Educational Integrity Trend Report for Semester 1 2018 (Attachment 1) demonstrates that alleged breaches of academic honesty have increased from 2017 levels and returned to those first recorded in 2016. This trend has not been universal, however, with a number of faculties and University schools recording fewer alleged breaches in Semester 1 2018 than in the first semester of the previous two years. The report also highlights the impact that increasingly aggressive external “tutoring” services are beginning to have on the academic integrity of units of study, particularly, though not exclusively, in the Faculty of Engineering and Information Technologies. With the endorsement of the Academic Quality and University Executive Education Committees, the Office of Educational Integrity is now pursuing a suite of University-wide initiatives aimed at mitigating the increasing risks posed by external tutoring and custom writing (or contract cheating) services (Attachment 2).

The rate at which alleged breaches involving international students have been reported relative to their domestic peers has also increased on 2017 levels in all faculties and University schools except the Business School. This is despite the Office of Educational Integrity’s addition of a series of preventative workshops in the early stages of Semester 1, which were promoted directly to all first year and international students. Of all faculties and University schools, the Business School has been the most successful in reducing the proportion of international students reported for breaches of academic honesty relative to the proportion of enrolled international students. The strategies employed by the Business School thus serve as a useful model for initiatives to be pursued locally by other faculties and University schools and by the Office of Educational Integrity at the University level.

**COMMUNICATION**

The Educational Integrity Trend Report will be submitted to the Academic Board via the Academic Quality Committee, the University Executive Education Committee, and to faculties via Educational Integrity Coordinators. The report has been provided to the Academic Standards and Policy, Undergraduate and Graduate Studies Committees of the Academic Board, and the key findings of the report are being communicated to students and staff via institutional circulars.

**ATTACHMENTS**

Attachment 1 – Educational Integrity Trend Report, Semester 1, 2017
Attachment 2 – Towards an institutional response to the risks posed by contract cheating
Educational Integrity Trend Report
Semester 1, 2018

Office of Educational Integrity
Executive Summary

The Educational Integrity Trend Report for Semester 1 2018 demonstrates that alleged breaches of academic honesty have increased from 2017 levels and returned to those first recorded in 2016. This trend has not been universal, however, with a number of faculties and University schools recording fewer alleged breaches in Semester 1 2018 than in the first semester of the previous two years. The report also highlights the impact that increasingly aggressive external “tutoring” services are beginning to have on the academic integrity of units of study, particularly, though not exclusively, in the Faculty of Engineering and Information Technologies. With the endorsement of the Academic Quality and University Executive Education Committees, the Office of Educational Integrity is now pursuing a suite of University-wide initiatives aimed at mitigating the increasing risks posed by external tutoring and custom writing (or contract cheating) services.

The rate at which alleged breaches involving international students have been reported relative to their domestic peers has also increased on 2017 levels in almost all faculties and University schools. This is despite the Office of Educational Integrity’s addition of a series of preventative workshops in the early stages of Semester 1, which were promoted directly to all first year and international students. With the highest increase in total international enrolments of all faculties and University schools, the Business School has been relatively successful at constraining the proportion of international students reported for breaches of academic honesty relative to the proportion of international enrolments. Though there is still more work to be done, the strategies employed by the Business School thus serve as a useful model for initiatives to be pursued locally by other faculties and University schools and by the Office of Educational Integrity at the University level.

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Abbreviations

AHEM  Academic Honesty Education Module
ARTS  Faculty of Arts and Social Sciences
BUSI  The University of Sydney Business School
CONS  Sydney Conservatorium of Music
ENGI  Faculty of Engineering and Information Technologies
HSCI  Faculty of Health Sciences
LAWS  The University of Sydney Law School
MEDH  Faculty of Medicine and Health
SCIE  Faculty of Science
UADP  The University of Sydney School of Architecture, Design and Planning

1 The Faculty of Medicine and Health includes the former Faculty of Dentistry, Sydney Medical School, Sydney Nursing School and Faculty of Pharmacy. Figures reported for 2016 and 2017 for the Faculty of Medicine and Health represent the combined reporting figures of the merged faculties.
Education in academic honesty

To complement discipline-specific education in academic honesty delivered in units of study, all students enrolling in a coursework degree for the first time must complete the mandatory Academic Honesty Education Module (AHEM) within the first semester of their candidature. As shown in figure 1, over 20,000 students have completed the AHEM this year. Despite appearing as if there has been a significant decline in completions in Semester 1, this figure is closer to the actual number of students commencing a coursework degree for the first time. In previous years, students transferring between degrees were considered to be commencing students for AHEM purposes—a number of that has been falling as almost all current students have completed the module since it was introduced in 2016. The total number of students who have completed the AHEM now stands at over 65,000.

Figure 1: AHEM completions, 2016 to 2018

While the number of AHEM completions represents a significant milestone for the University, assessing its impact on preventing breaches of academic honesty has been difficult to quantify given the high number of student completions relative to the much lower number of students reported for breaches of academic honesty. However, recent analysis of AHEM completions relative to breaches reported in 2018 indicates that a high proportion of the reported students were reported within four months of having completed the AHEM (figure 2). Most of these students completed the AHEM within the first month of enrolling at the University, which is intended to be complementary to, not as a substitute for, unit of study level education in academic honesty and writing conventions, especially by way of formative assessment tasks and feedback.

Figure 2: Months elapsed between students' completion of AHEM and reported breaches, Semester 1 2018

Students reported for breaches of academic honesty are also provided with access to development activities on quoting, paraphrasing and summarising source materials. These activities can be completed via an online module or via a three-hour workshop delivered by the University’s Learning Centre. Both options have proven to be effective in reducing rates of...

2 Unless otherwise specified, all figures reported for 2018 represent year-to-date figures as at 10 August 2018.
recidivism (i.e., “repeat offending”): only 45 students who completed a development activity in 2016 were reported again in 2017; and only 32 students who completed a development activity in 2017 were reported again in 2018. As shown in figure 3, just over 600 students completed either the online module or a required workshop in Semester 1 2018.

Given their relative success, a series of voluntary, preventative workshops are now also scheduled across the first four weeks of each semester. Though they are available to all students, the preventative workshops are promoted directly to first year and international students to address the higher rates at which they have been reported in previous years. Approximately 280 students completed one of these preventative workshops in Semester 1 (figure 3).

**Figure 3: Development course completions, 2016 to 2018**

<table>
<thead>
<tr>
<th>Year</th>
<th>Online module</th>
<th>Required workshop</th>
<th>Preventative workshop</th>
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<td>2016</td>
<td>1200</td>
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<td>2018 YTD</td>
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**Trends in detection and reporting**

**Volume, timing and distribution**

In total, 1,840 incidents (i.e., suspected breaches of academic honesty) involving 1,639 students were reported across the University in Semester 1 (see figure 4 and table 1 on p.9). The number of reported students was marginally lower at 1,639 students, representing 2.9% of all students undertaking a coursework degree. As demonstrated in figure 4, this is equivalent to the figures recorded for Semester 1 2016, although it represents an increase of approximately 20% on the figures recorded for Semester 1 2017. The number of students reported in relation to more than one incident has also increased marginally in relation to the previous semester, although this is still broadly in line with historical trends at approximately 10% of reported students and less than 0.5% of all coursework students. The proportional volume and timing of reporting in 2018 has also remained broadly consistent with trends identified in previous years (see figure 5).

**Figure 4: Reported incidents and students each semester, 2016 to 2018**

<table>
<thead>
<tr>
<th>Semester</th>
<th>Incidents</th>
<th>Students</th>
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<tbody>
<tr>
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<td>2000</td>
<td>1800</td>
</tr>
<tr>
<td>Sem 2 2016</td>
<td>1800</td>
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</tbody>
</table>
The overall increase in incidents reported in Semester 1 was not uniform, though, with most faculties and University schools recording marginally lower rates of reporting as compared to the previous two years (see figure 6 and table 1 on p.9). Increases were recorded in Arts and Social Sciences, and the Sydney School of Architecture, Design and Planning. However, the principal driver of the overall increase in Semester 1 was a significant increase in the number of breaches reported in Engineering and Information Technologies. The distribution of incidents across undergraduate degrees also reflects the increased incidents reported in Engineering and Information Technologies, with six of the faculty’s degrees being amongst those recording the highest number of incidents in Semester 1.

The twenty undergraduate degrees recording the highest number of incidents in Semester 1 are shown in figure 7. The reported incidents involving students enrolled in these degrees accounted for close to 70% of all undergraduate incidents despite course enrolments in these degrees representing only 51% of all undergraduate coursework enrolments. A similar pattern was evident at the postgraduate level (see figure 8), with incidents associated with the twelve postgraduate degrees shown in figure 7 accounting for 67% of all postgraduate incidents despite enrolments in these degrees representing only 41% of all postgraduate coursework enrolments.
The significant increase in incidents reported in Engineering and Information Technologies is itself the result of an increased number of incidents reported for two core units of study in the School of Information Technologies, accounting for approximately 60% of the faculty’s total volume for Semester 1. On investigation, many of these incidents relate to the activities of an external “tutoring” service that has been particularly aggressive in its advertising to students enrolled in these units. The faculty is now working closely with the School of Information Technologies on identifying and mitigating further risks to the integrity of the affected units. The Office of Educational Integrity has also initiated work with stakeholders across the University to implement more robust institutional measures for addressing the impact of third party tutoring and custom writing services on the integrity of the University’s courses.

Detection methods and allegation types

The use of similarity detection software (SDS) has again underwritten the efforts of teaching staff to detect potential breaches of academic honesty. As a result, over two thirds of the incidents reported in Semester 1 related to allegations of plagiarism and collusion between students (see figures 9 and 10), although it is worth noting that allegations of plagiarism have declined from 55% of all allegations in 2017 to 42% of allegations made thus far in 2018.

3 The University uses Turnitin for similarity detection for text-based written assignments. Additionally, the School of Information Technologies uses the program MOSS (Measure of Software Similarity) to check work submitted by students enrolled in their large core programming units of study.
Notably, the use of similarity detection software in the two School of Information and Technologies units discussed above enabled the unit coordinator and faculty to detect the influence of the third party service insofar as this service had provided students with model answers derived from the instructions given for a number assessment tasks. This means that a number of the recorded allegations of collusion have involved behaviours increasingly associated with contract cheating. With explicit allegations of contract cheating made to date in 2018 already equal to those made annually in 2017 (49 and 51 allegations respectively), this indicates that contract cheating represents an increasing threat to the University’s educational integrity.

Outcomes

Almost one quarter of the incidents reported in Semester 1 2018 have yet to be resolved (see table 1 on p.9). The figures presented here are provisional and will be updated in the 2018 annual report due to the Academic Board in March 2019. Of those that have been resolved:

- 519 incidents (28%) were resolved with an outcome of no impropriety
- 265 incidents (14%) were resolved with an outcome of development completed
- 234 incidents (13%) were resolved with an outcome of plagiarism
- 372 incidents (20%) with an outcome of academic dishonesty and
- 29 incidents (2%) were referred to the Registrar on grounds of potential misconduct.

Figure 11 indicates changes in outcomes between 2016 and 2018 thus far, although the presently high number of unresolved incidents in 2018 makes it difficult to offer any conclusive analysis of changes in the proportionality of outcomes relative to previous years.
It is worth noting, though, that the number of incidents resolved with a finding of no impropriety thus far is artificially high. This arises from the Faculty of Engineering and Information Technologies’ decision to withdraw a number of small, continuous assessment items from the two programming units impacted by the aforementioned tutoring company. The nature of this company’s advertising and recruitment of students to its services, particularly international students in their first semester of study, meant that many of the reported students were of the genuinely mistaken belief that the company was acting in a manner endorsed by, and consistent with the academic standards of, the University. These students have been issued with strong warnings against engaging with similar companies in future and informed that the relevant case records have been retained confidentially on their student files in case they should be reported again. Such warnings will also form part of the Office of Educational Integrity’s University-wide campaign in Semester 2. Importantly, no unreported students were disadvantaged by the faculty’s handling of this matter.

**Demographic trends**

Previous reports of the Office of Educational Integrity have identified that undergraduate students in their first year of study and coming to the University from overseas are reported in proportionally higher numbers than other categories of students (see tables 3 to 6 on pp. 10-11). As indicated in figure 12, these trends have continued and extended in Semester 1 despite the continuing efforts to improve mandatory and preventative education on academic honesty.
The change in the demographic profile of students reported in Semester 1 was driven in large part by the high number of incidents reported in Engineering and Information Technologies. However, all faculties except Health Sciences recorded a higher proportion of incidents involving international students relative to the proportion of international student enrolments (figure 13 and table 6 on p.11). At the University level, the proportion of incidents involving international students was more than one and a half (or 1.65) times higher than the proportion of total international student enrolments at approximately 62% of incidents and 38% of enrolments respectively. The difference in these proportions at the faculty and University school level was variable, however, with the incident ratio (16.7%) in Health Sciences being 0.12 times lower than the enrolment ratio (18.8%), ranging up to the Law School, which had an incident ratio (58.3%) three times higher than its international enrolment ratio (19.7%).

Figure 13: Proportion of incidents involving international students and proportion of faculty international student enrolments, Semester 1 2018

Despite having the highest volume of, and increase in, international student enrolments in 2018, the relatively lower difference between incident and enrolment ratios in the Business School (at about 1.23 times higher) is indicative of its longer-term effectiveness at managing this gap. It has achieved this through a variety of education programs and, in educational integrity cases, its model of one-on-one consultation sessions for students in need of developing their academic writing skills. Though not yet reaching parity, the experience of the Business School positively demonstrates that the higher proportions at which international students have been reported can be reduced through concerted action. It also highlights the need for all faculties and University schools to ensure that all students, particularly incoming international students, are provided with ongoing instruction on academic honesty beyond that provided through central modules and workshops by the Office of Educational Integrity and the University’s Learning Centre.
All figures summarised in the following tables are for Semester 1 2018.

### Table 1: Reported incidents by faculty and outcome

<table>
<thead>
<tr>
<th>Faculty</th>
<th>No Impropriety</th>
<th>Development Completed</th>
<th>Plagiarism</th>
<th>Academic Dishonesty</th>
<th>Potential Misconduct</th>
<th>Outcome Pending</th>
<th>Total Incidents</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTS</td>
<td>37</td>
<td>9</td>
<td>52</td>
<td>95</td>
<td>0</td>
<td>18</td>
<td>211</td>
</tr>
<tr>
<td>BUSI</td>
<td>116</td>
<td>57</td>
<td>15</td>
<td>93</td>
<td>12</td>
<td>7</td>
<td>300</td>
</tr>
<tr>
<td>CONS</td>
<td>6</td>
<td>13</td>
<td>8</td>
<td>2</td>
<td>0</td>
<td>1</td>
<td>30</td>
</tr>
<tr>
<td>ENGI</td>
<td>242</td>
<td>30</td>
<td>88</td>
<td>173</td>
<td>23</td>
<td>140</td>
<td>696</td>
</tr>
<tr>
<td>HSCI</td>
<td>28</td>
<td>39</td>
<td>8</td>
<td>7</td>
<td>0</td>
<td>2</td>
<td>84</td>
</tr>
<tr>
<td>LAWS</td>
<td>10</td>
<td>3</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>5</td>
<td>24</td>
</tr>
<tr>
<td>MEDH</td>
<td>28</td>
<td>98</td>
<td>43</td>
<td>19</td>
<td>2</td>
<td>18</td>
<td>208</td>
</tr>
<tr>
<td>SCIE</td>
<td>58</td>
<td>30</td>
<td>21</td>
<td>23</td>
<td>0</td>
<td>16</td>
<td>148</td>
</tr>
<tr>
<td>UADP</td>
<td>7</td>
<td>56</td>
<td>18</td>
<td>3</td>
<td>0</td>
<td>55</td>
<td>139</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>532</strong></td>
<td><strong>335</strong></td>
<td><strong>256</strong></td>
<td><strong>417</strong></td>
<td><strong>38</strong></td>
<td><strong>262</strong></td>
<td><strong>1840</strong></td>
</tr>
<tr>
<td><strong>Ratio</strong></td>
<td><strong>28.2%</strong></td>
<td><strong>14.4%</strong></td>
<td><strong>12.7%</strong></td>
<td><strong>20.2%</strong></td>
<td><strong>1.6%</strong></td>
<td><strong>22.9%</strong></td>
<td><strong>100.0%</strong></td>
</tr>
</tbody>
</table>

### Table 2: Reported incidents by use of similarity detection software (SDS)

<table>
<thead>
<tr>
<th>Faculty</th>
<th>Total Incidents</th>
<th>SDS Used</th>
<th>Incident Ratio</th>
<th>SDS Not Used</th>
<th>Incident Ratio</th>
<th>Invigilated Examination</th>
<th>Incident Ratio</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTS</td>
<td>211</td>
<td>164</td>
<td>77.7%</td>
<td>19</td>
<td>9.0%</td>
<td>28</td>
<td>13.3%</td>
</tr>
<tr>
<td>BUSI</td>
<td>300</td>
<td>160</td>
<td>53.3%</td>
<td>77</td>
<td>25.7%</td>
<td>63</td>
<td>21.0%</td>
</tr>
<tr>
<td>CONS</td>
<td>30</td>
<td>26</td>
<td>86.7%</td>
<td>3</td>
<td>10.0%</td>
<td>1</td>
<td>3.3%</td>
</tr>
<tr>
<td>ENGI</td>
<td>696</td>
<td>637</td>
<td>91.5%</td>
<td>28</td>
<td>4.0%</td>
<td>31</td>
<td>4.5%</td>
</tr>
<tr>
<td>HSCI</td>
<td>84</td>
<td>81</td>
<td>96.4%</td>
<td>1</td>
<td>1.2%</td>
<td>2</td>
<td>2.4%</td>
</tr>
<tr>
<td>LAWS</td>
<td>24</td>
<td>14</td>
<td>58.3%</td>
<td>1</td>
<td>4.2%</td>
<td>9</td>
<td>37.5%</td>
</tr>
<tr>
<td>MEDH</td>
<td>208</td>
<td>199</td>
<td>95.7%</td>
<td>3</td>
<td>1.4%</td>
<td>6</td>
<td>2.9%</td>
</tr>
<tr>
<td>SCIE</td>
<td>148</td>
<td>107</td>
<td>72.3%</td>
<td>15</td>
<td>10.1%</td>
<td>26</td>
<td>17.6%</td>
</tr>
<tr>
<td>UADP</td>
<td>139</td>
<td>136</td>
<td>97.8%</td>
<td>3</td>
<td>2.2%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1840</strong></td>
<td><strong>1524</strong></td>
<td><strong>82.8%</strong></td>
<td><strong>150</strong></td>
<td><strong>8.2%</strong></td>
<td><strong>166</strong></td>
<td><strong>9.0%</strong></td>
</tr>
</tbody>
</table>

---

4 Incident reporting data relative to undergraduate and postgraduate degrees is not provided in this report due to the high number of unresolved cases and the considerable administrative work underway to amend the case records associated with the core first year programming course in the School of Information Technologies in which a number of assessment tasks were withdrawn. This data will be published in the next annual report to be submitted to the Academic Board in March 2019.
Table 3: Incidents reported by level of coursework qualification

<table>
<thead>
<tr>
<th></th>
<th>Total Incidents</th>
<th>Undergraduate</th>
<th>Postgraduate</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Incidents</td>
<td>Incident Ratio</td>
<td>Enrolment Ratio</td>
</tr>
<tr>
<td>ARTS</td>
<td>211</td>
<td>81.0%</td>
<td>77.0%</td>
</tr>
<tr>
<td>BUSI</td>
<td>300</td>
<td>31.3%</td>
<td>40.2%</td>
</tr>
<tr>
<td>CONS</td>
<td>30</td>
<td>90.0%</td>
<td>91.8%</td>
</tr>
<tr>
<td>ENGI</td>
<td>696</td>
<td>81.2%</td>
<td>71.1%</td>
</tr>
<tr>
<td>HSCI</td>
<td>84</td>
<td>67.9%</td>
<td>70.3%</td>
</tr>
<tr>
<td>LAWS</td>
<td>24</td>
<td>12.5%</td>
<td>28.4%</td>
</tr>
<tr>
<td>MEDH</td>
<td>208</td>
<td>53.8%</td>
<td>33.7%</td>
</tr>
<tr>
<td>SCIE</td>
<td>148</td>
<td>95.3%</td>
<td>88.1%</td>
</tr>
<tr>
<td>UADP</td>
<td>139</td>
<td>48.9%</td>
<td>58.2%</td>
</tr>
<tr>
<td>Total</td>
<td>1840</td>
<td>67.3%</td>
<td>62.5%</td>
</tr>
</tbody>
</table>

Table 4: Incidents reported by year of candidature (course block)

<table>
<thead>
<tr>
<th></th>
<th>Total Incidents</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
<th>Year 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTS</td>
<td>211</td>
<td>153</td>
<td>41</td>
<td>13</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>BUSI</td>
<td>300</td>
<td>229</td>
<td>57</td>
<td>12</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>CONS</td>
<td>30</td>
<td>25</td>
<td>2</td>
<td>3</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>ENGI</td>
<td>696</td>
<td>413</td>
<td>187</td>
<td>73</td>
<td>18</td>
<td>5</td>
</tr>
<tr>
<td>HSCI</td>
<td>84</td>
<td>51</td>
<td>23</td>
<td>9</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>LAWS</td>
<td>24</td>
<td>19</td>
<td>5</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>MEDH</td>
<td>208</td>
<td>106</td>
<td>34</td>
<td>58</td>
<td>10</td>
<td>0</td>
</tr>
<tr>
<td>SCIE</td>
<td>148</td>
<td>102</td>
<td>24</td>
<td>18</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>UADP</td>
<td>139</td>
<td>95</td>
<td>32</td>
<td>12</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>1840</td>
<td>1193</td>
<td>405</td>
<td>198</td>
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<td>10</td>
</tr>
<tr>
<td>Ratio</td>
<td>100.0%</td>
<td>64.8%</td>
<td>22.0%</td>
<td>10.8%</td>
<td>1.8%</td>
<td>0.5%</td>
</tr>
</tbody>
</table>
### Table 5: Incidents reported by attendance pattern

<table>
<thead>
<tr>
<th></th>
<th>Total Incidents</th>
<th>Incidents</th>
<th>Full-time Incident Ratio</th>
<th>Enrolment Ratio</th>
<th>Incidents</th>
<th>Part-time Incident Ratio</th>
<th>Enrolment Ratio</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTS</td>
<td>211</td>
<td>197</td>
<td>93.4%</td>
<td>79.7%</td>
<td>14</td>
<td>6.6%</td>
<td>20.3%</td>
</tr>
<tr>
<td>BUSI</td>
<td>300</td>
<td>285</td>
<td>95.0%</td>
<td>85.1%</td>
<td>15</td>
<td>5.0%</td>
<td>14.9%</td>
</tr>
<tr>
<td>CONS</td>
<td>30</td>
<td>30</td>
<td>100.0%</td>
<td>88.4%</td>
<td>0</td>
<td>0.0%</td>
<td>11.6%</td>
</tr>
<tr>
<td>ENGI</td>
<td>696</td>
<td>680</td>
<td>97.7%</td>
<td>86.4%</td>
<td>16</td>
<td>2.3%</td>
<td>13.6%</td>
</tr>
<tr>
<td>HSCI</td>
<td>84</td>
<td>75</td>
<td>89.3%</td>
<td>86.5%</td>
<td>9</td>
<td>10.7%</td>
<td>13.5%</td>
</tr>
<tr>
<td>LAWS</td>
<td>24</td>
<td>18</td>
<td>75.0%</td>
<td>58.0%</td>
<td>6</td>
<td>25.0%</td>
<td>42.0%</td>
</tr>
<tr>
<td>MEDH</td>
<td>208</td>
<td>132</td>
<td>63.5%</td>
<td>59.7%</td>
<td>76</td>
<td>36.5%</td>
<td>40.3%</td>
</tr>
<tr>
<td>SCIE</td>
<td>148</td>
<td>137</td>
<td>92.6%</td>
<td>83.7%</td>
<td>11</td>
<td>7.4%</td>
<td>16.3%</td>
</tr>
<tr>
<td>UADP</td>
<td>139</td>
<td>134</td>
<td>96.4%</td>
<td>87.4%</td>
<td>5</td>
<td>3.6%</td>
<td>12.6%</td>
</tr>
<tr>
<td>Total</td>
<td>1840</td>
<td>1688</td>
<td>91.7%</td>
<td>79.9%</td>
<td>152</td>
<td>8.3%</td>
<td>20.1%</td>
</tr>
</tbody>
</table>

### Table 6: Incidents reported by enrolment type

<table>
<thead>
<tr>
<th></th>
<th>Total Incidents</th>
<th>Incidents</th>
<th>Domestic Incident Ratio</th>
<th>Enrolment Ratio</th>
<th>Incidents</th>
<th>International Incident Ratio</th>
<th>Enrolment Ratio</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTS</td>
<td>211</td>
<td>85</td>
<td>40.3%</td>
<td>72.9%</td>
<td>126</td>
<td>59.7%</td>
<td>27.1%</td>
</tr>
<tr>
<td>BUSI</td>
<td>300</td>
<td>48</td>
<td>16.0%</td>
<td>31.9%</td>
<td>252</td>
<td>84.0%</td>
<td>68.1%</td>
</tr>
<tr>
<td>CONS</td>
<td>30</td>
<td>25</td>
<td>83.3%</td>
<td>91.5%</td>
<td>5</td>
<td>16.7%</td>
<td>8.5%</td>
</tr>
<tr>
<td>ENGI</td>
<td>696</td>
<td>229</td>
<td>32.9%</td>
<td>50.7%</td>
<td>467</td>
<td>67.1%</td>
<td>49.3%</td>
</tr>
<tr>
<td>HSCI</td>
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<td>70</td>
<td>83.3%</td>
<td>81.2%</td>
<td>14</td>
<td>16.7%</td>
<td>18.8%</td>
</tr>
<tr>
<td>LAWS</td>
<td>24</td>
<td>10</td>
<td>41.7%</td>
<td>80.3%</td>
<td>14</td>
<td>58.3%</td>
<td>19.7%</td>
</tr>
<tr>
<td>MEDH</td>
<td>208</td>
<td>110</td>
<td>52.9%</td>
<td>79.1%</td>
<td>98</td>
<td>47.1%</td>
<td>20.9%</td>
</tr>
<tr>
<td>SCIE</td>
<td>148</td>
<td>88</td>
<td>59.5%</td>
<td>80.1%</td>
<td>60</td>
<td>40.5%</td>
<td>19.9%</td>
</tr>
<tr>
<td>UADP</td>
<td>139</td>
<td>37</td>
<td>26.6%</td>
<td>57.7%</td>
<td>102</td>
<td>73.4%</td>
<td>42.3%</td>
</tr>
<tr>
<td>Total</td>
<td>1840</td>
<td>702</td>
<td>38.2%</td>
<td>62.6%</td>
<td>1138</td>
<td>61.8%</td>
<td>37.4%</td>
</tr>
</tbody>
</table>
MEMO

MEMO IN SUPPORT OF PROPOSED OUTBOUND STUDENT MOBILITY POLICY 2018

Purposes

This Memo is aimed at supporting the adoption of the proposed Outbound Mobility Policy 2018 by providing the context for the policy, highlighting key provisions, and outlining the upcoming committee process.

RECOMMENDATION

That the Graduate Studies Committee notes the development of the Outbound Student Mobility Policy.

EXECUTIVE SUMMARY

Outbound student mobility is a key pillar of the University of Sydney’s Strategic Plan 2016-2020. Pursuant to the Strategic Plan, USYD is committed to developing a distinctive educational experience that encourages students to take advantage of mobility experiences as an integral part of their study. Initiative 3 of Strategy 4 of the Strategic Plan issues an ambitious challenge: by 2020, 50% of our students should undertake a mobility experience prior to graduation (the “50:20 target”). The 50:20 Target has been set because the benefits of mobility experiences in terms of learning outcomes and the development of graduate attributes are clear and convincing.

A report published by the International Education Association of Australia (IEAA) titled Outcomes of Learning Abroad Programs (Potts, May 2016) documents the findings of several studies indicating that students who engage in student mobility experiences develop the following competencies as graduates: adaptability, initiative, assertiveness, persistence, problem-solving ability, analytical competencies, cultural competence, ability to manage uncertainty, communication skills and an ability to work with people from different cultural backgrounds. Many of these qualities overlap with the graduate attributes USYD will deliver in its unique transformed undergraduate education, to ensure USYD graduates have the skills, knowledge and values to lead in a rapidly changing world.

The proposed Outbound Student Mobility Policy 2018 is aimed at ensuring that the growth in outbound student mobility over the coming years is appropriately underpinned and supported by University-level policy.

The Outbound Student Mobility Policy will establish key principles and operational requirements around outbound student mobility with application to the following areas:

(a) minimum eligibility requirements;
(b) assessment of applications for exchange mobility;
(c) the application of mobility credit;
(d) the establishment and operation of a mobility credit precedent database;
(e) the establishment and operation of a University of Sydney global travel registry; and
(f) roles and responsibilities in relation to global mobility.

The Proposal for the Policy was signed by Professor Philippa Pattison, Deputy Vice-Chancellor (Education) on 20 March 2018 and was approved for development by Richard Fisher, General Counsel, on 7 May 2018.

The draft Policy has been the subject of extensive consultation. Feedback has been sought and received from across the Faculties and Schools, and well as from Faculty Services and residential colleges.

This updated version of the Policy will now be circulated to the appropriate committees, before being tabled with Academic Board for approval (see timetable at “Next Steps” below).
### KEY PROVISIONS OF DRAFT POLICY

| Clauses 8(1), 8(2) and 8(3) – Eligibility requirements | The draft Policy provides that all USYD students who have a WAM of at least 50 and who are meeting the progression requirements of their course are eligible to undertake exchange mobility or non-exchange mobility for which mobility credit may be awarded. Additional requirements may be imposed by the host institution (see (a) and (b) below).

As outlined above, the benefits of mobility experiences are clearly understood. The 50:20 target is aimed at maximizing these opportunities, while the 50WAM threshold ensures that all students who are successfully progressing in their degree can access these transformational experiences, as part of their University of Sydney education. Note also that in 2019, the University increased its mobility scholarships budget to $2M, to improve access to mobility programs. Research into the field of student mobility confirms that students from across the academic spectrum benefit from undertaking a period of academic-related mobility. The research does not support the proposition that mobility programs are only of benefit to high achieving students.

At present, 24.7% of our students possess a WAM in the range of 50-64 and are deemed successfully progressing, but are not encouraged or supported to participate in outbound mobility. Lowering the eligibility threshold to a 50WAM for students who are successfully progressing will provide access to a further 3,991 students to pursue global opportunities.

The proposal to establish a 50WAM threshold for credit-bearing global mobility has not received broad support as part of the consultation process, although many respondents focussed solely on exchange mobility. Whilst some respondents would support a lowering of the threshold to a WAM of 60 or 55, there are concerns that too low a threshold would allow participation of a new cohort of students who would be better served by remaining at USYD for the duration of their course. This would allow such students to maintain access to the support mechanisms in place at USYD (academic and otherwise).

However, in support of a 50 WAM threshold, it is worth considering:

(a) Many of our top ranked host institutions will impose a higher grade eligibility requirement for exchange mobility, ensuring reputational risk concerns can be eliminated;

(b) Faculty-specific mobility programs (such as the Con, SCA, Law and CEMS-specific exchanges) have host partners who impose higher grade requirements or require specific pre-requisites, consistent with clause 8(c) allowing faculties to appropriately manage reputational risk;

(c) There is significant competition for popular exchange places, meaning that in order to be nominated, USYD students will very often need a higher WAM than the published minimum eligibility criteria (in practice, there will be little risk that USYD would undermine our relationship with top partners who impose higher grade requirements, instead USYD would only nominate students with a 50 WAM to select host institutions who are happy to accept them);

(d) Sydney Global Mobility will curate a stable of exchange partners whose eligibility criteria currently accept students with lower WAMs (this list will include smaller institutions who are well placed to support this student cohort academically);

(e) At present, any student (irrespective of their WAM) can undertake non-exchange mobility, without conditional credit approval, and seek recognition of credit on their return to USYD. Consequently, what benefit is there in imposing a higher than 50WAM requirement in the Policy? |
(f) It is anticipated that lowering the eligibility threshold to 50WAM will see greater participation rates in short-term exchange mobility and non-exchange mobility opportunities during the University break periods, as most short-term programs will accept students with a 50WAM. The new 6-week mid-year break commencing in 2019 will provide a longer gap that better aligns with established summer schools in the Northern Hemisphere, significantly growing the number of program opportunities students can access. Undertaking short-term exchange mobility and non-exchange mobility opportunities in the break periods enables students to gain the benefits of a mobility experience, and helps students stay on track with their degree.

### Clause 8(4) – Citizenship and Dual Nationality

The draft Policy provides that all USYD students will be eligible to undertake global mobility of any type to a country of which they are or have been a citizen or permanent resident, provided that this is permitted by the host institution or organisation.

At present, the default position in some faculties is that students undertaking exchange mobility are prohibited from returning to their country of origin (or country where they are a dual citizen). (Note, that unless otherwise indicated by the host institution, there is no general prohibition for students undertaking non-exchange mobility).

Historically, the prohibition has been aimed at seeking to ensure that students get the maximum benefit of a new international experience. However, at present, the prohibition seems at odds with the Strategic Plan’s push to make mobility programs more accessible, and our increasingly nuanced understanding of the myriad ways in which mobility benefits students.

In support of the current drafting of the Policy, it is worth considering:

(a) Students are able to receive a culturally enriching experience in country where they are (or have been) a citizen or permanent resident. An example of this may be a student from a regional area of country returning to a major city of that country on a mobility experience;

(b) International students have already engaged in a culturally enriching experience by choosing to come to USYD to study;

(c) Such a mobility experience may offer tangible benefits to a student in terms of building networks or engaging in projects useful for graduate employment;

(d) There are concerns that the current prohibition is unfairly aimed at international students (whose nationality is known) but is not consistently applied to Australian students who are dual nationals (whose dual citizenship is not recorded in Sydney Student). Clause 8(4) of the Policy would remove this issue from USYD’s consideration (unless otherwise specified by the host institution or organisation);

(e) To the extent that USYD has concerns about students identifying non-academically rigorous overseas programs as a way of avoiding fees or academically challenging units of study at USYD, this would be better addressed from a credit approvals perspective rather than a country of origin ban.

### Clauses 9 and 10 - Application Requirements

The Policy wording has been refreshed to reflect the same responsibilities outlined in earlier consultation drafts, however, the sequencing has been removed to allow for procedural improvements to be implemented. Degree checks for short-term non-exchange mobility was initially omitted from the draft Policy, assuming students could self-manage that step, and reduce the administrative workload on Faculty Services. However, there was strong feedback from Faculties and Faculty Services seeking its inclusion to provide students with clear advice and remove downstream enrolment issues, so that clause has been added into the Policy.

### Clause 12(8) -

The Policy will prompt the creation and maintenance of a database of conditional credit approval decisions. The precedent database will record all decisions made about mobility credit in the preceding three-year period and unless notified by the relevant
Clause 12(11) - Mobility Credit

The Policy has been amended to formalise sound current practise, that while grades achieved from global mobility will not be included in the calculation of a student’s WAM, units of study undertaken overseas can be counted towards a student’s major or minor.

Clause 13 – Enrolment Requirements

The Draft policy received overwhelming support to allow student enrolment on semester exchange to sit within the range of 18-30 credit points. The Policy will now reflect that the relevant Associate Dean, in consultation with the Director, Compliance and Student Affairs, can permit enrolment variance for exchange mobility. There are student visa enrolment and ESOS implications that need consideration when an international student seeks to vary their exchange enrolment. Accordingly, the Policy confirms that the Director, Compliance and Student Affairs, can provide advice to the relevant Associate Dean on ESOS related requirements for student visa holders and the University’s obligations under the ESOS Framework.

Clause 14 – Withdrawing from or deferring global mobility

Following feedback from consultation, the Policy will now include a statement that if a student who withdraws from global mobility also withdraws from a related University of Sydney unit of study, the USYD academic calendar will apply for the purposes of determining relevant deadlines and time limits, including those relating to fees and grades.

Clause 16 - Student Mobility Travel Register

The Policy will formalise the establishment of a Student Mobility Travel Register. All students undertaking global mobility will be required to record details of their overseas travel on the register prior to their departure. University-wide Audit and Risk measures are currently being explored to ensure USYD is equipped to support the growing numbers of students on mobility experiences and to respond to critical incident matters. The development of the Travel Register, as a source of truth, is the first step in that plan. In time, the establishment of the Travel Register will also reduce the burden on Faculties to maintain and collect student mobility data, as the Travel Register should be able to provide the required reports for the annual mobility audit.

Clause 18 - Roles and responsibilities

The Policy will formalise the key roles and responsibilities in relation to student mobility and contains explicit language around the roles of relevant Associate Deans in relation to decisions around mobility credit, and enrolment requirements for exchange mobility.

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OUTBOUND STUDENT MOBILITY POLICY
2018

The Deputy Vice-Chancellor (Education), as delegate of the Senate of the University of Sydney, adopts the following policy.

Dated: [TBC]

Signature: DRAFT ONLY – NOT FOR SIGNING

Name: Professor Philippa Pattison

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Notes

Amendment history

1 Name of policy

This is the Outbound Student Mobility Policy 2018.

2 Commencement

This policy commences on [date].
3 Policy is binding

Except to the extent that a contrary intention is expressed, this policy binds the University, staff, students and affiliates.

4 Statement of intent

This policy:

(a) states the types of outbound student global mobility offered by the University;
(b) sets out the eligibility requirements for students participating in outbound global mobility;
(c) provides for credit to be granted for successfully completed global mobility;
(d) establishes the Student Mobility Register; and
(e) supports the University’s values of courage and creativity; inclusion and diversity; and openness and engagement.

5 Application

This policy applies to all students participating in outbound global mobility.

6 Definitions

centre has the meaning given in the Centres and Collaborative Networks Policy 2017, which at the date of this policy is:

means an academic grouping or collaborative network established by the University to add value to research or education activities, enhance collaboration and increase knowledge transfer.

conditional credit approval means a decision to award a stated amount of specific or non-specific credit for a particular global mobility study or activity, conditional upon the student successfully completing it.

credit has the meaning given in the Coursework Policy 2014, which at the date of this policy is:

means advanced standing based on previous attainment in another award course at the University or at another institution, or in a non-award course approved by the Academic Board. The advanced standing is expressed as credit points granted towards the award course. Credit may be granted as specific credit or non-specific credit
delegate means an employee, member or committee of Senate or any other person or entity to whom or to which a delegation has been made by Senate

Note: See University of Sydney (Delegations of Authority – Academic Functions) Rule 2016 and University of Sydney (Delegations of Authority – Administrative Functions) Rule 2016.

exchange mobility means overseas study completed under an exchange agreement between the University and another educational institution, as provided in clause 7.

classification

faculty includes, where appropriate, University school.

global mobility means study or other academic activity undertaken overseas consistently with this policy.

mobility credit means specific or non-specific credit awarded to a student after successful completion of global mobility under this policy.

non-exchange mobility means overseas study or other academic activity which is not subject to an exchange agreement between the University and another educational institution, as specified in clause 7.

semester exchange mobility means exchange mobility undertaken for one or two semesters, as provided in clause 7.

short-term exchange mobility means exchange mobility undertaken in breaks between semesters or over a period of less than one semester, as provided in clause 7.

Student Mobility Register means the register established by clause 15.

weighted average mark (WAM) means the average mark obtained by a student for all units of study undertaken, weighted according to credit point value.

7 Types of outbound global mobility

(1) The University provides, and will grant credit for successful completion of, the following kinds of outbound global mobility:

(a) semester exchange mobility;

(b) short-term exchange mobility; and

(c) non-exchange mobility.

(2) Exchange mobility is undertaken at another educational institution with which the University has a formal exchange agreement.

(a) A student undertaking exchange mobility must enrol in exchange units of study at the University, and pay all necessary tuition and other fees to the University.
(b) Semester exchange mobility is undertaken during semester, for a period of one or two semesters.

(c) Short-term exchange mobility is undertaken during breaks between semesters or over a shorter period than a semester.

(3) Non-exchange mobility is undertaken at another educational institution, or through a third-party provider, in the absence of an exchange agreement.

(a) Non-exchange mobility may be taken during or between semesters.

(b) A student undertaking non-exchange mobility does not enrol in exchange units of study at the University.

(c) Types of non-exchange mobility include, but are not limited to:
   (i) fee-paying study abroad;
   (ii) fieldwork;
   (iii) internships;
   (iv) faculty-led offshore programs and competitions;
   (v) University competitions; or
   (vi) study tours.

8 Eligibility

(1) To be eligible to undertake exchange mobility, a student must:

   (a) be enrolled in an award course during the period of the exchange mobility;
   (b) at the time of application:
      (i) have a weighted average mark of at least 50;
      (ii) be meeting the progression requirements of the relevant course resolutions and the Coursework Policy 2014;
      (iii) not be the subject of any current disciplinary proceedings under the University of Sydney (Student Discipline) Rule 2016;
   and

   (c) meet any further requirements imposed by the host institution, including but not limited to requirements about:
      (i) grades;
      (ii) language ability;
      (iii) unit of study pre-requisites;
      (iv) course progression;
      (v) field of study;
      (vi) portfolios of work; or
      (vii) auditions.

(2) To be eligible to undertake non-exchange mobility for which mobility credit may be awarded, a student must:

   (a) at the time of undertaking mobility:
(i) have a weighted average mark of at least 50;
(ii) be meeting the progression requirements of the relevant course resolutions and the Coursework Policy 2014;
(iii) not be the subject of any current disciplinary proceedings under the University of Sydney (Student Discipline) Rule 2016;
and

(b) meet any further requirements imposed by the host institution, including but not limited to requirements about:
(i) grades;
(ii) language ability;
(iii) unit of study pre-requisites;
(iv) course progression;
(v) field of study;
(vi) portfolios of work; or
(vii) auditions.

(3) To be eligible to undertake non-exchange mobility without the award of mobility credit, a student must:

(a) meet the requirements of the host institution or organisation, including but not limited to requirements about:
(i) grades;
(ii) language ability;
(iii) unit of study pre-requisites;
(iv) course progression;
(v) field of study;
(vi) portfolios of work; or
(vii) auditions.

(4) A student is eligible to undertake global mobility of any type to a country of which they are or have been a citizen or permanent resident, provided that this is permitted by the host institution or organisation.

9 Applications for global mobility

(1) For semester exchange mobility and short-term exchange mobility:

(a) all applicants must apply to the Sydney Global Mobility unit in the manner specified in the procedures;

(b) Sydney Global Mobility will check that the applicant meets applicable University and host institution requirements;

(c) Faculty Services will check that the applicant will be able to continue to meet applicable degree progression requirements if they undertake the proposed mobility; and

Note: See the relevant course resolutions and the Coursework Policy 2014.
(d) Sydney Global Mobility will then either:
   (i) nominate the eligible applicant to the host institution consistently with
       the terms of the relevant exchange agreement and inform the
       applicant of this in writing; or
   (ii) inform the student in writing if a place is not allocated.

(2) For non-exchange mobility:
   (a) If the opportunity is managed by Sydney Global Mobility, the student must
       apply to that unit, in the manner specified in the procedures;
   (b) If the opportunity is managed by a faculty or centre, the student must apply
       directly to the faculty or centre;
   (c) If the opportunity is not managed by Sydney Global Mobility, a faculty or a
       centre, the student must apply directly to the host institution or organisation.

10 Applications for conditional credit approval

(1) For semester exchange mobility and short-term exchange mobility:
   (a) A student must lodge an application for conditional credit approval with
       Faculty Services in the manner specified in the procedures.
   (b) Faculty Services will:
       (i) consistently with clause 12, determine whether or not to grant
           conditional credit approval;
       (ii) inform the student of this decision in writing; and
       (iii) if conditional credit approval is granted, enrol the student in the
           relevant exchange units of study.

(2) For non-exchange mobility where the student wishes to obtain mobility
     credit:
   (a) except where subclause 10(2)(c) applies, a student must lodge an
       application for conditional credit approval with Faculty Services in the
       manner specified in the procedures.
   (b) Faculty Services will:
       (i) check that the student will be able to continue to meet applicable
           degree progression requirements if they undertake the proposed
           mobility;
       (ii) consistently with the clause 12, determine whether or not to grant
           conditional credit approval; and
       (iii) inform the student of this decision in writing.
   (c) For non-exchange mobility where a student enrols in a University unit of
       study which involves an overseas component:
       (i) the student must follow the enrolment procedures specified by the
           relevant faculty; and
       (ii) an application for conditional credit approval is not required.
11 Allocating exchange mobility places

(1) Where the number of applicants for exchange mobility exceeds the number of places available under the agreement with the relevant host institution, the Director, Sydney Global Mobility or their nominee will allocate the available places in the manner specified in the procedures, based on:

(a) consultation with the relevant faculty; and

(b) the following criteria:

(i) the number of available places;
(ii) the suitability of the host institution to each applicant’s area of study;
(iii) preferences expressed by the host institution in relation to student areas of study;
(iv) availability of suitable alternative host institutions which could accommodate an applicant’s study plans within the relevant period;
(v) applicants’ academic results; and
(vi) any supporting or other material which has been required as part of the application.

(2) A decision whether or not to nominate a particular applicant to a particular host institution is not an academic decision for the purposes of the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended).

Note: See clause 14 of this policy in relation to appeals and reviews of decisions.

12 Mobility credit

(1) The University is committed to providing credit for study and activities undertaken as part of global mobility, wherever it is appropriate to do so.

(2) A student who obtains a conditional credit approval from Faculty Services before departure and then successfully completes global mobility will be awarded the credit specified in the conditional approval upon return, consistently with the provisions of this clause.

Note: See clause 10.

(3) A student who successfully completes global mobility without having obtained conditional credit approval may apply to Faculty Services for mobility credit, but is not assured of credit being awarded, at all or in any particular manner or quantity.

(4) If a student proposes to make changes to their global mobility after obtaining conditional credit approval, the student must apply again and obtain conditional credit approval for the varied program.

(5) For students undertaking combined degree courses, mobility credit may be awarded towards one or both degrees.

(6) Decisions about mobility credit will be made by the relevant Associate Dean, in consultation with Faculty Services.

Note: See University of Sydney (Delegations of Authority – Academic Functions) Rule 2016 Part 6; Coursework Policy 2014 Part 11.
In making decisions about whether or not to award conditional credit approval, and how much credit to award, the relevant delegate must take the following matters into consideration:

(a) the requirements of applicable course resolutions;
(b) the requirements of any statutory, regulatory or professional body applicable to the relevant award course;
(c) the learning outcomes of the units of study or other activities to be undertaken;
   (i) specific credit may only be awarded where learning outcomes are comparable to a University unit of study;
   (ii) to count towards requirements for a curriculum component such as a major, minor, program or stream, an exchange unit of study must contribute to the prescribed learning outcomes of the relevant component;
   (iii) non-specific credit may be awarded where there is no direct comparability to a University unit of study if the learning outcomes of the exchange unit of study contribute towards the learning outcomes and graduate qualities of the relevant award course;
(d) the academic standards of the study or other activities to be undertaken;
   (i) the academic standard and rigour of the exchange unit of study or activity should be at least consistent with the student’s current level of study;
(e) the volume of learning of the units of study or other activities to be undertaken, as a proportion of the load normally undertaken by a full-time student.
   (i) The procedures may provide for particular calculations to be applied in specified circumstances to determine equivalent study loads.

The Head of Faculty Services will establish and maintain a database of conditional credit approval decisions made under this policy.

(a) The database will record all decisions made about mobility credit in the preceding three year period.

Unless notified by the relevant delegate that a particular decision is not to be taken as a precedent, Faculty Services may decide to award conditional credit approval on the basis of decisions recorded in the database.

As soon as possible after receiving an official transcript or equivalent from the host institution or organisation, a student who has received conditional credit approval must provide a copy of that document to Faculty Services, in the manner specified in the procedures.

(a) Faculty Services will take such steps as they consider necessary to verify or confirm the reported results.

(b) Upon confirmation of results Faculty Services will:
   (i) record the results and award of mobility credit in the student’s academic record; and
   (ii) inform the student in writing of having done so.
(11) Mobility credit awarded to a student, and grades achieved from global mobility, will not be included in the calculation of a student's weighted average mark (WAM).

(12) Grades will be awarded for study undertaken as part of global mobility as follows.

(a) A student who passes an exchange mobility unit of study will receive a grade of Satisfied Requirements (SR).

(b) A student who passes an exchange mobility unit of study which is equivalent to a unit of study they have already completed at the University will receive a grade of Discontinue Not Fail (DC).

(c) A student who fails an exchange mobility unit of study will receive a grade of Failed Requirements (FR).

Note: Details of grades awarded at the University are set out in Schedule 1 to the Coursework Policy 2014.

13 Enrolment requirements

(1) Subject to subclause 13(2), students undertaking semester exchange mobility must maintain full time enrolment:

(a) at the University, of 24 credit points per semester; and

(b) at the host institution, of an equivalent load.

(2) The relevant Associate Dean, in consultation with the Director, Compliance and Student Affairs, may permit a student undertaking semester exchange mobility to enrol:

(a) at the University, with a load of between 18 and 24 credit points; and

(b) at the host institution, with an equivalent load;

if satisfied that:

(c) there are documented compassionate and compelling reasons (which may include advice from a host institution) that make a 24 point credit load inadvisable; or

(d) the student requires fewer than 24 credit points to complete their award course.

(3) Subject to clause 13(4), the relevant Associate Dean, in consultation with the Director, Compliance and Student Affairs, may permit a student undertaking semester exchange mobility to enrol:

(a) at the University with a load of between 24 and 30 credit points; and

(b) at the host institution, with an equivalent load;

if satisfied that:

(c) the student is capable of successfully undertaking the additional study load.

(4) Unless approved by the relevant Associate Dean, in consultation with the Director, Compliance and Student Affairs, a student undertaking semester exchange mobility is not permitted to enrol in University units of study in excess of the credit points necessary to complete their award course.
14 Withdrawing from or deferring global mobility

(1) A student who has received an offer of exchange mobility for a particular semester or study period may not defer that offer for a later time. The student must withdraw, and reapply at a later time.

(2) A student who wishes to withdraw from exchange mobility must provide written notice to Sydney Global Mobility as soon as possible;
   (a) Sydney Global Mobility must inform the host institution upon receiving such notice.

(3) A student who has commenced study at a host institution and who wishes to withdraw from exchange mobility must also provide written notice to the relevant host institution.

(4) A student who wishes to withdraw from non-exchange mobility must provide written notice as soon as possible:
   (a) to Sydney Global Mobility if the opportunity is managed by Sydney Global Mobility;
   (b) to the relevant faculty or centre, if the opportunity is managed by a faculty or centre; or
   (c) to the relevant host institution or organisation, if the opportunity is not managed by Sydney Global Mobility, a faculty or centre.

(5) If a student who withdraws from global mobility also withdraws from a related University of Sydney unit of study, the University academic calendar will apply for the purposes of determining relevant deadlines and time limits, including those relating to fees and grades.

15 Review of decisions

(1) Academic decisions in relation to global mobility may be appealed under the University of Sydney (Student Appeals against Academic Decisions) Rule 2016.

(2) Applications for review of other decisions may be made to the Deputy Vice-Chancellor (Education), in the manner specified in the procedures.

16 Student Mobility Register

(1) The Director, Sydney Global Mobility will establish and maintain a register of all students undertaking global mobility.

(2) In relation to each such student, the register must record at least:
   (a) the name of the student;
   (b) the name of the host institution, conference or event;
   (c) dates of the student's travel;
   (d) the destination city and country;
   (e) contact details for the student while overseas;
   (f) contact details for the student's next of kin;
(g) contact details for a responsible person at the host institution or organisation, conference or event.

(3) All students undertaking global mobility must provide the information specified in subclause 16(2) to Sydney Global Mobility, in the manner prescribed in the procedures, before their departure.

Note: See the Privacy Policy 2017

17 Reporting

(1) The Director, Sydney Global Mobility will prepare an annual report on outbound student global mobility addressing:

(a) the number and types of global mobility activities undertaken;

(b) information on participation:
   (i) by level of course (undergraduate coursework; postgraduate coursework; higher degree by research) and
   (ii) by faculty;

(c) the destinations of participants; and

(d) an analysis of the performance of the University's outbound student global mobility program.

(2) The annual report must be provided to each of:

(a) the Deputy Vice-Chancellor (Education);

(b) the Vice-Principal (External Relations);

(c) Executive Deans;

(d) Deans; and

(e) Head of School and Deans of University Schools.

(3) The Deputy Vice-Chancellor (Education) must consider the annual report and provide it, with recommendations as appropriate, to:

(a) the Academic Board; and

(b) the University Executive Education Committee.

18 Roles and responsibilities

(1) Sydney Global Mobility is responsible for:

(a) publicising to students opportunities for global mobility;

(b) receiving and processing applications for exchange mobility and some applications for non-exchange mobility;

(c) confirming with Faculty Services applicants' eligibility for exchange mobility;

(d) allocating places for exchange mobility under the terms of the University's inter-institutional exchange agreements;

(e) nominating students for exchange mobility to host institutions, under the terms of the University's inter-institutional exchange agreements;
(f) maintaining the Student Mobility Register; and

(g) providing annual reports as specified in clause 16.

(2) **Faculty Services** is responsible for:

(a) checking that applicants will be able to continue to meet applicable degree progression requirements if they undertake proposed mobility;

(b) receiving and processing applications for conditional credit approval;

(c) establishing and maintaining a database of decisions about conditional credit approval;

(d) implementing decisions to award conditional credit approval;

(e) informing students of the outcome of applications for conditional credit approval;

(f) enrolling students in exchange units of study;

(g) verifying students’ results after global mobility; and

(h) recording students’ results and any credit awarded after global mobility.

(3) **Relevant faculties or centres** are responsible for:

(a) receiving and processing applications for non-exchange mobility managed by them; and

(b) consulting with and providing academic advice to students in relation to global mobility.

(4) **The relevant Associate Dean** is responsible for:

(a) making decisions about the award of mobility credit;

(b) providing information about such decisions to Faculty Services for entry into the conditional credit approval decision database;

(c) informing Faculty Services of any decision about conditional credit approval which is not be used as a precedent for further decision making; and

(d) determining, in consultation with the Director, Compliance and Student Affairs, whether to permit a student undertaking semester exchange to enrol with a reduced or increased study load.

(5) **The Director, Compliance and Student Affairs** is responsible for determining, in consultation with the relevant Associate Dean, whether to permit a student undertaking semester exchange to enrol with a reduced or increased study load.

(6) **The Deputy Vice-Chancellor (Education)** is responsible for considering annual reports from the Director, Sydney Global Mobility and providing them to University governance bodies as specified in clause 17.

(7) **Students** are responsible for:

(a) lodging applications for global mobility and providing all necessary associated information;

(b) complying with:

(i) the [Code of Conduct for Students];

(ii) the codes of conduct and other requirements of the host institution or organisation;
(iii) the laws and regulations of countries visited during global mobility, including but not limited to visa requirements;

(c) paying all required fees and participation costs for their global mobility;

(d) informing Sydney Global Mobility, and if required Faculty Services, of any changes to their proposed global mobility;

(e) meeting the requirements of their award course resolutions;

(f) attending any required pre-departure or orientation sessions associated with their global mobility;

(g) registering the required information with the Student Mobility Register;

(h) complying with advice provided by Faculty Services in relation to conditional credit approval; and

(i) informing Faculty Services of the results of their global mobility study or activity.

NOTES

Outbound Student Mobility Policy 2018

Date adopted: [This is the date on which the policy is formally signed]

Date commenced: [This is the date on which the policy will commence, suggest at least two weeks from date of adoption/approval]

Administrator: Director, Sydney Global Mobility

Review date: [This date must be no more than 5 years from the date of commencement.]

Related documents:

University of Sydney (Coursework) Rule 2014

University of Sydney (Delegations of Authority – Academic Functions) Rule 2016

University of Sydney (Delegations of Authority – Administrative Functions Rule 2016

University of Sydney (Student Appeals against Academic Decisions) Rule 2006

University of Sydney (Student Discipline) Rule 2016

Coursework Policy 2014

Learning and Teaching Policy 2015
Privacy Policy 2017
Recordkeeping Policy 2017
Resolution of Complaints Policy 2015
Student Complaints Procedures 2015

**AMENDMENT HISTORY**

<table>
<thead>
<tr>
<th>Provision</th>
<th>Amendment</th>
<th>Commencing</th>
</tr>
</thead>
</table>

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11 September 2018

Outbound Student Mobility Policy 2018
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<table>
<thead>
<tr>
<th>Author</th>
<th>Christine Lacey, Curriculum Team Leader, Faculty of Engineering and Information Technologies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reviewer/Approver</td>
<td>David Lowe, Associate Dean (Education), Faculty of Engineering and Information Technologies</td>
</tr>
<tr>
<td>Paper title</td>
<td>Amendment to IELTS requirement for Master of Professional Engineering (Accelerated)</td>
</tr>
<tr>
<td>Purpose</td>
<td>To amend the IELTS requirement for the Master of Professional Engineering (Accelerated)</td>
</tr>
</tbody>
</table>

**RECOMMENDATION**

That the Admissions Subcommittee recommend that the Academic Board approve:

a) The proposal from the Faculty of Engineering and Information Technologies to amend the IELTS requirement for the Master of Professional Engineering (Accelerated)

**EXECUTIVE SUMMARY**

The new course proposal for the Master of Professional Engineering (Accelerated) incorrectly stated that the required IELTS would be 7.0 overall with minimum of 6.5 in each band.

The required IELTS for entry to the Master of Professional Engineering (Accelerated) should match that for entry to the standard MPE, which is 7.0 overall with minimum of 6.0 in each band.

**ATTACHMENTS**

Attachment 1: Minor Course Amendment proposal Master of Professional Engineering (Accelerated)
Minor Course Amendment Proposal

Faculty: Faculty of Engineering and Information Technologies

Contact person: Christine Lacey x40678

1. Name of award course
   Master of Professional Engineering (Accelerated)

2. Purpose of proposal
   The purpose of the proposal is to correct an error in the recently approved new course proposal for the Master of Professional Engineering (Accelerated) regarding the IELTS requirement.

3. Details of amendment
   The required IELTS for entry to the Master of Professional Engineering (Accelerated) should match that for entry to the standard MPE, which is 7.0 overall with minimum of 6.0 in each band.

   The proposal incorrectly stated that the required IELTS would be 7.0 overall with minimum of 6.5 in each band.

   It is proposed to amend the MPE(Accel) IELTS requirement to 7.0 overall with minimum of 6.0 in each band.

4. Transitional arrangements
   Nil.

5. Other relevant information
   Nil

6. Signature of Dean
   [Signature]
   2/8/18
Author | Sally Hilton  
| Committee Officer  

Reviewer/Approver | Associate Professor Patrick Kelly  
| Acting Chair  

Paper title | Proposal from the Faculty of Health Sciences to amend the Course Resolution and teaching dates for the Master of Speech Language Pathology  

Purpose | That the Graduate Studies Committee note the proposal from the Faculty of Health Sciences to amend the admission requirements set out in the Course Resolution for the Master of Speech Language Pathology  

RECOMMENDATION

That the Graduate Studies Committee note the proposal from the Faculty of Health Sciences to amend the Course Resolution and teaching dates for the Master of Speech Language Pathology, as endorsed by the Committee via circulation out of session.

ATTACHMENTS

1. Minor course amendment proposal – Master of Speech Language Pathology  
2. Assumed knowledge set out for Year 1 units of study  
3. Assumed Knowledge information form for prospective students
Non-Confidential

<table>
<thead>
<tr>
<th>Author</th>
<th>Clare Higgins, Curriculum and Information Manager</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reviewer/Approver</td>
<td>Prof Sue McAllister, Deputy Dean Strategy, Faculty of Health Sciences</td>
</tr>
<tr>
<td>Paper title</td>
<td>Proposal to amend the Course Resolution and teaching dates for the Master of Speech Language Pathology</td>
</tr>
<tr>
<td>Purpose</td>
<td>The purpose of this submission is to seek approval for an amendment to the admission requirements set out in the Course Resolution for the Master of Speech Language Pathology.</td>
</tr>
</tbody>
</table>

RECOMMENDATION

That the Graduate Studies Committee recommend that the Academic Board:
(1) approve the proposal from the Faculty of Health Sciences to amend the Master of Speech Language Pathology; and
(2) approve the amendment of course resolutions and unit of study tables arising from this proposal, with effect from 1 January 2019.

EXECUTIVE SUMMARY

Following an amendment to the admission requirements for the Master of Speech Language Pathology in 2017, the Faculty of Health Sciences has become aware of a number of issues relating to the application of the prerequisites and pathways to entry to the Master of Speech Language Pathology. In order to resolve these issues, and to better align current practice with the Higher Education Standards Framework, the Faculty is seeking approval to amend the admission requirements for the course; to specify assumed knowledge, rather than pre-requisite knowledge for admission.

In addition, the Faculty will seek an amendment to the teaching dates for Year 1 Semester 1 to commence two weeks early, on Monday 11th February 2019. This additional time will enable the Discipline of Speech Pathology to augment its existing orientation and transition to study program provided to Master of Speech Language Pathology students, and will facilitate early opportunities for assessment of students level of preparedness, for early formative feedback, and to support all students with appropriate resources for revision and further academic support in line with the Higher Education Standards Framework. The amendment of the teaching dates for the Master of Speech Language Pathology will be the subject of a separate proposal to the Academic Board.

To this end, the Faculty has commenced the process of transforming its bridging courses into fully online modules, which will be made available to all students admitted to the course as a resource to revise and self-assess assumed knowledge prior to commencing the course, and to support learning throughout their candidature.

BACKGROUND / CONTEXT

The Master of Speech Language Pathology, since 2005 has required pre-existing knowledge in Linguistics and Phonetics for admission to the course. In practice, however, the majority of students have elected to complete a Summer School unit of study offered by the Faculty of Health Sciences in order to meet foundational knowledge requirements as part of a conditional offer of admission. In 2017, Academic Board approved the inclusion of two further prerequisites for admission to course; anatomy and neurology of the speech systems. In line with historical practice, the Faculty developed additional bridging course modules to provide students with a pathway to attain these new prerequisites, which were offered during January and February for students commencing in Semester 1, 2018.
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Subsequent to the approval of the revised admission requirements in 2017, the Faculty of Health Sciences became aware of a number of issues relating to the application of the prerequisites and pathways to entry to the Master of Speech Language Pathology. Under the Higher Education Standards Framework, all students must have equivalent opportunities for successful transition into and progression through their course of study, irrespective of their educational background or entry pathway. At present, only students who have not provided documentary evidence of having completed pre-requisite units of study are invited to complete bridging courses in anatomy and neurology. In 2018, approximately 75% of students admitted to the course completed the Summer School unit of study, the bridging course, or both prior to commencing the course. The Faculty perceives that better alignment with the Higher Education Standards Framework may be achieved if all students, irrespective of their educational background, are provided with opportunities and resources to support their transition into the course of study.

The University's International Compliance and Reporting team have also raised concerns relating to ESOS compliance, in light of the Faculty's long standing practice of offering non-award units of study or bridging courses to students as a condition of entry to the Master of Speech Language Pathology. As a result, the Faculty will no longer be able to offer non-award units of study or bridging courses as a condition of admission to the course in the future.

In order to ensure the Faculty is meeting compliance obligations, whilst continuing to fulfil our responsibility under the Higher Education Standards Framework to ensure that admitted students have the academic preparation needed to participate in the degree, the Faculty is seeking approval to amend the admission requirements for the course; to specify assumed knowledge, rather than pre-requisite knowledge for eligibility for admission (Attachment 1).

In addition, the Faculty will seek an amendment to the teaching dates for Year 1 Semester 1 to commence two weeks early, on Monday 11th February 2019. This additional time will enable the Discipline of Speech Pathology to augment its existing orientation and transition to study program provided to Master of Speech Language Pathology students, and will facilitate early opportunities for diagnostic assessment of students to determine each student’s level of preparedness and to provide early formative feedback to all students and additional, targeted academic support for students identified as needing additional learning opportunities in the diagnostic assessment. The amendment to the teaching dates for the Master of Speech Language Pathology will be the subject of a separate proposal to the Academic Board.

To this end, the Faculty has commenced the process of transforming its bridging courses into fully online modules, which will be made available to all students admitted to the course as a resource to revise and self-assess assumed knowledge prior to commencing the course, and to support learning throughout their candidature.

ISSUES

Ensuring prospective students understand the specific assumed knowledge requirements, and that all students admitted to the course may have a reasonable prospect of success

Detailed information setting out pre-existing knowledge requirements for the Master of Speech Language Pathology, including examples of domestic and international units of study deemed acceptable to achieve an appropriate standard of knowledge, is currently provided to prospective students on Sydney Courses. This information will be updated to reflect ‘assumed knowledge’ requirements for 2019 (Attachment 2). Relevant units of study in Year 1 of the Master of Speech Language already specify the assumed knowledge requirements (Attachment 3).

Although it will be the responsibility of prospective students to make an informed decision to apply for the Master of Speech Language Pathology only if they have a suitable background and meet the assumed knowledge requirements indicated, the Faculty of Health Sciences is cognisant that there are likely to be differences in the depth or recency of assumed knowledge between individual students. As such, the Faculty is in the process of transforming the Bridging Course and Summer School content, currently prescribed for students who do not meet pre-existing knowledge requirements, into a series of self-study online modules. The Faculty will provide all commencing Master of Speech Language Pathology students access to these online modules, and will strongly encourage students to revise assumed knowledge prior to commencing the
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Course in February. These modules will be available to all commencing students from late in 2018, and students will have ongoing access to these resources throughout their candidature.

The earlier commencement date for Semester 1 will also provide early opportunities for assessment of level of assumed knowledge (for example, using diagnostic assessments such as formative quizzes), and time for students to continue to revise, consolidate and apply this knowledge, a strategy which is well aligned with the Higher Education Standards Framework. In this way, the Faculty will seek to ensure that all students commence the early stages of the course with an appropriate and commensurate standard of background knowledge, regardless of when and where they may have first undertaken study in linguistics, phonetics, functional anatomy and functional neurology of the speech system.

Semester start dates and international student visas

The Faculty proposes that the Academic Board approve an earlier start date for Semester 1 of the Master of Speech Language Pathology.

In early consultation regarding the proposed change to semester start dates, a concern has been raised as to whether the Faculty could guarantee that international students will be able to finalise visa arrangements in time for the start of teaching.

The Admissions team have confirmed that the amended start date for the course will be included on the electronic confirmation of enrolment (eCoe) issued to international students.

Further than this, the Faculty of Health Sciences is not in a position to assure that students will be issued a visa to arrive at the earlier Semester start date. The Department of Home Affairs considers each visa application on a case-by-case basis and there are many factors that may influence the length or outcome of this process. However, the Faculty will seek to open applications to the Master of Speech Language Pathology and make offers for the 2019 intake as early as practicable, to facilitate sufficient time for a typical visa application process wherever possible. To this end, the Faculty is seeking to expedite a resolution for this proposal, if possible.

IMPLEMENTATION

If approved, changes to admission requirements and teaching dates will be updated in all Student Recruitment and Marketing materials, including Sydney Courses, with immediate effect. Note, this change will make admission to the course easier for all applicants.

A briefing note will be circulated to key stakeholders in central portfolios, including Global Student Recruitment, Marketing and Communications, Admissions, International Compliance and Reporting. International agents will also be informed of the changes to admission requirements.

Expectations with respect to assumed knowledge and the change to teaching start date for course will be clearly outlined for students in offer letters and on Sydney Courses.

ATTACHMENTS

Attachment 1 – Minor course amendment proposal – Master of Speech Language Pathology
Attachment 2 – Assumed knowledge set out for Year 1 units of study
Attachment 3 – Assumed Knowledge information form for prospective students
Minor Course Amendment Proposal

Faculty: Faculty of Health Sciences

Contact person: A/Prof Alison Purcell

1. Name of award course
   Master of Speech Language Pathology

2. Purpose of proposal
   To seek an amendment to Course Resolutions for the Master of Speech Language Pathology, relating to admission requirements for the course.

3. Details of amendment
   MASTER OF SPEECH LANGUAGE PATHOLOGY – MASPLAPA1000

Course rules

Master of Speech Language Pathology
Graduate Diploma in Communication Disorders

These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2014 (the 'Coursework Rule'), the Coursework Policy 2014, the Resolutions of the School, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended), the Academic Honesty in Coursework Policy 2015 and the Academic Honesty Procedures 2016. Up to date versions of all such documents are available from the Policy Register: http://sydney.edu.au/policies.

Course resolutions

1 Course codes

<table>
<thead>
<tr>
<th>Code</th>
<th>Course title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MASPLAPA-01</td>
<td>Master of Speech Language Pathology</td>
</tr>
<tr>
<td>GNCOMMDI-01</td>
<td>Graduate Diploma in Communication Disorders</td>
</tr>
</tbody>
</table>

2 Attendance pattern
The attendance pattern for this course is full time or part time, according to candidate choice.

3 Master's type
The master's degree in these resolutions is a professional master's course, as defined by the Coursework Rule.

4 Admission to candidature

(1) Available places in the Master of Speech Language Pathology will be offered to qualified applicants based on academic merit. Admission to the Graduate Diploma in Communications Disorders is only by transfer from the Master of Speech Language Pathology.

(2) Admission to candidature for the Master of Speech Language Pathology requires:
(a) A minimum of a bachelor's degree from an Australian institution or equivalent; and  
(b) Prerequisite Assumed knowledge in the following areas:  
   (i) Phonetics (applicants who do not have prior studies in phonetics including phonetic transcription must complete prescribed units prior to commencement of the degree).  
   (ii) Linguistics (applicants who do not have prior studies in linguistics must complete prescribed units prior to commencement of the degree).  
   (iii) Anatomy of the Speech System (applicants who do not have prior studies in anatomy of the speech system including head, neck, hearing and respiratory systems must complete prescribed units prior to commencement of the degree).  
   (iv) Neurology of the Speech System (applicants who do not have prior studies in neurology of the speech system including the nervous system and motor control of the speech system must complete prescribed units prior to commencement of the degree).

5 Requirements for award

(1) The units of study that may be taken for this course are set out in the Faculty of Health Sciences Table of units of study for the Master of Speech Language Pathology.

(2) To qualify for the award of the Master of Speech Language Pathology a candidate must complete 96 credit points of core units of study.

(3) To qualify for the award of the Graduate Diploma in Communication Disorders a candidate must complete 48 credit points of core units of study prescribed for the Master of Speech Language Pathology.

6 Course transfer

A candidate for the master's degree may elect to discontinue study and graduate with the graduate diploma, with the approval of the Dean, and provided the requirements of the graduate diploma have been met.

7 Transitional provisions

(1) These resolutions apply to students who commenced their candidature after 1 January, 2018 2019 and students who commenced their candidature prior to 1 January, 2018 who elect to proceed under these resolutions.

(2) Candidates who commenced prior to 1 January, 2018 2019 may complete the requirements in accordance with the resolutions in force at the time of their commencement, provided that requirements are completed by 1 January, 20252026. The Faculty may specify a later date for completion or specify alternative requirements for completion of candidatures that extend beyond this time.

4. Transitional arrangements

This amendment is to come into effect from 1 January, 2019. However, all applicants for 2019 admission will be assessed based on the revised admission requirements.

5. Other relevant information

6. Signature of Dean
**Course Tables for the Master of Speech Language Pathology**

Please note, assumed knowledge indicated for Year 1 units of study in the Master of Speech Language Pathology are highlighted in yellow below.

**MASTER OF SPEECH LANGUAGE PATHOLOGY – MASPLAPA1000**

**Master of Speech Language Pathology**

<table>
<thead>
<tr>
<th>Unit of study</th>
<th>Credit points</th>
<th>A: Assumed knowledge</th>
<th>P: Prerequisites</th>
<th>C: Corequisites</th>
<th>N: Prohibition</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course MASPLAPA-01</td>
<td>Credit points for award: 96</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>On-campus: full-time, 4 semesters; part-time, 8 semesters</td>
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<td></td>
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</tbody>
</table>

**Full-time mode**

**Year 1 (first offered 2018)**

**Semester 1**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit points</th>
<th>A: Assumed knowledge</th>
<th>P: Prerequisites</th>
<th>C: Corequisites</th>
<th>N: Prohibition</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSCD5060 Language 1: Developmental Disorder</td>
<td>6</td>
<td>An understanding of basic linguistics including traditional grammatical analysis. Summer School Linguistics and Phonetics, or their equivalents.</td>
<td></td>
<td></td>
<td></td>
<td>Semester 1</td>
</tr>
</tbody>
</table>

*This unit is a prerequisite for CSCD5067 Clinical Practice 2, CSCD5064 Language 2: Literacy and Language and CSCD50XX Functional Communication in Disability*

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit points</th>
<th>A: Assumed knowledge</th>
<th>P: Prerequisites</th>
<th>C: Corequisites</th>
<th>N: Prohibition</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSCD5061 Speech 1: Phonological Impairment</td>
<td>6</td>
<td>Phonemic transcription of Australian English; and, normal head and neck anatomy</td>
<td></td>
<td>N CSCD5020</td>
<td></td>
<td>Semester 1</td>
</tr>
</tbody>
</table>

*This unit is a prerequisite for CSCD5067 Clinical Practice 2*

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit points</th>
<th>A: Assumed knowledge</th>
<th>P: Prerequisites</th>
<th>C: Corequisites</th>
<th>N: Prohibition</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSCD5062 Voice and Resonance Impairment</td>
<td>6</td>
<td>Normal head and neck anatomy, and neurology of the speech system including the nervous system and motor control</td>
<td></td>
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<td></td>
<td>Semester 1</td>
</tr>
</tbody>
</table>

*This unit is a prerequisite for CSCD5067 Clinical Practice 2*

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit points</th>
<th>A: Assumed knowledge</th>
<th>P: Prerequisites</th>
<th>C: Corequisites</th>
<th>N: Prohibition</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSCD5063 Clinical Practice 1</td>
<td>6</td>
<td>Demonstrated ability in analysing English grammar and transcription of Australian English (linguistics and phonology). Knowledge of the anatomy, physiology and physics of speech including knowledge of the anatomy of the head and neck and fundamental concepts of nervous system structure and function</td>
<td></td>
<td>C CSCD5060 and CSCD5061</td>
<td></td>
<td>Semester 1</td>
</tr>
</tbody>
</table>

*This unit is a prerequisite for CSCD5067 Clinical Practice 2. Students must hold a current CPR certificate and clinical compliance requirements before they can attending their school assessments. Students must have commenced all of the relevant pre-placement clinical compliance requirements prior to commencing this unit. See the Speech Pathology Clinical Education section of the Faculty Handbook. Students must advise the Course Director before commencing this unit, if they are a prohibited person under the NSW Child Protection (Working with Children) Act 2012.*
### Semester 2

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Course Title</th>
<th>Credit Points</th>
<th>Prerequisites</th>
<th>Semester 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSCD5064</td>
<td>Language 2: Literacy and Language</td>
<td>6</td>
<td>P CSCD5060</td>
<td>2</td>
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<td></td>
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<td></td>
<td>This unit is a prerequisite for CSCD50XX Language 3 - Aphasia and Cognitive Impairment</td>
<td></td>
</tr>
<tr>
<td>CSCD5065</td>
<td>Speech 2: Stuttering and Motor Speech</td>
<td>6</td>
<td>A Anatomy and neurology of the speech system including head, neck, nervous system and speech motor control</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>P CSCD5061</td>
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<tr>
<td></td>
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<td></td>
<td>This unit is a pre-requisite for CSCD50XX Clinic Practice 3</td>
<td></td>
</tr>
<tr>
<td>CSCD5066</td>
<td>Feeding and Swallowing Across the Lifespan</td>
<td>6</td>
<td>A Anatomy and neurology of the speech system including head, neck, nervous system and speech motor control</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>This unit is a pre-requisite for CSCD50XX Clinic Practice 3</td>
<td></td>
</tr>
<tr>
<td>CSCD5067</td>
<td>Clinical Practice 2</td>
<td>6</td>
<td>A Demonstrated ability in analysing English grammar and transcription of Australian English (linguistics and phonology). Knowledge of the anatomy, physiology and physics of speech including knowledge of the anatomy of the head and neck and fundamental concepts of nervous system structure and function. P CSCD5060, CSCD5061, CSCD5062, CSCD5063 C CSCD5065, CSCD5064, CSCD5066</td>
<td>Intensive December</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>This unit is a perquisite for CSCD50XX Clinic Practice 3 Students must hold the following prior to enrolling in this unit of study. 1. A current CPR certificate 2. A current certificate following a National Police Check 3. Be fully verified by NSW Health compliance checking and produce supporting documentation as required on placement as per <a href="http://sydney.edu.au/current_students/enrolment/course_check.shtml">http://sydney.edu.au/current_students/enrolment/course_check.shtml</a> 4. Comply with the current Working with Children requirements Student attendance at clinic orientation prior to the placement commencing is also compulsory. See the Speech Pathology Clinical Education section of the Faculty Handbook. Students must advise the Course Director, before commencing this unit, if they are a prohibited person under the NSW Child Protection (Working with Children) Act 2012.</td>
<td>Semester 1</td>
</tr>
</tbody>
</table>

**SEMESTER 2 TOTAL: 24 CREDIT POINTS**
Master of Speech Language Pathology

Assumed Knowledge

Faculty of Health Sciences
Master of Speech Language Pathology

Assumed knowledge - 2019

This document sets out in detail assumed knowledge for the Master of Speech Language Pathology.

Linguistics – knowledge and practical skills required

Morphology, word structure

- Grammar 1 – traditional framework for grammar analysis; clause level analysis; phrase level analysis; word level analysis; complex clauses;
- Demonstrate competence in analysis of syntax (grammar transcription);
- Identify and differentiate component levels of oral and written language such as form (phonology/orthography), meaning (semantics), and structure (morphology/syntax);
- Identify and differentiate semantics and pragmatics – lexical/sense relations; language in context; conversational implicature including Grices’s Maxims; and Speech Act theory;
- Explain the reasons why there is more to communication than simply describing component parts (e.g., pragmatics);
- Describe and compare theories and models of key linguistic processes such as spoken word recognition and semantic representation;
- Understand Language acquisition – competing theories of language acquisition; stages of language development in children;
- Explain psycholinguistics including language processing, and language and computers;
- Explain sociolinguistics – interactional sociolinguistics; language and social dimensions; language policy and planning; language change;
- Interpret and apply scientific information on linguistics necessary for speech pathology (e.g., regarding bilingualism).

Phonetics – knowledge and practical skills required

Competence in real-time broad (phonemic) transcription of adult and child English (formally assessed in-class) using the International Phonetics Alphabet. Using appropriate diacritics for clinical evaluation. In addition, study of the theoretical concepts of allophones, distinctive feature analysis, diacritics, stress, accent, suprasegmental aspects of speech, and the acoustic features of vowels and consonants.

Important: You will be offered a challenge exam in broad phonemic transcription in the early stages of the course, and additional revision will be provided to support students until they are able to meet the required level of skill.

It is assumed that students will be able to:

- Transcribe phonemically English Phonemes including, consonants, stressed vowels, unstressed vowels and diphthongs;
- Apply morpho-phonemic and phonotactics rules;
- Describe, apply, interpret and integrate scientific information on phonetics and phonology to speech pathology contexts;
- Explain the importance of reliability measures and be able to evaluate their own phonemic transcription reliability;
- Map vowels and diphthongs onto an acoustic-articulatory map from knowledge of the values of the first two formants. Interpret this information when provided with a complete map;

1 Must be individually and formally assessed
• Compare the vowels of various dialects of English (including Australian English) by using an acoustic-articulatory map and interpreting the map in acoustic and articulatory terms;
• Choose an appropriate sampling rate when digitally recording speech signals for analysis in clinical and research settings;
• Describe the suprasegmentals of speech
• Understand acoustic analysis of vowels, and formants
• Identify individual phonemes in a spectrograph of connected speech and relate the findings of spectrographic analysis to articulatory function using the Source-Filter model of speech production;

**Functional Anatomy of the Speech System**

Study of functional anatomy of the head and neck including those necessary for speech, swallowing, respiration and hearing. It is essential that the following areas of the human body have been studied - bones of the head, auditory system, neck, and torso as well as the joints, muscles and nerves of the brain, head, face, larynx, pharynx, and respiratory systems.

It is assumed that students will be able to:
• Identify the bones of the head, neck and torso and describe the normal and abnormal development of the skull, ears, face, lips, tongue, palate and nose;
• Describe the structure of the three types of joints, their movement and factors influencing mobility and stability at joints including the structure and movements of the temporomandibular joint and its role in speech and swallowing;
• Identify and describe the actions and functions of the muscles of facial expression, oral cavity, palates, and pharynx and understand their role in speech and swallowing;
• Identify and describe the actions and functions of the muscles of the larynx and understand their role in production of voice and speech and in swallowing;
• Describe the physiology of the respiratory and laryngeal systems, and understand their role in speech and swallowing.

**Functional Neurology of the Speech System**

Study of the functional anatomy and physiology of neural structures as well as fundamental concepts of nervous system function necessary for speech, language, hearing, and swallowing.

It is assumed that students will be able to:
• Identify and describe the anatomy and structures of the brain and spinal cord;
• Identify and describe the cranial nerves which supply the articulatory and phonatory structures;
• Describe the anatomy and physiology of the auditory system and explaining the pathway by which sound information is processed;
• Explain the basic concepts of sensory and motor control of the speech system
Examples of units that will provide assumed knowledge appropriate for the Master of Speech Language Pathology

International Linguistic and Phonetic units

<table>
<thead>
<tr>
<th>UNIVERSITY</th>
<th>UNITS OF STUDY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alberta, The University of, Canada</td>
<td>LING101 Introduction to Linguistic Analysis and LING102 Introduction to Linguistics II and LING205 Phonetics</td>
</tr>
<tr>
<td>Calgary University, Canada</td>
<td>LING201 Introduction to Linguistics I</td>
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<tr>
<td>British Columbia, The University of, Canada</td>
<td>LING201-921 Linguistics Theory and Analysis I and LING201 Linguistics Theory and Analysis II and LING313 Introduction to Linguistic Phonetics and Speech Science</td>
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<tr>
<td>Brock University, Ontario, Canada</td>
<td>LING1F94 Introduction to General Linguistics and LING2F50 Phonetics</td>
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<tr>
<td>New York University</td>
<td>CSCD-UE 1043 Science of Language and CSCD-UE.0061.01 Phonetics and Phonemics and LING-UA11 Sound and Language</td>
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<tr>
<td>McGill University, Canada</td>
<td>LING201 Introduction to Linguistics and LING330 Phonetics and LING530 Acoustic Phonetics</td>
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<tr>
<td>Ottawa University, Canada</td>
<td>LING130C Introduction to Linguistics I and LING1320 Introduction to Linguistics II</td>
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<tr>
<td>Queens, Canada</td>
<td>LING100A Introduction to Linguistics and LING310 Phonetics</td>
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<tr>
<td>St Mary's University, Canada</td>
<td>LING 1200 Introduction to Linguists and LING 2309 Phonetics</td>
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<tr>
<td>Simon Fraser University, Canada</td>
<td>LING220 Introduction to Linguistics and LING221 Introduction to Phonetics and Phonology</td>
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<tr>
<td>Toronto University, Ontario, Canada</td>
<td>LINA01H3Y General Linguistics 1 and LIN228H1F Phonetics</td>
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<tr>
<td>Chinese University of Hong Kong</td>
<td>LING 1902 Invitation to Linguistics and LING 2003 Phonetics</td>
</tr>
<tr>
<td>Hong Kong, Polytechnic University</td>
<td>CBS1900 Introduction to Language and ENGL2004 Analysis of English Pronunciation and ENGL2005 English Lexis and Semantics and ENGL2006 Analysis of English Grammar and ENGL3003 English Discourse in the Professions and ENGL3005 Languages in Contemporary Societies and ENGL4017 Critical Language and Cultural Studies</td>
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<tr>
<td>Hong Kong, The University of</td>
<td>LING1001 Introduction to Linguistics and LING2003 Semantics: Meaning and Grammar and LING2004 Phonetics: Describing Sounds and LING2034 Psycholinguistics</td>
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<tr>
<td>Nanyang Technological University, Singapore</td>
<td>HG101/1001 Fundamentals of Linguistics (A) and HG102/1002 Fundamentals of Linguistics (B) and HG2002 Semantics and Pragmatics and HG203/2003 Phonetics and Phonology</td>
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<tr>
<td>National University, Singapore</td>
<td>(EL1101E The Nature of Language and EL2202 The Sound System of English (for transcription)) OR (EL1101E The Nature of Language and EL3202 Phonetics and Phonology)</td>
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<tr>
<td>Arizona University, USA</td>
<td>SLHS 340 Language Science and SLHS 367 Phonetics</td>
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<tr>
<td>Biola University, Los Angeles, USA</td>
<td>CODS 331 Speech-Language Development &amp; Disorders and CODS 321 Clinical Phonetics and Phonology</td>
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<tr>
<td>Colorado, University of</td>
<td>LING 2000 Introduction to Linguistics and LING 3100 Language Sound Structures</td>
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LaSalle University, USA
SLH 100 Introduction to Language & Communication and
SLH 200 Phonetics and
SLH 203 Language Development

Pittsburgh University, USA
CSD 1020 Nature of Language and CSD 1022
Transcription Phonetics

Prairie State College, Illinois
SPA-101 Introduction to SLPA and SPA-161 SLPA Intro to Phonetics

Rhode Island University, USA
CMD 493 Cultural and Linguistics Diversity in CSD and CMD 273 Phonetics

San Diego State University, USA
LING 101 Introduction to Language and SLHS 320 Phonetics

State University of NY at Stony Brook, USA
LIN 100 Human Language and LIN 201 Phonetics

Washington, USA
LING200 Introduction to Linguistic Thought and LING450 Introduction to Phonetics and Phonology

Pontificia Universidad Javeriana, Bogota Columbia
006126 Linguistic Structure

Local Linguistic and Phonetics units

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<thead>
<tr>
<th>UNIVERSITY</th>
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<tbody>
<tr>
<td>Australian Catholic University</td>
<td>SPHY 103 Linguistics and Phonetics for SP</td>
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<td>Australian National University</td>
<td>LING1001 Introduction to the Study of Language and LING2010 Phonetics: Sounds of the World’s Languages</td>
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<tr>
<td>Charles Sturt University</td>
<td>SPH101 Speech, Language and Culture</td>
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<tr>
<td>James Cook University</td>
<td>SL1002 Introduction to Linguistics and Phonetics, SL1004 Linguistics and Phonetics 2</td>
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| Macquarie University | **Option 1**
| | (LING110 or LING111) Language: its Structure and Use AND (LING217 Phonetics and Phonology (Transcription) OR LING210 Phonetics and Phonology (Transcription) OR LING398 Phonetics: Transcription and Theory)
| | **Option 2**
| | LING199 Introduction to Linguistics AND (LING217 Phonetics and Phonology OR LING210 Phonetics and Phonology (Transcription) OR LING398 Phonetics: Transcription and Theory)
<p>| Melbourne, The University of | LING30001 Exploring Linguistics Diversity (or all the individual units – phonology, syntax, morphology, semantics, discourse) AND LING20005 Phonetics |
| Monash University | ATS1338 The Language Game: Why we talk the way we do AND (ATS1339 Describing and Analysing Language and Communication OR ATS3669 Phonetics and Phonology) |
| Newcastle | LING1111 Introduction to Linguistics 1 AND LING3008 Introduction to Phonology and Morphology |
| New South Wales, The University of | ARTS 1690 Structure of Language AND ARTS 1691 The Use of Language |
| New South Wales, The University of | LING 5026 Introduction to Linguistic Analysis AND LING 5000 Special Project in Applied Linguistics |
| Queensland, The University of | LING1000 Introduction to Linguistics: Structure and Meaning of Words and Sentences AND LING1005 Introduction to Linguistics: The Sound Pattern of Language |</p>
<table>
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<th>Institution</th>
<th>Courses</th>
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<tbody>
<tr>
<td>Sydney, The University of Western Australia</td>
<td>LNGS1001 Structure of Language AND (LNGS2601 Phonetics and Phonology OR (LNGS2620 Phonetics AND LNGS2621 Phonology))</td>
</tr>
<tr>
<td>Western Australia, The University of</td>
<td>LING1001 Language and Communication AND LING2002 Phonetics and Phonology</td>
</tr>
<tr>
<td>Western Sydney University</td>
<td>10948 Structure of Language AND 102042 The Sound of Language</td>
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### Local Anatomy and Neurology units

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<th>UNIVERSITY</th>
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<tbody>
<tr>
<td>Macquarie University</td>
<td>HLTH213 Anatomy of the Head, Neck, and Trunk</td>
</tr>
<tr>
<td></td>
<td>HLTH214 Neuroanatomy</td>
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<tr>
<td></td>
<td>BIOL257 Neurophysiology</td>
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<tr>
<td>University of Sydney</td>
<td>BIOS1165 Hearing Science and Audiology</td>
</tr>
<tr>
<td></td>
<td>BIOS1166 Neuroscience I: Communication Disorders</td>
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