

FACULTY OF MEDICINE AND HEALTH RESOLUTIONS: COURSEWORK AWARDS

These resolutions apply to all undergraduate and postgraduate coursework award courses in the Faculty of Medicine and Health, unless specifically indicated otherwise.

Students enrolled in postgraduate research awards should consult the resolutions for their course.

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'); resolutions for the course of enrolment; the [Coursework Policy 2021](#) (the 'Coursework Policy'); the [Learning and Teaching Policy 2019](#); the [University of Sydney \(Student Academic Appeals\) Rule 2021](#), the [Academic Honesty in Coursework Policy 2015](#); and the [Academic Honesty Procedures 2016](#).

Current versions of all policies are available from the Policy Register:
<http://www.sydney.edu.au/policies>

PART 1: COURSE ENROLMENT

1 Enrolment restrictions

- (1) The [Coursework Policy](#) limits the maximum number of credit points students may take in any given semester. The Faculty does not encourage full-time students to exceed the recommended enrolment patterns for its courses. Course specific rules relating to credit points limits are outlined in the relevant course resolutions.

2 Time limits

- (1) The [Coursework Policy](#) limits the time students may take to complete their course; part-time students should ensure their enrolment pattern allows completion within the maximum time. The [Coursework Policy](#) also defines how much time limits are affected by periods of suspension or absence.

3 Suspension, discontinuation and lapse of candidature

- (1) The [Coursework Policy](#) specifies the conditions for suspending or discontinuing candidature and return to candidature after these events. The [Coursework Policy](#) also defines the circumstances when candidature is deemed to have lapsed. Students should pay careful attention to significant dates in these processes and their effect on results and financial liability. Course specific rules relating to suspension are outlined in the relevant course resolutions.

4 Credit for previous study

- (1) The [Coursework Policy](#) specifies the general conditions for the granting of credit for previous study to courses within the Faculty of Medicine and Health. Course specific rules relating to credit are outlined in the relevant course resolutions.

PART 2: UNIT OF STUDY ENROLMENT

5 Cross-institutional study

- (1) Provided permission has been obtained in advance, the relevant delegate may permit a student to complete a unit of study at another institution and have that unit credited to the student's course requirements, provided that:
 - (a) the resolutions of the student's course of enrolment do not specifically exclude cross-institutional study; and
 - (b) the unit of study is not taught in any corresponding unit of study at the University; or
 - (c) the student is unable, for good reason, to attend a corresponding unit of study at the University.
- (2) Cross-institutional study is another form of credit and this will be taken into account when considering eligibility.

6 Student mobility

- (1) The Faculty encourages students to participate in international student mobility programs. Rules relating to student mobility are outlined in course resolutions and the [Outbound Student Mobility Policy 2018](#).

PART 3: STUDYING AND ASSESSMENT

7 Attendance

- (1) Students are required to attend at the correct time and place of any formal and informal examinations. Non-attendance on any grounds insufficient to claim special consideration or special arrangement will result in the forfeiture of marks associated with the assessment. Participation in a minimum number of assessment items may be included in the requirements specified for a unit of study.
- (2) The [Coursework Policy 2021](#) defines student required attendance and participation and details are included within the relevant course resolutions, local provisions and unit of study outlines.

8 Late penalties

- (1) It is expected that unless an application for special consideration, special arrangement or previously arranged disability adjustment has approved an extension, students will submit all assessment for a unit of study on or before the due date specified.
- (2) If assessments are submitted after the due date of if an extension is not granted or is granted but work submitted by the student after the extended due date, the late submission of assessment will result in an academic penalty.
- (3) Rules relating to late penalties are outlined in Unit of Study Outlines and the [Assessment Procedures 2011](#).

9 Special consideration or special arrangement

- (1) Special consideration or special arrangement is a process that affords equal opportunity to students who have experienced circumstances that adversely impact their ability to adequately complete an assessment task in a unit of study. The [Coursework Policy 2021](#) provides full details of University policy. The procedures for applying for special consideration, special arrangement or disability adjustment are described on the Current Students website.

10 Re-assessment

- (1) The Faculty does not offer opportunities for re-assessment unless otherwise stated in the relevant course resolutions.

PART 4: PROGRESSIION, RESULTS AND GRADUATION

11 Satisfactory progress

- (1) The Faculty will monitor students for satisfactory progress towards the completion of their award course. In addition to the common triggers used to identify students not meeting academic progression requirements (as defined in the Progression requirements of the [Coursework Policy](#)), students must pass any unit of study identified in the course resolutions as being critical to progression through the course.

12 Award of the bachelor's degree with honours

- (1) Honours is available to meritorious students. Admission to candidature and requirements for the honours courses are in accordance with the [Coursework Policy 2021](#) and relevant course resolutions.
- (2) The honours mark will be determined as stated within the [Coursework Policy 2021](#) and course resolutions using the Faculty of Medicine and Health Weighted Average Mark (FMHWAM)..

13 University medal

- (1) A student with an honours WAM and/or honours mark of 90 or above may be eligible to be awarded a university medal. The medal is awarded at the discretion of the Faculty to the highest achieving student(s) who in the opinion of the Faculty have an outstanding academic record and overall degree performance, in accordance with the [Coursework Policy 2021](#). Information on how the honours mark is calculated is included in the relevant course resolutions.

14 Weighted average mark (WAM)

- (1) The University has a formal for calculating a Weighted Average Mark and this is defined in the [Coursework Policy 2021](#). WAMs are used by the University as one indicator of performance. For example, WAMs can be used in assessing admission to an award of honours, eligibility for prizes and scholarships, or assessing progression through a course. Information on how a WAM is calculated is included in the relevant course resolutions.

15 Faculty of Medicine and Health Weighted Average Mark

- (1) The Faculty of Medicine and Health Weighted Average Mark (FMHWAM) is calculated by the formula:

$$FMHWAM = \frac{\sum i(W_i \times CPI \times M_i)}{\sum i(W_i \times CPI)}$$

Where

- (a) W_i is the weighting given by
- (i) For appended honours, 0 for 1000, 2000 and 3000 level units, 4 and 16 for honours thesis units.
 - (ii) For embedded honours, 0 for 1000 and 2000 level units, 3 for all 3000 level units, 4 for all 4000 level or above units, and 12 for honours thesis unit(s).
 - (iii) For integrated honours, 0 for 1000 level units, 2 for 2000 level core units, 3 for 3000 level core units, 4 for 4000 level or above core units, and 8 for honours thesis unit(s).
- (b) CPI is the number of credit points for the unit of study.
- (c) M_i is the mark achieved for the unit of study.
- (2) All attempts of units of study where a numerical mark is awarded are included.
- (3) Units where no numerical mark is awarded are not included in the calculation, such as:
- (a) units of study assessed on a pass/fail basis;
 - (b) units of study with a grade of DC or DF; and
 - (c) credited units of study from other institutions.