

# Enabling Program Schedule

## Section 1 - Introduction

(1) This schedule supports the implementation of the [Awards and Graduation Policy](#). The Rules list each of the qualification types offered by the University. This Schedule applies to the programs approved by Academic Senate which are listed under Clause 8 List of Approved Programs of this Schedule.

(2) In the event of an inconsistency between lower level policy documents and a Rule(s) or Schedule to the Rule(s), the Rule(s) made by Council prevails to the extent of the inconsistency.

(3) In the event of an inconsistency between an Academic Senate policy document and a Faculty policy, procedure or guideline, the policy document of Academic Senate prevails to the extent of the inconsistency.

## Section 2 - Program Structures

(4) For individual program requirements, refer to the official program documentation approved by Academic Senate.

### Part A - Program Structure - Open Foundation

#### Model E1 - Open Foundation

AQF Level	Non-AQF
Total Units	40 units
Volume of learning(Duration)	<p>0.5 years minimum. Part time Open Foundation is run over the whole academic year beginning in semester 1. Part time Open Foundation may be undertaken via on-campus study or Online Education or as a combination of on-campus and Online Education.</p> <p>Full time (Intensive) Open Foundation is run over one semester full-time beginning in semester two and may only be undertaken via on-campus study.</p> <p>Open Foundation must be completed within two consecutive calendar years.</p>
Available Modes of Study	On-Campus at Newcastle (Callaghan) or Central Coast (Ourimbah) campus. Online Education (available only to students undertaking part time Open Foundation).
Structure	A sequence of directed courses as approved by Academic Senate.
Eligibility Criteria	To be eligible for admission applicants must: a. be aged 20 years of age or more in the year of enrolment; b. be an Australian citizen or have Australian permanent residency status; c. not currently hold a degree or currently have good standing in a degree program; and d. meet any other admission criteria prescribed at the time of application.
Additional Requirements	This clause has been intentionally left blank.
Credit	No credit permitted in Enabling programs.
Requirements for program completion	To meet the requirements of the program a student must pass 40 units of approved courses within one calendar year.
Grading of the Qualification	The qualification is ungraded.

## Part B - Program Structure - Newstep

### Model E2 - Newstep

AQF Level	Non-AQF
Total Units	80 units
Volume of learning(Duration)	1 year minimum. Newstep must be completed within four consecutive semesters.
Available Modes of Study	On-Campus at Newcastle (Callaghan) or Central Coast (Ourimbah) campus.
Structure	A sequence of core and directed courses as approved by Academic Senate.
Eligibility Criteria	To be eligible for admission applicants must: a. be 18 to 20 years of age in the year they commence Newstep (18 to 20 years of age from 2014); b. be an Australian citizen or have Australian permanent residency status; and c. meet any other admission criteria prescribed at the time of application.
Additional Requirements	<p>Applicants must be able to provide documentary evidence that:</p> <ul style="list-style-type: none"> <li>a. they have not been able to complete Year 12 due to adverse circumstances or disadvantage during senior schooling; or</li> <li>b. they have completed Year 12 but not met the requirements for entry to a degree program; or</li> <li>c. they have completed a post-secondary qualification.</li> </ul> <p>Applicants who have not completed Year 12 or a post-secondary qualification will be assessed for admission based on documentary evidence that they meet equity criteria or have experienced adverse circumstances during senior schooling, together with evidence of the impact these circumstances have had on their education.</p> <p>Equity Criteria:</p> <ul style="list-style-type: none"> <li>- Low income background or socio-economic disadvantage</li> <li>- Australian Aboriginal or Torres Strait Islander background</li> <li>- Non-English speaking background</li> <li>- Arrival in Australia as a refugee</li> <li>- Schooling in a rural or isolated region</li> <li>- Attendance at a high school in an area of significant socioeconomic and educational disadvantage as per the NSW Department of Education Resource Allocation Model (RAM) and average Family Occupation and Education Index (FOEI)</li> </ul> <p>Adverse circumstances:</p> <ul style="list-style-type: none"> <li>- Disability or chronic illness</li> <li>- Interstate transfer</li> <li>- Adverse circumstances, e.g. a family or personal crisis</li> <li>- Other special circumstances</li> </ul>
Credit	No credit permitted in Enabling programs.
Requirements for program completion	For students who commenced study in 2015: To meet the requirements of the program a student must pass a minimum of 70 units of approved courses within four consecutive semesters. For students commencing the program in 2016 and beyond: To meet the requirements of the program a student must pass a minimum of 80 units of approved courses within four consecutive semesters.
Grading of the Qualification	The qualification is ungraded.

## Part C - Program Structure - International Foundation (discontinued)

**2014)**

### **Model E3 - (model deleted)**

(5) The International Foundation program has been discontinued, with no further intake into the program from 2014. Program model E3 has been removed from this Schedule on the basis of Academic Senate resolution (AS14:087) on 18 June 2014 for immediate implementation.

## **Section 3 - Program Structure - Yapug**

### **Model E4 - Yapug**

AQF Level	Non-AQF
Total Units	80 units
Volume of learning/ Duration	1 year minimum. Yapug must be completed within four consecutive semesters.
Available Modes of Study	On-Campus at Newcastle (Callaghan) campus.
Structure	A sequence of core and directed courses as approved by Academic Senate.
Eligibility Criteria	To be eligible for admission applicants must: a. be an Aboriginal or Torres Strait Islander person; b. be at least 18 years of age in the year they commence Yapug; and c. meet any other admission criteria prescribed at the time of application.
Additional Requirements	This clause has been intentionally left blank.
Credit	No credit permitted in Enabling programs.
Requirements for program completion	For students who commenced the program in 2016: To meet the requirements of the program a student must pass a minimum of 70 units of approved courses within four consecutive semesters. This transition arrangement expires 31 December 2017.  For students commencing the program in 2017 onwards: To meet the requirements of the program a student must pass a minimum of 80 units of approved courses within four consecutive semesters.
Grading of the Qualification	The qualification is ungraded.

## **Section 4 - Relaxing Provision**

(6) To provide for exceptional circumstances arising in any particular case, the President of Academic Senate, on the recommendation of the Director, English Language Foundation Studies Centre, may relax any provision of this Schedule.

## **Section 5 - Reporting**

(7) The President of the Academic Senate will report all applications of the relaxing provision of this Schedule to the Academic Senate.

## Section 6 - List of Approved Programs

(8) List of approved programs:

- a. Open Foundation (Model E1)
- b. Newstep (Model E2)
- c. International Foundation (Model E3) (program discontinued 2014, Resolution [AS14:087])
- d. Yapug (Model E4)

## Status and Details

<b>Status</b>	Historic
<b>Effective Date</b>	6th July 2016
<b>Review Date</b>	31st December 2019
<b>Approval Authority</b>	Academic Senate
<b>Approval Date</b>	6th September 2016
<b>Expiry Date</b>	17th December 2018
<b>Responsible Executive</b>	Mark Hoffman Deputy Vice-Chancellor (Academic) and Vice President
<b>Enquiries Contact</b>	Kim Austin Senior Manager, Academic Governance & Compliance

## Glossary Terms and Definitions

**"Academic Senate"** - The Academic Senate of the University as described in the University of Newcastle Act 1989.

**"Council"** - The governing authority of the University established under section 8A of the University of Newcastle Act 1989.

**"University"** - The University of Newcastle, a body corporate established under sections 4 and 5 of the University of Newcastle Act 1989.

**"Academic year"** - The period 1 January to 31 December in a given year.

**"Admission applicant"** - An applicant for admission to the University of Newcastle and/or its partner organisation/s OR a person in the process of making a formal application for admission to the University of Newcastle and/or its partner organisation/s.

**"Applicant"** - Where referring to a student, an applicant is an individual seeking entry to a program or course offered by the University or its partner organisation/s. For all other uses of this term, the generic definition applies.

**"Campus"** - means any place or premises owned or controlled by the University, but may also specifically refer to a designated operating location such as the Callaghan Campus.

**"Course"** - When referring to a course offered by the University, a course is a set of learning activities or learning opportunities with defined, assessed and recorded learning outcomes. A course will be identified by an alphanumeric course code and course title. Course types include core courses, compulsory courses, directed courses, capstone courses and electives. For all other uses of this term, the generic definition applies.

**"Credit"** - When referring to course credit, credit is the recognition of equivalence in content and learning outcomes between different types of learning and/or qualifications. Credit can reduce the amount of learning required to achieve a qualification. For all other uses of this term, the generic definition applies.

**"Student"** - A person formally enrolled in a course or active in a program offered by the University or affiliated entity.

**"Volume of learning"** - Identifies the notional duration of all activities required for the achievement of the learning outcomes specified for a particular AQF qualification type. It is expressed in equivalent full-time years.

**"Disability"** - As defined by the Disability Discrimination Act 1992 (Cth) (as amended from time to time, or as per any replacing legislation).

**"Discontinued"** - When used in relation to a program, this refers to a program for which no new intakes are to be accepted. For all other uses the generic definition applies.

**"Program"** - When referring to learning, a program is a sequence of approved learning, usually leading to an Award. For all other uses of this term, the generic definition applies.