

# Bachelor Honours Degree (80) Awards and Programs Schedule

For implementation for new and revised programs from 23 August 2013

Schedule of the [Awards and Graduation Policy](#).

## Section 1 - Introduction

(1) As a higher education provider authorised to self-accredit, the University of Newcastle is responsible under the [Tertiary Education Quality and Standards Agency Act 2011 \(Cth\)](#) for ensuring that programs comply with the Provider Course Accreditation Standards. This Schedule provides the detailed principles and criteria that underpin the self-accreditation process for each Bachelor Honours Degree (80) award that may be delivered and conferred by the University of Newcastle

(2) This Schedule supports the implementation of the [Awards and Graduation Policy](#) and [Governance Rule](#). The [Governance Rule](#) describes each type of qualification offered by the University and provide descriptions of authorisations for program management.

(3) Within the Schedule the general program principles and structures have been tabulated and the approved programs that are offered under it will be listed in [Bachelor Honours Degree \(80\) - Approved AQF Compliant Programs](#) covered by this Schedule. For the specific descriptions and requirements of an approved program, refer to the program handbook.

(4) In the event of an inconsistency between subordinate policy documents and any Rule(s) or Schedule to the Rule(s), the Rule(s) made by Council prevails to the extent of the inconsistency.

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

(6) Extracts from [AQF \(Second Edition\)](#) have been included in this document with permission of the Australian Qualification Framework Council (27 February 2012).

## Section 2 - Transition Arrangements for Implementation of this Schedule

(7) This schedule supports the Academic Senate strategy of offering AQF-compliant programs as soon as possible. During the transition to the new schedule, the pre-2013 Awards and Programs Schedules will remain in the [Policy Library](#) with an annotation to indicate that their AQF-compliant status has not been confirmed. Between 2013-2015 current program offerings will be reviewed and, following the approval from the Program and Course Approval Committee, transferred to [Bachelor Honours Degree \(80\) - Approved AQF Compliant Programs](#) of this Schedule.

(8) The introduction of the new schedules is expected to result in recommendations from College Boards for new programs, major revisions and the transition arrangements and discontinuations of existing programs. These

recommendations will be considered for approval by the Program and Course Approval Committee in accordance with the delegations held by that Committee.

(9) Through this transition process the Assistant Deans (Teaching and Learning) will be responsible to the Program and Course Approval Committee for ensuring that continuing students will not be disadvantaged by a program revision or discontinuation and:

- a. appropriate teach-out or alternative arrangements have been made for current students; and
- b. consideration is given to international applicants in accordance with the [ESOS](#) legislation.

(10) The Pro Vice-Chancellor Student Experience and Academic Registrar together with the Assistant Deans (Teaching and Learning) and the relevant Program Convenors will be responsible for ensuring that students and staff are notified of any relevant program changes. This notification may include recent graduates who may seek to upgrade their programs for AQF compliance.

(11) Programs offering admission to students in 2015 will need to operate under an AQF compliant schedule no later than June 2014 to ensure AQF compliance from 2015.

(12) Non-AQF compliant programs will be automatically discontinued by last meeting of Academic Senate in 2014 unless they have been approved for continuation.

## Section 3 - Principles and Program Structures

### Model: Bachelor Honours Degree (80)

(13) This table describes an AQF level 8 program leading to the award of Bachelor Honours Degree (80) under the [Awards and Graduation Policy](#).

Volume of learning	The volume of learning required for a Bachelor Honours Degree (80) is typically 80 units of study that will be completed in one (1) year of full-time study or equivalent.
Purpose	The Bachelor Honours Degree qualifies individuals to apply a body of knowledge in a specific context to undertake professional work and as a pathway for research and further learning.
Maximum Time	Maximum time to complete a Level 8 Bachelor Honours Degree (80 units) will be four (4) calendar years from date of admission, calculated on the basis of (2N+2) (Note 1), inclusive of periods of leave, exclusion or academic suspension. Approved variations are included in the <a href="#">Bachelor Honours Degree (80) - Approved AQF Compliant Programs</a> covered by this Schedule.

Principles and Structure	<p>PART A - Requirements for the Program Structure of Bachelor Honours Degree</p> <p>Graduates of this program will have completed a volume of learning equivalent to 80 units of study that it:</p> <ul style="list-style-type: none"> <li>i) can commence at the discretion of the relevant School;</li> <li>ii) include a minimum of 30 units research component that is: <ul style="list-style-type: none"> <li>a) usually at the 4000 level; and</li> <li>b) includes a minimum 10 units of research methodology or research training usually at the 4000 level;</li> </ul> </li> <li>iii) is designed so that students receive progressive marks, or feedback, for all course assessment items throughout the program; and</li> <li>iv) does not permit the granting of credit for courses completed as part of a Bachelor degree (level 7) or other qualifications at a level lower than AQF level 8, except where it can be demonstrated that the research methodology has been completed at 3000 level.</li> </ul> <p>PART B - Special Requirements</p> <ul style="list-style-type: none"> <li>i) all distinguishable components of the program are to be identified either as courses or within courses. If they are courses, they must have course codes, unit value, a course outline and assessment criteria;</li> <li>ii) all distinguishable components within courses or the program must be given a mark and students informed of their progressive mark; and</li> <li>iii) all component/course marks must contribute to the class of honours.</li> </ul>
Admission and selection criteria	<p>The admission and selection criteria for each program will be determined by the College and approved by Academic Senate in accordance with the criteria listed below:</p> <p>PART A - General Admission Criteria</p> <p>College admission and selection criteria must:</p> <ul style="list-style-type: none"> <li>i) be appropriate for this AQF Level and its required learning outcomes;</li> <li>ii) take into account external benchmarks;</li> <li>iii) ensure that students have adequate prior knowledge and skills to complete the program successfully;</li> <li>iv) include special admission procedures to support access and equity targets; and</li> <li>v) establish English language entry requirements to ensure that students are sufficiently competent in the English language to participate effectively in the program and achieve the learning outcomes.</li> </ul> <p>PART B - Additional Admission Criteria</p> <p>College Board will ensure that successful applicants to a Bachelor Honours Degree (80) will have also satisfied the selection criteria prescribed by Academic Senate ensuring that successful applicants have:</p> <ul style="list-style-type: none"> <li>i) qualified for the award of a Bachelor degree (level 7); and</li> <li>ii) completed the requirements of an approved major in the field of study, to be their focus in the Honours program; and</li> <li>iii) achieved the approved GPA listed in the handbook for the program with a minimum of: <ul style="list-style-type: none"> <li>a) Cumulative GPA of 5.0 or higher in the Bachelor degree; or</li> <li>b) GPA of 5.0 or higher in the approved major; or</li> <li>c) GPA of 5.0 or higher in 60 units of approved courses at the 3000 level; and</li> <li>iv) met any supplementary criteria listed in the handbook (such as presentation of portfolio, interview, auditions); and</li> <li>v) had a written application approved by the relevant College Pro Vice-Chancellor (or nominee) responsible for the program.</li> </ul> </li> </ul>
Specialisation or major	<p>Bachelor Honours Degrees (80) may offer a major that is a sequence of courses in a discipline that has been approved by the Program and Course Approval Committee. Where there is no specific major then the core courses can form a major. Each major:</p> <ul style="list-style-type: none"> <li>i) must have at least 60 unique units of course; and</li> <li>ii) is a minimum of 80 units.</li> </ul>
Additional Requirements	<p>This section is intentionally blank.</p>
Graduate Learning Outcomes	<p>Graduate learning outcomes underpin the design of all academic programs offered by the University. Graduate learning outcomes will be developed for each program in accordance with Academic Senate policy and as prescribed by AQF including:</p> <ul style="list-style-type: none"> <li>i) fundamental skills, such as literacy and numeracy appropriate to the Level 8 Bachelor Honours Degree (80), including English language proficiency;</li> <li>ii) people skills, such as working with others and communication skills;</li> <li>iii) thinking skills, such as learning to learn, decision making and problem solving; and</li> <li>iv) personal skills such as self direction and acting with integrity</li> </ul>

i Knowledge	Graduates of a Bachelor Honours Degree will have discipline specific: i) coherent and advanced knowledge of the underlying principles and concepts in one or more disciplines; and ii) knowledge of research principles and methods.
ii Skills	Graduates of a Bachelor Honours Degree will have discipline specific: i) cognitive skills to review, analyse, consolidate and synthesise knowledge to identify and provide solutions to complex problems with intellectual independence; ii) cognitive and technical skills to demonstrate a broad understanding of a body of knowledge and theoretical concepts with advanced understanding in some areas; iii) cognitive skills to exercise critical thinking and judgement in developing new understanding; iv) technical skills to design and use research in a project; and communication skills to present a clear and coherent exposition of knowledge and ideas to a variety of audiences.
iii Application of Knowledge and Skills	Graduates of a Bachelor Honours Degree will demonstrate the discipline specific application of knowledge and skills: i) with initiative and judgement in professional practice and/or scholarship and skills; ii) to adapt knowledge and skills in diverse contexts; iii) with responsibility and accountability for own learning and practice and in collaboration with others within broad parameters; and iv) to plan and execute project work and/or a piece of research and scholarship with some independence.
Qualification for the Award	Completion of the prescribed courses leading to a Bachelors Honours Degree totalling a volume of learning that is typically equivalent to four (4) years, ensuring that the learning outcomes have been achieved for the level. A class of Honours may be awarded as Class I, II/I, II/II, III.
Grading of the Award	The class of Honours awarded for Bachelor Honours Degrees (80) will be determined in accordance with the <a href="#">Course Management and Assessment Manual</a> .
Qualification Title	Bachelor of (Field of Study/ Discipline) (Honours)
Pathways - General	The University supports student mobility and the elimination of unfair and unnecessary barriers to our qualifications. Approved entry pathways and admission criteria are described in Admission and Selection Criteria, above.
Pathways - Credit and advanced standing	Credit will not be granted except in accordance with the <a href="#">AQF Qualifications Pathways Policy</a> (especially clause 2.1.9). No credit permitted for work completed in Level 7 Bachelor Degree (240 or 320 units) ensuring that the integrity of the program is preserved and the learning outcomes are achieved.
Pathways - Recognition of Prior Learning (RPL)	Recognition of Prior Learning (RPL) is possible for both formal and informal prior learning. RPL may be used for admission purposes or to grant advanced standing. RPL will be evaluated on a case by case basis and must be current and relevant to the program's learning outcomes.
Pathways - combined degrees	A combined degree may be formally approved by the Program and Course Approval Committee (PCAC) and listed in <a href="#">Bachelor Honours Degree (80) - Approved AQF Compliant Programs</a> or determined on a case by case application in accordance with the Combined Degree Principles described in the <a href="#">Program Management Manual - Coursework</a> .
Pathways - nested or integrated qualifications	Nested qualifications are qualifications that include articulated arrangements from a lower level qualification to a higher qualification to enable multiple entry and exit points. These are purposely designed qualifications that enable explicit articulation pathways and encompass more than one AQF level and/or qualification type. A Bachelor Honours Degree (80 units) cannot be nested (or integrated).
Pathways Exit	There are no approved Exit Degrees from Bachelor Honours Degree (80).
Pathways - Graduate	Graduates of this program may seek admission to a Graduate Certificate, Graduate Diploma, Masters Degree (Coursework), Masters Degree (Extended), Masters Degree (Research), Doctoral Degree (Research) or Doctoral Degree (Professional).
Professional Accreditation	This section is intentionally blank.
Additional Information	Program information about Bachelor Honours Degrees will clearly identify how the research component is to be assessed and marking finalised.

## **Section 4 - Notes**

(14) Other Information about Programs - may be added here.

(15) 1.  $2N+2$  where N is equal to the notional duration identified by the Volume of learning.

## **Section 5 - Relaxing Provision**

(16) To provide for exceptional circumstances arising in any particular case, the President of Academic Senate, on the recommendation of the relevant Deputy Vice-Chancellor or relevant Pro Vice-Chancellor may relax any provision of this Schedule.

## **Section 6 - Reporting**

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

## **Section 7 - Appendices**

(18) [Bachelor Honours Degree \(80\) - Approved AQF Compliant Programs](#)

## Status and Details

<b>Status</b>	Historic
<b>Effective Date</b>	23rd August 2013
<b>Review Date</b>	31st March 2023
<b>Approval Authority</b>	Academic Senate
<b>Approval Date</b>	23rd August 2013
<b>Expiry Date</b>	13th November 2023
<b>Responsible Executive</b>	Mark Hoffman Deputy Vice-Chancellor (Academic) and Vice President
<b>Enquiries Contact</b>	John Radvan Senior Manager, Academic Governance & Compliance <hr/> Student Central

## Glossary Terms and Definitions

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

**"Graduate"** - (Noun) Has the same meaning as in section 3(2) of the University of Newcastle Act 1989.

**"Class"** - When referring to a class attended by Students, a class is any teaching and learning activity of a course. For all other uses of this term, the generic definition applies.

**"Core course"** - A course within a program which is necessary to fulfil the requirements of that program.

**"Advanced standing"** - A form of credit for any previous learning as defined by the Australian Qualifications Framework.

**"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.

**"Assessment item"** - Any form of work used to measure student learning outcomes and to determine the final result for a student in a course.

**"Award"** - When referring to a University qualification, this term means an academic qualification approved by Academic Senate that is conferred when a student has met the relevant program requirements. For all other uses of this term, the generic definition applies.

**"Bachelor Honours"** - Refers to AQF level 8 Bachelor Honours programs. These may be a one year 'end-on' and following a level 7 (240 unit) Bachelor program or be embedded in a 320 unit, level 8, program.

**"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.

**"Cumulative GPA"** - The Grade Point Average calculated over all units undertaken within the program as per the Grade Point Average (GPA) Calculation Guideline.

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

**"Recognition of Prior Learning (RPL)"** - Means an assessment of an individual's prior learning to determine where credit will be granted. RPL includes formal, informal, and non-formal learning.

**"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.

**"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.

**"Discontinuation"** - 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.

**"GPA"** - The Grade Point Average calculated over a set of courses or specified number of courses at a particular level as per the Grade Point Average (GPA) Calculation Guideline.

**"Learning outcome"** - In accordance with the AQF definitions, the expression of a set of knowledge, skills and the application of the knowledge and skills a person has acquired and is able to demonstrate as a result of learning.

**"Progressive marks, or feedback"** - Students will be provided progressive results on their progress throughout the program by their Course Coordinator, supervisor or program convenor.

**"School"** - An organisational unit forming part of a College or Division, responsible for offering a particular course.

**"Staff"** - Means a person who was at the relevant time employed by the University and includes professional and academic staff of the University, by contract or ongoing, as well as conjoint staff but does not include visitors to the University.

**"Unit value"** - The unit value for the course: 5,10, 15, 20, 25, 30, 35, 40, 50, 60, 70 or 80 units.

**"Major"** - When referring to a program major, this is a sequence of courses approved by the Program and Course Approval Committee, which students may be required to complete as part of their undergraduate program (except undergraduate Diplomas). Each major will contain at least 80 units with at least 60 unique units. For all other uses of this term, the generic definition applies.

**"Specialisation"** - When referring to a program, a specialisation is a sequence of courses, approved by the Program and Course Approval Committee, which students may be required to complete as part of their postgraduate coursework program. For all other uses of this term, the generic definition applies.

**"College"** - An organisational unit established within the University by the Council.

**"College Board"** - The principal governance committee of the College.