

Diploma in University Studies Schedule

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

Section 1 - Introduction

(1) As a higher education provider authorised to self-accredit, the University of Newcastle (University) is responsible under the [Tertiary Education Quality and Standards Agency Act 2011](#) for ensuring that programs comply with the Provider Course Accreditation Standards.

(2) This Schedules provides the detailed principles and criteria that underpin the self-accreditation process for each Diploma in University Studies exit award that may be conferred by the University.

(3) 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 describes the role of Academic Senate in approving and monitoring programs.

(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 prevail to the extent of the inconsistency.

(5) This Schedule tabulates the general award principles and requirements. Approved Diploma in University Studies awards offered under this Schedule will be listed in the Diploma in University Studies – Approved AQF Compliant Exit Awards.

Section 2 - Principles and Award Requirements

(6) Each Diploma in University Studies exit award is an AQF level 5 award that provides an exit pathway for students who:

- a. meet the eligibility requirements for a Diploma in University Studies, as specified in this Schedule; and
- b. are unable to complete the remaining requirements for their original program of study.

(7) The table below describes the eligibility requirements and conditions for students to exit with a Diploma in University Studies:

Volume of learning	The volume of learning required for a Diploma in University Studies is 80 units of study.
Eligibility Requirements	To be eligible to exit with a Diploma in University Studies, students will have successfully completed at least 80 units of study in an associated Bachelor (240) or Bachelor Honours (320) program, of which a maximum of 40 units may have been taken as electives. The Bachelor (240) and Bachelor Honours (320) programs associated with each Diploma in University Studies award will be described in the curriculum management system and listed in the Diploma in University Studies – Approved AQF Compliant Exit Awards attached to this Schedule. Students enrolled in a combined program may be eligible to exit with a Diploma in University Studies associated with either component program. Students will not be permitted to exit with more than one Diploma in University Studies exit award per program of study.

Exit Timeframe	The timeframe in which students may request to exit with a relevant Diploma in University Studies is equal to the maximum time for completion in their Bachelor program, calculated from the student's term of admission and inclusive of periods of leave, exclusion or suspension.
Grading of the Award	The award will be conferred as an ordinary award.
Qualification Title	Diploma in University Studies (Field of Study)
Credit and Recognition of Prior Learning	Credit granted towards a student's Bachelor program on the basis of studies completed at an external institution will not be counted towards the requirements for a Diploma in University Studies. Credit granted towards a student's Bachelor program on the basis of studies undertaken in a prior incomplete program at the University of Newcastle may be counted towards the requirements for a Diploma in University Studies.
Re-admission to Study	Students who exit with a Diploma in University Studies will be excluded from re-admission to the associated program for a 12-month period, except under exceptional circumstances approved by the Senior Deputy Vice-Chancellor (Academic & Global).
Professional Accreditation	Diploma in University Studies programs are not professionally accredited programs, and do not qualify students to work in fields requiring professional accredited qualifications.

(8) Students seeking to exit with a Diploma in University Studies award should apply, in writing, to the College Pro Vice-Chancellor responsible for the relevant Diploma for approval.

Section 3 - Notes

(9) Other information about awards may be added here.

Section 4 - Relaxing Provision

(10) To provide for exceptional circumstances arising in any case, the President Academic Senate, on the recommendation of the relevant Deputy Vice-Chancellor or College Pro Vice-Chancellor, may relax any provision of this Schedule provided that the relaxation:

- a. does not compromise compliance with external obligations (including but not limited to contractual, legislative or accreditation requirements);
- b. does not override a decision made under a formal delegation of authority;
- c. does not replace a decision that is subject to a formal delegation of authority; and
- d. gives due consideration to the principles of procedural fairness.

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

Section 5 - Appendices

(12) Diploma in University Studies – Approved AQF Compliant Exit Awards

Status and Details

Status	Current
Effective Date	12th November 2025
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Approval Authority	President Academic Senate
Approval Date	11th November 2025
Expiry Date	Not Applicable
Responsible Executive	Belinda Yourn Senior Deputy Vice-Chancellor (Academic & Global)
Enquiries Contact	John Radvan Senior Manager, Academic Governance & Compliance

Glossary Terms and Definitions

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

"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.

"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.

"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.

"Suspension" - The temporary termination of a student's rights and privileges for a specified period of time, which may include: (a) suspension from attendance at lectures, seminars, tutorials, practical classes, supervisor meetings or similar periods of instruction (b) withdrawal of the right to use, enter or to be within the Premises and/or (c) suspension from representing the University.

"Unit" - When referring to an academic unit, unit means the proportional amount of academic credit allotted to a course. This term is used to define the requirements for a program award of the University and indicate a student's enrolment load. For all other uses of this term, the generic definition applies.