

Award Eligibility Specific Criteria Schedule



1 Purpose

To provide the criteria for Award eligibility.

2 Scope

This schedule must be read in conjunction with the Award Eligibility and Graduation Policy and is subordinate to it.

3 Schedule

The University grants Awards on the basis of merit to Students who have satisfied the requirements of the Award Program in which they are enrolled.

3.1 Undergraduate Coursework specific criteria

For Students enrolled in an Undergraduate Program of eight Units or more to be eligible for an Award of the University, at least eight of the Units required must fulfil one or more of the following conditions:

- be enrolled in, and pass, University Courses while the Student is completing that Award Program; or
- be by Transfer of Grade from an incomplete Award Program of the University.

3.2 Postgraduate Coursework specific criteria

For Students completing a Postgraduate Coursework Program or Professional Studies Program to be eligible for an Award of the University, at least half of the Units required must fulfil one or more of the following conditions:

- be enrolled in, and pass, University Courses while the Student is completing that Award Program; or
- be by Transfer of Grade from an incomplete Award Program of the University.

3.3 Higher Degree by Research specific criteria

A Student enrolled in a Higher Degree by Research will become a Graduand upon satisfying the requirements for their specific program.

Upon the Student becoming a Graduand, the University will issue a letter advising that the Student has satisfied the requirements of the Award Program and the Award is yet to be conferred. This letter will be authorised by the Dean (Graduate Research School). The Student is entitled to use any associated title (for example Doctor for the PhD) on receipt of the letter. The Student's Award will not be conferred until the date of the relevant graduation ceremony.

3.4 Higher Doctorate specific criteria

A candidate enrolled in a Higher Doctorate program will become a Graduand upon satisfying the requirements of the program. Details of the examination process for satisfying the requirements of a Higher Doctorate Program are set out within the Higher Doctorates procedure.

3.5 Exit Awards

To exit from a partially completed Award Program, and having completed the requirements of a second Award Program, Students must apply within the maximum time allowable for the partially completed Award Program as specified in the program accreditation documents and the University Handbook, as well as meet any other relevant requirements as specified in the Award Eligibility and Graduation Policy.

4 References

Nil.

5 Schedule Information

Accountable Officer	Pro Vice-Chancellor (Student Services)
Responsible Officer	Director (Student and Academic Support)
Policy Type	University Procedure
Approved Date	26/6/2018
Effective Date	26/6/2018
Review Date	7/7/2017
Relevant Legislation	
Related Policies	Award Eligibility and Graduation Policy

	Higher Doctorates Policy and Procedure
Related Procedures	Higher Degree by Research Thesis Examination Procedure
Related forms, publications and websites	
Definitions	<p>Terms defined in the Definitions Dictionary</p> <p>Award</p> <p>The qualification conferred upon a Student following the successful completion of an Academic Program. The categories of Award include: Associate Degree, Diploma, Bachelor Degree, Bachelor Honours Degree, Graduate Certificate, Graduate Diploma, Master Degree (both Coursework and research), Doctoral Degree (both Coursework and research) and Higher Doctorate.</p> <p>Award Program</p> <p>A sequence of study which leads to an academic qualification granted by the University and conferred by Council.</p> <p>Combined Degree</p> <p>A program combining two undergraduate degrees, enabling Students to graduate with a degree in two study areas. Students receive one combined degree and one testamur.</p> <p>Council</p> <p>Council means the governing body, the University of Southern Queensland Council.</p> <p>Course</p> <p>The basic unit of study and assessment for which a Student may be awarded a grade, and may accumulate credit units towards completion of a Program.</p> <p>Coursework</p> <p>A method of teaching and learning that leads to the acquisition of skills and knowledge and does not include a major research component.</p> <p>Double Degree</p>

Two individually approved programs undertaken concurrently. The requirements for each program and Major or Specialisation must be completed but by cross recognition of Courses and content between the two programs the two degrees can be completed more quickly if the necessary program structure is determined from the outset. Students receive two degrees and two Testamurs.

[Graduand](#)

A Student who the Executive Dean, or Dean (Graduate Research School) in the case of Higher Degree by Research programs, has certified as having completed all the requirements of an Academic Program but upon whom Council has not yet conferred that Award.

[Graduate](#)

A Student upon whom Council has conferred an Award.

[Higher Degree by Research \(HDR\)](#)

A Research Doctorate or Research Masters program for which at least two-thirds of the Student load for the program is required as research work.

[Professional Studies](#)

Academic Programs offered by the University which are applied and interdisciplinary in focus. The programs combine theory and practice-based learning to optimise the individual's professional practice through implementing work-based research projects.

[Professional Studies Program](#)

A Professional Studies Program is an interdisciplinary program offering focussed on higher order academic skills development in professional practice as determined by the Australian Qualifications Framework (AQF) Level 9 (Masters Degree) and Level 10 (Doctoral Degree). The programs combine theory and practice-based learning to optimise an individual's professional practice and higher order intellectual skills through implementing work-based research.

[Student](#)

A person who: has been Admitted or Enrolled in an Academic Program at the University, but has not yet graduated from the program; or has been Enrolled in a Course at the University but has not yet completed the Course.

	<p>Transfer of Grade</p> <p>Transfer of a Grade received from a completed Course in a USQ program to another USQ program.</p> <p>Unit</p> <p>This is an indicator of the value of a Course. Most Courses are valued at one Unit. Units are used to track progress towards completing a program. (The term used prior to 2002 to describe a Course)</p>
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