

Coursework Curriculum Design and Structure Schedule



1 Purpose

To provide guidance in designing Coursework curriculum and structures.

2 Scope

This schedule must be read in conjunction with the Coursework Curriculum Design and Structure Procedure and is subordinate to it.

Programs fall into one of two models: Selected Study Component Model or Set Discipline Model. The structure of programs will be reviewed as part of the program review process.

3 Schedule

3.1 Sub-Bachelor Coursework Programs

All Sub-Bachelor Coursework Programs will apply one of the following program structural models:

1. undergraduate certificate model;
2. undergraduate diploma model; and
3. associate degree model.

3.1.1 Undergraduate certificate model

The Table A Coursework Curriculum Model and program structure applies to all undergraduate certificates of four (4) Units.

Table A - Undergraduate certificates

Elements	Features	Units
Core Courses	<ul style="list-style-type: none">• Includes at least one identified common, first year Unit that supports Student Transition into University study and incorporates a career learning focus	1

Discipline Study Units	<ul style="list-style-type: none"> • A coherent suite of disciplinary Units 	3
Total		4

3.1.2 Undergraduate diploma model

The Table B Coursework Curriculum Model applies to undergraduate diplomas of eight (8) Units.

Table B - Undergraduate diplomas

Elements	Features	Units
Core Courses	<ul style="list-style-type: none"> • Includes at least one Unit of study in the first semester of the program that supports Student Transition into University study and incorporates a career learning focus 	1
Discipline Study Units	<ul style="list-style-type: none"> • A coherent suite of disciplinary Units 	7
Total		8

3.1.3 Associate degree model

The Table C Coursework Curriculum Model applies to an associate degree of 16 Units.

Table C - Associate degrees

Elements	Features	Units
Core Courses	<ul style="list-style-type: none"> • A minimum of four Units • Includes at least one Unit of study that supports Student Transition into University study and incorporates a career learning focus 	4
Discipline Study Units	<ul style="list-style-type: none"> • A minimum of eight Units • A coherent suite of disciplinary Units 	8
Student Selection Units	<ul style="list-style-type: none"> • 1 x four Units 	4

3.2 Bachelor degree Coursework Programs

All bachelor level degrees will apply one of the following Coursework Curriculum Models:

1. Selected Study Component Model; or
2. Set Discipline Model.

For bachelor degrees, the Selected Study Component Model is the default bachelor Coursework Curriculum Model.

3.2.1 Selected Study Component Model

The Table D Coursework Curriculum Model applies to 24 and 32 Units bachelor level degrees.

Table D - Selected Study Component Model bachelor level programs: 24 and 32 Units

Elements	Features	24 Unit Program	32 Unit Program
Core Courses	<ul style="list-style-type: none"> • Minimum of four Units • Occur at different points of the degree • Includes at least one identified common, first year Unit that supports Student Transition into University study and incorporates a career learning focus • At least one common Unit of disciplinary study to ensure common Transition skills building • At least one final year Work Integrated Learning (WIL), or Capstone project Unit that supports graduate transition to work or further study 	8	8
Primary Major/ Extended Major	<ul style="list-style-type: none"> • A minimum of eight Units or up to 12 if an Extended Major • A coherent suite of disciplinary Units 	8 or 12	16

	<ul style="list-style-type: none"> • At least one Unit that is focused on Employability Engagement • Fulfils the requirements of the Award title on degree Testamur 		
Student Selection Units	<ul style="list-style-type: none"> • A minimum of eight Units made up of the following possible combinations: <ul style="list-style-type: none"> ◦ 1 x eight Unit Secondary Major, or ◦ 2 x four Unit discipline Minors, or ◦ 1 x four Unit discipline Minor and 1 x four Unit University Minor ◦ 1 x four Unit discipline Minor and 4 Units of Electives. <p>Note: Where an Extended Major is selected, would reduce the Core by four.</p>	8	8
Total		24	32

3.2.2 Set Discipline Model

The Table E Coursework Curriculum Model applies to 24 and 32 Unit bachelor level degrees. Its expected application is for programs where Professional Accreditation requirements do not allow for the application of the Selected Study Component model.

Table E - Set Discipline Model bachelor level programs: 24 and 32 Units

Elements	Features	24 Unit Program	32 Unit Program
Core Courses	<ul style="list-style-type: none"> • A minimum of four Units • Located at different points across a degree • At least one identified common, first year Unit that supports Student Transition into University study • At least one common Unit of disciplinary study to ensure common Transition skills building 	-	-

	<ul style="list-style-type: none"> • At least one final year WIL or Capstone/Project Unit that supports transition to work/further study 		
Discipline Study Units	<ul style="list-style-type: none"> • A minimum of 12 Units • A coherent suite of disciplinary Units • Suite of Units meets professional body requirements 	-	-
Student Selection Units	<ul style="list-style-type: none"> • A minimum of four Units made up of the following: <ul style="list-style-type: none"> ◦ 1 x four Unit Minor or ◦ Four Units of Electives 	-	-
Total		24	32

3.3 Double Degree models

All Coursework Programs will apply one of the following Double Degree models:

1. Double Degree bachelor program model; and
2. Double Degree master program model.

3.3.1 Double Degree bachelor program model

The Table F Coursework Curriculum Model applies to a bachelor level Double Degree of either 32, 40 or 48 Units. The enrolment pattern can be either concurrent, or sequential.

Table F - Bachelor level Double Degrees: 32, 40 or 48 Units

Elements	Features	32 Unit Program	40 Unit Program	48 Unit Program
Core Courses	<ul style="list-style-type: none"> • A minimum of eight Units • Comprised of Core Courses of parent degrees 	8	8	8
Discipline	<ul style="list-style-type: none"> • A minimum of 16 Units 	16	24	32

Study Units	<ul style="list-style-type: none"> • At least eight Units for Degree 1 • At least eight Units for Degree 2 • A coherent suite of Units for each degree • At least one final WIL or Capstone Project Unit each for Degree 1 and for Degree 2 that supports transition to work/further study for that discipline. 			
Student Selection Units	<ul style="list-style-type: none"> • A minimum of four Units • Made up of the following possible combinations: <ul style="list-style-type: none"> ◦ Eight Units worth of: <ul style="list-style-type: none"> - 1 x eight Unit Secondary Major, or - 2 x four Unit Minors, or - 1 x four Unit Minor and four Units of Approved Courses/Electives, or - 4 x Units Cross-Credited Electives ◦ 4 Units worth of: <ul style="list-style-type: none"> - 1 x four Unit Minor, or - 4 x Units of Electives 	8 or 4	8 or 4	8 or 4
Total		32	40	48

3.3.2 Double Degree master program model

The Table G Coursework Curriculum Model applies to a master level Double Degree of either 16, 20 or 24 Units. The enrolment pattern can be either concurrent, or sequential.

Table G - Master level Double Degree programs: 16, 20 or 24 Units

Elements	Features	16 Unit Program	20 Unit Program	24 Unit Program
Core Courses	<ul style="list-style-type: none"> • A minimum of four Units 	4	4	4

	<ul style="list-style-type: none"> • Comprised of Core Courses of parent degrees 			
Specialisation Units	<ul style="list-style-type: none"> • A minimum of eight Units • At least four Units for Degree 1 • At least four Units for Degree 2 • A coherent suite of disciplinary Units • Aligns with graduate certificate nesting of parent programs. 	8	10	14
Research Project Units	<ul style="list-style-type: none"> • A minimum of two Units • At least one Unit for Degree 1 • At least one Unit for Degree 2 • Act as Capstone Units 	2	2	2
Student Selection Units	<ul style="list-style-type: none"> • A minimum of two Units of Electives; or • One or more Units of Cross-Credited Electives 	2	4	4
Total		16	20	24

3.4 Honours models

All bachelor honours Coursework Programs will apply one of the following Coursework Curriculum Models:

1. embedded honours pathway model;
2. fully embedded honours model; or
3. separate honours model.

3.4.1 Embedded honours pathway model

The Table H Coursework Curriculum Model applies to the honours year of an embedded bachelor (Honours) program and is comprised of eight Units which enable Students to graduate at AQF level 8. Entry into fourth year may require Students to achieve a required GPA.

Table H - Embedded honours year: 24 + 8 Units

Elements	Features	Units
Core Courses	<ul style="list-style-type: none"> • A minimum of four Units • Located at different points across a degree • At least one identified common, first year Unit that supports Student Transition into University study • At least one common Unit of disciplinary study to ensure common Transition skills building • At least one final year WIL or Capstone/Project Unit that supports transition to work/further study 	4
Discipline Study Units	<ul style="list-style-type: none"> • A coherent suite of disciplinary Units • Suite of Units meets professional body requirements. • A minimum of 12 Units • At least one Unit of advanced Disciplinary Studies • At least one Unit of research methods 	16
Honours Units	<ul style="list-style-type: none"> • Eight Units of study enabling Students to exit at AQF level 8, including: <ul style="list-style-type: none"> ◦ At least one Unit of advanced Disciplinary Studies ◦ At least one Unit of research methods ◦ A minimum of four Units of Research/Professional Project 	8
Student Selection Units	<ul style="list-style-type: none"> • A minimum of 4 Units 	4
Total		32

3.4.2 Embedded honours four-year model

The Table I Coursework Curriculum Model applies to fully embedded four (4) year bachelor (honours) degrees, comprised of eight (8) Units. This model will be used for professionally accredited degrees requiring four (4) years of study and enables Students to graduate at AQF Level 8.

Table I - Embedded 4 year bachelor (honours) degree programs: 32 Units

Elements	Features	Units
Core Courses	<ul style="list-style-type: none"> • A minimum of four Units • Located at different points across a degree • At least one identified common, first year Unit that supports Student Transition into University study • At least one common Unit of disciplinary study to ensure common Transition skills building • At least one final year WIL or Capstone/Project Unit that supports transition to work/further study 	4
Discipline Study Units	<ul style="list-style-type: none"> • A coherent suite of disciplinary Units • Suite of Units meets professional body requirements 	16
Honours Units	<ul style="list-style-type: none"> • Eight Units of study enabling Students to exit at AQF Level 8, including: <ul style="list-style-type: none"> ◦ A minimum of two Units of Advanced Disciplinary Studies ◦ May include one Unit of research methods ◦ A minimum of two Research/Professional Project ◦ Units include embedded research skills support, where this is not provided in Discipline Study Units 	8
Student Selection Units	<ul style="list-style-type: none"> • A Minimum of four Units 	4

Total	32
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3.4.3 Separate honours model

The Table J Coursework Curriculum Model applies to an end-on, separate honours year comprised of eight (8) Units and is available to Graduates who have achieved a sufficient GPA from a relevant bachelor degree and enables Students to graduate at AQF Level 8.

Table J - End-on honours degree programs: 8 Units

Elements	Features	Maximum Units
Core Courses	<ul style="list-style-type: none"> • A minimum of two Units, including: <ul style="list-style-type: none"> ◦ At least one common Unit of disciplinary study focused on advanced theoretical knowledge and disciplinary skills ◦ At least one Unit of research methods 	-
Research/Industry Project Units	<ul style="list-style-type: none"> • A minimum of four Units of Research/Professional Project(s)* 	-
Total		8**

**Project(s) may be industry-based with embedded research methodologies.*

***All Units are to form a coherent program to support Students to achieve AQF Level 8.*

Calculation of the honours classification is made on the basis of the Student's performance in the Courses identified as honours Units in the embedded honours pathway model and the fully embedded honours model, and across all Units in the separate honours model.

3.5 Sub-Master and master Coursework Programs

All Sub-Master and master Coursework Programs apply one of the following Coursework Curriculum Models:

1. Graduate certificate model;
2. Graduate diploma model; or
3. Coursework master model.

3.5.1 Graduate certificate model

The Table K Coursework Curriculum Model applies to a four (4) Unit graduate certificate program, which is either a standalone qualification or nested with a master degree.

Table K - Graduate certificate programs: 4 Units

Elements	Features	Units
Discipline Study Units	<ul style="list-style-type: none"> • Minimum of three Units • A coherent suite of disciplinary or specialist Units • Units should provide support for Student Transition to postgraduate Coursework study 	-
Student Selection Units	<ul style="list-style-type: none"> • Up to one Unit 	-
Total		4

3.5.2 Graduate Diploma Model

The Table L Coursework Curriculum Model applies to an eight (8) Unit graduate diploma, which is either a standalone qualification or nested with a master degree.

Table L - Graduate diploma programs: 8 Units

Elements	Features	Units
Core Courses	<ul style="list-style-type: none"> • A minimum of two Units • At least two common Units of disciplinary study 	-
Discipline Study Units	<ul style="list-style-type: none"> • A minimum of four Units • A coherent suite of disciplinary Units • At least one Project/Capstone Unit that enables some independent study focus of relevance to the Student. 	-
Student selection Units	<ul style="list-style-type: none"> • A minimum of one Unit 	-
Total		8

3.5.3 Coursework master model

The Table M Curriculum Model applies to 12 or 16 Unit (one and a half to two year) master degree programs but may be reduced to eight Unit (one year) master degree programs, depending on the entry requirements.

Table M - Master degrees: 12 or 16 Units

Elements	Features	12 Unit Program	16 Unit Program
Core Courses	<ul style="list-style-type: none"> • A minimum of two Units • At least two common Units of disciplinary study • Core Courses should provide support for Student Transition to postgraduate Coursework study • A minimum of one research methods Unit 	-	-
Specialisation Units	<ul style="list-style-type: none"> • A minimum of four Units • A coherent suite of disciplinary Units • Where possible, Specialisations will align with graduate certificate sub-program offerings 	-	-
Research Project Units	<ul style="list-style-type: none"> • A minimum of two Units • Act as Capstone Units 	-	-
Student Selection Units	<ul style="list-style-type: none"> • A minimum of two Units 	-	-
Total		12	16

N. Vertical Postgraduate Programs Model

Three graduate certificates (of four Courses each) are nested within a master degree: on successful completion of the second graduate certificate, a Student would also be eligible for a graduate diploma and, on completion of the third graduate certificate, the master degree.

All programs in this model must be in the same discipline group and Field of Education (FOE)

classification.

Each graduate certificate must contain two Courses specifically design to meet the Skills and Application of Knowledge and Skills of an AQF Level 9 qualification, so that on completion of the three graduate certificates, the AQF requirements of the master degree are met.

If this model is selected, the structural requirements identified in Tables K to M are waived.

4 References

Nil.

5 Schedule Information

Accountable Officer	Deputy Vice-Chancellor (Academic)
Responsible Officer	Director (Academic Quality Unit)
Policy Type	University Procedure
Policy Suite	Coursework Curriculum Design and Structure Policy
Approved Date	18/8/2021
Effective Date	18/8/2021
Review Date	18/8/2024
Relevant Legislation	Australian Qualifications Framework
Related Policies	Academic Programs and Courses Policy
Related Procedures	Coursework Curriculum Design and Structure Procedure Program Accreditation Procedure
Related forms, publications and websites	
Definitions	Terms defined in the Definitions Dictionary Capstone Unit A final year Course, or Courses, in an undergraduate degree program which require Students to integrate and apply what they have learned from across their entire Major or program of study. Core Course

A Course that combines introductory discipline knowledge with enabling students to gain skills and knowledge for successful tertiary study and lifelong learning, and provides a foundation for the Graduate Attributes. A Core Course must be passed to fulfil the requirements of the program.

[Course](#)

A discrete element of a program, normally undertaken over a single Teaching Period, in which the Student enrolls, and on completion of which the Student is awarded a grade.

[Coursework](#)

A method of teaching and learning that leads to the acquisition of skills and knowledge and does not include a major research component.

[Coursework Program](#)

A sequence of study consisting predominantly of Coursework.

[Cross-Credited Elective](#)

A component of a Double Degree: an elective that is relevant for and counts as Credit towards each of the degrees within the qualification.

[Discipline Study Unit](#)

A coherent, developmental section of an academic program, which has a specific discipline focus.

[Elective](#)

A Course chosen by Students to add value to their degree, either from a list of recommended Courses, or from a range of Courses offered from programs across the university.

[Extended Major](#)

An Extended Major is a coherent, developmental section of an academic program, comprised of 12 units of study, which provides a specific disciplinary focus.

[Major](#)

A coherent set of at least eight (8) which provides depth of study within a specific subject area or discipline.

[Minor](#)

A coherent set of at least four (4) Units which provides a sub-disciplinary focus and allows a Student to extend or complement their Major or Discipline Study Courses.

[Research Project Unit](#)

Units that form part of an academic Coursework Program and which enable enrolled Students to undertake supervised, disciplinary or applied professional research on a topic, chosen in consultation with their supervisor or Course Examiner.

[Specialisation](#)

A coherent set of at least four (4) Units in a postgraduate program which provides a disciplinary focus for Student study.

[Student](#)

A person who is admitted to an Award Program or Non-Award Program offered by the University and is: currently enrolled in one or more Courses or study units; or not currently enrolled but is on an approved Leave of Absence or whose admission has not been cancelled.

[Student Selection Unit](#)

Units of study selected by the Student to compliment or extend their primary Major, or Discipline Study Units. The Unit weighting allocated to Student Selection Units is determined by the applicable degree type and Coursework Curriculum Model.

[Sub-Bachelor](#)

Includes diploma, undergraduate certificate, advanced diploma and associate degree level programs.

[Sub-Master](#)

Includes graduate certificate and graduate diploma level programs.

[Thesis](#)

Also known as a Standard Thesis, is the material outcomes of a program of research. It is also referred to as a 'dissertation'.

[Transition](#)

	<p>Refers to a process of Students moving in, or out of University and the requirement for them navigate new educational, organisational and socio-cultural contexts. Support for successful Student Transition into higher education is the focus of the First Year Experience and Transition Pedagogy (Kift et al., 2010).</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> <p>University</p> <p>The term 'University' or 'USQ' means the University of Southern Queensland.</p>
	Definitions that relate to this schedule only
Keywords	curriculum design, qualifications framework, degree, Sub-Bachelor, Sub-Master, associate degree, bachelor degree, bachelor honours degree, graduate certificate, graduate diploma, master degree, Coursework, Specialisation Units, Elective Units, Core Courses
Record No	21/182PL