

Credit Points and Course Structure Policy

Section 1 - Background and Purpose

(1) This Policy prescribes the attributes of the credit point system that operates at the University for coursework subjects to facilitate cross-disciplinary enrolment, transfers between courses and credit transfer. It also details how courses may be structured incorporating subjects at different levels.

Section 2 - Scope

(2) Applies to:

- a. all campuses
- b. all coursework courses and subjects
- c. all coursework students
- d. all staff involved in the teaching or administration of courses.

Section 3 - Policy Statement

(3) All coursework subjects will have a credit point value of 15 credit points. Particular cases such as clinical subjects, fieldwork placements, laboratory classes or the thesis component of Bachelor Honours and Coursework Masters may be a multiple of 15 credit points. Under exceptional circumstances, other variations to the 15 credit point value will need the approval of the Education Committee.

(4) Learning outcomes consistent with the Australian Qualification Framework descriptors will distinguish between subjects offered at different year levels.

(5) For the purposes of assessing fees and load reporting an EFTSL (Equivalent Full-Time Student Load) for an Academic Year is defined as 120 credit points.

(6) To be eligible for the award of the Bachelor Degree students will complete 360 credit points for a three year degree and 480 credit points for a four year degree. This will normally be composed of a maximum of 150 credit points at first year level and a minimum of 120 credit points at third year level (or at fourth year level for four year programs). Variations to this course structure require the approval of the Education Committee with the condition that first-year level subjects may be increased only by a corresponding reduction in second-year (not third or fourth year) subjects.

(7) Credit point requirements for Double or Combined qualifications are detailed in the Double, Combined, Dual and Joint Qualifications Policy and Procedures.

Section 4 - Procedure

(8) Nil.

Section 5 - Definitions

(9) For the purpose of this Policy:

- a. Academic Year: runs from 1 January to 31 December inclusive
- b. Credit Point: a unit of measure to indicate the workload in a subject or course.
- c. EFTSL: Equivalent Full-Time Student Load. 1.00 EFTSL represents the total workload of a full-time student in any single Academic Year in a given course.
- d. Full-time*: refers to a student who is enrolled for 75% or more of an Equivalent Full-Time Student Load (i.e. 90 CP or more for an academic year).
- e. Part-time*: refers to a student who is enrolled for less than 75% of an Equivalent Full-Time Student Load (i.e. less than 90 CP for an academic year).
- f. Overloaded: refers to a student who is enrolled for more than 100% of an Equivalent Full-Time Student Load (i.e. more than 120 CP for an academic year).

*NOTE: These are University definitions and may not necessarily coincide with definitions applied by external agencies - such as Centrelink, which is currently responsible for advancing government benefits.

Section 6 - Stakeholders

Responsibility for implementation – Associate pro Vice-Chancellors (Coursework); Heads of School; College General Managers.

Responsibility for monitoring implementation and compliance – Coursework Committee; Education Committee.

Status and Details

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