Coursework Regulations
Applicable to Coursework Award Courses approved for offering from 1 January 2018

Preliminary Information

Preamble
Murdoch University is committed to:

- Developing world ready graduates with the knowledge, skills and abilities to create their own destinies.
- Offering innovative and relevant courses that are outcomes focussed and responsive to the current and emerging needs of students, employers and the community.
- Providing high quality learning and teaching, delivered in multiple locations, using contemporary and flexible modalities.

Applicability
1. These Regulations are made under Murdoch University Statute No. 4 – Degrees, Diplomas and Certificates.
2. These Regulations apply to all coursework Award Courses of the University: Courses leading to the Award of Bachelor, Bachelor’s Honours, Graduate Certificate, Graduate Diploma and Masters by Coursework and Professional Doctorate.
3. These Regulations govern the classification, nomenclature and structure of coursework Award Courses of the University.
4. These Regulations prescribe the conditions under which a coursework Course, recognised under the Australian Qualifications Framework (AQF), may be conferred as an Award of the University.
5. These Regulations prescribe the titles of the Awards of the University that are conferred for completion of a coursework Course.
6. These Regulations are to be read in conjunction with:

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<th>Policy</th>
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<tr>
<td>Academic Monitoring and Progression Policy</td>
<td>For rules governing academic progression at the University</td>
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<tr>
<td>Admissions (Coursework) Policy</td>
<td>For rules governing admission and readmission to the University</td>
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<td>Advanced Standing Policy</td>
<td>For rules governing the approval of credit, for prior learning, within coursework Courses</td>
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<td>Assessment Policy</td>
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<td>Award Nomenclature, Certification and Issuance Policy</td>
<td>For rules governing the naming, certification and issuance of Awards of the University</td>
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<tr>
<td><strong>Curriculum Policy</strong></td>
<td>For rules governing the design and management of the curriculum, including the definition of approval delegations</td>
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<tr>
<td><strong>Enrolments (Coursework) Policy</strong></td>
<td>For rules governing enrolments at the University</td>
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<td><strong>Handbook</strong></td>
<td>For descriptive, admission and completion requirements for each Course.</td>
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<td><strong>Rules for the Conduct of Examinations</strong></td>
<td>For rules governing examinations at the University</td>
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<td><strong>School Regulations</strong></td>
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<td><strong>Statute No. 4 - Degrees, Diplomas and Certificates</strong></td>
<td>For rules governing the conferral and awarding of Degrees, Diplomas and Certificates of the University</td>
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<td><strong>Student Appeals Policy</strong></td>
<td>For rules governing student appeals at the University</td>
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**Definitions**

Definitions of key terms used in this policy are defined in the University *Dictionary of Terms*.

**Coursework Courses: Classification and Nomenclature**

7. The titles and codes of all coursework Courses are set out in the *Handbook*.

8. Coursework Award Courses are classified according to the number of qualifications they lead to:
   8.1. A Single Award Course leads to one qualification at AQF level 7, 8 or 9.
   8.2. A Combined Award Course leads to two qualifications that are both at the same AQF level (usually level 7).
   8.3. An Integrated Award Course leads to the Award of one qualification at AQF level 7 and one qualification at AQF level 8 or 9.

9. Coursework Award Courses are named according to the level qualification they lead to:
   9.1. Bachelor Courses lead to qualification at AQF level 7.
   9.2. Bachelor’s Honours Courses lead to qualification at AQF level 8.
   9.3. Graduate Certificate and Graduate Diploma Courses lead to qualification at AQF level 8.
   9.4. Masters Courses lead to qualification at AQF level 9.
   9.5. Doctoral Courses lead to qualification at AQF level 10.
   9.6. Single Award Courses designed such one course is subsumed into the next and the qualifications they lead to are at progressively higher levels may be grouped to form a Nested Award Suite.

10. All Courses of the University are classified by title and identification code.
Coursework Courses: Components and Structures

Overview

11. All Coursework Award Courses of the University are designed as coherent and integrated programs of learning that conform to the appropriate AQF specification for type, complexity and volume of learning.

12. All Coursework Award Courses of the University have:
   12.1. An approved Structure constituted by approved Components;
   12.2. A specified total credit point value for the Course and each of its Components; and
   12.3. Specified completion requirements for the Course and each Course Component.

Course Components

13. The approved Course Components of the University are: Murdoch Spine, Course Core, Major and Options (in the form of a Second Majors, Co-majors, Minors and/or general electives).

14. The total credit point value of a Course is equal to the sum of the approved components of the course.

15. Students must be able to satisfy the total credit point value of each Course Component. Where a unit or units are listed in multiple Course Components additional specified or general electives must be made available to meet any credit point shortfall.

16. The Murdoch Spine:
   16.1. Is a set of units and/or learning experiences, each with an assigned credit point value, that complement or augment disciplinary learning by developing competency in a domain specified by the University.
   16.2. Is designed as a non-disciplinary sequence of learning offered within multiple Courses or Schools.
   16.3. May also be accommodated, or embedded, as a discipline-specific sequence of learning offered within a single Course or group of Courses.

17. A Course Core:
   17.1. Is a coherent and scaffolded sequence of 'required units' and/or 'specified elective units' that develop essential knowledge, skills and the application of knowledge with depth in a discipline of study.
   17.2. The Course Core is a required set of units in a course expressed as a list with a total credit point value.
   17.3. Is a common structure within a single Course or group of related Courses.

18. A Major:
   18.1. Is a coherent and scaffolded sequence of 'required units' and/or 'specified elective units' that develop specialised knowledge, skills and the application of knowledge with depth in a discipline of study.
   18.2. Has a unique identification code, a total credit point value and is administratively associated with its parent Course.
   18.3. Majors may include pre-requisite units from the Course Core.
18.4. Majors intended to be available as a Second Major may not include requisites from the Course Core.

18.5. Majors offered under the same parent Course must include a minimum of 50% of units distinct to the Major.

18.6. Specified electives must not exceed 50% of the total credit point value of the Major.

19. Options:

19.1. Options represent the set of choices available to students to fulfil the total credit point requirement of the Course following completion of any required Murdoch Spine, Course Core and Major requirements.

19.2. Options are defined for each course and include a selection Majors, Co-Majors, Minors and/or General Electives less than or equal total the total credit point value allocated to Options.

19.3. A second Major may be undertaken where it is specified as an Option within the course structure.

19.4. A Co-Major:

19.4.1. Is a coherent and scaffolded sequence ‘required units’ and/or ‘specified elective units’.

19.4.2. May comprise a sub-set of a Major, or may be designed specifically as a Co-Major to compliment or extend the choices of Majors within a Course or across multiple Courses.

19.4.3. Has a unique identification code and a total credit point value.

19.4.4. Has no pre-requisites, or has pre-requisites that are satisfied through completion of other required Course Components.

19.5. A Minor:

19.5.1. Is a coherent and scaffolded sequence of ‘required units’ and/or ‘specified elective units’ that develop knowledge, skills and the application of knowledge in a defined field of study.

19.5.2. Is designed to extend or complement the focus of a Course or Major.

19.5.3. Has a unique identification code and a total credit point value.

19.5.4. Has no pre-requisites, or has pre-requisites that are satisfied through completion of other required Course Components.

19.6. General Electives:

19.6.1. Up to a total credit point value allocated to Options may be selected.

19.6.2. Constitute a list of all available units at the appropriate award level not subject to restriction or quota.

Course Structures: Bachelor Awards

20. All Bachelor Award Courses satisfy the requirements of Australian Higher Education Qualification(s) to at least AQF level 7.

21. All Bachelor Award Courses include transition experiences and research training embedded within their required Components: Course Core or Major.

22. All Bachelor Award Courses include a Murdoch Spine.
23. It is desirable that Bachelor Award Courses be designed to accommodate two majors within the total credit point value of the Course.

24. It is desirable that Bachelor Award Courses be designed to accommodate their inclusion in a Combined Award Course.

**Single Bachelor Award Courses**

25. A standard Single Bachelor Award Course has a total credit point value of 72, or where required 96.

26. A standard Single Bachelor Award Course includes:
   
   26.1. A Murdoch Spine with a total credit point value of 9;
   
   26.2. A Course Core with a total credit point value of 9 to 15;
   
   26.3. A Major with a total credit point value of 24; and
   
   26.4. Options comprising selected Majors, Co-Majors, Minors and General Electives with a total credit point value of 24.

27. The following variations to the standard Single Bachelor Award Course may be approved:
   
   27.1. A Murdoch Spine embedded within a Course Core or Major.
   
   27.2. A Course Core with a total credit point value between 0 and the total credit point value of the Course.
   
   27.3. A Major with a greater total credit point value; up to 36 in Courses with a total credit point value of 72 and up to 48 in Courses with a total credit point value of 96.

**Combined Bachelor Award Courses**

28. A Combined Bachelor Award Course is structured by combining two Single Bachelor Award Courses.

   28.1. A Combined Bachelor Award Course has a unique identification code.
   
   28.2. Merging two 72 credit point Single Bachelor Award Courses results in a Combined Bachelor Award Course with a total credit point value of 96.
   
   28.3. Merging a 72 credit point Single Bachelor Award Course and a 96 credit point Single Bachelor Award Course results in a Combined Bachelor Award Course with a total credit point value of 120.

29. A Combined Bachelor Award Course includes:

   29.1. A Murdoch Spine with a total credit point value of 9;
   
   29.2. The Course Cores from each Single Bachelor Award Course;
   
   29.3. Majors from each Single Bachelor Award Course; and
   
   29.4. A set of Options for any remaining credit point value.

**Integrated Award Courses**

30. An Integrated Award Course has a unique identification code.

31. An Integrated Award Course is structured by appending a Single Graduate Certificate Award Course or Single Graduate Diploma Award Course to a Single Bachelor Award Course.
32. The total credit point value of an Integrated Award Course is the sum of the total credit point values of its constituent Single Award Courses.

33. An Integrated Award Course includes all of the Course Components of its constituent Single Award Courses.

**Single Bachelor’s Honours Award Courses**

34. A Single Bachelor’s Honours Award Course includes:
   34.1. All the Course Components of the Single Bachelor Award Course;
   34.2. Research Training and Dissertation with a minimum total credit point value of 12.

35. A Single Bachelor’s Honours Award Course is formed by either:
   35.1. Appending a discrete Bachelor’s Honours Award Course, with a total credit point value of 24 to a Single Bachelor Award Course; or
   35.2. Embedding a Bachelor’s Honours Award Course into a Single Bachelor Award Course.

**Course Structures: Graduate**

36. A Single Award Graduate Course may be structured as stand-alone-Course or as part of a Nested Award Suite.

**Single Graduate Certificate Awards**

37. All Graduate Certificate Award Courses satisfy the requirements of Australian Higher Education Qualification(s) at AQF level 8.

38. A Graduate Certificate Award Course has a total credit point value of 12 and may be offered to students who:
   38.1. Have an AQF level 7 or equivalent qualification that provides satisfactory preparation to undertake the course;
   38.2. Demonstrate ability to undertake study at AQF level 8 through relevant prior learning and/or work experience;
   38.3. Are approved by the relevant University committee as adequately prepared to undertake the course through relevant prior learning and/or work experience; or
   38.4. Are invited to undertake the Course concurrently with their undergraduate Award Course.

39. A Graduate Certificate Award Course includes a Course Core, with a total credit point value between 0 and 12.

40. A Graduate Certificate Award Course may be structured to include a Major (identified on the testamur) with a total credit point value of 12.

**Single Graduate Diploma Awards**

41. All Graduate Diploma Award Courses satisfy, at minimum, the requirements of Australian Higher Education Qualification(s) at AQF level 8.

42. A Graduate Diploma Award Course has a total credit point value of 24 and may be offered to students who:
   42.1. Have an AQF level 7 or equivalent qualification that provides satisfactory preparation to undertake the course;
42.2. Demonstrate ability to undertake study at AQF level 8 through relevant prior learning and/or work experience;

42.3. Are approved by the relevant University committee as adequately prepared to undertake the course through relevant prior learning and/or work experience; or

42.4. Are invited to undertake the Course concurrently with their undergraduate Award Course.

43. A Graduate Diploma Award Course includes a Course Core, with a total credit point value between 0 and 24.

44. A Graduate Diploma Award Course may be structured to include Majors with a total credit point value between 12 and 24.

**Single Masters by Coursework Awards**

45. All Masters by coursework Award Courses satisfy, at minimum, the requirements of Australian Higher Education Qualification(s) at AQF level 9.

46. A standard Masters by Coursework Award Course has a total credit point value of 48 and may be offered to students who:
   46.1. Have an AQF level 7 or equivalent qualification in any field; or
   46.2. Demonstrate ability to undertake study at AQF level 8 and 9 through relevant prior learning and/or work experience

47. A Masters by Coursework Award Course that has a total credit point value of 36 may be offered to students who:
   47.1. Have an AQF level 7 or equivalent qualification in the same discipline; or
   47.2. Have an AQF level 7 and 8 or equivalents qualification in a different discipline; or
   47.3. Are approved by the relevant University committee as adequately prepared to undertake the course through relevant prior learning and/or work experience.

48. A Masters by Coursework Award Course that has a total credit point value of 24 may be offered to students who:
   48.1. Have an AQF level 7 and 8 or equivalent qualification in the same discipline; or
   48.2. Are approved by the relevant University committee as adequately prepared to undertake the course through relevant prior learning and/or work experience.

49. An extended Masters by Coursework Award Course that has a total credit point value of 72 may be offered to students who:
   49.1. Have a 3 year AQF Level 7 qualification in any field; or
   49.2. Demonstrate ability to undertake study at AQF level 8 and 9 through relevant prior learning and/or work experience

50. All Masters by Coursework Award Courses include a Course Core, with a total credit point value between 0 and the total credit point value of the Course.

51. A Masters by Coursework Award Course may be structured to include Majors with a total credit point value between 12 and 48.

**Single Professional Doctorate Awards**
52. All Professional Doctorate Award Courses satisfy the requirements of Australian Higher Education Qualification(s) at AQF level 10.

53. A Professional Doctorate Award Course has a total credit point value of 72.

54. A Professional Doctorate Award Course includes a Course Core, with a total credit point value between 0 and 72.

55. A Professional Doctorate Award Course may be structured to include a Major with a total credit point value of 48.

**Nested Award Suite**

56. Nested Award Suites are those that lead to the successive award of 2 or more qualifications at different AQF levels.

57. Nested courses permit the recognition of accumulated credit from one qualification to the next.

**Coursework Courses: Completion Requirements**

**Completion requirements for all coursework Award Courses**

58. To satisfy the completion requirements of a coursework Award Course a student shall (subject to the application of Advanced Standing):

58.1. Satisfactorily complete the University’s requirements for assuring academic integrity as specified in the *Handbook*;

58.2. Complete the program of learning as specified in the University’s Handbook for their enrolled coursework Award Course by:

58.2.1. Completing the total number of credit points specified for the Course and each of the Course Components;

58.2.2. Completing all ‘required units’ specified for the Course and each of the Course Components; and

58.2.3. Completing the total number of credit points of ‘specified elective units’ specified for the Course and each of the Course Components.

59. The relevant Academic Chair may approve a variation of up to 3 credit points to the completion requirements of a Murdoch Spine, Course Core or Major Component where:

59.1. The variation is critical to supporting the academic progress of that student;

59.2. The student is not at fault in the circumstances leading to the need for the variation; and

59.3. The variation will not significantly diminish the type, complexity and volume of learning undertaken by that student.

59.4. The total credit point required for the course is not altered as a consequence of the variation.

60. Where the University approves one or more changes to the structure of a coursework Award Course, and/or its Components, a student must satisfy the completion requirements specified for the version of the Course in which they are enrolled at the time of completion.

**Completion time limits for all coursework Award Courses**
61. Students are required to satisfy the completion requirements of coursework Award Courses within the following maximum completion time periods, except where variations have been approved and are specified in the *Handbook* for individual Courses.

<table>
<thead>
<tr>
<th>Total Value of Course Structure</th>
<th>Maximum Completion Time</th>
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<tbody>
<tr>
<td>12 credit points</td>
<td>2 years</td>
</tr>
<tr>
<td>24 credit points</td>
<td>3 years</td>
</tr>
<tr>
<td>36 credit points</td>
<td>5 years</td>
</tr>
<tr>
<td>48 credit points</td>
<td>6 years</td>
</tr>
<tr>
<td>72 credit points</td>
<td>8 years</td>
</tr>
<tr>
<td>96 credit points</td>
<td>10 years</td>
</tr>
<tr>
<td>120 credit points</td>
<td>12 years</td>
</tr>
</tbody>
</table>

62. The completion time period is calculated from the first day of the first teaching period of enrolment to the last day of the last teaching period of enrolment for each course attempt and is fully inclusive.

63. Where a student reaches the maximum completion time period for a coursework Award Course and has not satisfied the specified completion requirements the University may:

   63.1. Extend that student’s maximum completion period for a specified period subject to specified conditions; or

   63.2. Exclude the student from the University.

**Conferral of coursework Awards**

64. A coursework Award of the University may be conferred where a student has:

   64.1. Satisfied the completion requirements of their enrolled Award Course within the approved completion time period as specified in these regulations and the *Handbook*;

   64.2. Completed the total credit point value of their enrolled Award Course with at least 50% of credit achieved at the University, except:

      64.2.1. In the case of discrete Bachelor’s Honours Award Courses, where a minimum of 18 of the 24 credit points must be completed at the University; or

      64.2.2. Where a variation has been approved for an Awards made in collaboration with other universities.

   64.3. Discharged any and all debt to the University.

65. Where a student has died a posthumous Award of the University may be conferred if the student has satisfied, or substantially satisfied, the completion requirements of their last enrolled Award Course as specified in these regulations and the *Handbook*.

66. Where a student withdraws prior to completion of a Combined or Integrated Award Course a constituent AQF level 7 Award may be conferred where that student has satisfied the completion requirements of the Course specified as leading to that single Award.

67. Where a student has been invited to concurrently enrol in a Bachelor Award Course and a Graduate Award Course the Bachelor Award must be conferred before the Graduate Award.

68. Where a Graduate Course is part of a Nested Award Suite:
68.1. A student may, upon request, be conferred with a constituent Award where all completion requirements of the course specified as leading that single Award are satisfied.

Variations

69. Academic Council may grant variation to these Regulations in individual cases, subject to any conditions it may specify. This is in addition to any discretionary authority conferred in individual Regulations.

69.1. Where the decision to grant variation to these Regulations cannot be deferred until the next meeting of Academic Council the President will decide on behalf of Council and report the outcome to the next meeting of Academic Council.

Approval and Implementation

Table to be inserted as per current Regulations.