

# Undergraduate Courses

## **University Requirements**

Undergraduate Coursework  
Awards

## **Faculty of Arts, Education and Social Sciences**

Award Requirements  
Courses and Majors

## **Faculty of Law, Business and the Creative Arts**

Award Requirements  
Courses and Majors

## **Faculty of Medicine, Health and Molecular Sciences**

Award Requirements  
Courses and Majors

## **Faculty of Science, Engineering and Information Technology**

Award Requirements  
Courses and Majors

## UNIVERSITY REQUIREMENTS FOR UNDERGRADUATE COURSEWORK AWARDS

### Granting of an Award of the University

1. Candidates who have fulfilled the conditions of the Requirements for the Award in which they are enrolled and have complied with all Statutes and other Requirements applicable to them may be granted the Award.

### Subject Enrolment

2. In each year of enrolment, each student is required to nominate a selection of subjects. The Pro-Vice-Chancellor of the appropriate faculty may reject a student's enrolment and/or selection of subjects where the selection of subjects does not conform to the requirements of the award or where enrolment in a particular subject is restricted. At the direction of the Pro-Vice-Chancellor some students will be required to attend an enrolment advisory session. However, it is the student's responsibility to ensure that the selection of subjects conforms to the requirements of the award in which the student is enrolled; and acceptance by the University of a student's enrolment and selection of subjects must not be taken as confirmation that the selection of subjects conforms to the requirements of the award in which the student is enrolled.

### Concurrent Enrolment

3. A candidate shall not enrol concurrently for any other degree or diploma of this or any other institution of higher education without the written permission of the Pro-Vice-Chancellor of the appropriate faculty or in the case of joint or interfaculty degrees, the Pro-Vice-Chancellors of the appropriate Faculties.

### Maximum Enrolment

4. The maximum enrolment for any candidate will normally be restricted to 15 credit points per teaching period without the special approval of the Pro-Vice-Chancellor of the appropriate faculty. The normal enrolment for a full-time candidate is 24 credit points in an academic year.

### Normal Period of Candidature

5. A three year degree requires 72 credit points and is normally completed in three years of full-time study or the part-time equivalent; a four year degree requires 96 credit points and is normally completed in four years of full-time study or the part-time equivalent.

Candidates' attention is drawn to the Academic Progression Policy [http://www.jcu.edu.au/policy/student/admission/JCUDEV\\_015091.html](http://www.jcu.edu.au/policy/student/admission/JCUDEV_015091.html) which requires that candidates progress with their studies in accordance with the conditions set down by the policy.

Candidates are not permitted to undertake more than the minimum number of credit points required to complete their degree without the approval of the Pro-Vice-Chancellor.

### Enrolment Status

6. A full-time candidate for any particular year is one who in that year enrolls for subjects to the value of at least 18 credit points.  
A part-time candidate for any particular year is one who in that year enrolls for subjects to the value of less than 18 credit points.

### Suspension or Termination of Enrolment

7. Where a student's enrolment is suspended or terminated, their attendance at the University, participation in on-line tuition or participation in a professional or clinical placement will cease, with effect from the date of suspension or termination.

### Completion of a Subject

8. To complete a subject a candidate shall, in the one academic year, fulfil the requirements of the appropriate School as approved by the appropriate faculty for that subject in regard to attendance at lectures and classes, presentation of oral, written, practical and field work and satisfactory performance in examinations or in other forms of assessment. These conditions will be specified in each subject outline issued at the commencement of the subject.

### Prerequisite Subjects

9. Except with faculty permission, granted on advice from the Head of the appropriate School, a candidate may not enrol for any subject until a passing grade has been obtained for any prerequisite subject or subjects or other conditions have been met as detailed in the Master Schedule of subjects.

### Inadmissible Subjects

10. Where two subjects are listed in the Master Schedule of subjects as an inadmissible subject combination, credit may be gained for only one of the subjects.

### Professional Experience

- 11.1 Where a course includes prescribed professional or clinical placements, students may be required to undertake such placements away from the campus at which they are enrolled at their own expense.
- 11.2 Students may be required to be interviewed, in accordance with the relevant procedures, to assess their suitability to undertake, or to continue in, a professional or clinical placement.
- 11.3 Where a course includes a prescribed professional or clinical placement(s) and where that placement(s) may involve contact with young people, a student's initial enrolment and continuing enrolment in that course will be conditional upon the following:
  - 11.3.1 eligibility of the student for a Suitability to Work with Children Card at the time of the first enrolment;
  - 11.3.2 maintenance of that eligibility throughout the whole of the course;
  - 11.3.3 actual application for or acquisition of a Suitability to Work with Children Card prior to commencement of placement.

In the event that a student becomes ineligible for a Suitability to Work with Children Card, at any time between the date of first enrolment and the date of completion of the course, the student will not be able to complete the degree.

### Withdrawal from Subjects by Candidates

12. A candidate who withdraws from a subject after the final date for withdrawal without academic penalty shall be deemed to have failed in the subject unless the faculty is satisfied that there are special reasons for waiving this provision.

### Grades Awarded

13. A candidate's performance in a subject shall be classified as satisfactory (S) or unsatisfactory (U) or graded within the following range:  
High Distinction (HD); Distinction (D); Credit (C); Pass (P); Pass Conceded (PC) or Fail (N or X).  
Schools will inform students of the criteria for each grade in each subject.

### Honours

- 14.1 The degree with honours may be taken with honours in a single discipline or with combined honours in two disciplines.
- 14.2 The examination for the degree with honours shall be as designated by the Head of the appropriate School and shall be by:
  - 14.2.1 passing or by being granted credit for passes in such assignments, exercises and written papers as may be prescribed; and
  - 14.2.2 completing such other requirements, as may be approved and prescribed by the appropriate School responsible for examining the various subjects in which the candidate is enrolled; and
  - 14.2.3 the presentation of a thesis, in manner and at a standard satisfactory to the appropriate Head of School.
- 14.3 The Bachelor Degree with Honours may be awarded in the following classes:
  - Class I<sup>1</sup>
  - Class II Division A
  - Class II Division B
  - Class III<sup>2</sup>.

### Advanced Standing for Previous Studies

15. The Deputy Vice-Chancellor, or relevant Pro-Vice-Chancellor (Faculty, or delegate) may give a candidate advanced standing towards an award of this University for subjects completed at this or another University within the limits indicated in the Advanced Standing for Previous Studies and Recognised Prior Learning policy.

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1. The award of Class I Honours is acknowledged on the Testamur which is conferred at a Graduation Ceremony or Council meeting.  
2. Class III Honours is not awarded in Engineering and Law.