

# Academic Progress Regulations 2015

## Part 1 - Preliminary

### 1. Objective

(1) The objective of these Regulations is to provide for an academic progress review to determine whether a student has maintained satisfactory academic progress and to support the outcomes of such reviews.

### 2. Authorising provision

These Regulations are made under the [Governance, Academic and Student Affairs Statute 2013](#) and sections 28, 29 and 30 of the [Victoria University Act 2010](#).

### 3. Repeal and Commencement

(2) The Academic Progress Interim Regulations 2013 are repealed when these Regulations come into operation.

(3) These Regulations come into operation on 1 January 2016.

### 4. Definitions

In these Regulations-

- a. "academic progress" means a student's progress towards the successful completion of the academic requirements of the award in which they are enrolled;
- b. "academic progress decision" means a decision made under these Regulations regarding academic progress;
- c. "exclude" means to terminate a student's enrolment for failing to maintain satisfactory progress;
- d. "higher degree by research" means a postgraduate qualification undertaken primarily as part of a research-based program of study;
- e. "higher education by coursework" means all undergraduate and post-graduate higher education awards undertaken primarily by coursework.
- f. "relevant college" means the College, or equivalent organisational unit, in which the student is enrolled and which is responsible for ensuring the academic requirements of an award;
- g. "student" means
  - i. a person enrolled at the University in a course leading to a degree, diploma, certificate, licence or other award; or
  - ii. a person whose study performance is being or is to be assessed by the University, notwithstanding that such a person is not enrolled at the University in a course leading to a degree, diploma, certificate, licence or other award.

#### Note

This definition of student is from section 3 of the [Victoria University Act 2010](#) and Council Resolution C2010 - 070.

- h. "Unsatisfactory Progress" is where a student is considered to have not made satisfactory progress towards the

academic progress requirements of the award in which they are enrolled.

- i. "Unsatisfactory Progress Panel" means a panel constituted to determine unsatisfactory academic progress concerns.

## **Part 2 - Academic Progress Review**

### **5. Academic Progress Standards**

The standards expected of students to meet satisfactory academic progress are set out in University policy and procedure.

### **6. Higher Degree by Research**

(4) The relevant college and/or Graduate Research Centre will regularly review higher degree by research students' academic progress.

(5) Where the Dean, Graduate Research Centre (or their equivalent) considers that there are grounds to support a finding of Unsatisfactory Progress, the student will be provided with written notice and given an opportunity to request a hearing.

(6) Where a student does not request a hearing, the student may be deemed to be making Unsatisfactory Progress and excluded by the Dean, Graduate Research Centre (or their equivalent).

(7) Where a student requests a hearing, an Unsatisfactory Progress Panel will be convened to hear and determine whether a student has made Unsatisfactory Progress.

(8) Where a student is found to have made Unsatisfactory Progress, the Unsatisfactory Progress Panel will:

- a. allow the student to continue without conditions if this is justified in all of the circumstances;
- b. impose a condition or conditions on the student's continued enrolment;
- c. require the student to transfer their course (e.g. from a doctoral to a research master's degree); or
- d. exclude the student.

(9) A decision of the Dean, Graduate Research Centre or the Unsatisfactory Progress Panel is an academic progress decision for the purposes of the [Appeals Regulations 2014](#).

### **7. Higher Education Coursework Programs**

(10) The University will regularly review the academic progress of each higher education coursework student.

(11) Where a student is identified as having not met the academic progress standards or requirements for the first time, the student will be notified:

- a. That the student has not made satisfactory progress; and
- b. Of the requirement to engage in an academic intervention activity.

(12) Where a student is identified as having not met the academic progress standards or requirements for a second time, an Unsatisfactory Progress Panel will be convened to hear and determine whether the student has made Unsatisfactory Progress.

(13) Where a student is found to have made Unsatisfactory Progress, the Unsatisfactory Progress Panel may:

- a. Allow the student to continue in their course without conditions if this is justified in all of the circumstances;

- b. Create and direct the student to undertake an academic performance improvement plan;
- c. Impose a condition or conditions on the student's continuing enrolment; or
- d. Recommend to the relevant College Dean that the student be excluded for unsatisfactory academic progress.

(14) Upon the recommendation of an Unsatisfactory Progress Panel, the Dean of the relevant College may exclude a student.

(15) Where requested by the student, the Dean of Students (or their equivalent) will review any decision made pursuant to sub-section (4) (a) to sub-section 4(c) or sub-section (5) and may make any decision that is capable of being made by the Unsatisfactory Progress Panel or relevant College Dean.

(16) A decision made under sub-section (6) is an academic progress decision for the purposes of the [Appeals Regulations 2014](#).

## **8. Vocational Education - TAFE**

(17) The University may exclude a VET student for Unsatisfactory Progress in accordance with the relevant VET policies/procedures.

## Status and Details

<b>Status</b>	Historic
<b>Effective Date</b>	5th February 2016
<b>Review Date</b>	5th October 2018
<b>Approval Authority</b>	University Council
<b>Approval Date</b>	15th December 2015
<b>Expiry Date</b>	8th June 2016
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