

# Proposal for an Australian Higher Education Graduation Statement

## CHAPTER 2: MODEL FOR AN AUSTRALIAN HIGHER EDUCATION GRADUATION STATEMENT

Final Report to the  
Department of Education, Employment and Workplace Relations  
Development of a National Diploma Supplement Project  
02 May 2008

<b>Project Directors:</b>	Professor Richard James Professor Lynn Meek
<b>Project Manager:</b>	Professor Grant Harman
<b>Executive Officer:</b>	Dr Jeannet van der Lee
<b>Other Team Members:</b>	Associate Professor Peter Corrigan Associate Professor Leo Goedegebuure Dr Kerri-Lee Harris
<b>Consortium Universities:</b>	University of New England The University of Melbourne Australian National University University of New South Wales University of Sydney Griffith University University of Newcastle Queensland University of Technology University of South Australia University of Canberra Edith Cowan University Victoria University Charles Sturt University Swinburne University of Technology

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# Model for an Australian Higher Education Graduation Statement



## The Need for an Australian Higher Education Graduation Statement

The Australian Higher Education Graduation Statement will align the Australian higher education sector with international trends in providing enhanced documentation to graduates to improve the transparency and portability of qualifications, and to facilitate international mobility. In doing so, it will assist both domestic and international graduates from Australian higher education providers seeking employment or further study opportunities abroad as well as enhancing the information available to Australian employers and professional associations. Graduation Statements have the potential to make Australian awards better understood internationally, thus enhancing the international mobility of Australian graduates for further study or employment, and Australian competitiveness in the international education export market.

Australian higher education has much to gain, both domestically and in terms of its international education objectives, by taking steps in parallel with the Bologna Process. Within the Asia-Pacific region, increased interest is being shown in Bologna, with countries such as China, Japan and Korea closely monitoring developments. Addressing key issues raised by Bologna will place Australia and our partners in this region at the forefront of future education developments.

The Graduation Statement will be important for the international recognition of Australian higher education. It will be a distinctively Australian document that promotes the quality of the Australian higher education system and the academic achievements of graduates from Australian higher education institutions.

## Why use the Title 'Australian Higher Education Graduation Statement'?

The term 'Australian Higher Education Graduation Statement' has been chosen to identify the documentation as being Australian in origin and to denote a formal statement of academic achievement that is supplied to higher education graduates upon their graduation with a particular award.

The European term 'Diploma Supplement' is problematic in the Australian context. With the first word, the problem is that, while 'diploma' in the European context means an academic award, in Australia it refers to a particular type of award. The word 'supplement' also carries problems in that it conveys the idea that the documentation is an 'add-on' or of lesser importance than the testamur.

While most European universities and nations appear to be using the name 'Diploma Supplement', as recommended by European authorities, there has been more experimentation with names in the UK. Since Australia is outside the European Higher Education Area and since the UK has already varied the original European title, it is desirable to adopt a distinctive Australian title that overcomes difficulties with the words 'diploma' and 'supplement'.

## Guiding Principles for the Australian Higher Education Graduation Statement

The principles below define the Graduation Statement that it is recommended all Australian higher education institutions should provide to graduating students on completion of the requirements for higher education awards.

### Purpose

1. The Graduation Statement is a distinctively Australian document for presenting information regarding an award conferred on a graduate. It should be provided without charge to all graduates from higher education courses recognised within the Australian Qualifications Framework.
2. The purpose of the Graduation Statement is to provide details to assist graduates, employers, and education and training institutions both in Australia and internationally in understanding and recognising the nature and level of academic achievement in completion of an award. The Graduation Statement provides information to inform judgements for purposes that might include access to another academic programme, employment, or the right to practice a profession. It is not intended to provide comprehensive information for each of these purposes and in certain instances additional information might need to be sought.
3. The focus of the Graduation Statement is on a particular award conferred on an individual graduate. It is a statement of the nature of the award that has been conferred, the graduate's academic achievements within that award, and the nature of the awarding institution and the Australian higher education system at the time of graduation. A single Graduation Statement can accommodate both combined degrees and 'jointly badged' degrees.
4. The Graduation Statement is compiled to summarise information that is factual and relevant at that time. It is date-stamped to indicate the date of issue.

### Relationship to other Documentation

5. A Graduation Statement is issued for each separate award that is achieved. Students who complete a number of awards will therefore receive a number of Statements, each pertaining to a particular award conferred.
6. The Graduation Statement is issued in addition to the award 'certificate' or 'testamur' and in addition to academic transcripts. For

certain purposes, the Graduation Statement may need to be read in conjunction with an academic transcript (which may refer to more than one qualification completed at the same institution), but in most cases it is intended to provide adequate information to satisfy the needs of employers, professional associations and other higher education institutions.

7. The Graduation Statement differs in content and purpose from academic transcripts. Academic transcripts may be issued at various times to students and graduates, whereas the Graduation Statement is awarded only at course completion. In addition, while the academic transcript is a progressive record of all studies undertaken at an institution, the Graduation Statement records only studies undertaken for a particular award.
8. The Graduation Statement also differs in content and purpose from e-portfolios. E-portfolios are maintained by students and may incorporate a broad range of authenticated and unauthenticated information, whereas the Graduation Statement is an institutional responsibility and contains only authenticated information.

### Content and Style

9. The Graduation Statement consists of five sections plus certification, comprising both core and optional elements. To ensure national consistency, the five sections are to be presented in a uniform sequence by all higher education institutions. The optional elements allow institutions to report information (such as workplace learning) that may be characteristic of their overall mission, objectives and awards, and the special achievements of individual graduates.
10. The content of each Graduation Statement should conform to agreed national specifications. All information presented should be factual and should be free from any value judgements or equivalence statements but may include information about professional recognition and registration where appropriate. The document seeks to provide sufficient information to assist users in making judgements but avoids inclusion of detail that could cause confusion. Where appropriate, reference is made to other information sources that could be consulted, especially university, college and/or government websites.
11. Issuing institutions will design the layout of their Graduation Statements to suit their particular style requirements, which may

include institutional logos and other style elements.

12. All Graduation Statements issued by Australian higher education institutions will use the name Australian Higher Education Graduation Statement and provide an agreed statement explaining the purpose of the Graduation Statement.
13. The following statement on the purpose of the Graduation Statement is recommended:  
*The Australian Higher Education Graduation Statement is provided by Australian higher education institutions to graduating students on completion of the requirements for a particular higher education award. It provides a description of the nature, level, context and status of the studies that were pursued by the individual named. Its purpose is to assist in both national and international recognition of Australian qualifications and to promote international mobility and professional recognition of graduates.*

#### **Issuing and Authentication**

14. Awarding institutions are responsible for compiling, issuing and archiving Graduation Statements, and for the authentication of all information presented.
15. Particular elements of the Graduation Statement may require differing processes for institutional verification. Institutions will determine the verification procedures appropriate to their systems and purposes.
16. The Graduation Statement will be issued in hard copy and, when feasible, also in electronic format in order to maximise the utility to graduates. Appropriate techniques should be used to make formats secure and institutions should take appropriate action to minimise the possibility of forgery and misrepresentation. Recognising the lower security levels of electronic documents, the hard-copy format should be treated as the primary document. Institutions will be responsible for providing a verification mechanism for stakeholders who seek to verify the authenticity of a Graduation Statement.
17. It is not anticipated that Graduation Statements will be issued retrospectively to graduates who graduated prior to institutional implementation.

## Sections Included in the Australian Higher Education Graduation Statement

The Graduation Statement consists of five sections, with the first four having a number of elements. Details to be provided in these sections are summarised below. Items that are optional for institutions or particular awards are italicised.

### 1. The Graduate

**Family name:**

**Given name(s):**

**Student number:**

***Date of birth: (with or without verification based on citing birth certificate)***

### 2. The Award

**Name of Award:** Name of the award and the field or fields of specialisation, if appropriate.

**Detail:** Summary details of the award (including admission requirements, normal duration of study and language of instruction) but this may be best provided by a 'generic sentence' and reference to a University website. For research higher degrees, brief reference should be made to external examination arrangements.

***Features:*** *Brief description of distinguishing features of the course, such as professional placements, industry-based learning, or overseas study.*

***Pathway to further study:*** *Summary details on further or advanced higher education awards for which this award typically serves as preparation. Link to URL for detailed or additional information.*

***Course accreditation:*** *Statement regarding relevant external accreditation of the course, including details of the accrediting association or agency and date of most recent accreditation. If the degree confers on the holder rights to practice within particular jurisdictions, relevant information should be provided. Link to URL for additional information.*

### 3. Awarding Institution

Brief (preferably a one or two sentence) description of the institution, including type (public/private), date of founding and legislation of establishment. Private higher education institutions should provide information on their inclusion in the AQF Register of Recognised Educational Institutions, and on course and institutional accreditation arrangements. Links can be provided to institutional websites for additional information. Where the course is a 'jointly-badged' award with another institution, or is delivered by another institution, brief details of arrangements should be provided.

### 4. Graduate's Academic Achievements

**Course details:** Relevant information pertaining to units of study undertaken toward this award, whether or not these were successfully completed. Included are the unit name, institutional unit code, credit point value, grade and, where appropriate, Grade Point Average. Details of the credit or advanced standing given for previous study or study at other institutions where possible should be provided. For research higher degrees, the thesis title and a 100-word abstract should be included.

**Key to grading:** Provide details of institutional system for grading units and, where appropriate, for grading the award. Explanations of the award of honours grades or honours awards as appropriate should be included. If appropriate details may be provided of examination processes for research higher degrees.

***Additional course details:*** *Specific details of particular course related achievements of the graduate, which may include: workplace learning; institutional organised study abroad or independent overseas study credited to the award; major practicum or professional training placements; and assessed competencies or graduate employability skills.*

***Special achievements, recognition and prizes:*** *Academically related individual achievements such as prizes, university or faculty medals, special distinctions, and university funded or outside funded scholarships based on academic merit. Only information that can be authenticated by the institution should be included. Each university will define what will constitute 'academically related individual achievements.'*

### 5. Description of the Australian Higher Education System

Brief description of the Australian higher education system as approved by Department of Education, Employment and Workplace Relations and the AQF Advisory Board Secretariat.

## What Documentation Should Be Provided to Students?

It is recommended that a Graduation Statement be provided to all graduates from all higher education courses at graduation, or close to the time of graduation. The Graduation Statement does not replace the testamur or degree certificate, nor academic transcripts that may continue to be made available at different stages during a student's course. Tables 2.1 and 2.2 below compare and contrast the Graduation Statement with academic transcripts and e-portfolios respectively.

It is recognised that academic transcripts are not uniform across the higher education sector, varying in content and format, and in timing and frequency of issue. Table 2.1 summarises typical points of difference between Graduation Statements and academic transcripts.

**Table 2.1: Relationship between Academic Transcript and the Proposed Graduation Statement**

Academic Transcript	Graduation Statement
Emphasis on providing information on student course and unit enrolment, and academic achievement.	Emphasis on providing information to prospective employers or institutions to which graduates may be seeking to enrol.
Can be issued at any time, including at intervals during the course or prior to graduation.	Issued on completion of a course.
A progressive record of all studies (units, subjects and courses) undertaken at an institution, whether complete or incomplete.	A record of the studies undertaken that entitled the graduate to the particular award to which the Graduation Statement pertains.
Continually evolving while a student is studying with a particular institution.	Static, a snapshot of information compiled at a particular point in time (i.e. upon an award being conferred or requirements being met).
Information on the nature and context of the course being undertaken or completed is typically limited.	Detailed information on the nature and context of the course completed.
Information on the national system and awards framework is typically very limited or non-existent.	Information included on the national system of higher education and the awards framework.
Information typically limited to units/subjects undertaken and the grades, marks and GPAs.	Information includes units of study and grades/GPAs and may also include additional details of graduate's course related academic achievements.
Secure document.	Secure document.

There is a growing consideration of e-portfolios in Australian higher education. Table 2.2 contrasts the nature of e-portfolios and the Graduation Statement.

**Table 2.2: Relationship between e-Portfolios and the Proposed Graduation Statement**

e-portfolio	Graduation Statement
Information pertaining to a broad range of activities and achievements, including academic and non-academic achievements.	Information pertaining to a single award conferred on an individual.
Maintenance is an individual responsibility (possibly with institutional guidance + framework).	Compilation, verification and authentication is the responsibility of the award granting institution.
Contains authenticated and unauthenticated information.	Contains only authenticated information.
Continually evolving.	Static, a snapshot of information compiled at a particular point in time (i.e. upon an award requirements being met).
Certain information stored in an e-portfolio might be later authenticated by institutions for inclusion in a Graduation Statement.	Once issued a Graduation Statement might be included in a student's e-portfolio.
Not a secure document.	Secure document.

## Examples of Graduation Statements

The examples of Graduation Statements that follow have been based on the guiding principles and the specification of what information is to be included, as set out in the guidelines. The examples are for two bachelors degrees, and for a bachelors degree with honours, a masters degree by research, and a PhD degree.

While each issuing university and higher education provider is expected to follow the guidelines and provide specified information under the five sections, the layout in each case will be determined according to institutional practice, with institutions making their own decisions with respect to optional elements. In the examples that follow the academic records are presented in the style used by one particular Australian university simply for illustrative purposes. However, it is expected that each university will follow its own style in presenting information and including information from academic transcripts. The description of the Australian higher education system used in the examples has been approved by the Department of Education, Employment and Workplace Relations and the AQF Advisory Board Secretariat.

**EXAMPLE 1: Example of a Graduation Statement for a Bachelor of Business degree, including failing grades**

**EXAMPLE 2: Example of a Graduation Statement for a Bachelor of Arts degree**

**EXAMPLE 3: Example of a Graduation Statement for a Bachelor of Arts with honours degree**

**EXAMPLE 4: Example of a Graduation Statement for a Master of Arts by Research**

**EXAMPLE 5: Example of a Graduation Statement for a PhD degree**

## 1. the graduate

**Family Name:** Allen  
**Given Name(s):** Henry  
**Student Number:** 123456789

## 2. the award

**Name of award:**  
Bachelor of Business, with specialisation in accounting

**Detail:**  
This bachelors degree, taught in English, normally takes three years of full-time study or the equivalent part-time study. Admission requirements and course rules are available on the University's on-line Prospectus at [www.easternaustralia.edu.au/prospectus](http://www.easternaustralia.edu.au/prospectus)

**Features:**  
In year three of the course, opportunity is provided for a period of full-time supervised workplace training.

**Pathway to further study:**  
Graduates with bachelors degrees have access to range of different graduate certificates and graduate diplomas and, in some fields, to masters degrees. For further details, see the University's on-line Prospectus at [www.easternaustralia.edu.au/prospectus](http://www.easternaustralia.edu.au/prospectus)

**Course accreditation:**  
This course is accredited by CPA Australia and graduates are eligible to apply for Associate Membership.

## 3. awarding institution

The University of Eastern Australia is a comprehensive public university established in 1973 under legislation passed by the Parliament of the state of New South Wales. For additional information, see the University's on-line Prospectus at [www.easternaustralia.edu.au/prospectus](http://www.easternaustralia.edu.au/prospectus)

The Australian Higher Education Graduation Statement is provided by Australian higher education institutions to graduating students on completion of the requirements for a particular higher education award. It provides a description of the nature, level, context and status of studies that were pursued by the individual named. Its purpose is to assist in both national and international recognition of Australian qualifications and to promote international mobility and professional recognition of graduates.

## certification

Date: 03-March-2003

Signature: 

Capacity: Registrar

## 4. graduate's academic achievements

### Course details:

		Status	Date
BACHELOR OF BUSINESS Accounting		AWARDED	03 MARCH 2003
		Mark	Grade
UNDERGRADUATE - BACHELOR OF BUSINESS			
<i>2000 Semester 1</i>			
BA02441	Personal Financial Planning	60	CREDIT
BA03306	Auditing	45	FAIL
BA03307	Corporate Finance	55	PASS
BA03309	Advanced Financial Accounting	63	CREDIT
<i>2000 Semester 2</i>			
BA03312	Advanced Management Accounting	40	NOT COMPLETED/FAIL
BA03316	The Practising Accountant and Technology	55	PASS
BA03317	Managerial Accounting Technology	63	CREDIT
BBB3100	Business Integrated Learning	58	PASS
<i>2001 Semester 1</i>			
BB02300	Commercial Law	64	CREDIT
BA01101	Financial Accounting	61	CREDIT
BA02203	Corporate Accounting	58	PASS
BA02204	Management Accounting	55	PASS
BA03306	Auditing	55	PASS
<i>2001 Semester 2</i>			
BA02208	Computerised Accounting Information Systems	63	CREDIT
BH01171	Introduction to Marketing	58	PASS
BL02205	Corporate Law	68	CREDIT
BL02206	Taxation Law and Practice	58	PASS
BA03312	Advanced Management Accounting	50	PASSED AT SUPPLEMENTARY EXAMINATION
<i>2002 Semester 1</i>			
BA01101	Accounting for Decision Making	65	CREDIT
BA01107	Accounting Information Systems	63	CREDIT
BC01102	Information Systems for Business	59	PASS
BEO1103	Microeconomic Principles	72	DISTINCTION
<i>2002 Semester 2</i>			
BE01104	Macroeconomic Principles	74	DISTINCTION
BE01106	Business Statistics	66	CREDIT
BE01115	Business Law	68	CREDIT
BM01102	Management and Organisational Behaviour	59	PASS

**Key to grading:**

The final pass grades for individual units within the course are as follows:

- High Distinction (80-100)
- Distinction (70-79)
- Credit (60-69)
- Pass (50-59)
- Passed at Supplementary Examination (50)

The final fail grades for individual units within this course are as follows:

- Fail (0-49)
- Not Completed/Fail (Did not complete all prescribed requirements)
- Withdrawn/Fail (Failure after specified date and before end of semester)

**Additional course details:**

From 3 January 2002 to 13 February 2002 completed period of full-time supervised workplace training with Smith and Brown Accounting, 123 Elizabeth Street, Melbourne.

## 5. description of the **australian higher education system**

**Introduction**

The Australian higher education system consists of independent, self-governing public and private universities and higher education institutions that award higher education qualifications. All higher education providers must be listed on the Australian Qualifications Framework Register of Recognised Education Institutions and Authorised Accreditation Authorities in Australia. This register is developed under instructions from Commonwealth, State and Territory Education and Training Ministers (See: <http://www.aqf.edu.au/register.htm>).

**Qualifications**

The Australian Qualifications Framework (AQF) is a single national and comprehensive system of qualifications offered by higher education, vocational education and training, and secondary schools. The AQF comprises a set of national qualifications (ie awards), titles and qualification descriptors (See accompanying diagram). The AQF specifies the main criteria for defining qualifications based on the general characteristics of learning outcomes at each qualification level. The main qualifications awarded by higher education institutions are bachelors, masters and doctoral degrees, and graduate certificates and graduate diplomas. Research higher degrees at masters and doctoral level are normally assessed by external examiners. The higher education qualifications descriptors are periodically reviewed against best national and international practice. Guidelines for each qualification title are published in the Australian Qualifications Framework Implementation Handbook (<http://www.aqf.edu.au/implem.htm>).

**Admission**

Requirements for admission to particular programmes are set by individual universities and colleges that generally provide a range of routes for entry and admit those students considered to have potential to successfully complete programmes of study. Admission of school leavers to undergraduate programmes typically is on the basis of the level of achievement in Year 12 secondary education, although some institutions and programmes also use interviews, portfolios or demonstrated interest or aptitude. Most institutions also provide alternative entry provisions via bridging or foundation programs for mature age students or other special provisions. Admission to post-graduate programmes is generally based on the level of achievement in previous higher education studies; in most cases, admission to PhD programmes is based on high achievement in a research masters degree or in a bachelors degree with first class honours or second class honours division A.

**Quality**

Australia has an international reputation for high quality education that is built on best practice in accreditation, quality recognition, quality assurance, and student consumer protection. All higher education institutions must be accredited by State and Territory Governments in accordance with strict criteria detailed in the National Protocols for Higher Education Approval Processes. These Protocols are nationally agreed principles that ensure consistent criteria and standards across Australia in such matters as the recognition of new universities, the operation of overseas higher education institutions in Australia, and the accreditation of higher education courses offered by institutions other than universities (See: <http://www.dest.gov.au/highereducation>).

All institutions receiving Australian Government financial support must meet quality and accountability requirements that are set out in the Higher Education Support Act 2003. The Australian Government also uses a range of tools to measure and monitor the quality of outcomes, while the interests of international students are protected by the Education Service for Overseas Students Act 2000 and its National Code, providing tuition and financial assurance and a consistent approach to institution registration.

Australian Universities are autonomous bodies that are responsible for managing quality through internal accreditation processes and commitment to codes of practice. Universities and other higher education providers are required by legislation to have in place appropriate quality assurance processes. These processes are periodically audited by the Australian Universities Quality Agency (AUQA).

AUQA is Australia’s principal national quality agency for higher education. It is an independent body that undertakes quality audits of higher education institutions and accreditation authorities (See: <http://www.auqa.edu.au>). AUQA publicly reports on performance and outcomes, assists in quality enhancement and advises on quality assurance.

**Australian Qualifications Framework**

<b>Schools Sector Qualifications</b>	<b>Vocational Education and Training Sector Qualifications</b>	<b>Higher Education Sector Qualifications</b>
Senior Secondary Certificate of Education (SSCE)	Vocational Graduate Diploma Vocational Graduate Certificate  Advanced Diploma Diploma Certificate IV Certificate III Certificate II Certificate I	Doctoral Degree Masters Degree Graduate Diploma Graduate Certificate Bachelor Degree Associate Degree, Advanced Diploma Diploma

The Australian Higher Education Graduation Statement is provided by Australian higher education institutions to graduating students on completion of the requirements for a particular higher education award. It provides a description of the nature, level, context and status of studies that were pursued by the individual named. Its purpose is to assist in both national and international recognition of Australian qualifications and to promote international mobility and professional recognition of graduates.

## 1. the graduate

**Family Name:** Simpson  
**Given Name(s):** Elizabeth  
**Student Number:** 123456789

## 2. the award

**Name of award:**

Bachelor of Arts, with specialisation in sociology and political science

**Detail:**

This bachelors degree, taught in English, normally takes three years of full-time study or the equivalent part-time study. Admission requirements and course rules are available on the University's on-line Prospectus at [www.easternaustralia.edu.au/prospectus](http://www.easternaustralia.edu.au/prospectus)

**Pathway to further study:**

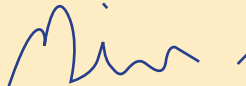
Graduates with bachelors degrees have access to range of different graduate certificates and graduate diplomas and, in some fields, to masters degrees. For further details, see the University's on-line Prospectus at [www.easternaustralia.edu.au/prospectus](http://www.easternaustralia.edu.au/prospectus)

## 3. awarding institution

The University of Eastern Australia is a comprehensive public university established in 1973 under legislation passed by the Parliament of the state of New South Wales. For additional information, see the University's on-line Prospectus at [www.easternaustralia.edu.au/prospectus](http://www.easternaustralia.edu.au/prospectus)

### certification

Date: 03-March-2003

Signature: 

Capacity: Registrar

## 4. graduate's academic achievements

### Course details:

		Status	Date
BACHELOR OF ARTS		AWARDED	03 MARCH 2003
Sociology			
Political Science			
		Mark	Grade
UNDERGRADUATE - BACHELOR OF ARTS			
<i>2000 Semester 1</i>			
ANTH 1002	Introduction to Anthropology	69	CREDIT
MATH1001	Introduction to Mathematics	55	PASS
POL1001	Introduction to Political Studies	63	CREDIT
SOCY1003	The Study of Societies	57	PASS
<i>2000 Semester 2</i>			
ANTH1005	Understanding Human Diversity	69	CREDIT
POL1005	The Australian Political System	73	DISTINCTION
SOCY1004	Contemporary Society	68	CREDIT
SOCY1005	Introduction to Social Psychology	77	DISTINCTION
<i>2001 Semester 1</i>			
POL1007	Comparative Politics	78	DISTINCTION
SOCY2040	Classical Sociology Theory	68	CREDIT
SOCY2044	Gender and Sociology	89	HIGH DISTINCTION
SOCY3066	Law and Social Control	77	DISTINCTION
<i>2001 Semester 2</i>			
POL1008	International Relations	75	DISTINCTION
SOCY2043	Quantitative Research Methods	67	CREDIT
SOCY2033	Sociology of Illness and Health	76	DISTINCTION
SOCY 3015	Difference and Ethnicity	68	CREDIT
<i>2002 Semester 1</i>			
GEND 2021	Trauma, Memory and Culture	76	DISTINCTION
POL1005	Asian Politics and Culture	68	CREDIT
SOCY2034	Australian Society and Change	77	DISTINCTION
SOCY3014	Modern Sociological Theory	77	DISTINCTION
<i>2002 Semester 2</i>			
GEND2023	Introduction to Feminist Theory	76	DISTINCTION
POL1005	The American Political System	68	CREDIT
SOCY2008	Sociology of Disaster	75	DISTINCTION
SOCY2031	Sociology of the Third World	68	CREDIT

**Key to grading:**

The final pass grades for individual units within the course are as follows:

High Distinction (80-100)

Distinction (70-79)

Credit (60-69)

Pass (50-59)

Passed at Supplementary Examination (50)

The final fail grades for individual units within this course are as follows:

Fail (0-49)

Not Completed/Fail (Did not complete all prescribed requirements)

Withdrawn/Fail (Failure after specified date and before end of semester)

**Additional course details:***Overseas Study*

Spent semester 2, 2002 on a study abroad program at Lock Haven University, Pennsylvania, United States, during which time the following units of study were successfully completed:

POL.LH2003 World Politics

SOC.LH2008 Research Methodology

SOC.LH2020 Sociological Deviance

SOC.LH 3008 Sociology; Special Study Topic

**Special achievements, recognition and prizes:**

Awarded University of Eastern Australia undergraduate scholarship for three years, based on academic achievement in secondary education.

Awarded the Greer Medal for the most outstanding academic achievement in a second year subject in 2001 (Faculty of Arts).

## 5. description of the **australian higher education system**

**Introduction**

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## Quality

Australia has an international reputation for high quality education that is built on best practice in accreditation, quality recognition, quality assurance, and student consumer protection. All higher education institutions must be accredited by State and Territory Governments in accordance with strict criteria detailed in the National Protocols for Higher Education Approval Processes. These Protocols are nationally agreed principles that ensure consistent criteria and standards across Australia in such matters as the recognition of new universities, the operation of overseas higher education institutions in Australia, and the accreditation of higher education courses offered by institutions other than universities (See: <http://www.dest.gov.au/highereducation>).

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## Australian Qualifications Framework

<b>Schools Sector Qualifications</b>	<b>Vocational Education and Training Sector Qualifications</b>	<b>Higher Education Sector Qualifications</b>
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### Example 3

# UEA

University of Eastern Australia

## 1. the graduate

**Family Name:** Brown  
**Given Name(s):** Janice  
**Student Number:** 123456789

## 2. the award

**Name of award:**

**Bachelor of Arts with Honours, with specialisation  
in Gender Studies and Sociology**

**Detail:**

This qualification, taught in English, is available to students enrolled for the Bachelor of Arts degree who perform at exceptional levels in the first three years of study. The qualification normally takes four years of full-time study or equivalent part-time study and includes substantial research training components including a research project. Details on admission requirements and course rules is available in the University's on-line Prospectus at [www.easternaustralia.edu.au/prospectus](http://www.easternaustralia.edu.au/prospectus)

**Pathway to further study:**

Graduates with bachelors degrees with first class honours or second class honours division A are eligible for direct admission into relevant masters and doctoral programs. For further details see the University's on-line Prospectus at [www.easternaustralia.edu.au/prospectus](http://www.easternaustralia.edu.au/prospectus)

## 3. awarding institution

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## certification

Date: 29-July-2004

Signature: 

Capacity: Registrar

## 4. graduate's academic achievements

### Course details:

	Status	Date
BACHELOR OF ARTS WITH SECOND CLASS HONOURS, DIVISION A	AWARDED	29 JULY 2004
Gender Studies		
Sociology		

	Mark	Grade	
UNDERGRADUATE - BACHELOR OF ARTS			
<i>2003 Semester 1</i>			
ANTH 1002	Introduction to Anthropology	69	Credit
DRAM1005	Drama and Acting	65	Credit
POL1001	Introduction to Political Studies	73	Distinction
SOCY1003	The Study of Societies	76	Distinction
<i>2003 Semester 2</i>			
ANTH1005	Understanding Human Diversity	69	Credit
POL1005	The Australian Political System	73	Distinction
SOCY1004	Contemporary Society	68	Credit
SOCY1005	Introduction to Social Psychology	77	Distinction
<i>2004 Semester 1</i>			
POL1007	Comparative Politics	78	Distinction
SOCY2040	Classical Sociology Theory	68	Credit
SOCY2044	Gender and Sociology	84	High Distinction
SOCY3066	Law and Social Control	77	Distinction
<i>2004 Semester 2</i>			
POL1008	International Relations	75	Distinction
SOCY2043	Quantitative Research Methods	67	Credit
SOCY2033	Sociology of Illness and Health	76	Distinction
SOCY 3015	Difference and Ethnicity	68	Credit
<i>2005 Semester 1</i>			
GEND 2021	Trauma, Memory and Culture	76	Distinction
POL1005	Asian Politics and Culture	68	Credit
SOCY2034	Australian Society and Change	77	Distinction
SOCY3014	Modern Sociological Theory	77	Distinction
<i>2005 Semester 2</i>			
GEND2023	Introduction to Feminist Theory	76	Distinction
POL1005	The American Political System	68	Credit
SOCY2008	Sociology of Disaster	75	Distinction
SOCY2031	Sociology of the Third World	68	Credit
<i>2006 Semester 1</i>			
SOCY4005	Sociology IV Honours	CONTINUING COURSE	
<i>2006 Semester 2</i>			
SOCY4005	Sociology IV Honours	72	Second Class Honours Div A

**Key to grading:**

Bachelors degrees with honours are graded overall as follows:

- First Class Honours (80-100)
- Second Class Honours Division A (70-79)
- Second Class Honours Division B (60-69)
- Third Class Honours (50-59)

The final pass grades for individual units within the course are as follows:

- High Distinction (80-100)
- Distinction (70-79)
- Credit (60-69)
- Pass (50-59)
- Passed at Supplementary Examination (50)

The final fail grades for individual units within this course are as follows:

- Fail (0-49)
- Not Completed/Fail (Did not complete all prescribed requirements)
- Withdrawn/Fail (Failure after specified date and before end of semester)

**Additional course details:**

The final honours year included a small-scale, supervised research project, comprising 25% of total workload for the year.

**Special achievements, recognition and prizes:**

Awarded University of Eastern Australia undergraduate scholarship for four years, based on academic achievement in secondary education.

## 5. description of the **australian higher education system**

**Introduction**

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**Qualifications**

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**Admission**

Requirements for admission to particular programmes are set by individual universities and colleges that generally provide a range of routes for entry and admit those students considered to have potential to successfully complete programmes of study. Admission of school leavers to undergraduate programmes typically is on the basis of the level of achievement in Year 12 secondary education, although some institutions and programmes also use interviews, portfolios or demonstrated interest or aptitude. Most institutions also provide alternative entry provisions via bridging or foundation programs for mature age students or other special provisions. Admission to post-graduate programmes is generally based on the level of achievement in previous higher education studies; in most cases, admission to PhD programmes is based on high achievement in a research masters degree or in a bachelors degree with first class honours or second class honours division A.

## Quality

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All institutions receiving Australian Government financial support must meet quality and accountability requirements that are set out in the Higher Education Support Act 2003. The Australian Government also uses a range of tools to measure and monitor the quality of outcomes, while the interests of international students are protected by the Education Service for Overseas Students Act 2000 and its National Code, providing tuition and financial assurance and a consistent approach to institution registration.

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## 1. the graduate

**Family Name:** Smith  
**Given Name(s):** Richard  
**Student Number:** 123456789

## 2. the award

**Name of award:**  
Master of Arts by Research, Archaeology and Anthropology

**Detail:**  
Admission is open to graduates with a relevant honours bachelors degree with first class honours or second class honours, division A, or an equivalent qualification. The course normally takes two years of full-time study or an equivalent period of part-time study and is taught in English. The award is made principally on the basis of a research thesis or dissertation that is independently examined, normally by two examiners, one of whom is external to the University. Details on admission requirements and course rules is available in the University's on-line Prospectus at [www.easternaustralia.edu.au/prospectus](http://www.easternaustralia.edu.au/prospectus)

**Pathway to further study:**  
Graduates with research masters degrees with first class honours or second class honours division A are eligible for direct admission into relevant doctoral programs. For further information, see the University's on-line Prospectus at [www.easternaustralia.edu.au/prospectus](http://www.easternaustralia.edu.au/prospectus)


## 3. awarding institution

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## certification

Date: 05-July-2004

Signature: 

Capacity: Registrar

## 4. graduate's academic achievements

### Course details:

	Status	Date
MASTER OF ARTS WITH FIRST CLASS HONOURS Archaeology Anthropology	AWARDED	05 JULY 2004

	Grade
MASTER OF ARTS GRADUATE PROGRAM	
<i>2000 Semester 1</i>	
RESF8015 Master full-time research course in Archaeology and Anthropolgy, Faculty of Arts	RESEARCH CONTINUING
<i>2000 Semester 2</i>	
RESF8015 Master full-time research course in Archeology and Anthropolgy, Faculty of Arts	RESEARCH CONTINUING
<i>2001 Semester 1</i>	
RESF8015 Master full-time research course in Archaeology and Anthropolgy, Faculty of Arts	RESEARCH CONTINUING
<i>2001 Semester 2</i>	
RESF8015 Master full-time research course in Archaeology and Anthropolgy, Faculty of Arts	RESEARCH CONTINUING
<i>2002 Semester 1</i>	
RESF8015 Master full-time research course in Archaeology and Anthropolgy, Faculty of Arts	COURSE REQUIREMENTS SATISFIED

THESIS TITLE	Technical Analysis of Archaeological Agricultural Implements from Papua New Guinea
ABSTRACT	Through archaeological excavations and analysis using carbon dating, this study identified and dated agricultural implements used in previous eras on the island of New Britain. The excavations were part of a larger project undertaken by the Archaeology Department of the University of Eastern Australia, with funding from the Australian Research Council. Tools were classified employing the functional typology developed by Harvey and Smith and were subject to carbon data techniques. The study found that the inhabitants of the region three or four hundred years ago used far more sophisticated tools that had been assumed. Particularly important was the use of iron and copper tools.

### Key to grading:

Masters degrees with honours are graded overall as follows:

- First Class Honours (80-100)
- Second Class Honours Division A (70-79)
- Second Class Honours Division B (60-69)
- Third Class Honours (50-59)

### Additional course details:

The Master of Arts course includes a compulsory unit on research methodology and research ethics, and satisfactory completion of a major thesis that is externally examined.

#### *Overseas Study*

The student undertook fieldwork in Papua New Guinea for one semester in 2002, with funding for research program supported by the Australian Research Council.

**Special achievements, recognition and prizes:**

Awarded University of Eastern Australia postgraduate scholarship for two years, based on academic achievement in the bachelor of honours degree.

Awarded University Medal at graduation.

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**Admission**

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## 1. the graduate

**Family Name:** Roberts  
**Given Name(s):** Brian  
**Student Number:** 123456789

## 2. the award

**Name of award:**

Doctor of Philosophy, with specialisation in  
Political Science

**Detail:**

Admission to this course is available to students holding a masters degree by research or a bachelors degree with first class honours or second class honours division A, or equivalent in a relevant discipline. The course normally takes three years of full-time study or an equivalent period of part-time study and consists mainly of a supervised research project and completion of a thesis, written in English. This award is made principally on the basis of a research thesis or dissertation that is independently assessed, normally by examiners external to the University. Details on admission requirements and course rules are available in the University's on-line Prospectus at [www.easternaustralia.edu.au/prospectus](http://www.easternaustralia.edu.au/prospectus)

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## certification

Date: 14-December-2004

Signature: 

Capacity: Registrar

## 4. graduate's academic achievements

### Course details:

	Status	Date
DOCTOR OF PHILOSOPHY Political Science	AWARDED	14 DECEMBER 2004

	Mark	Grade
RESEARCH 9015 DOCTOR OF PHILOSOPHY, FACULTY OF ARTS		
<i>2001 Semester 1</i>		
POL6005 Political Analysis and Research Methodology	89	High Distinction
POL8000 PhD - Research Course in Political Science, Faculty of Arts	RESEARCH CONTINUING	
<i>2001 Semester 2</i>		
POL8000 PhD - Research Course in Political Science, Faculty of Arts	RESEARCH CONTINUING	
<i>2002 Semester 1</i>		
POL8000 PhD - Research Course in Political Science, Faculty of Arts	RESEARCH CONTINUING	
<i>2002 Semester 2</i>		
POL8000 PhD - Research Course in Political Science, Faculty of Arts	RESEARCH CONTINUING	
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POL8000 PhD - Research Course in Political Science, Faculty of Arts	RESEARCH CONTINUING	
<i>2003 Semester 2</i>		
POL8000 PhD - Research Course in Political Science, Faculty of Arts	RESEARCH CONTINUING	
<i>2004 Semester 1</i>		
POL8000 PhD - Research Course in Political Science, Faculty of Arts	COURSE REQUIREMENTS SATISFIED	

THESIS TITLE	The role of farm lobbies in Australian politics: A study of the National Farmers' Federation
ABSTRACT	This study explored the lobbying and representational role of the National Farmers' Federation in both national and state politics in Australia. Using the theories of Eckstein and Beer the study analysed the political resources, political goals and political ideology of the organisation. Key political resources were found to be a strongly committed leadership cadre, significant financial resources and skilful staff leadership. However, despite strong attempts to work effectively with both sides of politics the organisation finds it difficult to shake off its traditional non-Labor orientation.

### Key to grading:

There is no grading system for this degree. Individual units of study are graded as follows:

High Distinction (80-100)

Distinction (70-79)

Credit (60-69)

Pass (50-59)

Passed at Supplementary Examination (50)

The final fail grades for individual units within this course are as follows:

Fail (0-49)

Not Completed/Fail (Did not complete all prescribed requirements)

Withdrawn/Fail (Failure after specified date and before end of semester)

**Special achievements, recognition and prizes:**

Awarded national scholarship (Australian Postgraduate Award) 2001-2004.

Part-time tutor in Political Science in Semester 2 of 2003 for a first year unit on Australian Political Institutions and Behaviour.

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