

DEGREE OF MASTER BY RESEARCH RULES
(or DEGREE OF MASTER OF PHILOSOPHY BY RESEARCH RULES)

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Australian Qualification Framework
Level 9 Master

1. ADMISSION

To be eligible for admission applicants must:

- a. have completed the requirements for the degree of Bachelor with First or Second Class Honours of the University in an appropriate field of study; *or*
- b. have an equivalent combination of qualifications and experience as laid down for degrees of Master by Research as detailed in the Annexes to these Rules; *or*
- c. be a graduate of another institution whose qualifications in the opinion of the Higher Degrees by Research Committee ('the Committee') or its Delegated Authority are equivalent to those prescribed in Rule 1a and who has demonstrated appropriate research ability and experience; *or*
- d. (in special circumstances) provide evidence of acceptable research experience accepted by the Committee or its Delegated Authority; *and*
- e. meet any additional admission requirements laid down for each degree of Master by Research as detailed in the Annexes to these Rules; and
- f. meet the University's English Language for Admission Requirements for Higher Degrees by Research; *or*
- g. in instances where other types of relevant evidence for English language competency in a research context are offered by the applicant (eg the applicant has within the past five years authored or co-authored research publications in the English language) the Head of School must present a case arguing for the validity and acceptability of this evidence; *and*
- h. submit to the Committee or its Delegated Authority a proposed program of research to be undertaken in a nominated School of the University and approved by the Head of that School.

2. RESEARCH DEGREES OF THE UNIVERSITY

The University awards the following degrees of Master by Research, any additional Rules for which are provided in the individual degree Annexes to these Rules:

Master of Philosophy (available in Arts, Health Sciences, Economics and Business, in various disciplines as named in the relevant annexes to these Rules)

Master of Education (Research)

Master of Laws (Research)

Master of Music (Research)

Master of Professional Studies (Research)

Master of Resource Science

Master of Rural Science

Master of Science

3. PROBATIONARY PERIOD

The Committee or its Delegated Authority will normally require a student to complete a probationary period not exceeding six months for full-time students and 12 months for part-time students. Before completion of the probationary period, the Committee or its Delegated Authority shall seek a Confirmation of Candidature report from the Confirmation of Candidature Panel as to how the candidature should proceed.

4. PERIOD OF CANDIDATURE

Unless otherwise specified in the Annex for an individual degree of Master by Research, the period of candidature shall be:

- a. two years as a full-time student; or
- b. four years as a part-time student.

The minimum period of candidature shall be not less than one year full time (or part-time equivalent) in cases where application is made in accordance with the attached Annexes or Rule 5. below.

5. TRANSFER FROM ANOTHER INSTITUTION

An applicant who has been a student in a Research Master degree in another institution may be admitted to a degree of Master by Research in this University. The Committee or its Delegated Authority shall decide, on recommendation of the Head of School, what period of the candidature completed in the other institution shall be counted as part of the period of candidature in the University, provided that not more than half of the maximum period of candidature shall be allowed.

6. UPGRADE TO DOCTOR OF PHILOSOPHY (PhD)

Students who are undertaking research which, in the view of the principal supervisor, is approaching PhD standard, may apply to be upgraded into the three-year PhD program. In such cases, the principal supervisor shall forward to the Committee or its Delegated Authority, through the relevant Head of School, a request for upgrade along with any supporting evidence. The Committee or its Delegated Authority will wish to see either explicit evidence of refereed research publications by the student or reviews of at least two thesis chapters before considering a request to upgrade from Master to PhD. The reviews shall be carried out by two reviewers, one who may be internal and one who must be external to the University. Each reviewer should have a doctoral degree or equivalent. Any application for an upgrade with evidence attached must be endorsed by the Principal Supervisor and Head of School and forwarded to the Dean of Graduate Studies, following one year equivalent full-time candidature and not exceeding 18 months full-time candidature, to ensure enough candidature is left to

continue on into the PhD. The Committee or its Delegated Authority will determine the appropriate period of PhD candidature, should the upgrade be approved.

7. COURSE REQUIREMENTS

Candidates for the Degree of Master by Research will undertake advanced study and research. In all cases, the student shall present for examination a thesis in a form approved by the Committee or its Delegated Authority, in accordance with Rule 13.1 below. Other coursework requirements are specified in the relevant Annex for each individual degree of Master by Research.

8. CONDITIONS OF CANDIDATURE

- a. Every six calendar months, full time equivalent, from the date of admission the student and principal supervisor shall submit to the Committee or its Delegated Authority a report setting out details of the course of study and research and the student's progress over the previous 6 month period. The report will elaborate upon the broad outline of the proposal submitted prior to admission as required under Rule 1h and shall give reasons for any departures from the original proposal.
- b. The student will be required by the principal supervisor and the Head of School to formally undergo a Confirmation of Candidature process. This process is outlined in the *Confirmation of Candidature Policy*.
- c. In special cases, the Committee, or its Delegated Authority, on the advice of the principal supervisor, may grant leave of absence from the course of study and research and the period of leave shall not be counted as part of the period of candidature.
- d. The student shall pursue the course wholly under the control of the University.
- e. On the recommendation of the Head of the supervising School the Committee or its Delegated Authority may permit a student to pursue the course away from the University if the Committee or its Delegated Authority is satisfied that:
 - i. the student will have access to the required facilities; *and*
 - ii. arrangements shall be made for regular consultation with the supervisor/s and/or in some cases a supervisor working in the same locality as the student may be appointed by the Committee or its Delegated Authority.
- f. Each student is required to consult regularly with his/her supervisor. This may be either in person or using ICT, including video. The nature and extent of such consultation will be determined by the supervisors and the Head of School.
- g. After consultation with the Student prior to the commencement of each semester of candidature a student may be required to attend lectures and seminars and perform practical work to a satisfactory standard in subjects prescribed by the Head of the School through which the student is enrolled. No student may enrol in any unit or units without the consent of the principal supervisor and the approval of the Committee or its Delegated Authority. If the principal supervisor certifies that a unit is a requirement for the degree of Master by Research such units may not be credited to another degree. If however, such a unit is not a requirement for the degree of Master by Research, it may be credited to another degree.
- h. The student shall be given an official notification of any examination result obtained for a unit in which that student is permitted to enrol.
- i. The Committee or its Delegated Authority must approve any request, from either the School or the student, for the student to be permitted to enrol in another course concurrently with enrolment in the degree of Master by Research. This request must be

accompanied by a strong rationale and must first have the approval of both the principal supervisor and the Head of the relevant School.

- j. If a student's principal supervisor or the relevant Head of School submits a report of unsatisfactory progress to the Committee or its Delegated Authority, or if the student fails to satisfactorily complete prescribed coursework, the Committee or its Delegated Authority shall invite the student to 'show cause' why their candidature should not be terminated. If the student does not respond to the invitation by the stated date or the student's response is deemed unsatisfactory by the Committee or its Delegated Authority, candidature shall be terminated.

9. SUPERVISION

- a. The degree of Master by Research is a supervised degree and the research and preparation of the thesis must be carried out under the guidance of at least two Supervisors on the recommendation of the appropriate Head of School. Supervisors must be listed on the Register of Research Higher Degree Supervisors. The supervisors shall be provisionally appointed at the time the Committee or its Delegated Authority decides that the applicant can be admitted to candidature. Within 12 months the appointment may be reviewed by the School in the light of the detailed research proposal.
- b. Except under exceptional circumstances, the Head of School shall nominate a minimum of two supervisors for each applicant. One supervisor shall be nominated as principal supervisor and the remaining as co-supervisor(s).
- c. Principal supervisors must normally be members of the University's academic staff and would normally be registered supervisors in accordance with *The Register of Higher Degree Research Supervisors Policy*.
- d. For off-campus students, a suitable on-site supervisor, who has agreed to act as such, should be nominated as the co-supervisor, where possible.
- e. The nomination of supervisors will include an estimate of the expected percentage input from each supervisor.
- f. In exceptional circumstances where multiple supervisors are thought to be impractical, the Head of School will forward a report to the Committee or its Delegated Authority detailing the reasons why co-supervision is not practical and indicating what procedures will be put in place to handle supervisory duties where the nominated supervisor becomes unavailable for any reason. However, in cases where the exceptional circumstances have arisen due to lack of sufficient University expertise, serious consideration must be given to appointing a co-supervisor from outside the University with expertise in the student's proposed research area.
- g. Where a UNE supervisor is not available to undertake the principal supervisor's role, the Head of School may seek approval from the Committee or its Delegated Authority to appoint an appropriately qualified Emeritus Professor, or an adjunct appointment as principal supervisor. A principal supervisor so appointed will be required to enter into a contract with the University to undertake all of the duties and obligations specified for principal supervisors by completing and signing a Principal Supervisor Agreement.
- h. In cases where an applicant's principal supervisor departs the University for reasons other than Special Studies Program, and no other staff member is suitably qualified or possesses the appropriate expertise to take on the role of principal supervisor, the Chair of the Committee will immediately consider a recommendation from the Head of School for the appointment of a suitably qualified individual from another institution to fulfil the role of

principal supervisor. A principal supervisor so appointed will be required to complete and sign a Principal Supervisor Agreement.

- i. The Committee or its Delegated Authority, on the joint recommendation of the Head of School and relevant PVC/Dean, may recommend termination of candidature if it is satisfied that the University can no longer provide appropriate supervision for the student. In such circumstances, the University will provide any necessary administrative assistance to the student to facilitate his or her transfer to another institution. The action described in Rule 9i shall not be used as a disciplinary measure in cases of lack of student progress or as a solution for problems arising from unsatisfactory relationships between supervisor(s) and the student.
- j. The principal supervisor shall present to the Committee or its Delegated Authority the required reports on the student's work (see Rule 8j). If the Committee or its Delegated Authority receives a report that the student's work is unsatisfactory it may resolve that the student be invited to "show cause" why the candidature should not be terminated. In cases of dispute between any supervisor and a student, due consideration will be given to the views of both parties. The following specific instances must be noted:
 - i. where a supervisor has made every effort to get a student's work up to expected standards and these efforts have not yielded the desired effect due to insufficient student commitment, capacity and/or effort, the supervisor has the right to withdraw from the supervisory role. A report detailing the grounds for this decision, signed by the Head of School, must be sent to the student and to the Committee or its Delegated Authority. The student shall also have the right to submit a report, detailing his or her perspective, to the Committee or its Delegated Authority. The Head of School would then be expected to make a recommendation as to how to proceed from this point. If the supervisor involved is also the Head of School, then the relevant PVC/Dean or Deputy Vice-Chancellor (Research) shall sign the report to the student and to the Committee or its Delegated Authority and shall make the recommendation regarding how to proceed from this point;
 - ii. where a student has made every effort to reconcile his/her work to meet expectations of his/her principal supervisor or co-supervisor but this effort has not yielded the desired effect because of an unsatisfactory supervisor-student relationship, the student has the right to request a change of principal supervisor (or any co-supervisor if required). The student should submit a request, detailing the grounds for making it, to the Head of School who will consult on the request and forward it to the Committee or its Delegated Authority, accompanied by a nomination of an alternative supervisor. The affected supervisor shall also have the right to submit a report, detailing his or her perspective, to the Committee or its Delegated Authority.

10. ROLE OF THE STUDENT

- a. **Induction and contact with supervisor/s.** Once students have formally accepted the offer of candidature and enrolled, they must contact their nominated principal supervisor and arrange a suitable time to discuss the formal induction process offered in their School. Supervisors will be required to sign off when the student has undergone the induction process. Students need to agree on contact arrangements and maintain regular communication with their supervisor for the duration of candidature.
- b. **Confirmation of candidature.** The University requires all degree of Master by Research students to undertake a formal Confirmation of Candidature process. The confirmation process will be explained at the School induction sessions for new research students. Newly

enrolled students will need to get information during their induction sessions about the confirmation process, the support available to them during their candidature as indicated in relevant policy documents, the required tasks to be completed in the given timeframe, and the composition of the Confirmation Panel and how it will conduct its business.

c. **Progress Reports and Re-enrolment.**

- i. Student progress will be assessed at 6 months after enrolment for full-time students and at the 12 month period for part-time students.
 - ii. Students must ensure that all administrative requirements of the University, such as re-enrolling each year, providing progress reports, and conforming to procedures for variations of conditions of candidature, are met.
 - iii. Students are required to report on their progress every 6 months of candidature. The progress reports provide an opportunity to formally record progress and any issues or concerns that arise during candidature. Where inadequate progress has occurred the supervisor and Head of School may recommend to the relevant Committee or its Delegated Authority that a student be requested to “show cause” why their candidature should not be terminated. The main reasons for a “show cause” letter being issued are the lack of response from a student in relation to submission of progress and re-enrolment forms to their supervisors, or lack of evidence of adequate progress.
- d. **Fieldwork and research overseas.** There are certain requirements that must be met for a student to be able to study overseas or engage in off-campus fieldwork. Appropriate forms must be filled in and submitted, including ethics forms where relevant, which enable all students to be insured while on University work. Arrangements for travel are dealt with through Faculty/Schools and students should seek assistance from their principal supervisor in ensuring the correct procedures are followed.

11. ROLE OF THE PRINCIPAL SUPERVISOR

The principal supervisor is in large measure responsible for ensuring that the high standard of the degree is maintained. It is expected that the principal supervisor will maintain close consultation with all co-supervisors and with the student throughout the period of candidature. The supervisor shall carry out the responsibilities in accordance with the following rules:

- a. the principal supervisor shall ensure that the research topic chosen by the student is at an appropriate academic level and is likely, if successfully completed, to be worthy of publication.
- b. the principal supervisor shall make recommendations to the Committee or its Delegated Authority for any additional course work that may be required in terms of Rule 8g.
- c. the principal supervisor shall advise the student on the quality of early drafts of the thesis, but the thesis finally presented shall be substantially the independent work of the student.
- d. the principal supervisor in consultation with any co-supervisors must complete the required report forms for each student in each year of candidature and discuss these reports with the student and Head of School.
- e. The periodic reports submitted in terms of Rule 8a & Rule 10.c.iii shall provide enough detail to enable the Committee or its Delegated Authority to assess the progress of the student and the likelihood of completion of candidature within the prescribed time.
- f. If, after provision of feedback and guidance and subsequent allowance of a suitable period for the student to improve their work, the principal supervisor becomes firmly of the opinion that the student is not making satisfactory progress the principal supervisor, after consultation with co-supervisor(s) and the Head of School, shall recommend to the

Committee or its Delegated Authority that the student be invited to "show cause" why the candidature should not be terminated.

12. QUALITY IN RESEARCH HIGHER DEGREES

All students as well as all individuals undertaking a supervisory role for research students will be familiar with the responsibilities associated with research supervisors and students, the research examination procedures and procedures for handling any difficulties that might arise during supervision, and the consequences of failing in their obligations. These responsibilities are outlined in documents available on the Research Services website.

13. EXAMINATION PROCESS

13.1 Submission Requirements

- a. On completion of the course of advanced study and research, the student shall present for examination a thesis in a form approved by the Committee or its Delegated Authority embodying the results of the student's work which shall be substantially a significant contribution to the subject concerned.
- b. The thesis, exclusive of any appendices, shall in no case exceed 35 000 words and in scientific subjects should in general not exceed 20 000 words.
- c. There may be special instances where, with the permission of the Committee or its Delegated Authority on recommendation of the principal supervisor, the thesis may exceed these limits. In special cases, with the permission of the Committee or its Delegated Authority on the recommendation of the principal supervisor, the thesis may be written in a language other than English or presented, at least in part, in a multi-media format.
- d. The student shall state generally in the preface of the thesis, and specifically in footnotes where appropriate, the sources from which the information is derived, the extent to which the student has made use of the work of others and the portion of the work which is claimed as original.
- e. The student may not present as the thesis any work that has been the basis of the award of a degree at this or another university, but will not be precluded from incorporating such in the thesis provided that, in presenting the thesis, the student clearly indicates the part of the work which has been so incorporated.
- f. The student shall, upon submission of the thesis, make arrangements for all original data to be retained in an area of safe storage for a period of not less than five years from the date of submission. The data stored must be in a form that would, at a minimum, permit replication of all analyses reported in the thesis.
- g. The student shall submit to the Examinations Officer of the Higher Degree Research Committee a copy of the thesis in a digital format approved by the Committee or its Delegated Authority as well as three soft bound copies of the printed thesis. If the thesis has multi-media or creative practice components approved according to Rule 13i(iii), two copies of such components must also be submitted along with clear instructions as to their usage as well as a listing of computer hardware, software and other requirements needed by examiners and other readers of the work. All multi-media or creative practice components must be accessible by examiners.
- h. Exemption from submitting the thesis in digital format, in whole or in part, may be granted by the Committee or its Delegated Authority in special cases.
- i. At the time the thesis is submitted, the principal supervisor shall send to the Committee or its Delegated Authority a certificate stating:

- i. that the principal supervisor and co-supervisor(s) have discussed with the student and amongst themselves the academic content of the thesis in the form submitted and that, while neither expressing nor implying a judgement about the merit of the work, in the principal supervisor's opinion all are agreed that it is ready for submission for examination for the degree;
- ii. that all requirements of the School, in regard to the deposition of museum material or any other supporting material have been met; *and*
- iii. that the physical form and presentation of the thesis are appropriate to the discipline.

Should the principal supervisor be unwilling to provide a certificate in these terms, the principal supervisor shall so advise the student and shall send to the student and the Committee or its Delegated Authority a written statement setting out the grounds on which the certificate is withheld. This statement will not be forwarded to any examiners.

- j. The principal supervisor shall forward to the Committee or its Delegated Authority the certificate referred to in Rule 13.1i before a thesis is accepted for examination. When, for any reason, the certificate is withheld, the Committee or its Delegated Authority may decline to accept the thesis for examination or may accept it following such consultation or under such additional conditions as the Committee may deem to be appropriate for specific cases.

13.2 Thesis Examination Process

- a. On receiving a thesis the Committee or its Delegated Authority, on the recommendation of the principal supervisor and Head of the School, shall appoint two examiners at least one of whom shall normally be external to the University of New England (special cases can be made to the Committee) plus one reserve examiner.
- b. A pool of at least four potential examiners from which the two plus reserve are selected must have been assembled through consultation between the principal supervisor, the student and all current co-supervisors. The student will not be given any indication of the final set of examiners that have been appointed. The Head of School, or principal supervisor as appropriate, will be expected to obtain written or emailed consent from each examiner, excepting the reserve, to examine the thesis within two months of its receipt. The Committee or its Delegated Authority is to be advised as to whether each examiner has had experience supervising and examining higher degree research students. In cases where a thesis has been permitted to exceed the normal 35,000 word limit, examiners shall be informed of this fact so they may consider it when making their decision to examine.
- c. If an additional examiner/adjudicator is required during the examination process, the choice will be made from the original pool of examiners, unless otherwise instructed by the Committee or its Delegated Authority, or on request from the Head of School to the Committee or its Delegated Authority.
- d. No person who has been a principal supervisor or co-supervisor of the student shall be appointed as an examiner. No person who could be perceived as having a conflict of interest which could potentially influence the examination process will be approved as an examiner (see Australian Council of DDoGS *Conflict of Interest Guidelines* 2011 on the Research Services Website).
- e. Each examiner shall make a separate written report on the merits of the thesis, or the exegesis and creative work if the award is undertaken in creative practice, but thereafter may be required to consult with the other examiners and report to the Committee or its Delegated Authority. Each examiner will be reminded to provide his/her report within two

months of receipt of the thesis. However, if an examiner fails to provide his/her report, after appropriate reminders, within a maximum of three months, the Committee or its Delegated Authority, after consultation with the relevant Head of School, may notify the examiner that his/her services are no longer required and the reserve examiner may then be activated as a replacement.

- f. For a degree of Master by Research in creative practice to be awarded, both the exegesis and the creative work must be deemed by examiners to be of pass standard.

13.3 Thesis Examination Outcomes

13.3.1 Taking into account the recommendations of the examiners, the Committee may:

- a. recommend that the degree be awarded;
- b. recommend that the degree be awarded conditional upon the making of such amendments as the Committee deems appropriate;
- c. request the examiners to consult and report to the Committee;
- d. appoint an additional examiner or examiners;
- e. appoint an external adjudicator who shall consider and report to the Committee upon the thesis and any supporting papers invited or requested by the Committee and the reports of the examiners (see 13.3.4 below);
- f. require the student to sit for such written, oral or practical examinations as the Committee may prescribe;
- g. permit a student to revise the thesis for re-examination if, in the opinion of the Committee the work is of sufficient merit to warrant this concession;
- h. recommend that the degree be not awarded.

13.3.2 A student awarded the degree in terms of Rule 13.3.1b shall complete the amendments within three months for minor amendments and six months for major amendments. These will be made to the satisfaction of the principal supervisor, the relevant Head of School, or both.

13.3.3 A student permitted to revise a thesis for re-examination in terms of Rule 13.3.1g shall complete the revision within 9 months under the supervision of a principal supervisor or supervisors endorsed by the Committee on recommendation of the relevant Head of School.

13.3.4 A student who has revised a thesis in terms of Rule 13.3.1g and who fails the re-examination shall not be eligible for any further examination.

13.3.5 An external adjudicator will only be appointed by the Committee if the two examiners are unable to come to a consensus recommendation. If the adjudicator recommends that the student's thesis be revised and resubmitted, then the adjudicator will serve as the sole examiner for the resubmitted thesis.

13.4 Process Upon Recommendation of Degree Not Be Awarded

Where any examination, adjudication or consultation report is received by the Committee, on which basis the Committee is considering recommending that the student not be awarded the degree (Rule 13.3.1h), the student and his/her principal supervisor shall be notified in writing of the content of that report and may within eight weeks lodge a response limited to the academic and substantive matters raised in the report. The Committee shall take into account the submissions of the principal supervisor and/or student in determining whether the degree be awarded.

13.5 Appeals against a Recommendation of Degree Not Be Awarded

13.5.1 Students have the right of appeal against an unfavourable examination outcome described in Rule 13.3.1h and will be invited to submit a report to the Standing Committee of

Academic Board (the Standing Committee) detailing any concerns they may have about the examination process. The formal appeal must be made in writing to the Chair of the Academic Board within four weeks of receiving the advice of the unfavourable outcome. The formal appeal, recommendation, all examiners' reports, student responses and any other relevant material shall then be referred to the Standing Committee for review and final decision.

- 13.5.2 Appeals will be permitted on procedural grounds only. Procedural grounds for appeal may include:
- a. procedural irregularities in the conduct of the examination; and/or
 - b. documentary evidence of prejudice or bias by one or more examiners.
- 13.5.3 The Standing Committee will not consider any appeal where the student simply rejects the academic assessments of his/her work or where the student complains about inadequacy of supervision or other problems arising during the course of the student's research program (problems encountered during candidature should be handled by grievance procedures at the appropriate time).
- 13.5.4 Any member of the Standing Committee involved in making the recommendations in Rule 13.3.1h from the Higher Degree Research Committee will absent him/herself from all discussions of the appeal. If the Standing Committee sends a formal recommendation of fail, thereby upholding the procedural fairness of the Higher Degree Research Committee's recommendation, to the Academic Board, these same individuals shall absent themselves from the Board meeting during discussion of the recommendation. There shall be no appeal against the final decision of the Standing Committee.
- 13.5.5 The final appeal to the Standing Committee does not affect the right of a student to seek a review (but not a further appeal) of the examination process by the University Ombudsman or the NSW Ombudsman.

DEGREE OF MASTER BY RESEARCH RULES
Annex A
Master of Philosophy (Arts)

Australian Qualifications Framework

Level 9 Master

A1. ADMISSION

In addition to the admission pathways in Rule 1 applicants may be admitted through completion of the Master of Philosophy (Arts) Preliminary course or such other course that the Committee or its Delegated Authority accepts as equivalent. The program for any preliminary course shall be determined by the Committee or Delegated Authority on the recommendation of the head of the school in which study is intended.

A2. COURSE REQUIREMENTS

A2.1 Subject to the approval of the Committee or its Delegated Authority and the disciplines concerned, a student may proceed to the degree by:

- a. thesis, *or*
- b. portfolio of creative works; *or*
- c. a combination of both, as determined on admission. A portfolio of creative works may include literature, music compositions, performance, or other items approved by the Higher Degree Research Committee or its Delegated Authority on the recommendation of the head of school concerned. The portfolio will include an essay linking the individual items thematically or in terms of intellectual development. Where a candidate proceeds on the basis of both a thesis and a portfolio of creative works the length of the thesis and of the essay will be stipulated on admission to candidature by the Committee or its Delegated Authority on recommendation of the relevant Head of School.

A2.2 The student shall pursue a course of study in one of, or a combination of, the subjects:

- a. Ancient History
- b. Archaeology and Anthropology
- c. Asian Studies
- d. Chinese
- e. Classics (Greek and Latin)
- f. English
- g. French
- h. Gender Studies
- i. Geography
- j. German
- k. History
- l. Indigenous Studies
- m. Indonesian
- n. Islamic Studies
- o. Italian
- p. Japanese
- q. Linguistics
- r. Media and Communications
- s. Music
- t. Peace Studies

- u. Political and International Studies
- v. Psychology
- w. Studies in Religion
- x. Theatre and Performance
- y. Writing

DEGREE OF MASTER BY RESEARCH RULES
Annex B
Master of Philosophy (Business)

Australian Qualifications Framework

Level 9 Master

B1. ADMISSION

In compliance with Rule 1b applicants are required to have:

- a. a minimum of three years of full-time study in business or equivalent with a level of Credit or a Grade Point Average of 5 (GPA 5); and
- b. other evidence to show to the satisfaction of the Committee or its Delegated Authority that he/she is adequately prepared for candidature.

B2. COURSE REQUIREMENTS

- B.2.1 On the approval of the supervisor, a student must complete units to the value of at least 72 credit points comprising:
- a. course work to the value of 24 credit points; and
 - b. a major dissertation to the value of 48 credit points.
- B.2.2 A student must achieve a Credit average in the units approved for the course.
- B.2.3 Except with the permission of the course coordinator and approval of the supervisor, a student must complete the units:
- a. GSB 656, 658; NEBS 592; and
 - b. 12 credit points from GSB 600, 702, 711, 714, 717, 721, 722, 726, 728, 731, 732, 734, 736, 737, 738, 739, 740, 741, 747, 751.
- B.2.4 In special circumstances, and with the approval of the supervisor, a student may substitute other units where it has been deemed that the student has completed an equivalent unit in a previous award.

B3. ADVANCED STANDING

At the discretion of the supervisor and on recommendation to the Delegated Authority, a student may be granted up to 12 credit points of advanced standing only for course work units passed prior to admission, provided they have reasonable correspondence with University units prescribed for the degree.

DEGREE OF MASTER BY RESEARCH RULES

Annex C

Master of Philosophy (Counselling, Gerontology, Health Management, Health Science, Nursing or Social Work)

Australian Qualifications Framework

Level 9 Master

C1. ADMISSION – Master of Philosophy

C1.1 In compliance with Rule 1 applicants are required to have:

- a. a Bachelor degree in a relevant discipline at the level of Credit (GPA 5) or above; or
- b. a graduate diploma in a relevant discipline at the level of Credit (GPA 5) or above; or
- c. a masters degree by course work in a relevant discipline at the level of Credit (GPA 5) or above; or
- d. satisfy the Committee or its Delegated Authority by means of other qualification/s and relevant experience of adequate preparation for candidature.

C2. COURSE REQUIREMENTS - MASTER OF PHILOSOPHY

C2.1 Students must pass 72 credit points comprising:

- a. HS699B (72 Credit Point Thesis); or
- b. HS699A (48 Credit Point Thesis) plus 24 credit points of research preparation units. Normally research preparation units will consist of: EHP590, EHP591, HS554A, plus a 6cp unit relevant to the conduct of the proposed research project,
- c. in special circumstances, a student may substitute another unit for one of those outlined in C2.1.b, where it has been deemed that a candidate has completed an equivalent unit in a previous award; or where it is deemed by the Head of School to be necessary preparation for the particular research project to be undertaken by the candidate.

C3. ADVANCED STANDING

At the discretion of the Committee or its Delegated Authority, in consultation with the supervisor, a student may be granted up to 18 credit points of advanced standing for course work units passed prior to admission, provided they have reasonable congruence with those units prescribed in Rule 2.1.b.

C4. RECOGNITION of PRIOR LEARNING

At the discretion of the Committee or its Delegated Authority, in consultation with the supervisor, a student may be granted up to 18 credit points of recognition of prior learning for relevant research experience and/or publications prior to admission, provided such experience has reasonable congruence with those units prescribed in Rule 2.1.b.

C5. MINIMUM PROGRESS

- a. a student must achieve an overall Credit average (GPA5) or better, in the units approved for the course, before permission is granted to proceed to the thesis component of the award. Grades will be reviewed by the principle supervisor in consultation with the Higher Degree Coordinator, prior to the Confirmation of Candidature.

C6. AWARD OF DEGREE

Students who meet the course requirements listed in these rules shall be awarded the Master of Philosophy with one of the following specialisations (Counselling, Gerontology, Health Management, Health Science, Nursing or Social Work).

DEGREE OF MASTER BY RESEARCH RULES
Annex D
Master of Philosophy (Economics)

Australian Qualifications Framework

Level 9 Master

D1. ADMISSION

In addition to the admission pathways in Rule 1 applicants may be admitted through completion of the Master of Economic Studies or such other course that the Committee or Delegated Authority accepts as equivalent. The program for any preliminary course shall be determined by the Committee or Delegated Authority on the recommendation of the Head of the school and shall require at least Credit level (GPA 5) in 200, 300 or 400-level units and at least Pass level in 500-level units.

D2. COURSE REQUIREMENTS

D2.1. Students must pass 72 credit points comprising:

- a. 24 credit points of course work from 300-level, 400-level or 500-level units, and a 48 credit point major dissertation; or
- b. 72 credit point thesis.

D2.2 A maximum of 12 credit points may be at the 300-level in Rule D2.1a.

D2.3 Students completing under Rule 2.1a must include a Research Methodology unit in his/her program, except where the supervisor deems the student has completed an equivalent unit in a previous award and permits the Research Methodology unit to be substituted.

D2.4 Students may not select more than one unit from ECON 592, 593; NEBS 592, 593.

D3. MINIMUM PROGRESS

Students must achieve a minimum grade of Pass in 500-level units. For all other approved units, a minimum grade of Credit must be achieved.

DEGREE OF MASTER BY RESEARCH RULES
Annex E
Master of Education (Research)

Australian Qualifications Framework

Level 9 Master

E1. ADMISSION

EL1.1 In compliance with Rule 1b applicants are required to have:

- a. the degree of Bachelor of Education of The University of New England; or
- b. a bachelor degree of a university and either a diploma in the field of education or the equivalent of one year of full-time study in education beyond that required for a three-year first degree; or
- c. hold a graduate diploma relevant to the degree; or
- d. hold the Master of Education; and
- e. have attained a level of Credit or better in 18 credit points in education.

E1.2 **MEd(Hons)(Special Education)**. It is expected that applicants will have had at least two years' post graduation experience. In addition, applicants will be required to have passed at least one unit in special education or have special education work experience.

E2. ADVANCED STANDING

A maximum of 24 credit points may be granted only for coursework units.

E3. COURSE REQUIREMENTS

Students must pass 72 credit points comprising the programs detailed in Schedule A, B or C.

Schedule A

Program of Study			Course cp
Core Unit:			72 cp
Complete the following unit:			
Unit Code	Unit Title	Unit cp	
EDUC699	Thesis at Masters Honours Level	72	
Total			72 cp

Schedule B

Program of Study			Course cp
Core Unit:			60 cp
Complete the following units:			
Unit Code	Unit Title	Unit cp	
EDUC699	Thesis at Masters Honours Level	48	
EHPS590	Research Methods 1	6	
EHPS591	Research Methods 2	6	

Listed Units

12 cp

Complete 12 credit points from the following units:

EDAE506	Research in Music, Visual Arts and Drama 1	6
EDAE514	Research in Music, Visual Arts and Drama 2	6
EDCX509	Race Relations in the Classroom: Real and Virtual	6
EDCX510	Learning in Social Movements	6
EDCX515	Indigenous Australian Education: Issues and Problems	6
EDCX528	Critical Perspectives in Curriculum Inquiry	6
EDCX542	Education for All: Issues and Challenges	6
EDCX547	Culturally Responsive Schooling (CRS)	6
EDCX548	Education and Society: Contemporary and Global Issues	6
EDCX555	International Schools in Global and Local Context	6
EDCX560	Frameworks for Intercultural Studies and Education	6
EDEC500	Early Childhood Leaders and Pedagogy	6
EDEE518	ICT and New Literacies	6
EDEE520	Image, Text and Contemporary Culture	6
EDEE521	Grammar for Teaching English in the 21st Century	6
EDEE523	Multimodal Folk and Fantasy Literature	6
EDEE528	Advanced Study of Literacy Issues in Education	6
EDIT513	Creating Accessible eLearning Environments	6
EDIT517	Web Mediated Learning Communities	6
EDIT518	Issues in Learning with ICT	6
EDIT521	Principles and Practices of eLearning	6
EDIT523	eLearning Tools: Learning Theory Informing Pedagogy	6
EDLA503	Language, Society and Culture	6
EDLA510	Linguistics for Language Teachers	6
EDLA519	English as a World Language: Challenges for NESB Students and their Teachers	6
EDLI502	TESOL I	6
EDLI504	TESOL II	6
EDLT573	Creative Thinking and Problem Solving	6
EDLT581	Education of the Gifted and Talented	6
EDLT582	Social and Cultural Aspects of Giftedness and Talent	6
EDLT584	Issues in Talent Development	6
EDLT588	Internet Learning for Gifted and Talented Children	6
EDLT590	Contemporary Issues in Psychology for Educators	6
EDME534	Current Innovations in Mathematics Education	6
EDME537	Foundations in Mathematics Education	6
EDPE543	Motor Skill Acquisition	6
EDPE545	Advanced Studies in Health and Physical Education	6
EDSE563	Innovations in Science Education	6

EDSE567	Teaching Environmental Health in Soil and Water	6
EDSE568	Connecting with Genetics Education	6
EDSL515	Managing Organisational Transition	6
EDSL570	The Principalship and School Leadership Positions	6
EDSL577	School Leadership and Management	6
EDSL578	Systems Management and School Data	6
EDSL584	School Leadership: Personal, Symbolic and Cultural	6
EDSP501	Assessment Practices in Special Education Contexts	6
EDSP502	Planning and Instruction in Special Education	6
EDSP503	Student Behaviour and Learning: Social Contexts and Diversity	6
EDSP504	Evidence Based Practices for Managing Challenging Behaviours	6
EDSP505	Issues in Inclusive Education: International Perspectives	6
EDSS568	Historical Literacies and Pedagogy	6
EDSS571	Advanced Inquiry into Social Science Curriculum	6
EDUC596	Special Topics in Education (A)	6
EDUC597	Special Topics in Education (B)	6
GEPL570	Your Place or Mine? People and Power in Place	6
PDAL596	Special Topics (A)	6 or 12
Total		72 cp

Schedule C

Program of Study		Course cp	
Core Unit:		60 cp	
Complete the following units:			
Unit Code	Unit Title		Unit cp
EDUC699	Thesis at Masters Honours Level		48
EHPS590	Research Methods 1		6
EHPS591	Research Methods 2	6	
Specialisations		12 cp	
Complete 12 credit points from ONE of the following specialisations:			
Unit Code	Unit Title		Unit cp
Arts Education			
Complete the following units:			
EDAE506	Research in Music, Visual Arts and Drama 1		6
EDAE514	Research in Music, Visual Arts and Drama 2		6
Early Childhood			
Complete the following unit:			
EDEC500	Early Childhood Leaders and Pedagogy	6	

And complete 6 credit points from the following units:		6
EDUC596	Special Topics in Education (A)	6
EDUC597	Special Topics in Education (B)	6
eLearning		
Complete the following unit:		
EDIT521	Principles and Practices of eLearning	6
And complete 6 credit points from the following units:		
EDIT513	Creating Accessible eLearning Environments	6
EDIT517	Web Mediated Learning Communities	6
EDIT518	Issues in Learning with ICT	6
EDIT523	eLearning Tools: Learning Theory Informing Pedagogy	6
Gifted and Talented Education		
Complete the following unit:		
EDLT581	Education of the Gifted and Talented	6
And complete 6 credit points from the following units:		
EDLT573	Creative Thinking and Problem Solving	6
EDLT582	Social and Cultural Aspects of Giftedness and Talent	6
EDLT584	Issues in Talent Development	6
EDLT588	Internet Learning for Gifted and Talented Children	6
Indigenous Australian Education		
Complete the following unit:		
EDCX515	Indigenous Australian Education: Issues and Problems	6
And complete 6 credit points from the following units:		6
EDCX509	Race Relations in the Classroom: Real and Virtual	6
EDCX510	Learning in Social Movements	6
EDCX528	Critical Perspectives in Curriculum Inquiry	6
EDCX560	Frameworks for Intercultural Studies and Education	6
International Schooling, Education and Development		
Complete the following units:		
EDCX542	Education for All: Issues and Challenges	6
EDCX555	International Schools in Global and Local Context	6
Literature and New Literacies		
Complete 12 credit points from the following units:		
EDEE518	ICT and New Literacies	6
EDEE520	Image, Text and Contemporary Culture	6
EDEE521	Grammar for Teaching English in the 21st Century	6
EDEE523	Multimodal Folk and Fantasy Literature	6
EDEE528	Advanced Study of Literacy Issues in Education	6
Mathematics Education		
Complete the following units:		
EDME534	Current Innovations in Mathematics Education	6
EDME537	Foundations in Mathematics Education	6

Physical Education		
Complete the following units:		
EDPE543	Motor Skill Acquisition	6
EDPE545	Advanced Studies in Health and Physical Education	6
School Leadership		
Complete the following unit:		
EDSL577	School Leadership and Management	6
And complete 6 credit points from the following units:		6
EDSL515	Managing Organisational Transition	6
EDSL570	The Principalship and School Leadership Positions	6
EDSL578	Systems Management and School Data	6
EDSL584	School Leadership: Personal, Symbolic and Cultural	6
Science Education		
Complete 12 credit points from the following units:		
EDSE563	Innovations in Science Education	6
EDSE567	Teaching Environmental Health in Soil and Water	6
EDSE568	Connecting with Genetics Education	6
Special Education		
Complete 12 credit points from the following units:		
EDSP501	Assessment Practices in Special Education Contexts	6
EDSP502	Planning and Instruction in Special Education	6
EDSP503	Student Behaviour and Learning: Social Contexts and Diversity	6
EDSP504	Evidence Based Practices for Managing Challenging Behaviours	6
EDSP505	Issues in Inclusive Education: International Perspectives	6
Teaching English to Speakers of Other Languages (TESOL)		
Complete 12 credit points from the following units:		
EDLA503	Language, Society and Culture	6
EDLA510	Linguistics for Language Teachers	6
EDLA519	English as a World Language: Challenges for NESB Students and their Teachers	6
EDLI502	TESOL I	6
EDLI504	TESOL II	6
		Total 72 cp

E4. AWARD OF DEGREE

- E4.1 Students who meet the course requirements listed in Schedule A or B shall be awarded the Master of Education (Honours) without specialisation.
- E4.2 Students who meet the course requirements listed in Schedule C shall be awarded the Master of Education (Honours) with one of the following specialisations:
- a. Arts Education
 - b. Early Childhood
 - c. eLearning
 - d. Gifted and Talented Education

- e. Indigenous Australian Education
- f. International Schooling, Education and Development
- g. Literature and New Literacies
- h. Mathematics Education
- i. Physical Education
- j. School Leadership
- k. Science Education
- l. Special Education
- m. Teaching English to Speakers of Other Languages.

E5. EXIT PATHWAYS

Students who discontinue their studies in the course may be eligible to exit with the Graduate Certificate in Education Studies on completion of 24 credit points of coursework units in Schedule B or C. Alternatively they may transfer to the Master of Education and complete additional units required to fulfil the degree.

E6. MINIMUM PROGRESS

Students must achieve a minimum grade of Credit in each course work unit to maintain satisfactory progress.

DEGREE OF MASTER BY RESEARCH RULES**Annex F****Master of Laws (Research)****Australian Qualifications Framework**

Level 9 Master

F1. ADMISSION

In compliance with Rule 1b applicants are required to have:

- a. a degree of Bachelor of Laws of an Australian university; or
- b. an equivalent qualification.

F2. PERIOD OF CANDIDATURE

The period of candidature shall be:

- a. not less than one year and not more than two years as a full-time candidate; or
- b. not less than two years and not more than four years as a part-time candidate.

F3. COURSE REQUIREMENTS

Students must pass 48 credit points comprising:

- a. LLM 600; and
- b. LLM 622 (a dissertation of not more than 35 000 words excluding appendices).

F4. ADVANCED STANDING

A student may be granted advanced standing for LLM600 either where this unit was successfully completed towards a postgraduate qualification, or through other significant learning which the Head of School considers equivalent to LLM600.

F5. LEVEL OF AWARD

The Master of Laws (Research) may be awarded to candidates at the level of Honours, or at the level of Pass.

DEGREE OF MASTER BY RESEARCH RULES
Annex G
Master of Music (Research)

Australian Qualifications Framework

Level 9 Master

G1. ADMISSION

In compliance with Rule 1b applicants are required to have:

- a. a Bachelor of Music with Honours degree at First or Second Class Honours in an area appropriate to the course requirements shown; or
- b. passed the Master of Music (Hons) Preliminary course or such other course as the Committee or Delegated Authority on recommendation of the relevant head of school deems equivalent.

DEGREE OF MASTER BY RESEARCH RULES
Annex I
Master of Professional Studies (Research)

Australian Qualifications Framework

Level 9 Master

11. ADMISSION

In compliance with Rule 1b applicants are required to have:

- a. relevant experience (at least five years' employment experience in a career considered appropriate by the Committee or Delegated Authority); and
- b. degree of a university with a level of Credit (GPA 5) or above; or;
- c. hold a relevant graduate diploma ; or
- d. hold a Masters degree by coursework in a relevant discipline ; or
- e. satisfy the Committee or its Delegated Authority by means of other qualifications and relevant experience of adequate preparation for candidature.

12. COURSE REQUIREMENTS

Students must pass 72 credit points comprising:

- a. PDAL699B; or
- b. PDAL699A; and
 EHPS590m GEPL 358 or HUMS 507 or any other unit approved by the Head of School; and not more than 18 credit points from ABEN 573; ECON 420, 456; EDCX 509, 510, 515, 548, 560, 570, 571; EDIT 416; EDLA 503; EDSL 515, 580, 581, 584; GEPL 515, 521, 545; HIST 529; HSHM 447; HUMS 505, 506, 508; IDIG 501, 511, 512; PAIS 515; PDAL 496:6 or 12, 596:6 or 12; PEAC 503, 504, 528, 552, 554, 573; SOCY 519 *or* any other unit approved by the Head of School.

13. ADVANCED STANDING

At the discretion of the Head of School, or nominee, in consultation with the supervisor, a student may be granted up to 18 credit points of advanced standing for course work units passes at a postgraduate level prior to admission. A student must have achieved a Credit average (GPA5) or better for each of these units.

14. MINIMUM PROGRESS

A student must achieve an overall Credit average (GPA5) or better, in the coursework units approved for the course, before permission is granted to proceed to the thesis component of the award. Grades will be reviewed by the principal supervisor in consultation with the Higher Degree Research Coordinator, prior of the Confirmation of Candidature.

15. AWARD OF DEGREE

Candidates who meet the requirements shall be awarded the Master of Professional Studies with Honours.

16. EXIT PATHWAYS

Candidates who wish to discontinue their studies or who have not met the minimum progression rule may be eligible to exit with the Graduate Certificate in Arts on completion of 24 credit points.

DEGREE OF MASTER BY RESEARCH RULES**Annex J****Master of Resource Science****Master of Rural Science****Master of Science****J1. ADMISSION – MASTER OF RESOURCE SCIENCE**

In compliance with Rule 1b applicants are required to have:

- a. a Bachelor of Natural Resources in the University; or
- b. another qualification approved by the Committee or its Delegated Authority as equivalent to that specified in Rule J1a; or
- c. a Graduate Diploma in Natural Resources at the level of Distinction or higher; or
- d. satisfy the Committee or its Delegated Authority, by means of other qualifications and relevant experience of adequate preparation for candidature.

J2. ADMISSION – MASTER OF RURAL SCIENCE

In compliance with Rule 1b applicants are required to have:

- a. a Bachelor of Rural Science in the University; or
- b. another qualification approved by the Committee or its Delegated Authority as equivalent to that specified in Rule J2a; or
- c. a Graduate Diploma in Rural Science in Agriculture at the level of Distinction or higher; or
- d. satisfy the Committee or its Delegated Authority by means of other qualifications and relevant experience of adequate preparation for candidature.

J3. ADMISSION – MASTER OF SCIENCE

As for Rule 1.

J4. PERIOD OF CANDIDATURE

In addition to Rule 4., candidates admitted with the Graduate Diplomas in Natural Resources or Rural Science may, at the Committee or its Delegated Authority's discretion, on recommendation from the relevant head of school, have the periods of candidature reduced by 6 months for full-time students or 1 year for part-time students.