

## **POSTGRADUATE STUDIES POLICY ON CREDIT**

(last updated 2 February 2006)

### **1. INTRODUCTION**

This document outlines the Faculty of Education's policy on credit for all postgraduate courses as pursuant to The University of Melbourne Credit Statute which can be found at <http://www.unimelb.edu.au/ExecServ/Statutes/s54.html>

### **2. DEFINITIONS**

#### **2.1 Specified Credit**

Specified credit is awarded for;

- subjects from other tertiary institutions which are approved as direct equivalents to subjects offered in the course; and
- subjects from another course at the University of Melbourne that are compulsory subjects in the current course.

Credit is awarded as specified subjects that are deemed to have been completed.

#### **2.2 Unspecified credit**

Unspecified credit is awarded as recognition for studies undertaken for which no direct subject equivalent exists in the course. Credit is awarded as a number of credit points for a particular year level.

#### **2.3 Exemption**

Exemption is awarded for a particular component of a subject. The student enrolls in the subject with no variation to the points value of the subject or CSP liability incurred.

Exemption may be granted upon evidence of having completed related studies and is negotiated by the student with the relevant lecturer/subject co-ordinator.

### **3. GENERAL POLICY**

#### **3.1 Application for Credit**

Applications should be made on the appropriate application form which is available from the Faculty of Education Student Centre or can be downloaded from <http://www.edfac.unimelb.edu.au/courses/postgraduate/index.shtml>. Applications should normally be submitted at the time of application or before enrolment is finalised. For studies not undertaken at The University of Melbourne, applicants need to provide:

- a certified copy of transcript of results for the subject/s for which credit is sought;
- a copy of the relevant section of the handbook in the year the subject/s was completed, showing course entry requirements, course structure, subject description, assessment requirements and weighting of subject/s within the course expressed as a proportion of the whole.

### **3.2 Approval**

The Academic Programs Committee has delegated its authority to approve applications for credit to the Chair, on advice from the Manager, Academic Services.

Advice and/or recommendations of Academic teaching staff will be sought in evaluating applications.

Credit may be granted for equivalent studies successfully completed in a course of this or another tertiary institution. These studies should be in similar and/or related areas to those offered in the relevant course, and of the same/comparable academic level and workload.

Credit will not be granted for studies in a course which was used to gain entry to the relevant course, except where the previous studies are University of Melbourne subjects that are compulsory studies in the current course.

Credit will not be granted for similar studies for which the candidate has already taken out an award in cases when the course completed is of the same/comparable level to the course for which credit is sought except where the previous studies are University of Melbourne subjects that are compulsory studies in the current course.

Partial credit cannot be granted toward a subject. However, a student may apply for exemption from a component of a subject (see Item 2.3).

### **3.3 Time Limitation**

Credit is not normally granted for studies completed more than ten years prior to the year of application.

### **3.4 Maximum Credit Awarded**

Credit awarded will not exceed 50 per cent of the requirements of the course.

### **3.5 Appeals Procedure**

Students may appeal to the Director, Learning and Teaching concerning the outcome of an application for credit. The appeal must be lodged in the academic year that credit is applied for.

### **3.6 Community Access Program (CAP)**

Credit may be granted for subjects completed under CAP, provided the student completed the subject as an 'assessed' student and a result is given, and the subject complies with all other conditions of the course and does not contravene other credit guidelines detailed in this document.

## **4. POLICY RELATING TO SPECIFIC COURSES**

The subjects/courses for which credit has been approved previously are listed below. Please note that regardless of your specific request already appearing in this table, each application for credit will be assessed individually. This table is a guide only. If your specific request for credit does not appear in this table, it simply indicates that it has not been assessed previously. Please apply and provide details as per section 3.1.

**Doctor of Education (Research Stream)**

<b>Institution</b>	<b>Subject/Course</b>	<b>Credit points awarded</b>
Monash University	Completion of Doctoral Studies (GED0901 Advanced Studies in Educational Research and Practice 1, GED0902 Advanced Studies in Educational Research and Practice 2, GED3907 Lifelong Learning and GED4912 Research in Specialist Curriculum Areas and evidence of attendance at research seminar and presentation of thesis proposal)	100

**Master of Assessment and Evaluation (Stream 150B)**

<b>Institution</b>	<b>Subject/Course</b>	<b>Credit points awarded</b>
La Trobe University	EDU42LSSS Supervision Skills	12.5
La Trobe University	EDU42EA2 Educational Administration 2	25

**Master of Education (Stream 100A)**

<b>Institution</b>	<b>Subject/Course</b>	<b>Credit points awarded</b>
The University of Melbourne	Postgraduate Diploma in Educational Studies (Disabilities and Impairments)	25
The University of Melbourne	Postgraduate Diploma in Educational Studies	25
The University of Melbourne	Master of Training and Development	25

**Master of Education (Stream 100B)**

<b>Institution</b>	<b>Subject/Course</b>	<b>Credit points awarded</b>
The University of Melbourne	Postgraduate Diploma in Educational Studies (Learning Disabilities)	50
The University of Melbourne	Postgraduate Diploma in Professional Studies in Education	50
The University of Melbourne	Postgraduate Diploma in Educational Studies (Disabilities and Impairments)	50
The University of Melbourne	Master of Education (Stream 1A)	50
The University of Melbourne	Master of Special/Inclusive Education	50
Deakin University	ESI721 Promoting Pro-Social Behaviour	12.5

Deakin University	ESP701 Advanced Studies in Gifted Ed	12.5
The University of Melbourne	Postgraduate Diploma in Educational Administration	50
The University of Melbourne	Postgraduate Certificate in Mathematics and Mathematics Education	50
The University of Melbourne	Postgraduate Certificate in Educational Studies (TESOL)	50
The University of Melbourne	Postgraduate Diploma in Early Literacy Intervention	50
The University of Melbourne	Postgraduate Diploma in Educational Studies	50
La Trobe University	ED412 Child Development 1	12.5
La Trobe University	ME004V Educational Priorities for Gifted Students	12.5
Massey University, NZ	Master of Educational Administration (partially completed 6/8 subjects)	50
The University of Melbourne	Postgraduate Diploma in Educational Studies (Early Intervention)	50
The University of Melbourne	Postgraduate Certificate in Professional Studies	50
RMIT	JF781 Research in Education	25
Monash University	MGX9850 Human Resource Management	12.5
La Trobe University	MT102 Pedagogical Principles and Practice	12.5
The University of Newcastle	EDUC 6076 Seminar Sensory Disability A	12.5
The University of Newcastle	EDUC 6056 Language & Communication Development for Students with Hearing Impairments	12.5
<i>The University of Melbourne*</i>	<i>Postgraduate Diploma in Educational Studies (Student Welfare)*</i>	<i>50*</i>

*\*Condition of credit: Students must have completed the PGDES (SW) in the years 1998 to 2006 and must enrol in the MEd (Stream 100B) by the beginning of 2008*

#### **Master of Education (Stream 150)**

<b>Institution</b>	<b>Subject/Course</b>	<b>Credit points awarded</b>
Queensland University of Technology	KTN002.1 Contemporary Performance	12.5
Deakin University	EAE707 School Sport and Society	12.5

#### **Master of Education (Stream 150B)**

<b>Institution</b>	<b>Subject/Course</b>	<b>Credit points awarded</b>
Deakin University	Master of Professional Education and Training (partially completed)	37.5
Monash University	EDF8103 Research Essay	25
Monash University	EDF8101 Advanced Studies in Educational Research and Practice 1	25
Monash University	EDF8102 Advanced Studies in	25

	Educational Research and Practice 2	
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**Master of Education of the Hearing Impaired (Stream 150B)**

<b>Institution</b>	<b>Subject/Course</b>	<b>Credit points awarded</b>
The University of Melbourne	Postgraduate Diploma in Educational Studies (Hearing Impaired)	100

**Master of Educational Psychology**

<b>Institution</b>	<b>Subject/Course</b>	<b>Credit points awarded</b>
The University of Melbourne	PhD (MDHS)	50 (476657 MEdPsych Research Project)

**Master of Information Technology Education (Stream 100B)**

<b>Institution</b>	<b>Subject/Course</b>	<b>Credit points awarded</b>
The University of Melbourne	Postgraduate Diploma in Computer Education	50

**Master of TESOL (Stream 150B)**

<b>Institution</b>	<b>Subject/Course</b>	<b>Credit points awarded</b>
The University of Melbourne	483131 Learning Area TESOL	12.5 (Prof Practice TESOL)

**Master of Training and Development**

<b>Institution</b>	<b>Subject/Course</b>	<b>Credit points awarded</b>
The University of Melbourne	Graduate Diploma in Training and Development	100

**Postgraduate Certificate in Educational Studies (TESOL)**

<b>Institution</b>	<b>Subject/Course</b>	<b>Credit points awarded</b>
Australian Catholic University	EDLA413 TESOL Techniques	12.5 (483888 TESOL Method. and)

		Curriculum Design
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