Program Design Procedure

Section 1 - Purpose and Scope

(1) This Procedure sets out the requirements for the structure and design of all undergraduate and postgraduate coursework programs leading to the conferral of a UQ higher education award.

(2) This Procedure applies to all new undergraduate and postgraduate coursework programs (hereafter programs) offered at the University. This Procedure does not apply to Higher Degree by Research (HDR) or Higher Doctorate programs.

(3) All bachelor's honours programs are expected to be compliant with this Procedure by 1 January 2025, or have a variation approved by the Deputy Vice-Chancellor (Academic).

Section 2 - Process and Key Controls

(4) The requirements specified in this Procedure provide a standardised and consistent approach to program development in conjunction with the Program Design Policy, and ensure that the design and structure of coursework programs align with the strategic objectives of the University and comply with the Australian Qualifications Framework (AQF).

(5) Other key controls that support program development at UQ include:

a. Program Development Framework;
b. Program Approval Procedure;
c. The annual academic quality assurance process; and
d. Academic Program Review Procedure.

Section 3 - Key Requirements

Program Nomenclature

(6) Nomenclature must be consistent with the 'Program Design Principles' in section 2 of the Program Design Policy and the requirements outlined below.

Award Title Nomenclature

(7) Formal award titles must be displayed as follows:

The qualification type of the degree (e.g., Bachelor of) is listed first followed by an indication of the discipline (e.g., Science). For example, Bachelor of Science.

(8) Where relevant, the formal title of the award is augmented by a secondary descriptor to indicate the major(s) and/or extended major(s) and/or specialisation and/or field(s) of study. For example:

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a. for a major: Bachelor of Science with a major in Mathematics.
b. for an extended major: Bachelor of Arts with an extended major in History.
c. for a specialisation: Bachelor of Engineering (Honours) with Honours Class I in Chemical Engineering.
d. for a field of study: Master of Science in the field of Physics.
e. for a combination of a specialisation and a major: Bachelor of Engineering (Honours) with Honours Class I in Civil Engineering with a major in Structural Engineering.
f. for a combination of majors: Bachelor of Arts with majors in English and History.
g. for a combination of fields of study: Master of Commerce in the fields of Applied Finance and Information Systems.
h. for a combination of a field of study and majors: Bachelor of Advanced Humanities (Honours) with Honours Class I in Music with majors in Art History and Music.
i. for a combination of a field of study and an extended major: Bachelor of Advanced Humanities (Honours) with Honours Class I in Western Civilisation with an extended major in Western Civilisation.

(9) Minors and extended minors are listed on academic transcripts but are not listed on the testamur (refer to the Awards Procedure for more information).

(10) Where a new program or plan is proposed, faculties are expected to undertake appropriate consultation about the use of the proposed title with key stakeholders, both internal and external to the University.

(11) The following principles apply to all nomenclature:

a. The descriptor 'Advanced' is only used:
    i. for bachelor's honours (minimum of 64 units in duration) and master's level qualifications; and
    ii. where it can be demonstrated that the program outcomes are more advanced, and that the admission standard is higher than for programs in a similar discipline area that do not have this descriptor.
b. The descriptor, 'Research Extensive' is only used in postgraduate coursework programs and where a 16-unit research project is required.
c. Ampersands must not be used.
d. The use of parenthetical descriptors must be appropriately justified.
e. All or part of a program title appears also in the secondary descriptor only where an established and recognised pattern of usage can be demonstrated (for example, Bachelor of Health Sciences in Public Health).
f. Descriptors such as 'standard', 'general', 'undeclared', etc., are used for administrative purposes only and are not part of formal nomenclature.
g. The same or similarly named programs and/or fields must be clearly differentiated through inclusion of appropriate text in the published program and plan information (for example, Master of Physiotherapy, Master of Physiotherapy Studies).
h. Where more than one coursework award at the same level is offered in a discipline, the differences will be clearly identified by the program title (for example, Master of Health Economics, Master of Economics and Public Policy).
i. While it is usual to list the qualification type before the discipline, the reverse order may be used where this is accepted nationally and/or internationally (for example, Juris Doctor).

Bachelor's Honours Program Nomenclature

(12) In addition to the requirements under clauses 6-11, bachelor's honours programs must be titled using the formal title followed by the honours descriptor, the class of honours and, if appropriate, by the major(s) and/or extended major(s) and/or specialisation, and/or field of study. For example:

a. Bachelor of Engineering (Honours) with Honours Class I in Mechanical Engineering;
b. Bachelor of Occupational Health and Safety Science (Honours) with Honours Class IIIA;
c. Bachelor of Arts with Honours Class IIB in the field of History.

Program Type and Duration

(13) The types of programs offered by The University of Queensland are outlined in Table 1 (Program Types and Duration) below. These are aligned to the Australian Qualifications Framework (AQF).

(14) Programs are only available in a single duration. Prior learning (for example, relevant professional experience) may be recognised for the purpose of granting a reduction in the duration of a program at the time of entry. Refer to clauses 57-59 and the Credit and Recognition of Prior Learning Policy for more information.

(15) Program durations must be multiples of 8 units and meet the requirements shown in Table 1 (Program Types and Duration) below.

Table 1: Program Types and Duration

Award	QF level	Minimum units	Maximum units	Duration of FTE study (8 units per semester)
Diploma	5	16	32	1 to 2 years (2 to 4 semesters)
Associate degree	6	32	32	2 years (4 semesters
Bachelor	7	48	64	3 to 4 years (6 to 8 semesters)
Bachelor's honours – following bachelor	8	16	16	1 year (2 semesters)
Bachelor's honours – embedded	8	64	80	4 to 5 years (8 to 10 semesters)
Graduate certificate	8	8	8	0.5 year (1 semester)
Graduate diploma	8	16	16	1 year (2 semesters)
Master's (coursework)	9	16	48	1 to 3 years (2 to 6 semesters)
Master's (extended)	9	48	64	3 to 4 years (6 to 8 semesters)
Professional doctorate	10	48	80	3 to 5 years (6 to 10 semesters)

(16) Dual and integrated programs must meet the requirements in clauses 36-47.

Program Structure

(17) The program requirements set out the building blocks and any other specific conditions of the program. Programs must be made up of the building blocks set out in Table 3 (Program Building Blocks). Each building block (other than general elective courses) is a prescribed combination of courses set out in the program requirements. The total units specified for completion of the program must also meet the course level requirements set out in Table 4 (Course Levels for Courses Listed in Undergraduate Programs) for undergraduate programs or Table 5 (Course Levels for Courses Listed in Postgraduate Coursework Programs) for postgraduate programs.

(18) In addition to clause 17, all bachelor's degree programs, other than 16-unit bachelor's honours programs, must be in one of the categories listed in Table 2 (Bachelor's Degree Categories) and meet the additional requirements stated in the table.

Table 2: Bachelor's Degree Categories

Category	Description	Example	Additional requirements
Generalist degree	A 48-unit AQF level 7 bachelor's degree that has no or few common compulsory courses and a number of plans from which students choose.	Bachelor of Arts Bachelor of Science	Single and dual versions of the program must include 32 units of prescribed content and 16 units of general electives. The 32 units of prescribed content must require at least one major or extended major.
Specialist degree	An undergraduate degree where all or most of the components of the program are aligned with the requirements of an accrediting body.	Bachelor of Physiotherapy (Honours)	
Named degree	An undergraduate degree that is not otherwise classified, i.e. does not meet the definition of a generalist or specialist degree.	Bachelor of Mathematics Bachelor of Biomedical Science	

(19) For professional doctorates, refer to the RTP-Funded Professional Doctorates Procedure.

Table 3: Program Building Blocks

Building Block	Size (units)	Description	Programs in which each building block can be used (but need not be used)				
			Undergraduate Program			16-unit Bachelor's Honours Program	Postgraduate Coursework Program
			Generalist	Specialist	Named		

Minor	8	These named plan building blocks consist of courses with a particular disciplinary focus. They may include a mix of core and elective courses.	YES	YES	YES		
Extended Minor	12 (at least 2 units at level 3 or higher)		YES	YES	YES		
Major	16 (at least 4 units at level 3 or higher)		YES	YES	YES		
Extended Major	24 (at least 6 units at level 3 or higher)		YES	YES	YES		
Specialisation	Greater than or equal to 32 (at least 8 units at level 3 or higher)			YES	YES		
Field of Study	Greater than or equal to 8			YES (16 units restricted to bachelor's honours - embedded programs)	YES (16 units restricted to bachelor's honours - embedded programs)	YES (16 units)	YES (≥8 units)
Articulation	Less than or equal to 8	Courses in an undergraduate program that can be credited towards a specific postgraduate program. This may include a mix of core and elective courses.	YES	YES	YES		
Core Courses		One or more courses compulsory within the program.	YES (limited)	YES	YES	YES	YES
Flexible Core Courses		Program specific list of courses from which students must choose.	YES	YES	YES	YES	YES

Program Elective Courses		Courses which must be chosen from the program list.	YES	YES	YES	YES	YES
General Elective Courses		Courses which are chosen from the program list or other program lists.	YES (16 units must be allowed)	YES (limited or not available)	YES	YES	YES

Table 4: Course Levels for Courses Listed in Undergraduate Programs

Award type	Size in units	Maximum units at level 1	Minimum units at higher levels	Other requirements on listed courses
Bachelor	48	24	8 at level 3 or 4	No courses permitted at level 5 or higher.
	64	24	24 at level 3, 4 or 5	No courses permitted at level 6 or higher.
Bachelor's honours – following bachelor	16	0	16 at levels 3, 4, 5 or 6	Maximum 4 units at level 3. Courses permitted at level 7 or higher may be permitted with CAPP endorsement.*
Bachelor's honours – embedded	64	24	24 at levels 3, 4, 5 or 6	Courses permitted at level 7 or higher may be permitted with CAPP endorsement.*
	80	24	40 at levels 3, 4, 5 or 6	Courses permitted at level 7 or higher may be permitted with CAPP endorsement.*

* See also 'Program Requirements' provisions below

Table 5: Course Levels for Courses Listed in Postgraduate Coursework Programs

Award type	Size in units	Maximum units at level 1	Maximum units at level 2	Maximum units at level 3	Level 4 and 5 content	Level 6 and 7 content
Graduate certificate	8	0	0	2	Maximum 6 units	Minimum 2 units at levels 6 or 7
Graduate diploma	16	0	0	4	Maximum 8 units	Minimum 8 units at levels 6 or 7
Master's (coursework)	16	0	0	0	Maximum 4 units	Minimum 12 units at levels 6 or 7 with at least 8 units at level 7
	24	0	0	6	Maximum of 12 units	
	32	0	0	8	Maximum of 20 units	
	40	0	Maximum 16 units at levels 2 and 3 with at most 4 units at level 2		Maximum of 28 units	
	48	Maximum 24 units at levels 1, 2 and 3 with at most 4 units at level 1 and 8 units at level 2			Maximum of 36 units	
Master's (extended)	48	0	0	0	Not permitted	48 units at level 7 or higher
	64	0	0	0	Not permitted	64 units at level 7 or higher

Program Requirements

(20) The program requirements and course lists of all coursework programs must be published in the University's Programs Catalogue. This includes the plan(s) or plan type(s) or combinations of plans and/or plan types that are required or permitted in that program.

(21) A minimum GPA requirement for progression within a program or entry to a program component (e.g., course or plan) may only be set in the program requirements if one of the following criteria is met:

a. at least one alternative pathway must be available to permit students who gain passing grades to complete the program; or
b. the GPA requirement applies under a collaborative program arrangement (for example, to complete a compulsory student exchange or as part of an articulation pathway), in which case there must be an exit pathway available for students who fail to meet the GPA requirement.

(22) If more than one plan is available in a named discipline within a program, then the building blocks for those plans must articulate seamlessly from the smaller plan(s) to the larger. For example, the requirements for a minor should be a subset of the requirements for the same named major. This condition does not apply to fields of study.

(23) A student may only graduate with two plans in the same named discipline where one of those plans is a field of study. For example, a student may graduate with a major and field of study in Drama in the Bachelor of Advanced Humanities (Honours), but is not permitted to graduate with both a minor and a major in Chemistry in the Bachelor of Science.

(24) Where a plan or building block allows elective choice, the number of courses listed may be limited by the Executive Dean.

(25) Variations to program course lists and course levels may be permitted for individual students with sufficient academic justification and/or in exceptional circumstances, provided that the academic integrity of the program is maintained. Any variations must be approved by the relevant Associate Dean (Academic).

(26) Approved exit awards and their respective requirements will be published in the Programs Catalogue.

(27) Within a single program that allows multiple plans to be chosen, courses that are cross-listed, i.e. appear in more than one plan's course list, can only be counted towards one plan and must be replaced in the other plan by course(s) with the same overall unit value, whilst also ensuring that any course level requirements for the plans and program are met.

(28) Unless otherwise specified in the program requirements or approved by the Executive Dean, cross-listed course(s) in a single program must be replaced in one plan by:

a. an elective course(s) from the same group of electives on that plan list (if applicable); or
b. a course(s) at the same level or higher from anywhere on the program list (including any plan list for the program but excluding general electives).

(29) An Executive Dean may:

a. exempt a student from a program requirement or vary the way a program requirement applies to a student; and
b. set conditions on the program requirement exemption/variation, if satisfied that:
    i. it is onerous or impractical for the student to comply with the program requirement;
    ii. academic standards will not be lowered; and

iii. the action will not be unfair to another student.

Bachelor's Honours Programs

(30) AQF level 8 bachelor's honours programs must:

a. be offered as either:
    i. sixteen units (one year full-time) of study following completion of a cognate AQF level 7 bachelor's degree, or
    ii. a single qualification of at least 64 units (four years full-time) of study;
b. provide graduates with knowledge of research principles and methods; and
c. qualify as a pathway for graduates to undertake research and further learning.

Principles for Entry to Bachelor's Honours Programs that Follow a Bachelor's Degree

(31) For bachelor's honours programs that follow a bachelor's degree students must have:

a. successfully completed the requirements of an AQF level 7 bachelor's degree in a cognate discipline; and
b. meet any additional entry requirements for the program.

Research Requirements for Bachelor's Honours Programs

(32) All bachelor's honours program must incorporate a supervised research training component that comprises both a volume of research and/or research preparation.

(33) For embedded bachelor's honours programs

a. The supervised research training component must be at least 4 units with the minimum contribution from a single contributing course being the equivalent of 1 unit (for example, 50% of a 2-unit course).
b. In program proposals to establish or modify honours program requirements, faculties are required to identify the 4 units that provide research or research preparation in the courses that contribute to honours.

(34) For bachelor's honours programs that follow a bachelor's degree:

a. The supervised research training component must include:
    i. a volume of research of 8 or 12 units;
    ii. a research preparation course of at least 2 units.

(35) A variation to the requirements of clause 34 may be approved by the Deputy Vice-Chancellor (Academic).

a. Requests for a variation must include:
    i. an academic justification, which typically includes discipline-specific requirements; and
    ii. the endorsement of the relevant Associate Dean (Academic).
b. Approved variations to the requirements of clause 34 must be noted by CAPP.

Dual and Integrated Programs

(36) Dual and integrated programs allow a combination of awards (constituent awards) to be awarded under one set of combined program requirements.

(37) An integrated program combines awards in the same or similar disciplines and meets the learning outcomes of

both awards without necessarily meeting the individual requirements for the standalone programs. For example, a course required in the integrated program may meet the learning outcomes for both awards.

(38) A dual program meets the requirements of both standalone awards but uses cross-crediting of courses to allow the dual program to be completed in a shorter duration than the combined length of the constituent awards.

Principles for Dual and Integrated Programs

(39) The following principles apply to dual and integrated programs:

a. The constituent awards may both be undergraduate, both be postgraduate or be a combination of undergraduate and postgraduate.
b. The constituent awards may be available as standalone programs but need not be.
c. All program learning outcomes of both constituent awards must be met.
d. The overall duration of the combined program is a fixed number of units which is a multiple of 8 units and must comply with the following durations unless a variation is approved:
    i. dual undergraduate program – 32 units shorter than the combined duration of both standalone programs;
    ii. dual master's program – a minimum of 32 units and no more than 48 units;
    iii. dual or integrated bachelor's program and master's program – a minimum of 16 units, and no more than 32 units, longer than the duration of the standalone bachelor's program.

Dual Program Principles

(40) In addition to the principles in clause 39, the following principles apply to dual programs:

a. Where a constituent award is available as a standalone program, the courses undertaken in the dual program must satisfy the requirements for both standalone programs.
b. Not all choices (e.g., elective courses and plans) available in the standalone programs may be available in the dual program, and not all choices available in the dual program may be available in the standalone programs. Where there exists the potential for confusion, a separate course list should be created for the dual program to provide clarity to students.

Integrated Program Principles

(41) In addition to the principles in clause 39, the following principles apply to integrated programs:

a. The constituent awards must be in the same or similar disciplines.
b. Where a constituent award is available as a standalone program, the integrated program need not include all of the course requirements of that standalone program but must meet the program learning outcomes of that standalone program.
c. Any specialisation, extended major or major applies to the integrated program as a whole and not to either or both of the constituent awards.
d. The AQF level of the integrated program is the higher of those of the constituent awards.

Course Overlaps in Dual Programs

(42) A course that is cross-listed, i.e. appears on the course lists for more than one component of a dual program, can only be counted towards one component.

(43) Volume of learning (unit count) and course level requirements must be met for all program components (including chosen plans). This may require that cross-listed courses are replaced in the program component for which

they are not counted.

(44) Where a course is compulsory, or incompatible courses are compulsory, in both constituent programs of a dual program, the program requirements for the dual program must specify which course(s) are compulsory for all students in the dual program. Where necessary, the program requirements should also specify which program component they count towards; and/or how any replacement course is chosen. Replacement of common compulsory courses may not be necessary given the “cross-crediting” inherent in a dual program.

(45) Cross-listed courses that are compulsory in only one program component (e.g., constituent program or chosen plan) must be counted towards that program component.

(46) Unless otherwise specified in the program requirements, or otherwise approved by the Executive Dean, the replacement course(s) for a cross-listed course must be:

a. an elective course(s) from the same group of electives (if applicable); or
b. a course(s) at the same level or higher from anywhere on the dual program list (including any plan list for plans available in the dual program but excluding general electives).

(47) Unless otherwise specified in the dual program requirements, where one of the component programs is a bachelor honour’s program and where there is a choice as to which courses count towards each component of the dual program, then the highest graded courses shall count towards the bachelor honour’s component.

Postgraduate Coursework Programs

Principles for Entry to Master’s Degree (Coursework) Programs

(48) Entry requirements for each program must be listed in the program catalogue and provide statements of tertiary or post-secondary qualifications, work experience and/or other requirements needed to enter the program.

(49) Master’s (Coursework) programs must meet AQF entry requirements in terms of the level and discipline of the entry qualification as outlined in Table 6 (Minimum Requirements for Master’s Degree (Coursework) Programs).

Table 6: Minimum Entry Requirements for Master’s Degree (Coursework) Programs

Master’s (coursework) program duration (units)	Minimum entry requirement
16	AQF level 8 qualification in the same discipline
24	AQF level 7 qualification in the same discipline OR AQF level 8 qualification in a different discipline
32 or longer	AQF level 7 qualification in a different discipline

(50) A program may require an entry qualification above the AQF minimum where it is appropriately justified. For example, a 32-unit master’s program may require a level 8 qualification in the same discipline.

(51) A level 7 or level 8 entry qualification must be assessed as being either in the same discipline or in a different discipline. The assessment decision must be made by the relevant Associate Dean (Academic) or delegate.

(52) Entry requirements may be reduced through recognition of prior learning (RPL). RPL must be assessed for equivalency to the learning outcomes of the required entry qualification. Any consideration of RPL must take into account students’ likelihood of successfully achieving the program outcomes and ensure that the integrity of program outcomes is maintained (refer to the Credit and Recognition of Prior Learning Policy and Procedure for more information).

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(53) Unless a strong case for exceptional circumstances can be made, students without tertiary qualifications will enter a suite of postgraduate awards at the graduate certificate level.

(54) Students who do not qualify for direct entry to another part of a suite of postgraduate programs may progress step-wise through the suite provided they meet the criteria set out in the Admission to Coursework Procedure or the individual program admission requirements.

(55) The minimum enrolment requirements for suites of postgraduate programs are set out below:

a. Graduate certificate – Post-secondary study (or equivalent) and/or work experience in a related discipline or a bachelor's degree.
b. Graduate diploma – Post-secondary study (or equivalent) and/or work experience in a related discipline or bachelor's degree or the graduate certificate in the suite of programs.

   Where no specific bachelor's degree is required, RPL may be considered (see clause 52 above).

(56) General entry requirements for postgraduate coursework awards are contained in Admission to Coursework Procedure.

Reduced Program Duration Credit in Master's Degree (Coursework) Programs

(57) Reduced program duration credit must not reduce the minimum remaining units beyond the AQF requirement, as outlined in Table 7 (Reduced Program Duration Credit in Master's Degree (Coursework) Programs).

Table 7: Reduced Program Duration Credit in Master's Degree (Coursework) Programs

Equivalent entry qualification	Minimum remaining units
AQF level 7 qualification in a different discipline	32
AQF level 7 qualification in the same discipline	24
AQF level 8 qualification in a different discipline	24
AQF level 8 qualification in the same discipline	16

(58) Credit beyond reduce program duration credit may be available for other prior learning in accordance with the University's Credit and Recognition of Prior Learning Policy and Procedure.

(59) In programs that allow reduced program duration credit to be granted, the program requirements and/or course list must clearly specify the requirements to be completed.

Research Requirements for Master's Degree (Coursework) and Master's Degree (Extended) Programs

(60) AQF requires all level 9 master's degree (coursework) and master's degree (extended) qualifications to incorporate 'some independent research'.

(61) Master's degree (coursework) and master's degree (extended) programs offered at UQ must incorporate the following compulsory research requirements:

a. A master's degree (coursework) or master's degree (extended) program must incorporate a minimum research training component of at least 4 units.
b. The required minimum of 4 units of research may be distributed across the program and does not have to be a standalone course.
c. Components of courses that contribute towards the minimum research requirement may include practice-based

research, literature reviews, presentations, essays and published papers, case studies, clinical and work-based research and write-up, in line with 'disciplinary norms'.

d. The compulsory minimum 4-unit research requirement for all master's degree (coursework) and master's degree (extended) programs is required to be individual work, although research undertaken within a group project may contribute if it is assessed individually.
e. The mandated minimum research component required for any 2-unit course contributing to research is 20% research for that course, based on assessment.

Section 4 - Roles, Responsibilities and Accountabilities

Vice-Chancellor

(62) The Vice-Chancellor exercises delegated authority from Senate to approve the introduction and discontinuation of coursework programs on the advice of the Academic Board. The Vice-Chancellor also approves requests to vary or exempt a program from any of the clauses outlined in this Procedure. The Vice-Chancellor may delegate powers to a member of the University Senior Executive as outlined in the Program Approval Procedure.

University Senior Executive Team (USET)

(63) Members of USET are responsible to the Vice-Chancellor on the quality and effectiveness of the University's programs, and are responsible for coordination and implementation of changes to the University's program portfolio.

Academic Board

(64) Academic Board is the principal academic advisory body to the University Senate. The Academic Board and its constituent committees provide expert advice to the Senate, the Vice-Chancellor and Senior Executive on all matters relating to and affecting University teaching, research and educational programs.

Committee for Academic Programs Policy (CAPP)

(65) CAPP advises and makes recommendations to the Academic Board and/or the Senior Executive on program design and development and provides assurance that proposals meet the requirements of the Program Design Policy and associated procedures.

Faculties

(66) The Executive Dean has overall accountability for the administration and quality assurance arrangements of academic programs offered by the Faculty, including:

a. The strategic aspects of new and major program initiatives before more detailed academic aspects of the programs are developed and referred for the Vice-Chancellor's approval; and
b. scheduled review of programs, including offshore program offerings and arrangements with third party providers (both onshore and offshore institutions).

(67) The Associate Dean (Academic) oversees the annual academic quality assurance process of the Faculty and its Schools in consultation with the Executive Dean, and the Heads of Schools.

Academic Registrar

(68) The Academic Registrar is responsible for the administration of the Programs Catalogue and the review of this

Procedure.

Section 5 - Monitoring, Review and Assurance

(69) The quality of the standardised structure and design of the University's programs is assured through implementation of:

a. the academic program approval process;
b. the annual academic quality assurance process;
c. the comprehensive cyclical review of academic programs (refer to the Academic Program Review Procedure for more information); and
d. regular student feedback and student evaluation, such as student satisfaction surveys.

(70) The Academic Board through the Committee for Academic Programs Policy (CAPP) is responsible for monitoring university-wide compliance with this Procedure for its effectiveness and ongoing relevance with UQ strategic objectives.

(71) The Academic Registrar is responsible for reviewing this Procedure as required.

Section 6 - Recording and Reporting

(72) Design features and structural details relating to all programs offered by the University are published in the Programs Catalogue.

(73) Records relating to the structure and design of the University's programs, including approved variations and proposals initiated through the Program Approval Procedure, must be lodged in accordance with the Information Management Policy.

Section 7 - Appendix

Terms	Definitions
Australian Qualifications Framework (AQF)	The national qualifications framework available at https://www.aqf.edu.au/
CAPP	Committee for Academic Programs Policy.
Cognate discipline	A cognate discipline is a closely allied or related discipline, or defined branch of study or learning. The disciplines, branches of study or learning that are considered 'cognate' are commonly defined at the program level for the purposes of assessing applicants for entry or for recognition of prior learning.
Course	A distinct unit of study within a program, for which a grade is given. Each course is identified by its alphanumeric code, a title and a fixed unit value.
Credit	The granting of units towards the program requirements in the form of reduced program duration credit, specified credit or unspecified credit. Refer to the Credit and Recognition of Prior Learning Policy and Procedure.
Curriculum	Curriculum is the intersection of knowledge, skills, and attitudes focused on what is taught, learned and created through the purposeful selection and structuring of content in courses and programs.
Dual Program	A sequence of study under one set of program requirements that leads to two awards conferred simultaneously on separate testamurs. A dual program uses cross-crediting of courses so that the program duration is shorter than the sum of those for the constituent awards.

Terms	Definitions
Exit Award	A qualification that can be awarded if a student has met a defined subset of the requirements for some other qualification.
Extended Major	A prescribed combination of courses within an undergraduate program with a particular disciplinary focus having a value of 24 units including at least 6 units at level 3 or higher.
Extended Minor	A prescribed combination of courses within an undergraduate program with a particular disciplinary focus having a value of 12 units, including at least 2 units at level 3 or higher.
Field of Study	A prescribed combination of courses in a postgraduate coursework program having a value of at least 8 units or in a 16 unit bachelor's honours program having a value of 16 units.
Generalist Degree	A 48-unit AQF level 7 bachelor's degree that has no or few common compulsory courses and a number of plans from which students may choose.
Integrated Program	A sequence of study under one set of program requirements that leads to a combination of awards on a single testamur.
Major	A prescribed combination of courses within a program with a particular disciplinary focus having a value of 16 units, including at least 4 units at level 3 or higher.
Minor	A prescribed combination of courses within a program with a particular disciplinary focus having a value of 8 units.
Named Degree	An undergraduate degree that is not otherwise classified, i.e. does not meet the definition of a generalist or specialist degree.
Passing Grade	Means: 1. A grade of 3S4, 4 or higher; 2. a non-graded pass of P or NSP. The University's grading system is outlined in the Assessment Procedure.
Plan	A prescribed combination of courses within a program being either a field of study, major, extended major, specialisation, minor or extended minor.
Program	A sequence of study leading to the award of a qualification such as an undergraduate degree or diploma, and/or a postgraduate coursework qualification.
Program Requirements	For the purpose of this Procedure, program requirements mean the program structure (e.g., types and sizes of building blocks used), the courses to be taken to complete the program and any specific conditions of the program set out in the additional rules, including, enrolment and progression requirements.
Recognition of Prior Learning (RPL)	A process that involves assessment of an individual's relevant prior learning (including formal, informal and non-formal learning) to determine eligibility for admission, credit and/or exemption.
Reduced Program Duration Credit	Credit granted into select master's programs, as a reduction in the number of units required to complete a program. This reduction is in 8-unit blocks, and the program requirements will specify the remaining units applicable for the reduced duration.
Specialisation	A prescribed combination of courses within an undergraduate program with a particular disciplinary focus having a value of at least 32 units including at least 8 units at level 3 or higher.
Specialist Degree	An undergraduate degree where all or most of the components of the program are aligned with the requirements of an accrediting body.
Specified Credit	Credit granted for a specific UQ course when an exact or near exact equivalence to that course can be demonstrated.
Testamur	Award certificate.
Units	The value of an individual course which contributes to the total unit requirement of a program. 16 units equals 1 EFTSL – the equivalent full-time study load for a year.
Unspecified Credit	Credit granted when an exact or near exact equivalence cannot be demonstrated. Unspecified credit is typically granted for elective courses.

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Status and Details

Status	Current
Effective Date	1st August 2024
Review Date	10th May 2029
Approval Authority	Director, Governance and Risk
Approval Date	19th July 2024
Expiry Date	Not Applicable
Policy Owner	Kathryn Blyth Director, Academic Services Division and Academic Registrar
Enquiries Contact	Academic Services Division

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