

Credit Points for UTS Coursework Awards Policy

Abstract

This Policy prescribes the credit point structure used by UTS to define the volume of learning for coursework award courses.

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Approved by	Academic Board Meeting 14/5, 19 November 2014 Resolution AB/14-5/81
Implementation Officer	Director, Institute for Interactive Media and Learning
Relevant to	All staff and all students
Related documents	Australian Qualifications Framework
Legislation	Higher Education Support Act 2003 (Cwlth) Higher Education Support Act 2003 — Administration Guidelines 2012 (Cwlth)
File number	UR14/1192
Superseded documents	A Credit Point System for UTS Coursework Award Courses (2005)

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1. Purpose

The Credit Points for UTS Coursework Awards Policy (the Policy) prescribes the credit point structure used by UTS to define the volume of learning for coursework award courses.

2. Scope

The Policy applies to all UTS coursework award courses and the coursework components of UTS research degrees.

3. Definitions

The following definitions apply for this Policy. Other terms used in this Policy are defined in [Schedule 1, Student Rules](#).

Australian Qualifications Framework (AQF) is the national policy for regulated qualifications in Australian education and training.

Credit point means the unit of measure of workload for individual subjects. Credit points are gained by students enrolled in award courses when subjects are passed; and when accumulated, credit points form one measure of the total requirements of a course. As a standard measure at UTS, one academic year of full-time study is equivalent to 48 credit points.

Equivalent full-time student load (EFTSL) is a measure of the study load of a student undertaking a course of study on a full-time basis. At UTS, for students enrolled in coursework programs, one EFTSL is equivalent to 48 credit points.

Level means the relative complexity or level of difficulty of a course or subject. Levels provide an agreed standard of what a student is expected to know and be able to do upon completion of a course or subject.

4. Policy principles

UTS credit points provide a uniform measure of total student coursework workload in all of its various forms across all undergraduate and postgraduate award courses of the University. This uniform approach facilitates consistent and equitable access for students to subjects across the University.

UTS coursework award courses must meet the volume of learning requirements of the [Australian Qualifications Framework](#).

5. Policy statements

5.1 Credit point structure

The structure of UTS coursework award courses is based on a standard measure of 48 credit points being equivalent to one EFTSL.

5.2 Subjects

For all UTS subjects, the credit point value should be a whole number.

All subjects must be delivered within a single teaching period, as defined in [Schedule 1, Student Rules](#).

Teaching periods do not include the completion of related administrative matters including finalisation of grades and appeals or professional practice placements that extend beyond a teaching period.

In determining the credit point value for each subject, faculties will take account of the total student workload (in the form of the various teaching and learning requirements) of the subject including all online and face-to-face participation, projects, essays, independent and library study, preparation for class, collaborative work and any other teaching/learning strategies appropriate to the given discipline or subject.

5.3 Work experience in industry

Credit points associated with industrial training, work experience and/or professional experience subjects must conform to the *Work Experience in Industry* requirements of the [Higher Education Support Act 2003](#) (the Act) and the associated [Administration Guidelines 2012](#) (Guidelines).

University supported Work Experience in Industry (WEI) subjects, as defined by the Act and Guidelines, are to be allocated a credit point value. A WEI subject is deemed to be 'supported' if all of the following are performed by UTS staff or persons engaged by UTS:

- interaction between the supervisor and the student, which may include site visits, and
- organisation of student placements, and
- ongoing monitoring of student work and progress, and
- assessment of the student learning and performance during the placement.

Note that the University cannot charge a student contribution amount or tuition fee for 'unsupported' WEI subjects which do not have a credit point value.

5.4 Coursework award courses

UTS courses comply with the Australian Qualifications Framework (AQF) and the terminology below reflects that Framework. UTS may use different terminology for some types of courses but each course will be identified with one of the categories below.

UTS coursework award course credit point requirements are as follows:

- a UTS Diploma is between 48 and 96 credit points (1–2 EFTSL)
- a UTS Advanced Diploma is 72 or 96 credit points (1.5 or 2 EFTSL)
- a UTS Bachelor degree is 144, 192 or 240 credit points (3, 4 or 5 EFTSL)
- a UTS Bachelor combined degree is between 192 and 288 credit points (4–6 EFTSL)
- a UTS Bachelor Honours degree is 48 credit points (1 EFTSL) and follows, or may be embedded in, an undergraduate degree
- a UTS Graduate Certificate is normally 24 credit points (.5 EFTSL) but may be between 24 and 48 credit points (.5–1 EFTSL) where approved by Academic Board as a special AQF-compliant case

- a UTS Graduate Diploma is normally 48 credit points (1 EFTSL) but may be between 48 and 96 credit points (1–2 EFTSL) where approved by Academic Board as a special AQF-compliant case
- a UTS Masters degree (Coursework) is normally 72 credit points (1.5 EFTSL) but may be between 48 and 96 credit points (1–2 EFTSL) where approved by Academic Board as a special AQF-compliant case; UTS Masters degrees using 'Advanced', 'Extension' or similar approved nomenclature fall into this category and would normally be 96 credit points
- a UTS Masters degree (Extended), having a specific professional practice use as allowed under the AQF, is between 144 and 192 credit points (3–4 EFTSL)
- a UTS Masters combined degree is between 96 and 144 credit points (2–3 EFTSL).

Academic Board may approve AQF-compliant variations to the credit point requirements in exceptional circumstances. Any proposal for a credit point structure that *does not* meet the standard requirements of the Framework must justify the length of the course in terms of students' achievement of the award level's learning outcomes as prescribed by the AQF.

5.5 Coursework component of graduate research degrees

Some graduate research degrees have a coursework component. This coursework component must be no greater than one third of the total course requirements. For example, in a graduate research degree with a duration of three years full-time study, the coursework component should be no greater than one EFTSL (48 credit points) in total.

Coursework components of graduate research degrees will consist of subjects that have credit points allocated in the normal way. The research component will consist of a time-based subject with an allocation of time, rather than credit points, as a measure of workload.

6. Roles and responsibilities

Accountable Officer: the Provost is responsible for managing policy compliance and initiating the policy review process (at least every five years).

Implementation Officer: the Director, Institute for Interactive Media and Learning is the primary point of contact for advice on implementing and administering the policy; for establishing and maintaining the official file; for proposing amendments as required; and for managing the consultation process when the policy is due for review.

Other positions and committees

The **Courses Accreditation Committee** is primarily responsible for ensuring that the requirements of this Policy are met through courses accreditation processes.

Academic Board is responsible for the approval of UTS courses, in line with this Policy.

7. Version control and change history

Effective date	Version	Approved by, resolution no. (date)	Amendment
22/12/2014	1	Academic Board, AB/14-5/81 (19/11/2014)	New policy.