

Monash University Policy

Policy Title	HDR Course Accreditation Policy
Date Effective	04-June-2014
Review Date	04-June-2016
Policy Owner	Provost and Senior Vice-President
Category	Academic Quality and Standards
Version Number	1.0
Content Enquiries	MRGS Policy
Scope	All campuses (including offshore) All HDR courses, programs, units, and training components that are a required part of any HDR program All Monash staff
Purpose	This policy describes the framework that governs the establishment, amendment, and disestablishment of higher degree by research (HDR) courses, programs and units and ensures the maintenance of academic standards and a robust quality assurance process.
POLICY STATEMENT	

Monash University seeks to offer HDR programs of the highest quality across all its campuses. HDR course accreditation processes and the associated [Program Review Policy and Procedures](#) ensure that all courses, programs and units are consistent with:

- the University's strategic and research priorities, academic standards and the Academic Plan;
- the Australian (and where relevant Malaysian and South African) Qualifications Frameworks;
- Monash Graduate Attributes; and
- the Bologna Process where appropriate.

Following faculty review and endorsement, all HDR course and program proposals, and major amendments to existing HDR courses and programs, including masters, doctorates and professional doctorates, will be subject to review and endorsement as appropriate by the Graduate Research Committee (GRC).

Final accreditation for all new endorsed HDR courses and programs and approval for disestablishment is executed by Academic Board.

Professional accreditation is the responsibility of the course-managing faculty.

Course Re-Accreditation

The GRC endorses and Academic Board accredits new courses for a maximum period of six years.

Following HDR program review, relevant HDR courses and programs must be submitted for re-accreditation or disestablishment as appropriate to Academic Board following endorsement by GRC.

Course Accreditation at Non-Australian Campuses and Locations

In addition to the University's requirements, courses delivered at Monash Malaysia and/or Monash South Africa or other offshore locations must meet the legislative requirements of the relevant country.

Supporting Procedures	HDR Course Accreditation Procedures
Responsibility for implementation	Chair, GRC Academic Director, GRC Director, Monash Graduate Education (MGE) President, Academic Board Associate Deans (Research Training) Faculty Research Training Managers
Status	Revised
Approval Body	Name: Academic Board Meeting: 3/2014 Date: 04-June-2014 Agenda item: 11.3
Endorsement Body	Name: Graduate Research Committee Meeting: 3/2014 Date: 01-May-2014 Agenda item: 11.3
Definitions	<p>Accreditation: A process whereby a course, program, unit, or training that is a required part of any HDR program, is assessed against predetermined criteria and a determination made about whether it meets the minimum academic standards set by the University, as articulated in University policy. HDR units, training components and programs are accredited by GRC. Academic Board accredits all courses.</p> <p>Coursework Unit/Unit: A component of a course of study which is taught and examined as a discrete entity but does not include a thesis for a higher degree by research. A unit is represented by a single unit code.</p> <p>HDR course: A program of research, leading to the submission of a thesis, structured around a set of rules, which leads to the award of an HDR qualification. PhD programs, professional doctorates and some masters by research programs also include coursework and/or training.</p> <p>Program: A disciplinary specialisation within an HDR course that may have separate coursework and/or training requirements. For administrative and systems purposes a program may also be referred to as a stream.</p> <p>Major amendment - courses and programs: Change to campus; change to mode of enrolment (on-campus/external); change to admission requirements; establishment or disestablishment of units; changes to the skills requirements for programs; change involving legislative change or that has legislative consequences; changes that impact on course progressions (i.e., unit or training requirements in relation to milestones) or teaching/research supervision loads of other faculties; any change to research component of course/degree; or disestablishment.</p> <p>Major amendment – units and training: Change in credit points/hours.</p>

	<p>Minor amendment - courses and programs: Changes to sequences of coursework units and/or skills components without an alteration to course requirements or regulations; or change of provision to full or part-time.</p> <p>Minor amendment – units and training: Offering an existing unit/training via a new mode or at a new location; change to unit/training title; unit/training prerequisites; or change of content, objectives or assessment in conformity with existing faculty guidelines on minor amendments.</p> <p>Training: Non-graded skills component of an HDR program.</p>
Legislation Mandating Compliance	<p>Monash University Act 2009</p> <p>Monash University (Vice-Chancellor) Regulations</p> <p>Monash University (Academic Board) Regulations</p>
Related Policies	<p>Course Design Policy</p> <p>Course Titling and Abbreviation Policy</p> <p>Course and unit handbook policy</p> <p>Credit Policy (including Recognition of Prior Learning)</p> <p>Monash Graduate Attributes Policy</p> <p>Program Review Policy</p> <p>Program Review Procedures</p> <p>Qualification Categories Policy</p> <p>Unit Coding Policy</p>
Related Documents	<p>MIGR White Paper</p> <p>MIGR Course Requirements</p> <p>Australian Qualifications Framework</p> <p>Handbook Production Guide</p> <p>Monash 2025</p> <p>The Transitional Academic Plan</p>