1. **Definitions and Interpretation**

1.1 In these regulations unless the contrary intention appears –

- **applicant** means a person who has applied for credit towards a course of study;
- **credit points** means the number of credit points allocated to and required for completion of a course of study;
- **dean** means the dean of the faculty;
- **faculty** means the faculty responsible for determining whether the requirements of a degree or award have been met;
- **faculty board** means the faculty board of the faculty;
- **international campus** means a campus of the university located outside Australia;
- **statute** means Statute 6.1.4 – Credit towards a Degree or Award;
- **unit of study** means 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 and **unit** has a corresponding meaning;
- **unit teaching faculty** means the faculty responsible for teaching the relevant unit;
- **work** means the work, qualification or experience in respect of which the applicant seeks credit.

1.2 These regulations apply to an international campus except to the extent that the regulations conflict with local laws or government requirements relevant to that international campus in which case the local laws or government requirements will take precedence.

2. **Power of delegation**

A person or body may delegate by written instrument any of his, her or its powers and functions under these regulations to any person or body as it thinks fit.
3. **Application of credit**

3.1 Subject to these regulations, where a faculty is satisfied that an applicant has previously undertaken work which –

3.1.1 is equivalent to university study or to a prerequisite qualification for admission to the relevant course of study; and

3.1.2 was successfully completed,

the faculty may grant the applicant credit towards the course of study in respect of that work.

3.2 Credit under subsection 3.1 must not be granted towards the research component of a course of study.

3.3 When making a determination under paragraph 3.1.1, the faculty shall seek the advice of the unit teaching faculty, if any, as to whether the work meets the equivalence requirement.

3.4 A faculty board may determine that credit must not be granted for a particular unit or component of a unit in any course.

4. **Minimum number of credit points to be completed at the university**

4.1 Subject to a determination under subsection 4.3, a student must complete at least –

4.1.1 half of the credit points of a course of study, where that course is comprised of 96 credit points or less; or

4.1.2 48 credit points, where the course of study is comprised of more than 96 credit points,

at the university.

4.2 Subject to a determination under subsection 4.3, credit under subsection 3.1 may be granted for a number of credit points no greater than the total number of credit points for a course of study less the minimum number of credit points required to be completed at the university pursuant to subsection 4.1.

**Example:**
Student A undertakes a 4 year course of study which requires the completion of 192 credit points. In accordance with paragraph 4.1.2, Student A must complete at least 48 credit points at the university and may therefore be granted credit for the remaining 144 credit points.

4.3 Subject to a determination of the Academic Board –

4.3.1 the dean may, in exceptional circumstances, determine that an applicant may be granted credit for a number of credit points greater than that allowed by subsection 4.2;
4.3.2 the faculty board may, in relation to a course of study, increase the minimum number of credit points which a student must complete at the university.

4.4 Where a student is undertaking a degree or award offered by the university in conjunction with another educational institution, credit may be granted for no more than half of the university’s component of the course of study, unless otherwise approved by the Academic Board.

**Example:**
Degrees or awards offered by the university in conjunction with another educational institution may include co-badged awards, joint awards or double degrees.

5. **Recency of work**

5.1 Subject to a determination under subsection 5.2, credit under subsection 4.1 must not be granted in respect of work which was completed more than 10 years prior to the application for credit.

5.2 Subject to a determination of the Academic Board –

5.2.1 the dean may, determine that an applicant be granted credit in respect of work completed more than 10 years prior to the application for credit;

5.2.2 the faculty board may, in relation to a course of study vary the recency requirement in subsection 5.1.

6. **Academic Board determinations**

6.1 Pursuant to subsection 4.4 of the statute, the Academic Board may set policies and make determinations on any and all of the following matters –

6.1.1 forms of credit;

6.1.2 rules or requirements to be considered by a faculty when determining whether to grant an applicant credit towards a course of study;

6.1.3 the basis upon which work is to be assessed;

6.1.4 courses and units to which these regulations do not apply; and

6.1.5 the manner and circumstances in which the rules or requirements for granting credit may be varied or waived.

6.2 The Academic Board may from time to time, on application from a faculty board, vary or waive a rule or requirement in relation to credit set out in these regulations or any Academic Board determination.
7. **Publication of determinations**

All determinations made by a faculty board or the Academic Board under these regulations, other than determinations which are specific to one student, must be published on the university's website or the course information handbook.

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**End Notes**

1. The *Credit towards a Degree or Award Regulations* were made by the Academic Board of Monash University on 29 February 2012.

2. The *Credit towards a Degree or Award Regulations* were promulgated on 1 March 2012.

3. Table of amendments from 10 May 2012 (as incorporated into this version):

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