

POLICY	Awarding Degrees with Honours or Pass with Distinction								
POLICY GROUP:	Academic and Research								
POLICY STATEMENT									
INTENT	<p>This policy has been rescinded effective 31 December 2016 and will be replaced by section 27.4 of the Program design procedure from 1 January 2016. The methods of determining award levels and levels of honours in the Program design procedure will apply to students who commence their enrolment in the relevant program from 1 January 2016.</p> <p>To prescribe the conditions under which candidates may be awarded a classified (honours or pass with distinction) or unclassified (pass only) degree.</p>								
SCOPE	This policy applies to all higher education and TAFE programs.								
EXCLUSIONS	VCE, foundation studies, preparatory and non-award programs are excluded								
OBJECTIVES	<ol style="list-style-type: none"> To prescribe which higher education and TAFE programs are to be awarded as classified (honours or pass with distinction) and which are to be awarded unclassified (pass only). To determine the conditions that a candidate must meet to be eligible for each of the available levels of classification for applicable awards. 								
POLICY PROVISIONS	<p>This policy has been rescinded effective 31 December 2016 and will be replaced by section 27.4 of the Program design procedure [hyperlink] from 1 January 2016. The methods of determining award levels and levels of honours in the Program design procedure will apply to students who commence their enrolment in the relevant program from 1 January 2016.</p> <p>The level of award classification is to be determined once all requirements of a degree have been met. A candidate cannot be eligible for a classified or unclassified award until they have met the requirements for that award as approved by Academic Board and/or requirements defined in the Statutes and Regulations of the university.</p> <p>TAFE Programs</p> <ol style="list-style-type: none"> All TAFE awards shall be awarded unclassified (pass only). <p>Undergraduate Programs</p> <ol style="list-style-type: none"> Diplomas, Associate Diplomas, Advanced Diplomas and Associate Degrees or any other undergraduate higher education award with a normal duration of less than three years, shall be awarded unclassified (pass only). Bachelor Degrees of three years normal duration shall be awarded as Pass with Distinction to any candidate who achieves a cumulative GPA of 3.00 or above. Candidates with a cumulative GPA below 3.00 shall be awarded a pass. Bachelor Degrees of four years normal duration or longer shall be awarded with honours based upon cumulative GPA as described in table 1 (below). <p>TABLE 1: GPA levels for awarding honours in bachelor degrees of four years normal duration (or greater).</p> <table border="1"> <thead> <tr> <th>Honours level</th> <th>Awarded to candidates who achieve a cumulative GPA of:</th> </tr> </thead> <tbody> <tr> <td>Honours 1st Class (H1)</td> <td>3.00 or above</td> </tr> <tr> <td>Honours 2A (H2A)</td> <td>2.50 or above but less than 3.00 (2.50 - 2.99)</td> </tr> <tr> <td>Honours 2B (H2B)</td> <td>2.00 or above but less than 2.50 (2.00 - 2.49)</td> </tr> </tbody> </table>	Honours level	Awarded to candidates who achieve a cumulative GPA of:	Honours 1 st Class (H1)	3.00 or above	Honours 2A (H2A)	2.50 or above but less than 3.00 (2.50 - 2.99)	Honours 2B (H2B)	2.00 or above but less than 2.50 (2.00 - 2.49)
Honours level	Awarded to candidates who achieve a cumulative GPA of:								
Honours 1 st Class (H1)	3.00 or above								
Honours 2A (H2A)	2.50 or above but less than 3.00 (2.50 - 2.99)								
Honours 2B (H2B)	2.00 or above but less than 2.50 (2.00 - 2.49)								

	Pass	Less than 2.00
SUPPORTING PROCEDURES AND GUIDELINES	Award Classification Table (attached)	
SUPPORTING / RELATED DOCUMENTS:	GPA – Grade Point Average Recognition of Prior Learning and Credit Transfer Policy	
POLICY FURTHER INFORMATION		
RMIT Statute and / or Regulation Reference Number	Statute: 5.1 Awards Regulations: 5.1.1 Schedule of Awards 5.1.2 Conferring of Awards 5.1.3 Roll of Award Recipients 5.1.4 Degree of Doctor of Philosophy 5.1.5 Degrees of Master By Research 5.1.6 Professional Doctorate 5.1.7 Degrees of Master by Coursework 5.1.8 Bachelor Degrees	

	5.1.9 Degree of Doctor of Philosophy (By Publication)				
Relevant State / Federal Govt. Legislation	Australian Qualifications Framework (AQF)				
Commencement Date	January 2008	Review Date	6 October 2016	Secretariat Posting Approval	6 October 2011
REVISION HISTORY – managed by University Policy Officer					
Revision Ref. No.	Approved/ Rescinded	Date	Committee / Board	Resolution Number	Document Reference
1.0	Approved	7 Nov 2005	Academic Board	5.6	ATB 10-181/05
1.1	Approved Substantive Amendment	6 June 2011	Academic Board	7.5.2	1.1 POL/2008/00069
1.2	Approved Substantive Amendment	2 February 2015	Academic Board	6.5	POL/2008/00069[V2]
ACCOUNTABILITIES					
Sponsor:	Deputy Vice-Chancellor Academic				
Implementation	Academic Registrar				
Compliance	Academic Registrar				
Monitoring and evaluation	Academic Registrar				
Development/Review	Academic Registrar				
Approval authority	Academic Board				
Interpretation and advice	Academic Policy and Governance				

WHO SHOULD KNOW THIS POLICY?
<p>Students</p> <p>Program Co-ordinators and Managers</p> <p>Heads of School</p> <p>Deans</p> <p>Deputy Pro Vice-Chancellors, Learning and Teaching</p> <p>Examinations and Graduations Staff</p> <p>School and College Administration Staff</p> <p>Student Centre Staff</p>

EFFECTIVENESS OF THIS POLICY	
Performance indicator(s)	Students graduate with the correct award classification or no classification where appropriate.
POLICY SUPPORTING INFORMATION	
Definitions and acronyms	<p>GPA: Grade Point Average is a numerical calculation, weighted by credit points, of the mean of the results received over a defined study period (eg a semester) or over an entire program.</p> <p>Cumulative GPA: is a numerical calculation, weighted by credit points, of the mean of grades received by a student in courses in the program to date. For the purposes of award calculations the date of calculation is assumed to be the date of completion of the program.</p> <p>Note: It is the intention of this policy that only courses undertaken within a program contribute to the calculation of cumulative GPA for that program. For example, honours calculations for one year bachelor degree honours programs which follow from undergraduate degrees of less than four years normal duration should be calculated on courses in the honours program and not include those in the undergraduate degree that preceded it. If students have been transferred to a new program as part of a program renewal process where the new program leads to essentially the same award, GPA calculations should include courses undertaken in both programs.</p> <p>Normal Duration: The length of time taken to complete a program if a student is enrolled in a full-time load as defined in the Enrolment policy and passes all courses at the first attempt. Normal duration is often expressed in years (e.g. the Bachelor of Social Science is a 3 year degree). Part-time students should refer to the equivalent full-time duration to determine the classifications available in their current program.</p> <p>Note 1: Work Experience in Industry and/or CO-OP years where a student is wholly engaged in gaining workplace experience are not included in normal duration when determining the award classifications available in a program.</p> <p>Note 2: Some programs are designed as bachelor degrees of one or two years full-time (or equivalent part-time) duration where students are required to complete a TAFE award or associate degree to gain admission to the program. In these circumstances all successful applicants are automatically granted advanced standing because they have met the selection criteria and the early years of the program are not delivered. Normal duration for these programs shall be determined by adding the number of years actual higher education study to the amount of effective advanced standing granted to students entering the program.</p> <p>RPL: Recognition of Prior Learning</p> <p>SPC: Student Progress Committee</p>
Key words for search engine	Graduation Award classification Honours Pass with Distinction First class honours Second class honours Third class honours H1 H2A H2B H3
Answers to FAQ's	<p>What is an award classification? First class honours, honours 2A, honours 2B, honours 3 and pass with distinction are all classifications available in some RMIT awards. Not all programs are classified when awarded; some degrees are only available as pass or fail.</p> <p>How do I qualify for an award with honours or distinction?</p>

Once you have successfully completed all the requirements of your degree you may be awarded a degree with honours or distinction depending upon the length of the program you are studying and your cumulative grade point average (GPA). Refer to the award classification table attached to this policy for the GPA and other requirements for specific classifications. Final overall honours classifications for one year Honours programs are not based solely on cumulative GPA.

Can I be upgraded to a higher classification?

If you achieve a cumulative grade point average (GPA) within 0.1 GPA of a higher classification your academic record will be reviewed by the student progress committee in your school. Following this review you may be upgraded to next classification.

Can I appeal my award classification?

In most cases it is not possible to appeal your award classification. Honours and pass with distinction are awarded based upon grade point average and there is generally no discretion. If you believe your cumulative GPA has been incorrectly calculated you should contact your school.

Are there a minimum number of courses I must study before I am eligible for an award with honours or pass with distinction?

Yes. The *Awarding Degrees with Honours or Pass with Distinction policy* states that a candidate cannot be eligible for a classified or unclassified award until they have met the requirements for that award. The *Recognition of Prior Learning and Credit Transfer Policy* states minimum study requirements that apply to all awards of RMIT and you must meet these requirements before you can be assessed for an honours or pass with distinction.

If I get advanced standing am I still eligible for an award with honours or pass with distinction?

Yes. Providing you have met the program requirements your cumulative GPA will be used to determine your eligibility for honours or pass with distinction. Your cumulative GPA will be based upon the courses you have studied. Any courses that you have received RPL or credit transfer for will not change your GPA; these courses do not contribute to or detract from GPA.

Award Classification Table for Higher Education Awards

Degree	Classification Level	Shall be awarded to candidates who achieve a cumulative GPA of:
TAFE	Pass only	Unclassified
Associate Diploma Advanced Diploma Diploma Associate Degree	Pass only	Unclassified
Bachelor Degree (3 years normal duration)	Degree with Distinction Pass	3.00 or above less than 3.00.
Bachelor Degree (4 years normal duration or longer)	Honours 1 st Class (H1) Honours 2A (H2A) Honours 2B (H2B) Pass	3.00 or above 2.50 or above but less than 3.00 (2.50 - 2.99) 2.00 or above but less than 2.50 (2.00 - 2.49) less than 2.00
Honours Degree (1 year normal duration)	Honours 1 st Class (H1) Honours 2A (H2A) Honours 2B (H2B) Honours 3 (H3)	The RMIT GPA formula will be taken into consideration in determining a student's final grades, however final overall honours classifications based purely on cumulative GPA will not be automatically generated. The mechanism for determining students' final overall honours classifications will be as described in the Honours Year Programs policy and the associated Honours Year Programs: Examination of Research Component procedure .
Graduate Certificate Graduate Diploma Master by Coursework	with Distinction Pass	3.00 or above less than 3.00.
Master by Research Doctor of Philosophy Doctor of Philosophy (By Publication) Professional Doctorate	Pass only	Unclassified