

SHARED PROGRAMS

EXCERPT FROM BLUE BOOK 2005 SHARED PROGRAMS

For more information about Shared Programs go to the Academic Programs Committee working group report on [Shared Programs](#).

A. POINTS REQUIRED IN ORDER TO QUALIFY FOR THE AWARD OF A DEGREE OF THE UNIVERSITY.

1. Undergraduate shared programs.

A degree of the University may be awarded to a student who has

- either* obtained the minimum points required to take out a degree of the Faculty;
- or* obtained 50% of the points required to take out the degree in subjects offered by the University;
- or* has taken and passed subjects all of which have been approved by the Faculty or faculties participating in the program and by the Academic Programs Committee and the Academic Board A sponsoring Faculty or faculties must in its proposal state the nature and extent of its involvement in the program, including involvement other than teaching and assessing subjects offered by the Faculty.

2. Postgraduate shared programs.

A degree of the University may be awarded to a student who has either obtained at least 50% of the points required to take out the degree in subjects offered by the University; or has taken and passed subjects all of which have been approved by the Faculty or faculties participating in the program and by the Academic Programs Committee and the Academic Board.

3. General

A sponsoring Faculty or faculties must in its proposal to the Academic Programs Committee and to Academic Board state the nature and extent of its involvement in the program, including involvement other than teaching subjects offered by the Faculty.

- (a) a student enrolled in a shared program may not take out a degree at more than one university unless the program enables the student to satisfy, separately, the requirements to take out a degree of Melbourne and of the partner institution.
- (b) in applying for approval for a shared program the sponsoring Faculty must specify to the Academic Programs Committee and to the Academic Board the minimum points obtained in subjects taken at Melbourne which will entitle a student enrolled in the program to take out a degree of the University.

B. PROCEDURES FOR APPROVING SHARED PROGRAMS

1. Approval for a shared program must be obtained from the Academic Programs Committee and by the Academic Board.

2. Academic Programs Committee and the Academic Board must be satisfied that:

- (a) the program is intellectually coherent and that the proposed structure of the program is appropriate;
- (b) each partner institution applies established transparent and comparable criteria for selection into the degree;

- (c) each partner institution has established procedures for approving subjects taught in the program;
- (d) each partner institution applies established criteria for assessment, as well as procedures for reviewing, or appealing against, assessment outcomes;
- (e) appropriate provision is made by partner institutions for course advice and student support systems;
- (f) library and IT facilities are available to Melbourne students taking subjects at partner institutions, as well as to students from other institutions taking subjects at Melbourne;
- (g) the program is run in a safe and supportive manner taking into account the overall welfare of participating students and that joint responsibility is taken for same;
- (h) an academic and administrative contact, or liaison officer, has been identified at the partner institution with authority to resolve day-to-day operational issues.

C. THE DIVISION OF RESPONSIBILITY FOR STUDENT ENROLLED IN SHARED PROGRAMS.

1. Proposals for establishing shared programs must specify that:

- (a) the institution which is to be recognised as the registered provider of the program for the purposes of the Education Services for Overseas Students Act 2000 (Cth), and
- (b) the arrangements which have been put in place for ensuring compliance with the Act by all participating institutions.

2. Legal Services should develop protocols on the transfer of personal information relating to students enrolled in shared programs.

3. Proposals for establishing shared programs must, following consultation with Legal Services, confirm that the program complies with all relevant privacy legislation.

4. Assessment

- (a) Assessment at Melbourne of students enrolled at partner institutions shall be governed by Melbourne regulations and practice. Regulations include, for this purpose, the statutes, regulations and procedures governing special consideration and plagiarism.
- (b) Assessment at a partner institution of students enrolled in the University of Melbourne shall be governed by the regulations and practices of the partner institution, including the regulations and practices of the partner institution governing special consideration and plagiarism.
- (c) Appeal or review of assessment, or of any component of assessment, shall be determined in accordance with the regulations of the institution administering the assessment.
- (d) The progress of any student shall be reviewed by the institution at which the student initially enrolled in the shared program.
- (e) The value to be assigned to any subject taught in a shared program shall be determined by each participating institution in accordance with its own regulations. Notwithstanding this general principle:

- (i) an individual subject shall accorded the same percentage value, in relation to the overall program, for all students enrolled in the program, regardless of whether they are Melbourne students or students of a partner institution, and
 - (ii) subjects taught at Melbourne to students enrolled in a Melbourne degree, as well as to Melbourne students enrolled in a shared program shall carry the same points value.
- (f) The University and the sponsoring Faculty, or faculties, are responsible for providing course advice and academic support to all students enrolled in a subject taught at Melbourne as part of a shared program, whether or not they are students of the University. The University and faculties also remain responsible for providing course advice and, where appropriate, support to Melbourne students taking subjects at another institution as part of the program.
- (g) A Faculty sponsoring a shared program must draw the attention of the Academic Programs Committee and the Academic Board to any significant disparity between the University's principles and policies in relation to assessment, course advice and academic support and the principles and policies applied in these areas by institutions with which the Faculty is intending to enter into partnership.