1. Preamble

1.1 Purpose
This policy sets out principles applicable to Summer Term to ensure the academic quality of courses offered, and the provision of facilities, resources and quality assurance measures necessary for the delivery of courses.

1.2 Background
The UNSW Summer Term provides students with the opportunity to accelerate their academic progress, to catch up on subjects they have missed or been unsuccessful in, to study a subject in greater depth or an area not normally available, or to better manage the demands of their normal semester programs.

This policy has been developed in response to the increase in demand for Summer Term courses. It confirms the University’s commitment to providing high quality course offerings, irrespective of the timing of the offerings or mode in which they are delivered. It also clarifies the requirements for Summer Term so that courses are supported by facilities and resources consistent with those provided in Semester 1 and 2.

2. Scope
This policy applies to all undergraduate and postgraduate courses offered in Summer Term. This policy does not apply to existing programs with non-standard teaching terms such as the Bachelor of Medicine Bachelor of Surgery and AGSM postgraduate programs.

3. Definition
Summer Term comprises the teaching period spanning the months of November, December, January and February. The exact dates of this teaching period may vary from year to year.

4. Policy Statement
UNSW will offer courses during Summer Term. Faculties are responsible for ensuring that the quality and the resourcing and support they provide to their Summer Term offerings is in line with that for normal semesters, and that Summer Term offerings are appropriately designed, planned, approved and implemented.

- Faculties shall consider all three semesters in the scheduling of core courses, and courses to be offered in Summer Term will be planned as part of a Faculty's academic planning for a twelve-month period.
• Each faculty will determine the courses to be offered in Summer Term, with the aim of providing consistency in courses offered in Summer Term each year to allow students to best plan and expedite their enrolment over the coming years. Consideration should be given to having a standard set of offerings with some flexibility for additional courses to be included, dependent on resources.

• While the mode of delivery of Summer Term courses may differ from Semester 1 and 2, course quality and learning outcomes of Summer Term courses will be consistent with offerings in Semesters 1 and 2.

• The standard UNSW course approval and course change procedures apply to courses offered in Summer Term, and any changes to existing courses relating to delivery mode or assessment during Summer Term must be approved in accordance with academic governance procedures.

• Summer Term course delivery will be supported by appropriate organisational, administrative, physical and technological infrastructure.

5. Legal & Policy Framework

University policy and procedures relevant to students and course delivery apply to Summer Term courses.

6. Implementation

6.1 Roles & Responsibilities

The Vice-President & Deputy Vice-Chancellor (Academic) is responsible for monitoring the implementation of this policy.

The Pro-Vice-Chancellor (Students) and Registrar, Faculty Presiding Members, Program Directors, and Course Convenors are responsible for implementing this policy.

6.2 Support & Advice

Support and advice in relation to this policy is available from:
• Office of the Vice-President & DVC (Academic)
• Office of the PVC (Students) and Registrar
• Office of the President, Academic Board
• Director, Student and Academic Services

7. Review

This policy will be reviewed two years from the date of effect.

Appendix A: History

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<th>Approval Date</th>
<th>Effective Date</th>
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<td>1.0</td>
<td>President and Vice-Chancellor</td>
<td>18 October 2012</td>
<td>1 January 2013</td>
<td>This is a new Policy.</td>
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