



Version	Approved by	Approval date	Effective date	Next review
1.2	Director of Governance	24 January 2017	24 January 2017	October 2015
Policy Statement				
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.			
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.			
Policy Provisions				

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.

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 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.

Implementation

The Deputy Vice-Chancellor Education is responsible for monitoring the implementation of this policy.

The Pro-Vice-Chancellor (Education), Deputy and Associate Deans Education, Program Directors, and Course Convenors are responsible for implementing this policy.

Support and advice in relation to this policy is available from:

- Office of the Pro-Vice-Chancellor (Education)
- Director, Student Services and Systems

Accountabilities				
Responsible Officer	Deputy Vice-Chancellor Education			
Contact Officer	Pro-Vice-Chancellor (Education)			
Supporting Information				
Legislative Compliance	Nil			
Supporting Documents	Nil			
Related Documents	Summer Term Courses Procedure			
Superseded Documents	Summer Term Courses Policy v1.1			
File Number	2016/08723			
Definitions and Acronyms				
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.			
Revision History				
Version	Approved by	Approval date	Effective date	Sections modified
1.0	Vice-Chancellor	18 October 2012	1 January 2013	This is a new Policy.
1.1	Administrative update by Head of Governance	18 February 2016	29 February 2016	Administrative amendment to senior team roles.
1.2	Administrative update by Director of Governance	24 January 2017	24 January 2017	Administrative amendments to senior positions and committees.

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