



Responsible Officer	Deputy-Vice-Chancellor Education and Vice-President		
Contact Officer	Pro-Vice-Chancellor (Education)		
Superseded Documents	Structure of Honours Programs Policy v 1.0, Effective 7 December 2012		
Review	7 December 2015		
File Number	2016/08770		
Associated Documents	<ul style="list-style-type: none"> • Honours at UNSW Discussion Paper (AB12/58) • Structure of Honours Programs – Procedures (under development) • Structure of Undergraduate Programs – Policy • Structure of Undergraduate Programs – Procedures • Structure of Postgraduate Coursework Programs – Policy • The Structure of Postgraduate Coursework Programs – Procedures • Admissions Policy • Admission to Coursework Programs Procedure • International Memorandum of Understanding & Student Agreement Policy • International Memorandum of Understanding & Student Agreement Procedures • Equal Opportunity in Education Policy Statement • UNSW Graduate Attributes • UNSW Handbook. • Online Handbook 		
Version	Authorisation	Approval Date	Effective Date
1.1	Administrative update by Head of Governance	18 February 2016	29 February 2016

1. Preamble

1.1 Purpose

This Policy sets out the academic principles and overarching rules applicable to the structure of Honours programs at UNSW. The aims are to ensure that undergraduate programs that lead to the award of Honours conform to a coherent and clearly defined model, and to provide a framework for assuring the quality of the program offerings. These principles and the Honours model were proposed in the *Honours at UNSW Discussion Paper* which was endorsed by Academic Board on 9 October 2012.

The Policy aligns with the UNSW *Structure of Undergraduate Programs - Policy* and *Structure of Postgraduate Coursework Programs – Policy*. Its development has been informed by an assessment of the requirements of the Higher Education Standards Framework (Threshold Standards) 2011 and the Australian Qualifications Framework 2011.

2. Scope

This Policy applies across the University to all undergraduate programs of study that lead to the award of a degree with Honours (separate year) and Honours degree (embedded Honours) award programs.

3. Definitions

Definitions are consistent with the UNSW Glossary of Terms in the UNSW Handbook: <http://www.handbook.unsw.edu.au>.

A glossary of additional UNSW academic terminology is provided in Appendix C of *The Structure of Honours Programs – Procedures* (to be developed).

4. The UNSW Honours Model

4.1 Principles

Honours at UNSW is a recognition of academic excellence in undergraduate programs. It requires students to engage in independent critical thinking related to their discipline, usually demonstrated through:

- Advanced disciplinary knowledge, which may include coursework, specialisation, cross-disciplinary training or capstone course; and
- Independent or self-directed learning, which may include research training (including research methods and ethics), project management, or research towards a substantial independent research thesis or project.

Programs that lead to an award with Honours will specify program-level learning outcomes, including knowledge and/or skills and the application of knowledge and/or skills, that are appropriate to the qualification level and discipline. The program will contribute to the development of UNSW Graduate Attributes.

For cross-disciplinary programs 'disciplinary' may refer to more than one discipline.

4.2 Structure of programs

Honours is available in two modes in Undergraduate programs:

- Award with Honours (separate year of study to pass level undergraduate programs); and
- Embedded Honours.

Where an Honours award program is combined with another award program, the Honours program will follow the same convention as single award programs.

4.2.1 Award with Honours programs (separate year)

An Award with Honours program is an additional, distinct year of study that follows the completion of an undergraduate degree in a cognate discipline, whether at UNSW or elsewhere. All components of the Honours program contribute to the Honours level qualification.

These Honours programs require completion of 48 UoC of study typically undertaken over one calendar year (or part-time equivalent).

4.2.2 Embedded Honours programs

An Embedded Honours program is a program where the Honours components are studied as part of the overall program.

These Honours programs require completion of at least 192 UoC of study (when taken in stand-alone mode), typically undertaken over four years of full-time study (or part-time equivalent).

4.3 Honours classifications

Honours can be awarded in the following classes: Class 1; Class 2, Division 1; Class 2, Division 2; and Class 3 (if appropriate). Program documentation will include the methodology for awarding Honours.

4.4 Program documentation

Faculties will ensure that all Honours program proposals and revisions to existing programs specify:

- Clear and explicit entry requirements and, if appropriate, the cognate disciplines that will be accepted for determining student entry;
- Structure, including all course requirements that form part of the program;
- Graduate Attributes and Learning Outcomes and how these will be achieved;

- Academic progression and transfer rules and exit criteria (for students who do not satisfy progression rules);
- Pathways to further study enabled by the program, including whether the program leads to learning outcomes that could contribute to meeting the admission requirements for entry to a Higher Degree Research program; and
- Criteria for the award of Honours, including the award of classes of Honours.

Refer to the Structure of Honours Programs – Procedures (to be developed) for procedures relating to these requirements.

5. Legal and Policy Framework

This policy must be read in conjunction with *The Structure of Honours Programs – Procedures* (under development) and with reference to the list of associated documents (above). The policy has been informed by the:

- *Tertiary Education Quality and Standards Agency Act 2011* and the Higher Education Standards Framework (Threshold Standards)
- Australian Qualifications Framework
- *Education Services for Overseas Students (ESOS) Act 2000*.

6. Implementation

6.1 Roles and Responsibilities

The Deputy Vice-Chancellor Education and Vice-President is responsible for the development and implementation of this policy.

The Pro-Vice-Chancellor (Education) is responsible for maintaining the procedures associated with this Policy.

6.2 Support & Advice

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

- Office of the Pro-Vice-Chancellor (Education);
- President, Academic Board;
- Director, Student Services and Systems.

7. Review

The Policy is due for review three years from its date of effect.

Appendix A: History

Version	Authorised by	Approval Date	Effective Date	Sections modified
1.0	President and Vice-Chancellor	7 December 2012	7 December 2012	New policy
1.1	Administrative update by Head of Governance	18 February 2016	29 February 2016	Administrative updates to reflect changes in senior team.