

Directory of Academic Delegations
25 June 2025

Category	Academic Function	Delegated authority	Delegate	Governance Instrument	Section	Previous Schedule No
Student lifecycle	Admission	Authority to determine and vary the number of commencing places in quota courses for each year, including location, intake and liability category.	Executive Dean	Admission and Enrolment Procedure	2.2.3 (Admission quotas)	1.1.1
Student lifecycle	Admission	Authority to determine and vary enrolment quotas for units of study.	Head of Academic Unit	N/A		1.1.2
Student lifecycle	Admission	Authority to approve or change admission requirements for entry into coursework courses.	Academic Senate	Student Participation and Attainment Ordinance	6.4 (Admission - general provisions)	1.2.1
Student lifecycle	Admission	Authority to approve equivalency of any qualification in relation to the formally approved entry requirements as part of the admissions process to approve entry into coursework courses.	Executive Director, Student Services	N/A		1.2.2
Student lifecycle	Admission	Authority to grant exemption from eligibility requirements for admission to any of Graduate Certificate, Graduate Diploma or Masters by coursework course.	Executive Dean	N/A		1.2.3
Student lifecycle	Admission	Authority to determine minimum English language entry requirements into courses at all levels.	Academic Senate	Admission and Enrolment Procedure Student Participation and Attainment Ordinance	2.3 (English language requirements) 11.2 (Admission of overseas students)	1.3.1
Student lifecycle	Admission	Authority to assess the validity of English language proficiency evidence that may be used to grant entry into undergraduate and postgraduate coursework award courses	Academic Senate	N/A		1.3.3
Student lifecycle	Admission	Authority to grant exemption from, or modification to, English language requirements on the basis of other evidence provided for admission to a higher degree by research course.	Pro Vice-Chancellor for Graduate Research	HDR Admissions, Selection and Enrolment Procedure	Schedule B: Minimum English language proficiency requirements	1.3.4
Student lifecycle	Admission	Authority to approve or terminate special entry requirements for a course	Academic Senate			1.4.1
Student lifecycle	Admission	Authority to place requirements or restrictions on enrolment of a student at admission.	Executive Director, Student Services	N/A		1.4.2
Student lifecycle	Admission	Authority to approve withdrawal of an offer of admission made on the basis of incorrect results and make any (or no) consequent revised offer	Head, Student Admissions	Admission and Enrolment Procedure	4.5.1 (Withdrawal of offer and cancellation of enrolment)	1.5.1
Student lifecycle	Admission	Authority to admit an applicant to a Higher Degree by Research course and approve the research proposal (MRes, PhD, Prof Doc, PhD by Prior Pub)	Pro Vice-Chancellor for Graduate Research	Research Training Ordinance	10.5 (Application for Admission)	1.6.1
Student lifecycle	Admission	Authority to determine if confirmation of candidature will be granted for an individual Higher Degree by Research candidate	Pro Vice-Chancellor for Graduate Research	Research Training Ordinance	23.3 (Confirmation of Candidature)	1.6.10
Student lifecycle	Admission	Authority to determine conditions to be applied to confirmation of candidature that must be met before it will be granted for an individual Higher Degree by Research candidate.	Pro Vice-Chancellor for Graduate Research	Research Training Ordinance	23.4(b) (Confirmation of Candidature)	1.6.11
Student lifecycle	Admission	Authority to approve an offer of admission to a Higher Degree by Research course to an applicant who is a citizen of a sanctioned country.	Pro Vice-Chancellor for Graduate Research	N/A		1.6.2
Student lifecycle	Admission	Authority to approve concurrent enrolment of a Higher Degree by Research candidate in an approved relevant program of coursework.	Pro Vice-Chancellor for Graduate Research	N/A		1.6.3
Student lifecycle	Admission	Authority to include conditions in a letter of offer to be met prior to admission to a Higher Degree by Research course.	Pro Vice-Chancellor for Graduate Research	N/A		1.6.4
Student lifecycle	Admission	Authority to approve transfer of Higher Degree Research candidature from another Australian University to this University at the same level of degree.	Pro Vice-Chancellor for Graduate Research	N/A		1.6.5
Student lifecycle	Admission	Authority to approve an application to delay the date of enrolment in a Higher Degree by Research course	Pro Vice-Chancellor for Graduate Research	Research Training Ordinance	15.3 (Commencement and enrolment)	1.6.6
Student lifecycle	Admission	Authority to withdraw an offer of admission to a Higher Degree by Research course or cancel the enrolment of an applicant.	Pro Vice-Chancellor for Graduate Research	Research Training Ordinance	10.10 (Admission) 15.4 (Enrolment)	1.6.7
Student lifecycle	Admission	Authority to approve the transfer of candidature: a) from a Masters Degree by Research to a Doctoral Degree (PhD or Prof Doc), or b) from a Doctoral Degree to a Masters Degree by Research.	Pro Vice-Chancellor for Graduate Research	Research Training Ordinance	23.5(b) Confirmation of Candidature 31.2(a)(iv) Cancellation of enrolment	1.6.8
Student lifecycle	Admission	Authority to approve the location of a research student's candidature	Pro Vice-Chancellor for Graduate Research	N/A		1.6.9
Student lifecycle	Enrolment, Deferral and Leave of Absence	Authority to determine pre-requisites, mutual exclusions and co-requisites for enrolment in a unit of study	College Learning and Teaching Committee	N/A		2.1.1

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Student lifecycle	Enrolment, Deferral and Leave of Absence	Authority to vary coursework award requirements including, but not limited to, units in addition to course requirements and substitute units.	Associate Dean Learning and Teaching Performance	N/A		2.1.4
Student lifecycle	Enrolment, Deferral and Leave of Absence	Authority to permit a person to enrol as a non-award student in a unit of study	Executive Director, Student Services	N/A		2.2.1
Student lifecycle	Enrolment, Deferral and Leave of Absence	Authority to permit a domestic student to enrol in more than one award course.	Associate Dean Learning and Teaching Performance	N/A		2.3.1
Student lifecycle	Enrolment, Deferral and Leave of Absence	Authority to approve enrolment of a coursework student to be admitted into a course during their period of formal exclusion or suspension	Associate Dean Learning and Teaching Performance	N/A		2.4.1
Student lifecycle	Enrolment, Deferral and Leave of Absence	Authority to determine eligibility to re-enrol in a Higher Degree by Research course after candidature has been terminated	Pro Vice-Chancellor for Graduate Research	N/A		2.5.1
Student lifecycle	Enrolment, Deferral and Leave of Absence	Authority to impose requirements for completing a course on a research student who recommences their candidature following discontinuation or a leave of absence	Pro Vice-Chancellor for Graduate Research	N/A		2.5.2
Student lifecycle	Enrolment, Deferral and Leave of Absence	Authority to modify the application of the course rules with respect to a research student's return to candidature following discontinuation or leave of absence	Pro Vice-Chancellor for Graduate Research	N/A		2.5.3
Student lifecycle	Enrolment, Deferral and Leave of Absence	Authority to determine whether a student returning to study from an extended period of leave is required to repeat units or transfer to a different course.	Associate Dean Learning and Teaching Performance	N/A		2.6.1
Student lifecycle	Enrolment, Deferral and Leave of Absence	Authority to allow deferral of enrolment in a particular course for up to a maximum of two years.	Executive Dean	N/A		2.7.1
Student lifecycle	Enrolment, Deferral and Leave of Absence	Authority to extend a period of deferral of enrolment for a domestic applicant for a coursework course to an overall maximum of 2 years	Executive Dean	N/A		2.7.2
Student lifecycle	Enrolment, Deferral and Leave of Absence	Authority to extend period of deferral of enrolment for an overseas applicant for a coursework course, to an overall maximum of 2 years.	Executive Dean	N/A		2.7.3
Student lifecycle	Enrolment, Deferral and Leave of Absence	Authority to allow suspension of enrolment in a particular course for up to a maximum of 2 years.	Executive Dean	N/A		2.8.1
Student lifecycle	Enrolment, Deferral and Leave of Absence	Authority to determine leave entitlements for Higher Degree by Research candidates.	Academic Senate	N/A		2.9.1
Student lifecycle	Enrolment, Deferral and Leave of Absence	Authority to permit a research student to take a leave of absence from a course: for more than one year; before confirmation of candidature; in the final 6 months EFT enrolment (Doctoral Degree); in the final 3 months EFT enrolment (MRes Degree)	Pro Vice-Chancellor for Graduate Research	Research Training Ordinance	20.1 (Leave of Absence and additional leave)	2.9.2
Student lifecycle	Enrolment, Deferral and Leave of Absence	Authority to vary leave entitlements for an individual Higher Degree by Research candidate.	Pro Vice-Chancellor for Graduate Research	N/A		2.9.3
Student lifecycle	Credit	Authority to determine overseas qualification equivalence for admission and credit purposes	University Admissions Committee	N/A		3.1.2
Student lifecycle	Credit	Authority to grant credit for prior study, including imposing limits relating to progression and time for completion.	Executive Dean	N/A		3.1.3
Student lifecycle	Credit	Authority to vary limits on credit and reduced volume of learning consistently with approved policy.	Executive Dean	N/A		3.1.4
Student lifecycle	Credit	Authority to rescind specific credit, non-specific credit or reduced volume of learning on application by the student.	Executive Dean	N/A		3.1.5
Student lifecycle	Credit	Authority to approve credit outside of the stated maximums/minimums.	Academic Senate	N/A		3.1.6
Student lifecycle	Credit	Authority to determine University credit transfer policy	Academic Senate	N/A		3.1.1
Student lifecycle	Credit	Authority to grant credit for previous elapsed research undertaken at the University	Pro Vice-Chancellor for Graduate Research	N/A		3.2.1
Student lifecycle	Credit	Authority to grant credit for previous higher degree by research study at another university or institution	Pro Vice-Chancellor for Graduate Research	N/A		3.2.2
Student lifecycle	Credit	Authority to grant credit towards Professional Doctorate coursework for prior study, including imposing limits relating to progression and time for completion	Pro Vice-Chancellor for Graduate Research	N/A		3.2.3

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Student lifecycle	Credit	Authority to determine overseas qualification equivalence for credit purposes (Higher Degrees by Research).	Pro Vice-Chancellor for Graduate Research	N/A		3.2.4
Student lifecycle	Participation	Authority to specify participation requirements for courses and units of study	Associate Dean Learning and Teaching Performance	N/A		4.1.1
Student lifecycle	Participation	Authority to specify circumstances under which a student is deemed not to have completed a unit of study or award course due to failure to satisfy participation requirements	Associate Dean Learning and Teaching Performance	N/A		4.1.2
Student lifecycle	Participation	Authority to exempt a student from participation requirements	Associate Dean Learning and Teaching Performance	N/A		4.1.3
Student lifecycle	Participation	Authority to determine participation requirements for Higher Degree by Research students.	Academic Senate	N/A		4.1.4
Student lifecycle	Participation	Authority to determine periods of instruction and commencement and conclusion dates of the academic year, including dates of semesters, teaching periods and research period	Executive Director, Student Services	N/A		4.2.1
Student lifecycle	Participation	Authority to approve variations from standard teaching sessions requested by Colleges.	Deputy Vice-Chancellor Education	N/A		4.2.2
Student lifecycle	Assessment, Examinations and Results	Authority to determine the assessment and examination requirements for a unit of study	College Learning and Teaching Committee	N/A		5.1.1
Student lifecycle	Assessment, Examinations and Results	Authority to determine the outcome of applications for special consideration due to illness, or other exceptional circumstances outside the student's control.	Executive Dean	N/A		5.1.2
Student lifecycle	Assessment, Examinations and Results	Authority to set the date of a replacement assessment not undertaken in a formal exam period.	Executive Dean	N/A		5.1.3
Student lifecycle	Assessment, Examinations and Results	Authority to set the date of a replacement assessment undertaken in a formal exam period.	Executive Dean	N/A		5.1.4
Student lifecycle	Assessment, Examinations and Results	Authority to determine the outcome of applications for special arrangements for formal examinations	Executive Dean	N/A		5.1.5
Student lifecycle	Assessment, Examinations and Results	Authority to approve examination papers	Course Coordinator	N/A		5.2.1
Student lifecycle	Assessment, Examinations and Results	Authority to approve items which may be brought into an examination room	Unit Coordinator	N/A		5.2.2
Student lifecycle	Assessment, Examinations and Results	Authority to approve deferred exams on the basis of academic criteria	Executive Director Student Services	N/A		5.2.3
Student lifecycle	Assessment, Examinations and Results	Authority to extend the period of time for the conversion of a withheld or deferred grade to a final grade.	Executive Director Student Services	N/A		5.3.1
Student lifecycle	Assessment, Examinations and Results	Authority to convert a withheld or deferred grade to a final grade	Associate Dean Learning and Teaching Performance	N/A		5.3.2
Student lifecycle	Assessment, Examinations and Results	Authority to ratify coursework unit results.	Associate Dean Learning and Teaching Performance	N/A		5.4.1
Student lifecycle	Assessment, Examinations and Results	Authority to determine and publish dates for release of results.	Deputy Vice-Chancellor Education	N/A		5.4.2
Student lifecycle	Assessment, Examinations and Results	Authority to grant access by a scholar to embargoed content of a thesis.	Pro Vice-Chancellor for Graduate Research	N/A		5.5.1
Student lifecycle	Assessment, Examinations and Results	Authority to appoint a Chair of Examiners to act as an independent Chair throughout the examination process of a higher degree by research thesis.	Head of Academic Unit	HDR Examinations Procedure	4.7(b) (Appoint of Examiners and Chair of Examiners)	5.5.10
Student lifecycle	Assessment, Examinations and Results	Authority to proceed with a viva voce as part of a higher degree by research thesis examination	Pro Vice-Chancellor for Graduate Research	N/A		5.5.11
Student lifecycle	Assessment, Examinations and Results	Authority to accept the Chair of Examiner's recommendation on the outcome of a higher degree by research thesis examination	Pro Vice-Chancellor for Graduate Research	HDR Examinations Procedure	12.4 (Determining the outcome of the thesis examination)	5.5.12

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Student lifecycle	Assessment, Examinations and Results	Authority to determine whether the candidate has satisfied the requirements for the award of the degree and recommend to Academic Senate that the Higher Degree be awarded.	Pro Vice-Chancellor for Graduate Research	Research Training Ordinance	30.5 (Outcome of Examination and Completion of Requirements)	5.5.13
Student lifecycle	Assessment, Examinations and Results	Authority to restrict access to a thesis for a period not exceeding 2 years from the date of the award of the degree	Higher Degree by Research Candidate / Author	N/A		5.5.2
Student lifecycle	Assessment, Examinations and Results	Authority to restrict access to a thesis for a limited period of time in excess of 2 years	Pro Vice-Chancellor for Graduate Research	HDR Examinations Procedure	21.4 (Restriction of access)	5.5.3
Student lifecycle	Assessment, Examinations and Results	Authority to permit a candidate who has made exceptional progress in their candidature to submit a thesis for examination earlier than the minimum degree period	Pro Vice-Chancellor for Graduate Research	HDR Examinations Procedure	5.2 (Early submission for examination)	5.5.4
Student lifecycle	Assessment, Examinations and Results	Authority to determine an application to submit a thesis in a language other than English.	Pro Vice-Chancellor for Graduate Research	Research Training Ordinance	26.2, 26.3 (Language of the Thesis)	5.5.5
Student lifecycle	Assessment, Examinations and Results	Authority to prescribe the required format of a thesis for examination.	Pro Vice-Chancellor for Graduate Research	N/A		5.5.6
Student lifecycle	Assessment, Examinations and Results	Authority to certify that a higher degree by research thesis meets University requirements and is suitable for submission.	Head of Academic Unit	N/A		5.5.7
Student lifecycle	Assessment, Examinations and Results	Authority to appoint Higher Degree by Research thesis examiners.	Head of Academic Unit	HDR Examinations Procedure	4.7 (Appointment of the examiners and Chair of Examiners)	5.5.8
Student lifecycle	Assessment, Examinations and Results	Authority to determine types of conflict of interest in the examination of a Higher Degree by Research thesis.	Pro Vice-Chancellor for Graduate Research	N/A		5.5.9
Student lifecycle	Progression and Exclusion	Authority to approve progression requirements for each course	Academic Senate	N/A		6.1.1
Student lifecycle	Progression and Exclusion	Authority to appoint academic staff members to form an academic progress review panel and nominate one member to act as Chair	Executive Dean	N/A		6.1.2
Student lifecycle	Progression and Exclusion	Authority to determine an academic progress review rating.	Executive Dean	N/A		6.1.3
Student lifecycle	Progression and Exclusion	Authority to determine that a supplementary academic progress review is required.	Executive Dean	N/A		6.1.4
Student lifecycle	Progression and Exclusion	Authority to grant an extension to the confirmation period.	Pro Vice-Chancellor for Graduate Research	Research Training Ordinance	23.5(a) (Confirmation of Candidature)	6.2.10
Student lifecycle	Progression and Exclusion	Authority to approve transfer of candidature from a doctoral degree to a masters by research degree as an outcome of a review of progress.	Pro Vice-Chancellor for Graduate Research	Research Training Ordinance HDR Academic Progress Procedure	24.4(b) Annual Review of Progress 9.6 Program transfer (Doctoral Degree to Masters by Research Degree)	6.2.11
Student lifecycle	Progression and Exclusion	Authority to implement a Candidature Management Plan where academic progress has been unsatisfactory.	Graduate Research Coordinator	HDR Academic Progress Procedure	7.7(a) (Candidature Support Plan (CSP))	6.2.12
Student lifecycle	Progression and Exclusion	Authority to impose on a Higher Degree by Research candidate a material condition of candidature where academic progress has been unsatisfactory.	Pro Vice-Chancellor for Graduate Research	HDR Academic Progress Procedure	6.13 (ARP Outcomes)	6.2.13
Student lifecycle	Progression and Exclusion	Authority to terminate a research student's Higher Degree by Research candidature.	Pro Vice-Chancellor for Graduate Research	Research Training Ordinance	32.1 (Termination of candidature)	6.2.15
Student lifecycle	Progression and Exclusion	Authority to determine whether a candidate whose candidature stands to be terminated will: • be eligible to reapply for admission as a candidate; or • receive recognition of academic credit for study and research completed; or • in the case of Doctoral candidates, be permitted to transfer to a Master of Research Degree.	Pro Vice-Chancellor for Graduate Research	Research Training Ordinance	31.2(a) (Cancellation of Enrolment)	6.2.16
Student lifecycle	Progression and Exclusion	Authority to approve exceptions to work experience and employment limits for full-time Higher Degree by Research candidates	Pro Vice-Chancellor for Graduate Research	N/A		6.2.2
Student lifecycle	Progression and Exclusion	Authority to determine that a Higher Degree by Research candidate has demonstrated satisfactory academic performance and specify conditions of candidature to apply following an annual review of progress.	Graduate Research Coordinator	Research Training Ordinance	24.3 (Annual review of progress)	6.2.4

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Student lifecycle	Progression and Exclusion	Authority to determine that a Higher Degree by Research candidate has failed to demonstrate satisfactory academic performance and allow the student to continue to be enrolled with conditions or recommend that the student be asked to show good cause why he or she should be permitted to continue the candidature	Pro Vice-Chancellor for Graduate Research	HDR Academic Progress Procedure	6.13 (ARP Outcomes)	6.2.5
Student lifecycle	Progression and Exclusion	Authority to approve an extension of candidature with a latest date for submission of thesis for examination beyond the maximum degree period.	Pro Vice-Chancellor for Graduate Research	HDR Academic Progress Procedure	11.6 (Extension of Candidature)	6.2.6
Student lifecycle	Progression and Exclusion	Authority to determine the requirements that must be met before Higher Degree by Research candidature can be confirmed	Academic Senate	N/A		6.2.7
Student lifecycle	Progression and Exclusion	Authority to grant confirmation of candidature to a Higher Degree by Research candidate.	Pro Vice-Chancellor for Graduate Research	HDR Academic Progress Procedure Research Training Ordinance	5.19 (Confirmation Committee Outcomes) 23.3 (Confirmation of Candidature)	6.2.9
Student lifecycle	Progression and Exclusion	Authority to require a student who has not met progression requirements to show cause why re-enrolment should be permitted.	Executive Dean	N/A		6.3.1
Student lifecycle	Progression and Exclusion	Authority to require a student who has failed or discontinued a unit of study more than once to show cause why re-enrolment in that unit should be permitted.	Executive Dean	N/A		6.3.2
Student lifecycle	Progression and Exclusion	Authority to permit a student who has shown cause to re-enrol.	Executive Dean	Student Participation and Attainment Ordinance	46.3(a) and (b) (Academic progress review)	6.3.4
Student lifecycle	Progression and Exclusion	Authority to permit a student who has failed to show cause to re-enrol in a course, subject to restrictions on units of study.	Executive Dean	Student Participation and Attainment Ordinance	46.3(b) (Academic progress review)	6.3.5
Student lifecycle	Progression and Exclusion	Authority to exclude from a course a student who has failed to show cause.	Executive Dean	Student Participation and Attainment Ordinance	46.3(c) (Academic progress review)	6.3.6
Student lifecycle	Progression and Exclusion	Authority to require a Higher Degree by Research candidate to show cause why he or she should be permitted to continue the candidature	Pro Vice-Chancellor for Graduate Research	HDR Academic Progress Procedure	12.6 (Show cause and cancellation of enrolment) 13.3 (Show cause and termination of candidature)	6.4.1
Student lifecycle	Progression and Exclusion	Authority to determine that a Higher Degree by Research candidate has shown cause and permit the student to continue.	Pro Vice-Chancellor for Graduate Research	HDR Academic Progress Procedure	12.12 (Show cause and cancellation of enrolment)	6.4.2
Student lifecycle	Progression and Exclusion	Authority to re-admit a student into a course they are formally excluded from within the minimum twelve-month exclusion period.	Associate Dean Learning and Teaching Performance	N/A		6.5.1
Student lifecycle	Progression and Exclusion	Authority to make a decision in relation to an application from an international student visa holder to transfer to another educational institution.	Executive Director Student Services	International Student Transfer Request Procedure	3.9 (Assessment and Notification of Request Outcome)	6.6.2
Student lifecycle	Conferral	Authority to approve the admission of a graduand to a degree or award, including conferral of honours or distinctions	Council	UTAS Act	11(1)(a)	7.1.1
Student lifecycle	Conferral	Authority to confer degree or award on a graduand in absentia	Council	UTAS Act	11(1)(a)	7.1.2
Student lifecycle	Conferral	Authority to rescind University of Tasmania degrees, diplomas and certificates	Council	UTAS Act	11(1)(a)	7.1.3
Student lifecycle	Conferral	Authority to confer and rescind Honorary Degrees, Emeritus Professorships and University Fellowships.	Council	UTAS Act	11(1)(b)	7.1.4
Student lifecycle	Conferral	Authority to approve the conferral of an aegrotat or posthumous award in circumstances involving serious illness or the death of a student	Academic Senate	UTAS Act	11(1)(a)	7.1.5
Student lifecycle	Misconduct, Complaints and Appeals	Authority to determine a penalty or outcome where inappropriate behaviour (unsatisfactory conduct or misconduct) against a student is substantiated.	Safe and Fair Community Unit Authorised Officer	Student Behaviour and Conduct Ordinance	7.4 (Unsatisfactory conduct or misconduct)	8.1.1
Student lifecycle	Misconduct, Complaints and Appeals	Authority to temporarily or permanently exclude a student against whom inappropriate behaviour (serious misconduct) has been substantiated.	Deputy Vice-Chancellor Academic	Student Behaviour and Conduct Ordinance	5.2 (Investigations) 8.1 (Misconduct or serious misconduct)	8.1.2

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Student lifecycle	Misconduct, Complaints and Appeals	Authority to refer an allegation of behavioural misconduct against a student to the police or other relevant external authority.	Safe and Fair Community Unit Authorised Officer	N/A		8.1.3
Student lifecycle	Misconduct, Complaints and Appeals	Authority to suspend a student, or place restrictions or conditions on enrolment, if the circumstances of an alleged act of inappropriate conduct are deemed to be such that such action is necessary in order for the University to discharge its duty of care to its students, staff or placement agencies.	Safe and Fair Community Unit Authorised Officer	Student Behaviour and Conduct Ordinance	12 (Reasonable directions and orders)	8.1.4
Student lifecycle	Misconduct, Complaints and Appeals	Authority to determine a penalty where academic misconduct against a student is substantiated.	Academic Integrity Advisor	Student Academic Integrity Procedure	5.1 (Decision making by Academic Integrity Advisors)	8.3.1
Student lifecycle	Misconduct, Complaints and Appeals	Authority to temporarily or permanently exclude a student against whom academic misconduct has been substantiated.	Deputy Vice-Chancellor Academic	Student Academic Integrity Ordinance	5.9 (Allegation, Investigation and Determination)	8.2.2
Student lifecycle	Misconduct, Complaints and Appeals	Authority to dismiss a student complaint, where it is determined that the complaint is frivolous, trivial or vexatious or without supporting evidence.	Safe and Fair Community Unit Authorised Officer	Student Complaints Procedure	2.3(c) (Preliminary assessment)	8.3.1
Student lifecycle	Misconduct, Complaints and Appeals	Authority to engage a mediator to resolve a complaint.	Safe and Fair Community Unit Authorised Officer	N/A		8.3.2
Student lifecycle	Misconduct, Complaints and Appeals	Authority to recommend actions to resolve a complaint.	Safe and Fair Community Unit Authorised Officer	N/A		8.3.3
Student lifecycle	Misconduct, Complaints and Appeals	Authority to make a preliminary assessment of the merits of a behavioural misconduct appeal	Safe and Fair Community Unit Authorised Officer	N/A		8.4.1
Student lifecycle	Misconduct, Complaints and Appeals	Authority to uphold or dismiss a student appeal (behavioural misconduct).	University Appeals Panel	N/A		8.4.2
Student lifecycle	Misconduct, Complaints and Appeals	Authority to make a preliminary assessment of the merits of an academic misconduct appeal.	Associate Dean Learning and Teaching Performance	Student Academic Integrity Ordinance	6.5 (Application and Grounds for Appeal)	8.4.3
Student lifecycle	Misconduct, Complaints and Appeals	Authority to uphold or dismiss a student appeal (academic misconduct).	College Appeals Panel	Student Academic Integrity Ordinance	8.1 (Appeal Decisions)	8.4.4
Student lifecycle	Misconduct, Complaints and Appeals	Authority to uphold or dismiss an appeal regarding academic progression in coursework programs.	University Appeals Panel	Reviews and Appeals of Academic Decisions Procedure	3.3 (University Appeals Panel) 3.4 (Appeal Process)	8.4.5
Course lifecycle	Management of Courses and Units of Study	Authority to approve course requirements across Australian Qualification Framework (AQF) categories.	Academic Senate	N/A		9.1.1
Course lifecycle	Management of Courses and Units of Study	Authority to prescribe requirements for Masters and Doctoral degrees by research, relating to admission, course requirements, candidature and examination.	Academic Senate	N/A		9.1.2
Course lifecycle	Management of Courses and Units of Study	Authority to vary coursework award requirements by substituting existing unit/s in a course schedule.	Executive Dean	N/A		9.1.3
Course lifecycle	Management of Courses and Units of Study	Authority to determine requirements for proposals for new courses	Academic Senate	N/A		9.2.1
Course lifecycle	Management of Courses and Units of Study	Authority to approve business cases for proposals for new award courses.	Markets and Revenue Working Group and University Academic Leadership Team	N/A		9.2.2
Course lifecycle	Management of Courses and Units of Study	Authority to approve award courses	Academic Senate	Academic Senate Ordinance	4.1(a) (Council Delegations)	9.2.3

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Course lifecycle	Management of Courses and Units of Study	Authority to approve change to award course nomenclature or title abbreviation.	Academic Senate	N/A		9.3.1
Course lifecycle	Management of Courses and Units of Study	Authority to approve changes to the minimum or maximum time for completion of an award course.	Academic Senate	N/A		9.3.10
Course lifecycle	Management of Courses and Units of Study	Authority to approve discontinuation of award course and teach out plan.	Academic Senate	N/A		9.3.2
Course lifecycle	Management of Courses and Units of Study	Authority to approve changes to admission requirements for an award course.	Academic Senate	N/A		9.3.3
Course lifecycle	Management of Courses and Units of Study	Authority to approve variations to credit transfer arrangements for an award course.	Executive Dean	N/A		9.3.4
Course lifecycle	Management of Courses and Units of Study	Authority to approve deletion of distance campus/ or physical campus location offering of an award course.	Academic Senate	N/A		9.3.5
Course lifecycle	Management of Courses and Units of Study	Authority to approve addition of distance campus/ or physical campus location offering of an award course.	College Learning and Teaching Committee	N/A		9.3.6
Course lifecycle	Management of Courses and Units of Study	Authority to approve change in volume of learning (credit points) for an award course.	Academic Senate	N/A		9.3.7
Course lifecycle	Management of Courses and Units of Study	Authority to approve the addition of a new major or specialisation to an award course.	Academic Senate	N/A		9.3.8
Course lifecycle	Management of Courses and Units of Study	Authority to approve the removal of a major or specialisation from an award course.	Academic Senate	N/A		9.3.9
Course lifecycle	Management of Courses and Units of Study	Authority to vary the title or structure of degree components	University Course and Unit Proposals Committee	N/A		9.4.1
Course lifecycle	Management of Courses and Units of Study	Authority to approve changes to the number of degree core knowledge units in an award course	University Course and Unit Proposals Committee	N/A		9.4.2
Course lifecycle	Management of Courses and Units of Study	Authority to approve amendments to an award course affecting the University Connections Program	University Course and Unit Proposals Committee	N/A		9.4.3
Course lifecycle	Management of Courses and Units of Study	Authority to vary elective schedule for an award course	College Learning and Teaching Committee	N/A		9.4.4
Course lifecycle	Management of Courses and Units of Study	Authority to vary elective requirements of a major or specialisation for an award course	College Learning and Teaching Committee	N/A		9.4.5
Course lifecycle	Management of Courses and Units of Study	Authority to approve the deletion or replacement of one or more core units from a schedule of a major or specialisation for an award course (if the units do not affect another academic unit.)	College Learning and Teaching Committee	N/A		9.4.6
Course lifecycle	Management of Courses and Units of Study	Authority to approve the deletion or replacement of one or more core units from a schedule of a major or specialisation for an award course (if the units affect another academic unit).	University Course and Unit Proposals Committee	N/A		9.4.7
Course lifecycle	Management of Courses and Units of Study	Authority to approve new units of study for award courses (excluding new units in a cognate area new to the College or academic unit, new concept units and units that affect another college or academic unit).	College Learning and Teaching Committee	N/A		9.5.1
Course lifecycle	Management of Courses and Units of Study	Authority to approve new units of study in a cognate area new to the College, new concept units or new units that affect another College.	University Course and Unit Proposals Committee	N/A		9.5.2
Course lifecycle	Management of Courses and Units of Study	Authority to make minor amendments to a unit.	Academic Unit Learning and Teaching Committee	N/A		9.5.3
Course lifecycle	Supervision of HDR Candidates	Authority to determine policy for supervision of Higher Degree by Research candidates.	Academic Senate	N/A		10.1.1
Course lifecycle	Supervision of HDR Candidates	Authority to determine policy for minimum infrastructure standards for Higher Degree by Research candidates.	Academic Senate	N/A		10.1.2
Course lifecycle	Supervision of HDR Candidates	Authority to approve or change the supervision team for an individual candidate.	Head of Academic Unit/s of the supervising staff member	HDR Supervision and Academic Support Procedure	7.3 (Changes to the supervision team)	10.2.1
Course lifecycle	Supervision of HDR Candidates	Authority to permit a supervisor to supervise more than seven full-time equivalent Higher Degree by Research candidates.	Pro Vice-Chancellor for Graduate Research			10.2.2

Directory of Academic Delegations

Category	Academic Function	Delegated authority	Delegate	Governance Instrument	Section	Previous Schedule No
Course lifecycle	Supervision of HDR Candidates	Authority to approve the appointment of a research advisor to a candidate's supervision team	Head of Academic Unit	HDR Supervision and Academic Support Procedure	6.1 (Allocation of supervisors and conflict of interest considerations)	10.2.3
Course lifecycle	Supervision of HDR Candidates	Authority to approve registration of Higher Degree by Research Supervisors	Pro Vice-Chancellor for Graduate Research	Research Training Ordinance HDR Supervision and Academic Support Procedure	12.2 (Supervisors) 4 (Supervisor registration and re-registration)	10.2.4, 10.2.5 and 10.2.7
Course lifecycle	Supervision of HDR Candidates	Authority to approve removal of an approved supervisor from the Supervisor Register.	Pro Vice-Chancellor for Graduate Research	Research Training Ordinance	12.4	10.2.6
Course lifecycle	Educational Partnerships	Authority to approve articulation arrangements that do (or do not) involve credit with domestic educational institutions	Executive Dean	N/A		11.1.1
Course lifecycle	Educational Partnerships	Authority to approve articulation arrangements that do (or do not) involve credit with overseas educational institutions.	Executive Dean	N/A		11.1.2
Course lifecycle	Educational Partnerships	Authority to approve curricula in articulation agreements that do (or do not) involve credit.	Executive Dean	N/A		11.1.3
Course lifecycle	Educational Partnerships	Authority to sign articulation agreements with domestic partners.	Deputy Vice-Chancellor Education	N/A		11.1.4
Course lifecycle	Educational Partnerships	Authority to sign articulation agreements with overseas partners.	Deputy Vice-Chancellor Education	N/A		11.1.5
Course lifecycle	Educational Partnerships	Authority to sign study abroad agreements on behalf of the University.	Executive Director Recruitment and Engagement	N/A		11.2.1
Course lifecycle	Educational Partnerships	Authority to sign overseas student exchange agreements on behalf of the University.	Executive Director Recruitment and Engagement	N/A		11.2.2
Course lifecycle	Educational Partnerships	Authority to sign student placement agreements between the University and Government agencies (e.g., Department of Education) – multiple sites, ongoing.	Deputy Vice-Chancellor Education	N/A		11.3.1
Course lifecycle	Educational Partnerships	Authority to sign student placement agreements between the University and individual institutions (e.g., a private hospital) – multiple sites, ongoing.	Executive Dean	N/A		11.3.2
Course lifecycle	Educational Partnerships	Authority to sign annual student placement agreements (e.g., with a single social work practitioner or small business).	Head of Academic Unit	N/A		11.3.3
Course lifecycle	Educational Partnerships	Authority to sign Higher Degree by Research candidate placement agreements on behalf of the University.	Pro Vice-Chancellor for Graduate Research	N/A		11.3.4
Course lifecycle	Educational Partnerships	Authority to approve entry into third party teaching arrangement for an award course.	Academic Senate	N/A		11.4.1
Course lifecycle	Educational Partnerships	Authority to sign domestic third-party teaching agreements on behalf of the University.	Deputy Vice-Chancellor Education	N/A		11.4.2
Course lifecycle	Educational Partnerships	Authority to sign overseas third-party teaching agreements on behalf of the University.	Deputy Vice-Chancellor Education	N/A		11.4.3

Directory of Academic Delegations

Category	Academic Function	Delegated authority	Delegate	Governance Instrument	Section	Previous Schedule No
Course lifecycle	Educational Partnerships	Authority to sign joint award agreements on behalf of the University.	Deputy Vice-Chancellor Education	N/A		11.5.1
Course lifecycle	Educational Partnerships	Authority to sign new or renew expired joint Higher Degree by Research agreements on behalf of the University.	Pro Vice-Chancellor for Graduate Research	N/A		11.5.2
Course lifecycle	Educational Partnerships	Authority to approve a testamur for a jointly-badged award	Council	N/A		11.5.3
Course lifecycle	Educational Partnerships	Authority to sign dual award agreements on behalf of the University	Deputy Vice-Chancellor Education	N/A		11.6.1
Course lifecycle	Educational Partnerships	Authority to sign new or renew expired dual Higher Degree by Research agreements on behalf of the University	Pro Vice-Chancellor for Graduate Research	N/A		11.6.2
Course lifecycle	Educational Partnerships	Authority to modify the examination process for a Higher Degree by Research candidate enrolled in a dual Higher Degree by Research	Pro Vice-Chancellor for Graduate Research	N/A		11.6.3
Course lifecycle	Educational Partnerships	Authority to sign courseware licensing agreements on behalf of the University.	University Librarian	N/A		11.7.1
Course lifecycle	Educational Partnerships	Authority to approve the use of third-party learning technologies (such as Studiosity).	Deputy Vice-Chancellor Education	N/A		11.7.2
Course lifecycle	Educational Partnerships	Authority to sign cross-institutional academic benchmarking agreements.	Deputy Vice-Chancellor Academic	N/A		11.8.1
Student lifecycle	Scholarships, Prizes and Medals	Authority to terminate scholarships, or prizes	Scholarships Manager	Coursework Scholarships Procedure	7.6 (Authority to terminate scholarship)	12.1.2
Student lifecycle	Scholarships, Prizes and Medals	Authority to approve selection criteria for scholarships and prizes.	Scholarships Manager	Coursework Scholarships Procedure	2.6 (Approval of all scholarship requirements including criteria)	12.1.3
Student lifecycle	Scholarships, Prizes and Medals	Authority to approve or vary the rules of a Higher Degree by Research scholarship or prize	Pro Vice-Chancellor for Graduate Research	HDR RTP and Other Scholarships Procedure	2.4 (Conditions of Award are approved by the PVC GR)	12.1.4
Student lifecycle	Scholarships, Prizes and Medals	Authority to select recipients of graduate research scholarships.	Pro Vice-Chancellor for Graduate Research	N/A		12.1.5
Student lifecycle	Scholarships, Prizes and Medals	Authority to set minimum standards of academic performance for the award of a University Medal.	Academic Senate	N/A		12.2.1
Student lifecycle	Scholarships, Prizes and Medals	Authority to award a University Medal.	Academic Senate	N/A		12.2.2