

Academic Delegations Ordinance

Version 11 – Amended 19 January 2024

1 Preamble

- 1.1 The powers and functions of Council are established under the *University of Tasmania Act 1992 (Act)*.
- 1.2 Under the Act, and at any given point in time, Council may determine the powers and functions it will delegate to the Vice-Chancellor and other University staff to enable the efficient and effective operation of the University in pursuit of its strategic and operational objectives.
- 1.3 Delegation of Council powers and functions under this or any other instrument, does not prevent the performance or exercise of a function or power by Council.
- 1.4 Reserve powers and functions of Council and the delegation of other powers and functions are specified in other instruments.

2 Commencement and review

- 2.1 This ordinance takes effect on 1 July 2020 and will be reviewed periodically.

3 Definitions

- 3.1 In this ordinance:

effective date means the date from which a new or amended academic delegation, or the revocation of whole or part of an academic delegation, takes effect being:

- a) for a new or amended academic delegation, the date the new or amended academic delegation is published in the *Schedule of Academic Delegations*; and
- b) for the revocation of whole or part of an academic delegation, the date that the revoked academic delegation or the revoked part of the academic delegation is removed from the *Schedule of Academic Delegations*.

major amendment means an amendment to an existing academic delegation that impacts the intent or limits of the delegation. It may include, but is not limited to, changing the limits of the delegation or changing the position or positions to which the delegation is made. Major amendments must be approved by Council in accordance with Section 7.

minor amendment means an amendment to an existing delegation that does not impact the intent or limit of the delegation or the position or positions to which the delegation is made. It may include, but is not limited to, editorial or administrative changes or renaming of positions that does not result in a material change to a delegation. Minor amendments must be approved by the Deputy Vice-Chancellor (Academic) in accordance with Section 7.

4 Purpose

4.1 The purpose of this ordinance is to:

- a) provide for Council to delegate its functions or powers to identified University positions in relation to the matters in the *Schedule of Academic Delegations*; and
- b) specify arrangements for:
 - endorsement and approval of new academic delegations in addition to those in the *Schedule of Academic Delegations*;
 - amending an existing academic delegation in the *Schedule of Academic Delegations*;
 - revoking wholly or partly an existing academic delegation in the *Schedule of Academic Delegations*; and
 - communicating changes related to academic delegations.

5 Delegation principles

5.1 *The think principle (assess, question and seek advice)*

In exercising a delegation, or determining whether a delegation applies, University staff must apply their own discretion and professional judgement to the matter, informed by consultation and advice as the situation requires including legal, financial or other advice.

5.2 *The one-up principle*

Irrespective of the delegation held, if a decision is outside the University's residual risk delegation for that profile or if there is a conflict of interest, the delegate must escalate the decision appropriately.

5.3 *The authorisation principle*

While delegates cannot delegate their powers or functions unless specified in this ordinance, where appropriate to support organisational efficiency, a delegate may authorise, in writing, a University staff member to exercise a delegation on their behalf, retaining accountability for the exercise of that delegation.

5.4 Academic delegations are made by Council in the *Schedule of Academic Delegations* in accordance with the following principles such that they:

- a) establish appropriate responsibility and accountability for various academic delegation functions;
- b) are positioned close to the source of responsibility, with the appropriate knowledge, skills and designated position (decision relevance); and
- c) use committees where necessary to bring in wider representation for making complex decisions.

5.5 A delegate who is found to have exercised a power under a delegation improperly may be subject to discipline and their delegation(s) may be revoked.

6 Governance and quality assurance

6.1 University Council is responsible for:

- a) approving new academic delegations in addition to those in the *Schedule of Academic Delegations*;

- b) approving major amendments (as defined in Section 3), to academic delegations in the *Schedule of Academic Delegations*; and
- c) the revoking wholly or partly of an academic delegation in the *Schedule of Academic Delegations*.

6.2 The Deputy Vice-Chancellor (Academic), as the senior academic of the University, is responsible for:

- a) The endorsement of:
 - proposed academic delegations in addition to those in the *Schedule of Academic Delegations*;
 - proposed major amendments (as defined in Section 3) to existing academic delegations in the *Schedule of Academic Delegations*; and
 - proposed revocation wholly or partly of academic delegations in the *Schedule of Academic Delegations*;prior to recommending to Council for approval.
- b) approving minor amendments (as defined in Section 3), to academic delegations in the *Schedule of Academic Delegations*.
- c) determining procedures in relation to amendments to the *Schedule of Academic Delegations* as described in Section 7.

6.3 Academic Senate is responsible for initiating periodic review of the *Schedule of Academic Delegations*.

7 Establishing, amending or revoking an academic delegation

7.1 The Deputy Vice-Chancellor (Academic) will determine procedures for:

- (a) recommending the establishment of a new delegation for the approval of University Council;
- (b) recommending major amendments to existing academic delegations for approval by University Council;
- (c) approval of minor amendments to existing academic delegations by the Deputy Vice-Chancellor (Academic); and
- (d) recommending the revocation wholly or in part of existing academic delegation by University Council.

8 Communicating change

8.1 All changes to the academic delegations in the *Schedule of Academic Delegations* must be communicated to stakeholders.

8.2 When communicating changes, the following information must be included:

- a) the effective date (as defined in Section 3);
- b) who is likely to be impacted directly or indirectly by the approved new, amended or revoked academic delegation; and
- c) the ways in which the impacts are proposed to be addressed.

8.3 The Deputy Vice-Chancellor (Academic) will determine the procedure for communicating changes to the academic delegations in the *Schedule of Academic Delegations*.

Made by University Council on 22 May 2020. Minor amendments (position title changes) approved by Director Governance and Compliance on 19 January 2024.

[Version history](#)

REPLACED

SCHEDULE OF ACADEMIC DELEGATIONS

Table of Contents

1. Admission

- 1.1 Quotas
- 1.2 Qualifications for coursework admission
- 1.3 English language requirements
- 1.4 Special entry requirements
- 1.5 Withdrawal of offers of admission
- 1.6 Admitting Higher Degree by Research candidates

2. Enrolment, Deferral and Leave of Absence

- 2.1 Pre-requisites and co-requisites
- 2.2 Non award enrolment
- 2.3 Concurrent enrolment
- 2.4 Re-enrolment after discontinuation or suspension (coursework students)
- 2.5 Re-enrolment after discontinuation or suspension (HDR candidates)
- 2.6 Extended leave
- 2.7 Deferral

- 2.8 Suspension and leave of absence (coursework students)
- 2.9 Suspension and leave of absence (HDR candidates)

3. Credit

- 3.1 Credit (coursework students)
- 3.2 Credit (Higher Degree by Research candidates)

4. Participation

- 4.1 Student participation requirements
- 4.2 Academic year

5. Assessment, Examination and Results

- 5.1 Assessment of coursework
- 5.2 Examinations
- 5.3 Conversion of grades
- 5.4 Results
- 5.5 Examination of Higher Degrees by Research

6. Progression and Exclusion

- 6.1 Progression requirements (coursework students)
- 6.2 Progression requirements (Higher Degree by Research candidates)

- 6.3 Requirement to show good cause (coursework students)
- 6.4 Requirement to show good cause (Higher Degree by Research candidates)
- 6.5 Re-admission and credit after exclusion for lack of progress

- 6.6 International student visas and transfers

7. Conferral

- 7.1 Conferral

8. Misconduct, Complaints and Appeals

- 8.1 Behavioural misconduct
- 8.2 Academic misconduct
- 8.3 Student complaints
- 8.4 Appeals

9. Management of Courses and Units of Study

- 9.1 Course requirements
- 9.2 New award courses
- 9.3 Significant amendments to award courses
- 9.4 Minor amendments to award courses

- 9.5 Units of study
- 9.6 Non award offerings

10. Supervision of Higher Degree by Research Candidates

- 10.1 Supervision policy
- 10.2 Appointment and registration of supervisors

11. Educational Partnerships

- 11.1 Articulation arrangements and agreements
- 11.2 Student mobility
- 11.3 Student placement agreements
- 11.4 Third-party teaching arrangements and agreements
- 11.5 Joint awards
- 11.6 Dual awards
- 11.7 Courseware licensing and learning technologies
- 11.8 Benchmarking agreements

12. Scholarships, Prizes and Medals

- 12.1 Scholarships and prizes
- 12.2 University Medals

1. ADMISSIONS				
	Category		Delegation	Delegate
1.1	Quotas	1.1.1	Authority to determine and vary the number of commencing places in quota courses for each year, including location, intake and liability category.	Executive Dean
		1.1.2	Authority to determine and vary enrolment quotas for units of study.	Head of Academic Unit
1.2	Qualifications for coursework admission	1.2.1	Authority to approve or change admission requirements for entry into coursework courses.	Academic Senate
		1.2.2	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
		1.2.3	Authority to grant exemption from eligibility requirements for admission to any of Graduate Certificate, Graduate Diploma or Masters by coursework course.	Executive Dean
1.3	English language requirements	1.3.1	Authority to determine minimum English language entry requirements into courses at all levels.	Academic Senate
		1.3.2	Authority to require further testing of an applicant's written or spoken English.	Executive Director Student Services
		1.3.3	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
		1.3.4	Authority to grant exemption from, or modification to, English language requirements on the basis of other evidence provided, for admission to an undergraduate or a postgraduate coursework award course within specified limits.	Director of Studies, English Language Centre
		1.3.5	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
1.4	Special entry requirements	1.4.1	Authority to approve or terminate special entry requirements for a course.	Academic Senate
		1.4.2	Authority to place requirements or restrictions on enrolment of a student at	

1. ADMISSIONS				
	Category		Delegation	Delegate
			admission.	Executive Director Student Services
1.5	Withdrawal of offers of admission	1.5.1	Authority to approve withdrawal of an offer of admission made on the basis of incorrect results and make any (or no) consequent revised offer.	Executive Director Student Services
1.6	Admitting Higher Degree by Research candidates	1.6.1	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
		1.6.2	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
		1.6.3	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
		1.6.4	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
		1.6.5	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
		1.6.6	Authority to approve an application to delay the date of enrolment in a Higher Degree by Research course.	Pro Vice-Chancellor for Graduate Research
		1.6.7	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
		1.6.8	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
		1.6.9	Authority to approve the location of a research student's candidature.	Pro Vice-Chancellor for Graduate Research
		1.6.10	Authority to determine if confirmation of candidature will be granted for an individual Higher Degree by Research candidate.	Pro Vice-Chancellor for Graduate Research

1. ADMISSIONS				
	Category		Delegation	Delegate
		1.6.11	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

2. ENROLMENT, DEFERRAL AND LEAVE OF ABSENCE				
	CATEGORY		DELEGATION	DELEGATE
2.1	Pre-requisites and co-requisites	2.1.1	Authority to determine pre-requisites, mutual exclusions and co-requisites for enrolment in a unit of study.	College Learning and Teaching Committee
		2.1.2	Authority to permit a coursework student to enrol in a unit of study already completed or which overlaps substantially with a unit of study already completed or for which recognition of prior learning has been granted.	Course and Curriculum Manager
		2.1.3	Authority to permit a coursework student to enrol in a unit of study additional to award course requirements.	Associate Dean Learning and Teaching Performance
		2.1.4	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
2.2	Non award enrolment	2.2.1	Authority to permit a person to enrol as a non-award student in a unit of study.	Executive Director Student Services
2.3	Concurrent enrolment	2.3.1	Authority to permit a domestic student to enrol in more than one award course.	Associate Dean Learning and Teaching Performance
2.4	Re-enrolment after discontinuation	2.4.1	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

2. ENROLMENT, DEFERRAL AND LEAVE OF ABSENCE				
	CATEGORY		DELEGATION	DELEGATE
	or suspension (coursework students)	2.4.2	Authority to impose requirements for completing a course on a coursework student who is readmitted after exclusion or suspension.	Associate Dean Learning and Teaching Performance
		2.4.3	Authority to modify the application of course requirements in force at the time of a coursework student's discontinuation or suspension, following the student's return to study.	Associate Dean Learning and Teaching Performance
2.5	Re-enrolment after discontinuation or suspension (Higher Degree by Research candidates)	2.5.1	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
		2.5.2	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
		2.5.3	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
2.6	Extended leave	2.6.1	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
2.7	Deferral	2.7.1	Authority to allow deferral of enrolment in a particular course for up to a maximum of two years.	Executive Dean
		2.7.2	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
		2.7.3	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
		2.7.4	Authority to decline deferral of enrolment for a particular course.	Executive Dean
2.8		2.8.1	Authority to allow suspension of enrolment in a particular course for up to a	Executive Dean

2. ENROLMENT, DEFERRAL AND LEAVE OF ABSENCE				
	CATEGORY		DELEGATION	DELEGATE
	Suspension and leave of absence (coursework students)		maximum of 2 years.	
		2.8.2	Authority to extend a period of suspension of enrolment for a domestic applicant for a coursework course to an overall maximum of 2 years	Executive Dean
		2.8.3	Authority to extend period of suspension of enrolment for an overseas applicant for a coursework course, to an overall maximum of 2 years.	Executive Dean
		2.8.4	Authority to decline suspension of enrolment for a particular course.	Executive Dean
2.9	Suspension and leave of absence (Higher Degree by Research candidates)	2.9.1	Authority to determine leave entitlements for Higher Degree by Research candidates.	Academic Senate
		2.9.2	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
		2.9.3	Authority to vary leave entitlements for an individual Higher Degree by Research candidate.	Pro Vice-Chancellor for Graduate Research

3. CREDIT				
	CATEGORY		DELEGATION	DELEGATE
3.1	Credit (coursework students)	3.1.1	Authority to determine University credit transfer policy.	Academic Senate
		3.1.2	Authority to determine overseas qualification equivalence for credit purposes (individual application).	University Admissions Committee
		3.1.3	Authority to grant credit for prior study, including imposing limits relating to progression and time for completion.	Executive Dean
		3.1.4	Authority to vary limits on credit and reduced volume of learning consistently with approved policy.	Executive Dean
		3.1.5	Authority to rescind specific credit, non-specific credit or reduced volume of learning on application by the student.	Executive Dean
		3.1.6	Authority to approve credit outside of the stated maximums/minimums.	Academic Senate
3.2	Credit (Higher Degree by	3.2.1	Authority to grant credit for previous elapsed research undertaken at the University.	Pro Vice-Chancellor for Graduate Research

3. CREDIT				
	CATEGORY		DELEGATION	DELEGATE
	Research candidates)	3.2.2	Authority to grant credit for previous higher degree by research study at another university or institution.	Pro Vice-Chancellor for Graduate Research
		3.2.3	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
		3.2.4	Authority to determine overseas qualification equivalence for credit purposes (Higher Degrees by Research).	Pro Vice-Chancellor for Graduate Research

4. PARTICIPATION				
	CATEGORY		DELEGATION	DELEGATE
4.1	Student participation requirements	4.1.1	Authority to specify participation requirements for courses and units of study.	Associate Dean Learning and Teaching Performance
		4.1.2	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
		4.1.3	Authority to exempt a student from participation requirements.	Associate Dean Learning and Teaching Performance
		4.1.4	Authority to determine participation requirements for Higher Degree by Research students.	Academic Senate
4.2	Academic year	4.2.1	Authority to determine periods of instruction and commencement and conclusion dates of the academic year, including dates of semesters, teaching periods and research periods	Executive Director Student Services
		4.2.2	Authority to approve variations from standard teaching sessions requested by Colleges.	Deputy Vice-Chancellor Education

5. ASSESSMENT, EXAMINATION AND RESULTS				
	CATEGORY		DELEGATION	DELEGATE
5.1	Assessment of coursework	5.1.1	Authority to determine the assessment and examination requirements for a unit of study.	College Learning and Teaching Committee
		5.1.2	Authority to determine the outcome of applications for special consideration due to illness, or other exceptional circumstances outside the student's control.	Academic Results Review Meeting
		5.1.3	Authority to set the date of a replacement assessment not undertaken in a formal exam period.	Unit Coordinator
		5.1.4	Authority to set the date of a replacement assessment undertaken in a formal exam period.	Executive Dean
		5.1.5	Authority to determine the outcome of applications for special arrangements for formal examinations.	Executive Dean
5.2	Examinations	5.2.1	Authority to approve examination papers.	Course Coordinator
		5.2.2	Authority to approve items which may be brought into an examination room.	Unit Coordinator
		5.2.3	Authority to approve who may enter an examination room, in addition to the candidate and supervisor.	Executive Director Student Services
		5.2.4	Authority to approve deferred exams on the basis of academic criteria.	Executive Director Student Services
		5.2.5	Authority to determine whether an examination that has been interrupted due to an emergency evacuation should be resumed or re-sat by affected students.	Executive Director Student Services
5.3	Conversion of grades	5.3.1	Authority to extend the period of time for the conversion of a withheld or deferred grade to a final grade.	Executive Director Student Services
		5.3.2	Authority to convert a withheld or deferred grade to a final grade.	Associate Dean Learning and Teaching Performance

5. ASSESSMENT, EXAMINATION AND RESULTS				
	CATEGORY		DELEGATION	DELEGATE
5.4	Results	5.4.1	Authority to ratify coursework unit results.	Associate Dean Learning and Teaching Performance
		5.4.2	Authority to determine and publish dates for release of results.	Deputy Vice-Chancellor Education
5.5	Examination of Higher Degrees by Research	5.5.1	Authority to grant access by a scholar to embargoed content of a thesis.	Pro Vice-Chancellor for Graduate Research
		5.5.2	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
		5.5.3	Authority to restrict access to a thesis for a limited period of time in excess of 2 years.	Pro Vice-Chancellor for Graduate Research
		5.5.4	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
		5.5.5	Authority to determine an application to submit a thesis in a language other than English.	Pro Vice-Chancellor for Graduate Research
		5.5.6	Authority to prescribe the required format of a thesis for examination.	Pro Vice-Chancellor for Graduate Research
		5.5.7	Authority to certify that a higher degree by research thesis meets University requirements and is suitable for submission.	Head of Academic Unit
		5.5.8	Authority to appoint Higher Degree by Research thesis examiners.	Pro Vice-Chancellor for Graduate Research
		5.5.9	Authority to determine types of conflict of interest in the examination of a Higher Degree by Research thesis.	Pro Vice-Chancellor for Graduate Research
		5.5.10	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

5. ASSESSMENT, EXAMINATION AND RESULTS				
	CATEGORY		DELEGATION	DELEGATE
		5.5.11	Authority to proceed with a viva voce as part of a higher degree by research thesis examination.	Pro Vice-Chancellor for Graduate Research
		5.5.12	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
		5.5.13	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

6. PROGRESSION AND EXCLUSION				
	CATEGORY		DELEGATION	DELEGATE
6.1	Progression requirements (coursework students)	6.1.1	Authority to approve progression requirements for each course.	Academic Senate
		6.1.2	Authority to appoint academic staff members to form an academic progress review panel and nominate one member to act as Chair.	Executive Dean
		6.1.3	Authority to determine an academic progress review rating.	Executive Dean
		6.1.4	Authority to determine that a supplementary academic progress review is required.	Executive Dean
		6.1.5	Authority to determine whether an applicant for admission has provided a satisfactory explanation of the circumstances for exclusion from a diploma or degree program for failure to meet progress requirements.	Executive Dean
6.2	Progression requirements (Higher Degree by Research candidates)	6.2.1	Authority to limit work experience and employment for full-time Higher Degree by Research candidates.	Academic Senate
		6.2.2	Authority to approve exceptions to work experience and employment limits for full-time Higher Degree by Research candidates.	Pro Vice-Chancellor for Graduate Research
		6.2.3	Authority to require Higher Degree by Research candidates to provide satisfactory evidence of progress in their candidature and participate in a progress review interview.	Academic Senate
		6.2.4	Authority to determine that a Higher Degree by Research candidate has demonstrated satisfactory academic performance and specify conditions of	Graduate Research Coordinator

6. PROGRESSION AND EXCLUSION			
	CATEGORY	DELEGATION	DELEGATE
		candidature to apply following an annual review of progress.	
		6.2.5 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
		6.2.6 Authority to allow a research student's candidature to continue and specify conditions of candidature to apply after considering the recommendation from the Supervisor.	Graduate Research Coordinator
		6.2.7 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
		6.2.8 Authority to determine the requirements that must be met before Higher Degree by Research candidature can be confirmed.	Academic Senate
		6.2.9 Authority to grant confirmation of candidature to a Higher Degree by Research candidate	Confirmation Committee
		6.2.10 Authority to grant an extension to the confirmation period.	Pro Vice-Chancellor for Graduate Research
		6.2.11 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
		6.2.12 Authority to implement a Candidature Management Plan where academic progress has been unsatisfactory.	Graduate Research Coordinator
		6.2.13 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
		6.2.14 Authority to conduct a preliminary investigation into a Higher Degree by Research candidate's candidature where termination has been recommended.	Pro Vice-Chancellor for Graduate Research
		6.2.15 Authority to terminate a research student's Higher Degree by Research candidature.	Pro Vice-Chancellor for Graduate Research

6. PROGRESSION AND EXCLUSION				
	CATEGORY		DELEGATION	DELEGATE
		6.2.16	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
6.3	Requirement to show good cause (coursework students)	6.3.1	Authority to require a student who has not met progression requirements to show cause why re-enrolment should be permitted.	Executive Dean
		6.3.2	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
		6.3.3	Authority to require a student who fails or discontinues a year of a course or a unit of study having been admitted or re-admitted after failure or discontinuation in the immediately prior year to show cause why further re-enrolment should be permitted.	Executive Dean
		6.3.4	Authority to permit a student who has shown cause to re-enrol.	Executive Dean
		6.3.5	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
		6.3.6	Authority to exclude from a course a student who has failed to show cause.	Executive Dean
6.4	Requirement to show good cause (Higher Degree by Research candidates)	6.4.1	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
		6.4.2	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
6.5	Re-admission and credit after exclusion for	6.5.1	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
		6.5.2	Authority to grant credit for work completed at the University or at another institution during a period of exclusion from a coursework award course.	Executive Dean

6. PROGRESSION AND EXCLUSION				
	CATEGORY		DELEGATION	DELEGATE
	lack of progress			
6.6	International student visas and transfers	6.6.1	Authority to cancel the enrolment of an international student visa holder who does not follow the enrolment advice to meet progression requirements, or whose enrolment is required to be cancelled for failing to meet student visa conditions.	Executive Director Student Services
		6.6.2	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

7. CONFERRAL				
	CATEGORY		DELEGATION	DELEGATE
7.1	Conferral	7.1.1	Authority to approve the admission of a graduand to a degree or award, including conferral of honours or distinctions.	Council
		7.1.2	Authority to confer degree or award on a graduand <i>in absentia</i> .	Council
		7.1.3	Authority to rescind University of Tasmania degrees, diplomas and certificates.	Council
		7.1.4	Authority to confer and rescind Honorary Degrees, Emeritus Professorships and University Fellowships.	Council
		7.1.5	Authority to approve the conferral of an aegrotat or posthumous award in circumstances involving serious illness or the death of a student.	Academic Senate

8. MISCONDUCT, COMPLAINTS AND APPEALS				
	CATEGORY		DELEGATION	DELEGATE
8.1	Behavioural misconduct	8.1.1	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
		8.1.2	Authority to temporarily or permanently exclude a student against whom inappropriate behaviour (serious misconduct) has been substantiated.	Deputy Vice-Chancellor Academic

8. MISCONDUCT, COMPLAINTS AND APPEALS				
	CATEGORY		DELEGATION	DELEGATE
		8.1.3	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
		8.1.4	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 or Student Conduct Committee
8.2	Academic misconduct	8.2.1	Authority to determine a penalty where academic misconduct against a student is substantiated.	Academic Integrity Advisor
		8.2.2	Authority to temporarily or permanently exclude a student against whom academic misconduct has been substantiated.	Deputy Vice-Chancellor Academic
8.3	Student complaints	8.3.1	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
		8.3.2	Authority to engage a mediator to resolve a complaint.	Safe and Fair Community Unit Authorised Officer
		8.3.3	Authority to recommend actions to resolve a complaint.	Safe and Fair Community Unit Authorised Officer
8.4	Appeals	8.4.1	Authority to make a preliminary assessment of the merits of a behavioural misconduct appeal.	Safe and Fair Community Unit Authorised Officer
		8.4.2	Authority to uphold or dismiss a student appeal (behavioural misconduct).	University Appeals Panel
		8.4.3	Authority to make a preliminary assessment of the merits of an academic misconduct appeal.	Associate Dean Learning and Teaching Performance
		8.4.4	Authority to uphold or dismiss a student appeal (academic misconduct).	College Appeals Panel
		8.4.5	Authority to uphold or dismiss an appeal regarding academic progression in coursework programs.	University Appeals Panel

9. MANAGEMENT OF COURSES AND UNITS OF STUDY				
	CATEGORY		DELEGATION	DELEGATE
9.1	Course requirements	9.1.1	Authority to approve course requirements across Australian Qualification Framework (AQF) categories.	Academic Senate
		9.1.2	Authority to prescribe requirements for Masters and Doctoral degrees by research, relating to admission, course requirements, candidature and examination.	Academic Senate
		9.1.3	Authority to vary coursework award requirements by substituting existing unit/s in a course schedule.	Executive Dean
9.2	New award courses	9.2.1	Authority to determine requirements for proposals for new courses.	Academic Senate
		9.2.2	Authority to approve business cases for proposals for new award courses.	Markets and Revenue Working Group and University Academic Leadership Team
		9.2.3	Authority to approve award courses.	Academic Senate
9.3	Significant amendments to award courses	9.3.1	Authority to approve change to award course nomenclature or title abbreviation.	Academic Senate
		9.3.2	Authority to approve discontinuation of award course and teach out plan.	Academic Senate
		9.3.3	Authority to approve changes to admission requirements for an award course.	Academic Senate
		9.3.4	Authority to approve variations to credit transfer arrangements for an award course.	Executive Dean
		9.3.5	Authority to approve deletion of distance campus/ or physical campus location offering of an award course.	Academic Senate
		9.3.6	Authority to approve addition of distance campus/ or physical campus location offering of an award course.	College Learning and Teaching Committee
		9.3.7	Authority to approve change in volume of learning (credit points) for an award course.	Academic Senate
		9.3.8	Authority to approve the addition of a new major or specialisation to an award course.	Academic Senate
		9.3.9	Authority to approve the removal of a major or specialisation from an award course.	Academic Senate

9. MANAGEMENT OF COURSES AND UNITS OF STUDY				
	CATEGORY		DELEGATION	DELEGATE
		9.3.10	Authority to approve changes to the minimum or maximum time for completion of an award course.	Academic Senate
9.4	Minor amendments to award courses	9.4.1	Authority to vary the title or structure of degree components.	University Course and Unit Proposals Committee
		9.4.2	Authority to approve changes to the number of degree core knowledge units in an award course.	University Course and Unit Proposals Committee
		9.4.3	Authority to approve amendments to an award course affecting the University Connections Program.	University Course and Unit Proposals Committee
		9.4.4	Authority to vary elective schedule for an award course.	College Learning and Teaching Committee
		9.4.5	Authority to vary elective requirements of a major or specialisation for an award course.	College Learning and Teaching Committee
		9.4.6	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 College).	College Learning and Teaching Committee
		9.4.7	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 College).	University Course and Unit Proposals Committee
9.5	Units of study	9.5.1	Authority to approve new units of study for award courses (excluding new units in a cognate area new to the College, new concept units and units that affect another college).	College Learning and Teaching Committee
		9.5.2	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
		9.5.3	Authority to make minor amendments to a unit.	Academic Unit Learning and Teaching Committee
9.6	Non award offerings	9.6.1	Authority to approve non-award academic and credentialing framework.	Academic Senate
		9.6.2	Authority to approve non-credentialed short courses.	College Leadership Team

9. MANAGEMENT OF COURSES AND UNITS OF STUDY				
	CATEGORY		DELEGATION	DELEGATE
		9.6.3	Authority to approve credentialed short courses.	College Learning and Teaching Committee
		9.6.4	Authority to approve minor amendment to credentialed short courses	College Learning and Teaching Committee
		9.6.5	Authority to approve significant amendments to credentialed short courses	College Learning and Teaching Committee

10. SUPERVISION OF HIGHER DEGREES BY RESEARCH CANDIDATES				
	CATEGORY		DELEGATION	DELEGATE
10.1	Supervision policy	10.1.1	Authority to determine policy for supervision of Higher Degree by Research candidates	Academic Senate
		10.1.2	Authority to determine policy for minimum infrastructure standards for Higher Degree by Research candidates	Academic Senate
10.2	Appointment and registration of supervisors	10.2.1	Authority to approve or change the supervision team for an individual candidate.	Head of Academic Unit/s of the supervising staff member
		10.2.2	Authority to permit a supervisor to supervise more than seven full-time equivalent Higher Degree by Research candidates.	Pro Vice-Chancellor for Graduate Research
		10.2.3	Authority to approve the appointment of a research advisor to a candidate's supervision team.	Pro Vice-Chancellor for Graduate Research
		10.2.4	Authority to approve registration on the Supervisor Register of academic staff and affiliates.	Pro Vice-Chancellor for Graduate Research
		10.2.5	Authority to enter an academic staff member to the register of Higher Degree by Research supervisors.	Pro Vice-Chancellor for Graduate Research
		10.2.6	Authority to approve removal of an approved supervisor from the Supervisor Register.	Pro Vice-Chancellor for Graduate Research
		10.2.7	Authority to approve re-registration of a supervisor.	Pro Vice-Chancellor for Graduate Research

11. EDUCATIONAL PARTNERSHIPS				
	CATEGORY		DELEGATION	DELEGATE
11.1	Articulation arrangements and agreements	11.1.1	Authority to approve articulation arrangements that do (or do not) involve credit with domestic educational institutions.	Executive Dean
		11.1.2	Authority to approve articulation arrangements that do (or do not) involve credit with overseas educational institutions.	Executive Dean
		11.1.3	Authority to approve curricula in articulation agreements that do (or do not) involve credit.	Executive Dean
		11.1.4	Authority to sign articulation agreements with domestic partners.	Deputy Vice-Chancellor Education
		11.1.5	Authority to sign articulation agreements with overseas partners.	Deputy Vice-Chancellor (Education)
11.2	Student mobility	11.2.1	Authority to sign study abroad agreements on behalf of the University.	Executive Director Recruitment and Engagement
		11.2.2	Authority to sign overseas student exchange agreements on behalf of the University.	Executive Director Recruitment and Engagement
11.3	Student placement agreements	11.3.1	Authority to sign student placement agreements between the University and Government agencies (e.g., Department of Education) – multiple sites, ongoing.	Deputy Vice-Chancellor Education
		11.3.2	Authority to sign student placement agreements between the University and individual institutions (e.g., a private hospital) – multiple sites, ongoing.	Executive Dean
		11.3.3	Authority to sign annual student placement agreements (e.g., with a single social work practitioner or small business).	Head of Academic Unit
		11.3.4	Authority to sign Higher Degree by Research candidate placement agreements on behalf of the University.	Pro Vice-Chancellor for Graduate Research
11.4		11.4.1	Authority to approve entry into third party teaching arrangement for an award	Academic Senate

11. EDUCATIONAL PARTNERSHIPS				
	CATEGORY		DELEGATION	DELEGATE
	Third-party teaching arrangements and agreements		course.	
		11.4.2	Authority to sign domestic third-party teaching agreements on behalf of the University.	Deputy Vice-Chancellor Education
		11.4.3	Authority to sign overseas third-party teaching agreements on behalf of the University.	Deputy Vice-Chancellor Education
11.5	Joint awards	11.5.1	Authority to sign joint award agreements on behalf of the University.	Deputy Vice-Chancellor Education
		11.5.2	Authority to sign new or renew expired joint Higher Degree by Research agreements on behalf of the University.	Pro Vice-Chancellor for Graduate Research
		11.5.3	Authority to approve a testamur for a jointly-badged award.	Council
11.6	Dual awards	11.6.1	Authority to sign dual award agreements on behalf of the University.	Deputy Vice-Chancellor Education
		11.6.2	Authority to sign new or renew expired dual Higher Degree by Research agreements on behalf of the University.	Pro Vice-Chancellor for Graduate Research
		11.6.3	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
11.7	Courseware licensing and learning technologies	11.7.1	Authority to sign courseware licensing agreements on behalf of the University.	University Librarian
		11.7.2	Authority to approve the use of third-party learning technologies (such as Studiosity).	Deputy Vice-Chancellor Education
11.8	Benchmarking agreements	11.8.1	Authority to sign cross-institutional academic benchmarking agreements.	Deputy Vice-Chancellor Academic

12. SCHOLARSHIPS, PRIZES AND MEDALS				
	CATEGORY		DELEGATION	DELEGATE
12.1		12.1.1	Authority to approve or vary the rules of a scholarship, prize or medal.	Academic Senate

12. SCHOLARSHIPS, PRIZES AND MEDALS				
	CATEGORY		DELEGATION	DELEGATE
	Scholarships and prizes			
		12.1.2	Authority to terminate scholarships, or prizes.	Academic Senate
		12.1.3	Authority to approve selection criteria for scholarships and prizes.	Academic Senate
		12.1.4	Authority to approve or vary the rules of a Higher Degree by Research scholarship or prize.	Pro Vice-Chancellor for Graduate Research
		12.1.5	Authority to select recipients of graduate research scholarships.	Pro Vice-Chancellor for Graduate Research
12.2	University Medals	12.2.1	Authority to set minimum standards of academic performance for the award of a University Medal.	Academic Senate
		12.2.2	Authority to award a University Medal.	Academic Senate