Deputy Vice Chancellor (Academic)

Course and Unit Accreditation: 2020 Timelines

New courses	Course Amendments	Unit Amendments	Approval Deadline~	Key Dates
- New courses approved by 1st AB 2019: MARCH*	- Domestic UG course profile defined and high-level changes#		MARCH 2019	- Domestic UG Prospectus (March) - Tertiary Admission Centre Guides (mid-March)
	- PG and international course profile defined and high-level changes#		APRIL 2019	- International Study Guide (April) - Domestic PG Prospectus (May) - Course cut-offs (May/June)
	- Course/Admission/Entry/ requirements for all courses - Add/remove units - Define course structures - Course progressions	- New units - Major changes to units^ - Teaching & Learning arrangements - Requisites and offerings - Enrolment restrictions	MAY-JUNE 2019	- Schedule of Units (May) - Timetable requirements (June) - 2020 course webpages (June) - 2020 Applications open (June) - Student study plans finalised (July) - Advanced standing (from July)
		- Aim, content, assessment - Learning outcomes - Graduate attributes - Uni-wide elective status	mid-DECEMBER	- Enrolment opens in Oct 2019 for all 2020 study periods - Peak enrolment commences in mid-December 2019
		- Unit Learning Resources	8-14 weeks prior to Study Period	- Co-op Bookshop requirements

Flexibility with introducing new courses is to be guided by market demand and is at the discretion of the Vice Chancellor.

New courses to be included in SCU printed guides to improve marketing effectiveness wherever possible.

#High-level course changes: Courses on offer/ removed, intakes, award titles, major areas of study, professional recognition & professional placement*

^ Major changes to units: unit title, credit points, grading basis, SCU Award category, Field of Education, Level of Learning, unit code

~ See Academic Board Schedule of Meetings for meeting dates

Refer to the Course and Unit Accreditation policy for more details.

Deputy Vice Chancellor (Academic)

Note:
School reviews will incorporate a review of all courses. Schools being reviewed in 2019 are the School of Environment, Science and Engineering; School of Law and Justice; and the School of Education. Schools under review intending on making significant course changes should submit a timelines exemption request to the Chair of Academic Board and the DVC(A) unless they are required to meet urgent changes to professional registration or accreditation requirements. Contact acad.board@scu.edu.au. The timing of course and unit amendments arising from School Reviews is at the discretion of the DVC(A).

Southern Cross University

Deputy Vice Chancellor (Academic)

Course and Unit Accreditation: 2021 Timelines

New Courses	Course Amendments	Unit Amendments	Approval Deadline~	Key Dates
- New 2021 courses approved by 1st Academic Board, 2020: **MARCH***	- Domestic Undergraduate course list/profile defined and high-level changes#		**MARCH 2020**	- Domestic UG Prospectus (March) - Tertiary Admission Centre Guides (mid-March)
	- Postgraduate and International course list/profile defined and high-level changes#		**APRIL 2020**	- International UG & PG Study Guide (April) - Domestic PG Prospectus (May) - Course cut-offs (May/June)
	- Course/Admission/Entry/ Inherent requirements defined for all courses - Add/remove units - Define course structures - Course progressions	- New units - Major changes to units^ - Teaching & Learning arrangements - Requisites and offerings - Enrolment information and restrictions	**MAY-JUNE 2020**	- Schedule of Units (May) - Course progressions (May) - Timetable requirements (June) - 2021 course webpages (June) - 2021 Applications open (June) - Student study plans finalised (July) - Advanced standing (from July)
		- Aim, content, assessment - Learning outcomes - Graduate attributes - Uni-wide elective status	Prior to peak enrolment: **mid-DECEMBER**	- Enrolment opens in Oct 2020 for all 2021 study periods - Peak enrolment mid-December 2020
		- Unit Learning Resources	**8-14 weeks prior to Study Period**	- Co-op Bookshop requirements

Flexibility with introducing new courses is to be guided by market demand and is at the discretion of the Vice Chancellor and the Academic Portfolio Group. New courses to be included in SCU printed guides to improve recruitment wherever possible.

High-level course changes: Courses on offer/ removed, intakes, award titles, major areas of study, professional recognition & professional placement

^ *Major changes to units: unit title, credit points, grading basis, SCU Award category, Field of Education, Level of Learning, unit code*

~ *See Academic Board Schedule of Meetings for meeting date. Refer to the Course and Unit Accreditation policy for more details*