

## Conferral of Awards and Graduation Policy

### Table of Contents

1. Purpose
2. Scope
3. Definitions
4. Policy statement
  - 4.1. Eligibility to graduate
    - 4.1.1. Investigation pending
  - 4.2. Certification of academic award
  - 4.3. Graduation ceremonies
  - 4.4. Rescission of academic awards
  - 4.5. Posthumous academic awards
  - 4.6. Honorary awards
  - 4.7. Verification and release of award information
  - 4.8. Post-nominals
5. Responsibilities and authorities
6. Supporting procedures
7. Related policies and procedures

### 1. Purpose

- a. Section 21(1) of the *Flinders University Act 1966* provides the University with the power to confer degrees, diplomas and other academic awards.
- b. This policy together with the supporting procedures outlines the key principles, requirements and processes that will be applied by Flinders University in the conferral of academic awards and associated activities.

### 2. Scope

- a. This policy applies to:
  - i. all students who are enrolled in a Flinders University degree, diploma, or other academic award ("academic awards")
  - ii. graduates of Flinders University, and
  - iii. members of staff and the University community participating in graduation ceremonies.
- b. Academic awards established by the University are listed in the [Register of Degrees, Diplomas and other Academic Awards](#).
- c. This policy complements and is consistent with the provisions of [Statute 6.4 – Student Conduct](#), [Statute 7.8 – Surrender of Degrees and Diplomas](#), and [Statute 7.12 – Academic Awards](#).

### 3. Definitions

|                        |   |
|------------------------|---|
| <b>Academic award</b>  | A degree, diploma or other academic award or course of study formally established by the University Council and listed in the <a href="#">Register of Degrees, Diplomas and other Academic Awards</a> . |
| <b>Conferral</b>       | The formal bestowing of an academic award upon a recipient.   |
| <b>Graduate (noun)</b> | A person on whom the University has conferred an academic award.  |
| <b>Graduate (verb)</b> | To be conferred with an academic award in recognition of completion.  |
| <b>Rescind</b>         | To cancel and revoke an academic award.   |

### 4. Policy statement

#### 4.1. Eligibility to graduate

Subject to section 4.1.1, the Vice-Chancellor or delegate may confer the relevant academic award on students who have completed the following eligibility requirements, as certified in accordance with the [Conferral of Awards and Graduation Procedures](#):

- a. a coursework award student must complete the applicable requirements specified for the relevant academic award and any additional relevant external accreditation or registration requirements
- b. a student who has not completed the requirements for the academic award in which they are enrolled, but has met the requirements for a different academic award, may be approved to graduate with an exit or alternative award
- c. a higher degree by research student must complete the requirements for an academic award in accordance with the [Higher Degree by Research Policy](#) and [HDR Examination Procedures](#).

##### 4.1.1. Investigation pending

Any student who is subject to an investigation under [Statute 6.4 – Student Conduct](#), the [Student Academic Integrity Policy](#) or the [Research Integrity Policy](#) is not eligible to graduate until a determination has been made in accordance with those policies.

#### 4.2. Certification of academic award

To certify that the requirements of an academic award have been met and to recognise academic achievement, graduates will be provided with academic documents upon conferral, as specified in the [Conferral of Awards and Graduation Procedures](#).

#### 4.3. Graduation ceremonies

The University may, from time-to-time, hold ceremonies to celebrate the academic achievements of graduates. For clarity, attendance at a graduation ceremony is not a requirement for the effective and valid conferral of an academic award.

#### 4.4. Rescission of academic awards

- a. The Vice-Chancellor, or other authorised officer specified below, may rescind an academic award conferred by the University, including prior to the effective date of this policy, in the following circumstances:

| Circumstance  | Authorised Officer                        |                                   |
|---|---|-----------------------------------|
|   | Coursework degrees                        | Higher degrees by research        |
| i. The recipient engaged in fraud or dishonesty with respect to their admission to, or meeting the requirements for completion of, an academic award                  | Deputy Vice-Chancellor (Students)         | Deputy Vice-Chancellor (Research) |
| ii. Rescission of an academic award is imposed as an outcome for a finding of Serious Academic Misconduct under the <a href="#">Student Academic Integrity Policy</a> |   |                                   |
| iii. Rescission of an academic award is imposed as an outcome for a finding of misconduct under <a href="#">Statute 6.4 – Student Conduct</a>                         |   |                                   |
| iv. The University made an administrative error in conferring the academic award, or the recipient was otherwise not eligible for the award                           | Director, Student Administration Services | Dean of Graduate Research         |
| v. The recipient is seeking approval to surrender an exit award in order to complete the applicable original award (applicable to undergraduate degrees only)         | Dean (Education)                          | N/A                               |

- b. The processes for rescinding an academic award in these circumstances are specified in s.4.5 of the [Conferral of Awards and Graduation Procedures](#).
- c. The decision to rescind an academic award is final and cannot be reviewed under the Student Review and Appeal Policy.

#### 4.5. Posthumous academic awards

Academic awards may be awarded posthumously in accordance with the processes specified in the [Conferral of Awards and Graduation Procedures](#).

#### 4.6. Honorary awards

- a. Section 21(3) of the Flinders University Act 1966 (SA) provides the University with power to admit any person honoris causa to any degree.
- b. Nominations for and approval of honorary awards will be conducted in accordance with the [Honorary Awards Policy](#).

#### 4.7. Verification and release of award information

Academic award information may be released in accordance with the [Conferral of Awards and Graduation Procedures](#).

#### 4.8. Post-nominals

The University will approve and publish a list of post-nominals for each academic award on the [Register of Degrees, Diplomas and other Academic Awards](#).

### 5. Responsibilities and authorities

| Delegate                      | Authority   |
|-------------------------------|---|
| Chancellor (or nominee)       | a. Preside at graduation ceremonies.  |
| Vice-Chancellor (or delegate) | b. Approve the conferral of academic awards.<br>c. Rescind academic awards. Other officers authorised to rescind academic awards in particular circumstances are specified in s.4.5 of this policy. |

### 6. Supporting procedures

Supporting procedures are part of this policy and provide additional detail to give practical effect to the policy principles.

[Conferral of Awards and Graduation Procedures](#)

[Academic Dress Procedures](#)

### 7. Related policies and procedures

[Award Courses Policy](#)

[Awards for Academic Excellence Policy](#)

[Higher Degrees by Research Policy](#)

[HDR Examination Procedures](#)

[Higher Education Standards Framework](#)

[Procedures for the Management of Personal and Work Related Material for Deceased Students and Staff and those on Sudden and Extended Absences](#)

[Statute 6.4 – Student Conduct](#)

[Statute 7.8 – Surrender of Degrees and Diplomas](#)

[Statute 7.12 – Academic Awards](#)

[Student Academic Integrity Policy](#)

[Research Integrity Policy](#)

---

|                            |                                   |
|----------------------------|-----------------------------------|
| <b>Approval Authority</b>  | Academic Senate                   |
| <b>Responsible Officer</b> | Deputy Vice-Chancellor (Students) |
| <b>Approval Date</b>       | 2 December 2021                   |
| <b>Effective Date</b>      | 2 December 2021                   |
| <b>Review Date*</b>        | December 2024                     |
| <b>Last amended</b>        |                                   |
| <b>CM file number</b>      | CF21/582                          |

\* Unless otherwise indicated, this procedure will still apply beyond the review date.

Printed versions of this document are not controlled. Please refer to the [Flinders Policy Library](#) for the latest version.