

Policy Redesign Project

All policies and procedures are being reviewed as part of this project. This document is pending review, but remains in effect until the review is carried out.

Continuing Education Programs

Establishment: Council, 28 October 1994

Last Amended: Deputy Vice-Chancellor (Academic), 29 February 2016

Nature of Amendment: Change of name of Policy and consequential amendments arising from establishment of the Enrolment Policy and Procedures

Date Last Reviewed: February 2016

Responsible Officer: Deputy Vice-Chancellor (Academic)

1. Purpose and Scope

1.1 Continuing education programs are those which cater for professional development, educational development or personal interest.

1.2 The following provisions apply to continuing education programs offered by the University, or offered jointly with another institution, except where the student is informed that alternative provisions will apply for a particular program.

1.3 Where the University is offering a program jointly with another institution, alternative provisions may apply for that particular program, as agreed by the two institutions.

2. Policy

2.1 The University will facilitate, through the provision of continuing education programs, which includes short courses, opportunities for members of the University and members of the public to further their education.

3. Procedures

3.1 Faculties will publish details of continuing education programs from time to time, and fees which will apply for such courses.

3.2 Admission requirements for continuing education programs will be determined by the faculty offering the program.

3.3 A student who has successfully completed a continuing education program may be eligible to apply for credit for relevant studies in an award course, in accordance with the University's [Credit Transfer Policy](#).

3.4 A student may not qualify for admission to an award course solely on the basis of the completion of studies within a continuing education program.

3.5 A student completing a continuing education program will be issued with a certificate by the faculty offering the program. The certificate will be of a design approved by the Executive Dean of the Faculty and the Deputy Vice-Chancellor (Academic).