

DUAL AND JOINT DEGREE POLICY 2019

The Academic Board, as delegate of the Senate of the University of Sydney, adopts the following policy.

Dated: 5 November 2019

Last amended: 9 April 2020 (administrative amendments)
2 March 2021 (commencing 3 March 2021)

Name: Associate Professor Anthony Masters

Position: Chair, Academic Board

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PART 1 – PRELIMINARY AND DEFINITIONS

1 Name of policy

This is the Dual and Joint Degree Policy 2019.

2 Commencement

This policy commences on 1 January 2020.

3 Policy is binding

Except to the extent that a contrary intention is expressed, this policy binds the University, staff, students and affiliates.

4 Statement of intent

This policy:

- (a) specifies the principles for establishing dual and joint degree programs;
- (b) establishes a framework to align dual and joint degree programs with the University's educational and research strategies and standards; and
- (c) supports the University's values of openness and engagement, inclusion and diversity, courage and creativity.

5 Application

- (1) This policy applies to:
 - (a) the University, staff, students and affiliates; and
 - (b) all dual and joint degree arrangements undertaken in partnership with another higher education institution.
- (2) This policy does not apply to inter-institutional agreements that do not:
 - (a) have an educational or research training component;
 - (b) establish dual or joint award programs; or
 - (c) contain credit sharing arrangements for coursework degrees.
- (3) This policy does not apply to double degree or combined degree courses offered by the University as defined in the [Coursework Policy 2014](#).

6 Definitions

- (1) In this policy:

Academic Quality Committee	means the Academic Quality Committee of the Academic Board.
agreement	means a written agreement between the University and a partner institution that is approved by the relevant delegate.
agreement sponsor	means the person with overall responsibility for an agreement.

course resolutions	has the meaning given in the University of Sydney (Coursework) Rule 2014 . As at the date of this policy this is: means the requirements for an award course set out in the faculty resolutions for the course, in accordance with clause 2.3
credit recognition agreement	means an agreement between the University and a partner institution which establishes a framework for: <ul style="list-style-type: none">• formally recognising the previous academic attainment of students from the partner institution; and• allowing students to receive credit towards, or reduced volume of learning in, a specified degree at the University.
Dean	means, as appropriate: <ul style="list-style-type: none">• Executive Dean of the Faculty of Medicine and Health;• Dean of a faculty; or• Head of School and Dean of a University school.
dual degree	means two combined coursework degree programs, one offered at the University and the other at a partner institution, which: <ul style="list-style-type: none">• enable students to count a specified number of credit points towards the requirements for both award courses; and• result in a lower volume of learning than if the two degrees were taken separately.
dual degree agreement	means an agreement between the University and a partner institution that establishes the framework for a dual degree.
Dual Degree Coordinator	means the Dual Degree Coordinator in the Sydney Future Students Team.
faculty	means, as appropriate, any of: <ul style="list-style-type: none">• a relevant faculty;• a University school; or• a Board of Studies.
Graduate Studies Committee	means the Graduate Studies Committee of the Academic Board.



joint PhD	means a Doctor of Philosophy degree program that: <ul style="list-style-type: none">• shares candidature between the University and one or more partner institutions;• produces a single thesis;• has one examination process; and• is jointly awarded by the University and the partner institutions.
pathway agreement	means an agreement between the University and an institution which: <ul style="list-style-type: none">• provides for one-way recognition and transfer of credit from one institution to the other; and• results in the accelerated conferral of two degrees.
principal agreement	means an agreement between the University and another higher education institution which establishes the terms upon which the two institutions will offer joint higher degree by research programs, for which each individual candidature will be governed by a separate, subordinate student agreement.
SCSPC	means the University Executive Strategic Course and Student Profile Committee.
Undergraduate Studies Committee	means the Undergraduate Studies Committee of the Academic Board.

7 Purpose and principles

- (1) In establishing dual and joint degree programs, the University aims to:
 - (a) provide students with a unique learning experience through tailored study pathways;
 - (b) support research collaboration and academic excellence through engagement with other leading higher education institutions; and
 - (c) increase the University's international presence in accordance with its global engagement and student recruitment strategies.
- (2) Dual degree and joint degree programs:
 - (a) must be governed by University Rules, policies and procedures;
 - (b) may also be governed by the policies of the partner institution if the relevant delegate is satisfied it has similar outcomes and intentions to those of the University, particularly in relation to research integrity and academic honesty; and
 - Note:** All University Rules, policies and procedures are available from the [Policy Register](#)
 - (c) must be consistent with standards established in the [Higher Education Standards Framework \(Threshold Standards\)](#).

- (3) All inter-institutional agreements must have an agreement sponsor.
- (a) The agreement sponsor must arrange for each inter-institutional agreement to be:
- (i) reviewed and endorsed by the relevant committees and sub-committees of the University;
 - (ii) approved by the relevant delegate;
 - (iii) documented in a form approved by the Office of General Counsel;
 - (iv) executed by or on behalf of each party;
 - (v) consistent with all applicable University policies; and
- Note:** See in particular: [Intellectual Property Policy 2016](#); [Research Agreements Policy 2011](#); [Student Placement and Projects Policy 2015](#); [Research Code of Conduct 2013](#); [Guidelines Concerning Commercial Activities](#); [Risk Management Policy 2017](#);
- (vi) registered in the [University contracts register](#) maintained by Archives and Records Management.
- (4) Where an agreement allows for the education or research to be governed wholly or in part by the policies of another institution, the agreement must clearly specify the responsibilities of each participating institution.

PART 2 – COURSEWORK DEGREES

8 Dual degrees

- (1) Subject to this clause, the University may establish a dual degree program with another higher education institution.
- (2) The University may offer two types of dual degree programs:
- (a) a program that links an existing University course with a partner institution's course through a reciprocal credit sharing arrangement; or
 - (b) a program that offers a new combined course program with separate University course resolutions.
- (3) Dual degree programs may be offered as part of:
- (a) an undergraduate award course program;
 - (b) postgraduate award course program; or
 - (c) a combination of both.
- (4) All dual degree programs:
- (a) must be established by way of an inter-institutional agreement in accordance with this policy and the [Educational Services Agreements Policy 2017](#); and
 - (b) where possible, should provide an exit pathway for applicants who are unable to complete both degrees.

- (5) Dual degree programs under subclause 8(2)(a) that link an existing University course with a partner institution's course must:
 - (a) meet the University's academic quality requirements; and
 - (b) be assessed and approved in accordance with the approval requirements established in clause 10 of this policy.
- (6) Dual degree programs offered as a new combined course under subclause 8(2)(b) must:
 - (a) meet the University's academic quality requirements;
 - (b) be assessed and approved in accordance with the approval requirements established in clause 10 of this policy;
 - (c) be accredited by the University;
 - (d) have separate course resolutions; and
 - (e) for students studying under an international student visa, be registered on the [Commonwealth Register of Institutions and Courses for Overseas Students \(CRICOS\)](#).
- (7) The credit recognition provisions in the dual degree agreement must meet the recognition of prior learning requirements established in Part 11 of the [Coursework Policy 2014](#).

Note: Dual degree agreements and pathway agreements differ from credit recognition agreements in that the framework established in the former expressly addresses the award of both the relevant University degree and the partner institution degree, whereas the latter only addresses the award of the University degree.
- (8) The University and the partner institution may jointly determine the requirements for student admission to a dual degree program.
- (9) Each institution will determine the fees for their course component of the dual degree program.
- (10) Students are responsible for:
 - (a) submitting admission applications and any additional information to each institution;
 - (b) paying any fees directly to the institution they are enrolled in;
 - (c) meeting all expenses of the dual degree program, including travel, living, and any other associated expenses; and
 - (d) complying with the rules, policies and other requirements of each institution.
- (11) A student who has satisfied the applicable degree requirements will be separately awarded a degree from each institution.

9 Pathway agreements

- (1) Subject to this clause, the University may enter into a pathway agreement with another higher education institution.
- (2) All pathway agreements:
 - (a) must be established by way of an inter-institutional agreement in accordance with this policy and the [Educational Services Agreements Policy 2017](#); and
 - (b) be assessed and approved in accordance with the approval requirements established in clause 10 of this policy.



- (3) Pathway agreements may be offered:
 - (a) as a program combining two undergraduate awards,
 - (b) two postgraduate coursework awards, or
 - (c) a combination of both.
- (4) Pathway agreements involve a one-way matching of credit from one institution's degree to the other institution's degree.
 - (a) An outbound pathway agreement involves the student commencing study at the University of Sydney and completing the second degree at the partner institution.
 - (b) An inbound pathway agreement involves the student commencing study at the partner institution and completing the second degree at the University.
- (5) Student admission to both degrees will be independently determined by the University and the partner institution.
- (6) Students are responsible for:
 - (a) submitting an application to both institutions and providing all necessary associated information through the admissions process(es);
 - (b) paying any fees directly to the institution they are enrolled in;
 - (c) covering travel, living, and other associated expenses of participating in the pathway agreement arrangement; and
 - (d) complying with the rules, policies, and other requirements of the University and the partner institution.
- (7) A student will be separately awarded each degree from each institution once a student has satisfied the degree requirements of that institution.
- (8) The credit recognition provisions in the pathway agreement must meet the recognition of prior learning requirements established in Part 11 of the [Coursework Policy 2014](#).
- (9) The **Dual Degree Coordinator** must submit a pathway agreement renewal proposal to the Deputy Vice-Chancellor (Education) for approval six months before the expiration of the pathway agreement. The proposal must:
 - (a) specify the number of past:
 - (i) inbound students; and
 - (ii) outbound students.
 - (b) include a projection of the number of prospective:
 - (i) inbound students; and
 - (ii) outbound students.

10 Quality assurance and responsibilities

- (1) Agreements must be documented in a form approved by the Office of General Counsel.
- (2) Dual degree programs must meet the educational excellence requirements for award courses specified in clause 8 of the [Learning and Teaching Policy 2015](#).



- (3) Student experience in a dual degree must be:
 - (a) measured through surveys and other appropriate instruments each time a course is offered;
 - (b) reviewed by the course convenor or agreement sponsor; and
 - (c) reported as directed by the Dean.
- (4) The **SCSPC** must:
 - (a) review all new combined dual degree course proposals under subclause 8(2)(b); and
 - (b) recommend to the University Executive whether or not it should endorse new combined dual degree course proposals under subclause 8(2)(b).
- (5) The **University Executive** must:
 - (a) review all new dual degree program proposals;
 - (b) recommend to the agreement sponsor whether or not to obtain further information about the dual degree program, including whether a full course proposal should be developed;
 - (c) in relation to proposed dual degree programs, consider relevant strategic initiatives and viability considerations.
 - (d) for new combined course program proposals under 8(2)(b), consult with the:
 - (i) Undergraduate Studies Committee; or
 - (ii) Graduate Studies Committee,about whether or not the credit sharing arrangement, dual degree agreement and full course proposal should be approved.
 - (e) recommend to the Deputy Vice-Chancellor (Education) whether or not to endorse the dual degree program and agreement under 8(2)(b).
 - (f) recommend to the Deputy Vice-Chancellor (Education) whether or not to approve dual degree agreements under clause 8(2)(a) and pathway agreements under clause 9.
- (6) Strategic initiatives to be taken into account include:
 - (i) the [University Strategic Plan](#);
 - (ii) faculty strategic plans;
 - (iii) country or region specific engagement strategies of the University;
 - (iv) whether the institutional partner has an existing [strategic research partnership](#) with the University;
 - (v) the University's student recruitment strategies; or
 - (vi) other strategic considerations as determined by the University Executive.
- (7) Viability considerations to be taken into account include:
 - (i) the educational and financial viability of the program;
 - (ii) projected enrolment numbers of the program; and
 - (iii) consideration of other degree offerings within the relevant discipline.

- (8) The **Undergraduate Studies Committee**, in relation to undergraduate combined courses under 8(2)(b), must:
 - (a) review the academic quality of new undergraduate dual degree program course proposals;
 - (b) make recommendations to the Academic Board about the quality of new dual degree course proposals;
 - (c) review amendments to existing undergraduate dual degree programs to establish and maintain high standards in teaching, learning, and the student experience;
 - (d) make recommendations to the Academic Board about proposals to amend existing dual degree coursework programs; and
 - (e) consider reports provided to the committee and, where appropriate, make recommendations to the Academic Board.
- (9) The **Graduate Studies Committee**, in relation to postgraduate combined courses under 8(2)(b), must:
 - (a) review the academic quality of new postgraduate dual degree program course proposals;
 - (b) make recommendations to the Academic Board about the quality of new dual degree program course proposals;
 - (c) review amendments to existing postgraduate coursework dual degree programs to ensure the maintenance of high standards in teaching and learning and the student experience;
 - (d) make recommendations to the Academic Board regarding proposals to amend existing postgraduate dual degree programs; and
 - (e) consider reports provided to the committee and make recommendations to the Academic Board.
- (10) The **Undergraduate Studies Committee** and the **Graduate Studies Committee** must consider, and, if appropriate, endorse new dual degree programs under 8(2)(b) that offer a combined undergraduate and postgraduate program.
- (11) The **agreement sponsor** must report to the relevant Deans in February each year on the activities undertaken during the previous year in the programs they sponsor.
- (12) **Deans** must report to their faculty leadership groups and faculty boards in March each year on activities carried out under dual degree agreements in the previous year.
- (13) **Faculty boards** must consider the Dean's report and forward it, with appropriate comments, to the Dual Degree Coordinator.
- (14) The **Dual Degree Coordinator** must collate faculty annual reports and provide a single report to the Deputy-Vice Chancellor (Education) that includes University-wide information on dual degree activities.
- (15) The **Deputy Vice-Chancellor (Education)** must consider the report and forward it to the Undergraduate Studies Committee or Graduate Studies Committee, as appropriate, for review.

- (16) The **Dual Degree Coordinator** must submit an agreement renewal proposal to the Deputy Vice-Chancellor (Education) six months before the expiration of a dual degree agreement. The proposal must:
- (a) specify the number of past:
 - (i) course enrolments;
 - (ii) course completions;
 - (iii) inbound students; and
 - (iv) outbound students.
 - (b) include a projection of the number of prospective:
 - (i) course enrolments;
 - (ii) inbound students; and
 - (iii) outbound students.
- (17) The **Deputy Vice-Chancellor (Education)** is responsible for determining whether or not to endorse coursework programs governed by this policy.

PART 3 – HIGHER DEGREES BY RESEARCH

11 Joint Doctor of Philosophy degrees

- (1) The University may establish a joint Doctor of Philosophy (PhD) program with another higher education institution if:
- (a) the proposal to establish a joint PhD program specifies:
 - (i) strategies for ensuring reciprocity of inbound and outbound students (where the arrangement is established on an exchange basis);
 - (ii) the rationale for establishing the joint program;
 - (iii) strategic objectives of the partnership;
 - (iv) proposed benchmarks or tangible benefits to the University of the arrangement;
 - (v) an estimate of the resources required to establish and maintain the joint program;
 - (vi) the scope of the arrangement, including whether the proposed agreement is University-wide or faculty-specific;
 - (vii) a requirement that at least thirty percent of the candidature must be completed at the University; and
 - (viii) an analysis of how the University's PhD program aligns structurally with the partner institution's PhD program; and
 - (b) the principal agreement meets the requirements specified in clause 13.
- (2) The University may offer a joint PhD with more than one partner institution, with the approval of the Deputy Vice-Chancellor (Education).

- (3) The University and the partner institution should enter into a principal agreement which:
 - (a) documents the framework for the joint degree program; and
 - (b) provides for the issue of a single testamur, with both institutions' logos, upon completion.
- (4) If a partner institution is unable to issue a joint testamur, the Deputy Vice-Chancellor (Education) may approve a principal agreement which provides for the issue of a separate testamur by each institution.
- (5) Except in partnerships described in subclause 11(4), upon successful completion and conferral of award of the joint Doctor of Philosophy, one testamur with the logo of both institutions will be provided to the candidate.
- (6) Candidates for a joint PhD must only be required to produce a single thesis and submit to one examination.

12 Principal agreements

- (1) The University and the relevant partner institution must enter into a formal principal agreement for the provision of joint PhDs before any students are permitted to participate in the relevant program.
- (2) Principal agreements must specify requirements for:
 - (a) reciprocity of students;
 - (b) minimum time periods to be spent at each institution;
 - (c) content and form of testamurs;
 - (d) managing intellectual property;
 - (e) tuition fee structure and basis for calculation;
 - (f) admission requirements of each institution; and
 - (g) any regulatory requirements applicable under the law governing either institution.

Note: This includes requirements of the [Education Services for Overseas Students Act 2000](#) and the [Higher Education Support Act 2003](#) and [Commonwealth Scholarships Guidelines \(Research\) 2017](#).

13 Student agreements

- (1) The University and the partner institution must enter into a separate student agreement, subordinate to and consistent with the relevant principal agreement, for each candidate undertaking the program.
- (2) The Director, Graduate Research must approve each student agreement before candidature commences.
- (3) Each student agreement must specify:
 - (a) student obligations;
 - (b) tuition fees and other financial arrangements;
 - (c) the student's intellectual property rights;
 - (d) the student's attendance pattern and indicative dates of travel;



- (e) joint supervision arrangements;
 - (f) the language of the thesis and examination;
 - (g) the earliest and latest permissible thesis submission date;
 - (h) the institution that will conduct the examination;
 - (i) the examination procedures which will apply;
 - (j) location of the examination;
 - (k) type of examination; and
 - (l) graduation procedures.
- (4) Student agreements must be registered in the [University contracts register](#) maintained by Archives and Records Management.
- (5) If the examination is to be conducted by a partner institution the process must be approved before the student agreement is executed, by one of:
- (a) the Chair of the Academic Quality Committee of the Academic Board; or
 - (b) the HDR Examinations Sub-Committee of the Academic Quality Committee.
- Note:** See the [Thesis and Examination of Higher Degrees by Research Policy 2015](#) and the [Thesis and Examination of Higher Degrees by Research Procedures 2015](#).

14 Quality assurance and responsibilities

- (1) Principal and student agreements must be documented in a form approved by the Office of General Counsel.
- (2) Joint PhD programs must meet the thesis requirements of the [Thesis and Examination of Higher Degrees by Research Policy 2015](#).
- (3) The **University Executive** must:
- (a) review the strategic alignment and viability of new joint PhD principal agreements; and
 - (b) provide a recommendation to the Deputy Vice-Chancellor (Education) as to whether or not the Joint PhD principal agreement should be approved.
- (4) Consideration of strategic alignment includes taking into account:
- (a) the [University Strategic Plan](#);
 - (b) faculty strategic plans;
 - (c) country or region-specific engagement strategies of the University;
 - (d) whether the institutional partner has an existing [strategic research partnership](#) with the University;
 - (e) the University's Student Recruitment strategies; or
 - (f) other areas of strategic fit as determined by the University Executive.
- (5) The **Dual Degree Coordinator** must submit an agreement renewal proposal to the Deputy Vice-Chancellor (Education) six months before the expiration of a principal agreement. The proposal must:
- (a) specify the number of:
 - (i) course enrolments;
 - (ii) course completions;

- (iii) inbound students; and
- (iv) outbound students.
- (b) include a projection of the number of prospective:
 - (i) course enrolments;
 - (ii) inbound students; and
 - (iii) outbound students.

PART 4 – MISCELLANEOUS

15 Rescissions and replacements

This document replaces the *Cotutelle Scheme Policy*, which commenced on 13 October 1999, and which is rescinded as from the date of commencement of this document.

NOTES

Dual and Joint Degree Policy 2019

- Date adopted: 5 November 2019
- Date commenced: 1 January 2020
- Date amended: 9 April 2020 (administrative amendments)
2 March 2021 (commencing 3 March 2021)
- Administrator: Chair, Academic Board
- Review date: 1 January 2025
- Rescinded documents: *Cotutelle Scheme Policy*
- Related documents: *Higher Education Support Act 2003 (Cth)*
Education Services for Overseas Students Act 2000 (Cth)
University of Sydney (Delegations of Authority) Rule 2020
University of Sydney (Higher Degree by Research) Rule 2011
University of Sydney (Coursework) Rule 2014
Educational Services Agreements Policy 2017
Coursework Policy 2014
Thesis and Examination of Higher Degree by Research Policy 2015
Thesis and Examination of Higher Degree by Research Procedures 2020

AMENDMENT HISTORY

Provision	Amendment	Commencing
6(1); 9(9); 9(10); 10(4); 10(5)(a); 10(15); 14(3); 14(6)	Reference to University Executive Course Curriculum Planning Committee (CCPC) replaced by University Executive Strategic Course and Student Profile Committee (SCSPC)	9 April 2020
5(2)(b)	Replaced 'and' with 'or'.	3 March 2021
9(9); 10(15); 10(16); 14(5)	Added 'Deputy Vice-Chancellor (Education)'.	3 March 2021
9(9)(b)	New subclause.	3 March 2021
10(4)(a)	Added SCSPC review requirements for courses under 8(2)(b).	3 March 2021
10(4)(b) - 10(4)(e)	Subclauses removed.	3 March 2021
10(4)(g)	Subclause removed.	3 March 2021
10(5)(a)	Added 'new'.	3 March 2021
10(5)(b)	New subclause.	3 March 2021
10(5)(f)	New subclause.	3 March 2021
10(11) and 10(12)	Subclause ordering swapped for consequential consistency.	3 March 2021
10(13)	Added 'Dual Degree Coordinator'.	3 March 2021
10(14)	New subclause.	3 March 2021
10(16)(b)	New subclause.	3 March 2021
11(a)(viii)	Added 'and'.	3 March 2021
11(5)	Added 'subclause' and 'will be'.	3 March 2021
14(3)(b)	Subclause removed.	3 March 2021
14(5)(b)	New subclause.	3 March 2021