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Resolutions of the Faculty of Engineering and Information Technologies for coursework awards

These resolutions apply to all undergraduate and postgraduate coursework award courses in the Faculty, unless specifically indicated otherwise. Students enrolled in postgraduate research awards should consult the resolutions for their course. These resolutions must be read in conjunction with applicable University By-laws, Rules and policies including (but not limited to) the University of Sydney (Coursework) Rule 2000 (the 'Coursework Rule'), the resolutions for the course of enrolment, the University of Sydney (Student Appeals against Academic Decisions) Rule 2006 (as amended) and the Academic Board policies on Academic Dishonesty and Plagiarism.

Part 1: Course enrolment

1 Enrolment restrictions

- (1) Except as with the permission of the Dean an undergraduate student shall satisfy the following enrolment requirements.
 - (a) No more than 54 credit points in semester one and two combined;
 - (b) No more than 30 credit points in either semester one or two;
 - (c) No more than 12 credit points in the summer session and 6 credit points in the winter session;
 - (d) For a student on the 'at risk' register, no more than 24 credit points in either semester one or two;
 - (e) In the first year of an Engineering or Engineering/Combined degree a student must enrol on a fulltime basis with a minimum of 24 credit points per semester;
 - (f) In subsequent years of an Engineering or Engineering/Combined degree a student must enrol on a fulltime basis with a minimum of 18 credits per semester unless the student has completed a total of 153 credit points toward the degree;
 - (g) In first year, a student may only enrol in level 1000 units of study;
 - (h) In second year, a student may only enrol in level 1000 and/or level 2000 units of study;
 - (i) A student shall enrol in any core units of study for which he or she was qualified to enrol in any previous year and for which credit has not yet been gained.

2 Flexible First Year

- (1) Undergraduate students entering first year may choose to undertake the Flexible First Year program, instead of choosing a particular degree or stream. Two types of Flexible First Year program are available:
 - (a) Students planning on entering Aeronautical, Mechanical (Biomedical), Chemical and Biomolecular, Civil, Project Management, Mechanical, Aeronautical (Space) or Mechanical (Space) Engineering streams can enrol in program A as set out in the Bachelor of Engineering Flexible First Year table of units of study. Students in this program undertake a common set of units in semester one. They can then transfer to a stream in semester two or at the end of the year. The semester two enrolment will consist of common units and a choice of core or elective units for the stream that students plan to pursue in later years.
 - (b) Students planning on entering Electrical, Electrical(Bioelectronics), Electrical (Computer), Electrical (Power), Electrical(Telecommunications), Mechatronics, Mechatronics (Space), Software Engineering or the Bachelor of Computer Science and Technology or Bachelor of Information Technology degrees can enrol in program B as set out in the Bachelor of Engineering Flexible First Year table of units of study. Students in this program undertake a common set of units in semester one. They can then transfer to a stream or degree in semester two or at the end of the year. The semester two enrolment will consist of common units and a choice of core or elective units for the stream or degree that students plan to undertake in later years.
- (2) Students gaining entry to any of the combined degree courses may also choose to undertake the Flexible First Year program.
- (3) Those students who have met the requirements for first year entry (ATAR cut-off) into a particular degree and stream will be guaranteed a place in second year in that stream or degree even though they choose the Flexible First Year program. Students attaining high average marks in the Flexible First Year program will be eligible to apply for second year entry into higher ATAR cut-off degrees or streams. See transfer requirements in the table shown below. These conditions for entry into a second year specialist degree or stream will also apply for combined degree candidates.
- (4) Transfer from Flexible First Year into streams or degrees will be assessed based on either of the following two conditions:
 - (a) Students have met the ATAR requirement for the degree or stream at the time of initial enrolment; or
 - (b) Students have achieved an average mark as shown in the following requirements table. For Program A the average mark is based on the performance in first year units of study. For Program B, the average mark is based on performance in first year, first semester units of study.

(5) Degree/stream transfer table

Degree/Stream	Flexible entry program	AAM requirement
BE(Aero)	A	65
BE(Aero)(Space)	A	75
BE(Chem)	A	always allowed
BE(Civil)	A	always allowed
BE(Civil)(Construction)	A	65



Degree/Stream	Flexible entry program	AAM requirement
BE(Civil)(Environmental)	A	65
BE(Civil)(Geotechnical)	A	65
BE(Civil)(Structures)	A	65
BE(Electrical)	B	always allowed
BE(Electrical)(Bioelectronics)	B	65
BE(Electrical) (Computer)	B	65
BE(Electrical)(Power)	B	65
BE(Electrical)(Telecom)	B	65
BE(Mechanical)	A	always allowed
BE(Mech)(Biomedical)	A	70
BE(Mech)(Space)	A	75
BE(Mechatronics)	B	70
BE(Mechatronics)(Space)	B	75
BE(Project Mgt)(Civil)	A	65
BE(Software)	B	65
BCST	B	always allowed
BCST(Adv)	B	70
BIT	B	70

3 Transferring Streams or Degrees

- (1) Students admitted to specific undergraduate degrees or streams wishing to transfer between degrees or streams need to apply to the head of the school supervising the degree or stream. Students will be assessed based on the above Flexible First Year average mark criteria but will also be required to show that they have met progression requirements in their current degree or stream as specified by the school and that they will be able to complete the new stream in the normal time period.
- (2) Students who wish to transfer to an undergraduate combined degree or any other course outside the administration of the Faculty must apply to the Universities Admissions Centre or International Office as appropriate.
- (3) Students admitted to specific postgraduate degrees or streams wishing to transfer between degrees or streams managed by the faculty need to apply to the Director of the Graduate School of Engineering. Students will be assessed based on their progress in their current degree or stream and that they will be able to complete the new stream in the normal time period.

4 Time limits

- (1) Unless the course rules specify differently:
 - (a) A student must complete all the requirements for a coursework doctorate, within ten calendar years of first enrolment;
 - (b) A student must complete all the requirements for a combined BE, single or combined BIT, and BCST within ten calendar years of first enrolment;
 - (c) A student must complete all the requirements for a single (non combined) BE within the lesser of 16 enrolled semesters or ten calendar years of first enrolment;
 - (d) A student must complete all the requirements for a graduate certificate within two calendar years of first enrolment;
 - (e) A student must complete all the requirements for a graduate diploma within four calendar years of first enrolment;
 - (f) A student must complete all the requirements for a master's degree within six calendar years of first enrolment.
- (2) Periods of suspension, exclusion or lapsed candidature will be added to maximum completion times except that no completion time will exceed 10 years from first enrolment.
- (3) Credit will not be granted for recognised prior learning older than 10 years at the time of first enrolment.

5 Suspension, discontinuation and lapse of candidature

The Coursework Rule specifies the conditions for suspending or discontinuing candidature, and return to candidature after these events. The Rule also defines the circumstances when candidature is deemed to have lapsed. Students should pay careful attention to the significant dates in these processes and their effect on results and financial liability. Students seeking to suspend, discontinue or apply for a return to candidature after a lapse must apply to the Dean of Engineering and IT for permission, supplying detailed reasons and evidence to support the request.

6 Credit for previous study

- (1) Conditions for the granting of credit for previous study are in accordance with the Coursework Rule, except:
 - (a) the maximum credit that may be granted to the Bachelor of Engineering degree, Bachelor of Engineering/Combined degrees, Bachelor of Information Technology degree or Bachelor of information Technology/Combined degrees is 96 credit points;
 - (b) the maximum credit that may be granted to the Bachelor of Computer Science and Technology or Bachelor of Science and Technology(Advanced) is 48 credit points; and
 - (c) where Course resolutions make other specifications.

Part 2: Unit of study enrolment

7 Cross-institutional study

- (1) Provided permission has been obtained in advance, the Dean may permit a student to complete a unit of study at another institution and have that unit credited to the student's course requirements, provided that:
 - (a) the resolutions of the student's course of enrolment do not specifically exclude cross-institutional study; and
 - (b) the unit of study content is not taught in any corresponding unit of study at the University; or
 - (c) the student is unable, for good reason, to attend a corresponding unit of study at the University.

8 International exchange

The faculty encourages students to participate in international exchange programs, unless specified otherwise in the resolutions for a particular course. Students must apply to the Head of the relevant School of Engineering and IT to obtain approval for their planned enrolment while on exchange. This guarantees that the units completed externally will be correctly matched to the core requirements of their Course.

Part 3: Studying and Assessment

9 Attendance

- (1) Students are required to be in attendance at the correct time and place of any formal or informal examinations. Non attendance on any grounds insufficient to claim special consideration will result in the forfeiture of marks associated with the assessment. Participation in a minimum number of assessment items may be a requirement of any unit of study.
- (2) Students are expected to attend a minimum of 90% of timetabled activities for a unit of study, unless granted exemption by the Dean or Head of School most concerned. The Dean or Head of School most concerned may determine that a student fails a unit of study because of inadequate attendance. Alternatively, at their discretion, they may set additional assessment items where attendance is lower than 90%.

10 Special consideration for illness, injury or misadventure

Special consideration is a process that affords equal opportunity to students who have experienced circumstances that adversely impact their ability to adequately complete an assessment task in a unit of study. The Coursework Rule provides full details of the University policy and procedures.

11 Concessional pass

In this Faculty the grade PCON (Concessional Pass) is not awarded.

12 Re-assessment

The Faculty does not offer opportunities for re-assessment other than on the grounds of approved special consideration.

Part 4: Progression, Results and Graduation

13 Satisfactory progress

The Faculty will monitor students for satisfactory progress towards the completion of their award course. In addition to the common triggers used to identify students not meeting academic progression requirements (as defined by the Progression requirements of the Coursework Rule), students must pass any unit of study identified in the course resolutions as being critical to progression through the course.

14 Award of the bachelor's degree with honours

Honours is available to meritorious students as either appended honours or integrated honours. Admission, requirements and award for the honours courses are in accordance with the relevant course resolutions.

15 Weighted average mark (WAM)

- (1) WAMs are used by the University as one indicator of performance. For example, WAMs can be used in assessing admission to and award of honours, eligibility for prizes and scholarships, or assessing progression through a course. The University WAM is calculated using the following formula:

$$\text{WAM} = \frac{\text{sum}(Wc \times Mc)}{\text{sum}(Wc)}$$

where Wc is the unit of study credit points x the unit weighting and Mc is the mark achieved for the unit. The mark used for units with a grade AF and DF is zero. Pass/ fail units and a grade of DNF or credited units from other institutions are not counted.

- (2) For undergraduate students in Engineering and IT courses, the weightings are 0 for 1000 level units, 2 for 2000 level units, 3 for 3000 level units and 4 for 4000 level or above units. For postgraduate students in Engineering and IT courses, the weighting is 1 for all units of study.

16 Faculty of Engineering and Information Technologies specific Weighted Average Mark Indicators.

(1) *Intermediate/Senior Weighted average mark (ISWAM)*

The faculty of Engineering and Information Technologies uses an Intermediate/Senior Weighted average mark (ISWAM) to determine eligibility for entry to undergraduate Honours pathways or programs. ISWAM is calculated by applying the university WAM formula to all Level 2000 and Level 3000 units of study only. An ISWAM of 65 is required for entry to Honours pathways in the Faculty of Engineering and Information Technologies.

(2) *Honours Weighted Average Mark (HWAM)*

- (a) HWAM is the honours weighted average mark for Bachelor of Engineering undergraduate courses. HWAM is calculated by applying the university WAM formula, with the additional condition that research thesis units of study are given double weighting of 8.
- (b) The HWAM is used for honours assessment in Bachelor of Engineering degrees including combined degrees. All units of study attempted in a Bachelor of Engineering single or combined degree are included in the calculation regardless of whether they are core Bachelor of Engineering program units or not.

Part 5: Other

17 Transitional provisions

- (1) These resolutions apply to students who commenced their candidature after 1 January, 2011 and students who commenced their candidature prior to 1 January, 2011 who elect to proceed under these resolutions.
- (2) Students who commenced prior to 1 January, 2011 may complete the requirements in accordance with the resolutions in force at the time of their commencement.