

Admissions, Enrolment and Graduations Policy

1 Purpose

To outline the principles governing the Admission, Enrolment and graduation requirements, ensuring clarity, consistency and support for all Students.

2 Scope

This Policy applies to the Admission and Enrolment process for Coursework Programs, including Award and non-Award pathways, and the graduation process for all Award Program Students, including Higher Degree by Research (HDR).

For Admission and Enrolment processes for HDR Students, please refer to the HDR Student Admission and Enrolment Policy.

3 Policy Statement

The University is committed to upholding standards of fairness, transparency and accountability through its Admission, Enrolment and graduation processes. The University will ensure that relevant information regarding these processes is readily accessible to all stakeholders, promoting a positive and supportive environment for Student success.

This Policy aligns with:

- *Higher Education Standards Framework (Threshold Standards) 2021*: Standard 1.1 Admission; 7.2 Information for Prospective and Current Students
- *National Code of Practice for Providers of Education and Training to Overseas Students (2018)* (National Code) Standard 8 Overseas student visa requirements; Standard 9 Deferring, Suspending or cancelling the overseas student's enrolment.

4 Principles

4.1 Admissions

The University will:

- admit Applicants on the basis of merit, specific program requirements and perceived probability of success

- retain Decision making authority regarding an application outcome
- support participation and foster fair and attainable opportunities for all Applicants.

4.2 Enrolment

The University will:

- support Students in progressing through their program in a timely manner
- retain the right to amend, discontinue, suspend or cancel a Student's Enrolment or program of study to meet University or legal compliance requirements
- ensure that Students have access to the Courses and resources necessary to complete their program
- foster an environment that accommodates the diverse needs of Students while promoting Academic Integrity and supporting Academic Progress.

4.3 Graduation

The University will:

- provide Graduates with official academic documents in formats that safeguard their integrity, security and authenticity
- provide for posthumous conferral, where applicable
- recognise outstanding academic achievements through conferral of academic medals and awards to graduating Students
- ensure Students satisfy the requirements for the Award within the maximum allowable duration.
- ensure that HDR Students receive formal confirmation upon satisfying all program requirements, advising them of their entitlement to use the associated title, while acknowledging that the Award will be conferred at the next relevant conferral date.

Council reserves the right to revoke an Award that has been conferred on the basis that the individual:

- did not complete the necessary requirements for the Award; or
- achieved conferral through Academic Misconduct, fraudulent or dishonest means.

4.4 Review of Decision

Anyone who is dissatisfied with a Decision in relation to their Admission, Enrolment or graduation may request a review of this Decision in accordance with the Student Grievance Resolution Procedure.

5 References

Nil.

6 Schedules

This policy must be read in conjunction with its subordinate schedules as provided in the table below.

7 Policy Information

Accountable Officer	Provost
Responsible Officer	Associate Provost
Policy Type	Academic Quality Policy
Policy Suite	Admissions Procedure English Language Proficiency Requirements Procedure Enrolments Procedure Credit and Exemption Procedure Student Academic Progress Procedure Student Authority to Act Procedure Student Authority to Act Schedule Transfer Between Providers Procedure Graduations Procedure Academic Medals and Awards Schedule
Subordinate Schedules	
Approved Date	11/11/2025

Effective Date	1/1/2026
Review Date	1/1/2031
Relevant Legislation	Public Records Act 2023
Policy Exceptions	Policy Exceptions Register
Related Policies	Records and Information Management Policy
Related Procedures	Records and Information Management Procedure
Related forms, publications and websites	
Definitions	Terms defined in the Definitions Dictionary
	Academic Integrity Academic Progress Admission Applicant Award Award Program Council Course Coursework Program Decision Enrolment Higher Degree by Research (HDR) Higher Degree by Research (HDR) Student Policy Student University

	Definitions that relate to this policy only
Keywords	
Record No	24/279PL

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