



FRAMEWORK POLICY FOR STUDENTS STUDYING UOW COURSES AT UOW COLLEGE AUSTRALIA

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First Approved by:	University Council		
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Responsible Division & Unit:	Academic Quality and Standards Unit Deputy Vice-Chancellor (Academic and Student Life)		
Supporting documents, procedures & forms:	UOWCA Academic Quality Standards		
Relevant Legislation & External Documents:	Quality Assurance Agreement between UOW and UOWC Limited trading as UOW College Australia UOW Delegations of Authority Policy		
Audience:	Public		

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1 Purpose of Policy

1. This policy:
 - a. provides the policy framework governing students enrolled with the University of Wollongong and undertaking studies at UOW College Australia;
 - b. identifies the UOW College Australia policies listed in Schedule 1 that apply to those students; and
 - c. identifies responsibilities for policy approval, application and amendment.

2 Definitions

Word/Term	Definition (with examples if required)
Agreement	Quality Assurance Agreement between the University of Wollongong and UOWC Limited trading as UOW College Australia.
Policy document	A rule, policy, code of conduct, code of practice, guideline or related procedure.
UOW	The University of Wollongong.
UOW Policies	The policy documents of UOW applying to UOW/UOW College Australia students as amended or added to from time to time by UOW.
UOW College Australia	UOWC Limited trading as UOW College Australia.
UOW College Australia Policies	The policy documents adopted by UOW College Australia and approved by UOW as specified in this policy and listed at Schedule 1 as amended or added to from time to time as provided in this policy.

3 Application & Scope

1. This policy applies to all UOW College Australia Students enrolled in a UOW accredited and/or approved course delivered by the College including, but not limited to, the Foundation Studies Program, the University Entrance Program and UOW-accredited Higher Education Diploma and Undergraduate Certificate courses.
2. This policy is to be implemented by UOW College Australia as part of UOW College Australia's obligations under the Agreement.

4 Policy Principles

1. To ensure that students enrolled in a UOW accredited and/or approved course delivered by the College are subject to a comprehensive set of academic and related policies while studying at UOW College Australia.
2. To fulfil the University's obligation in providing a strong governance framework by establishing processes for UOW to monitor and approve student related UOW College Australia policies that apply to students enrolled in UOW accredited and/or approved courses delivered by the College.



5 Policies Applying to UOW College Australia Students enrolled in UOW Accredited and/or Approved Courses

1. UOW College Students enrolled in UOW accredited and/or approved courses are subject to all UOW College Australia policies including, but not limited to, the policies listed in Schedule 1.
2. If a matter is either not covered by an existing UOW College Australia policy, or where an existing policy is silent on the matter, the relevant UOW policy will apply.
3. If there is any inconsistency between the provisions of a UOW policy and a UOW College Australia policy, then the UOW College Australia policy prevails to the extent of the inconsistency.

6 Access to UOW and UOW College Australia Policies

1. UOW College Australia will take reasonable steps to ensure that UOW College Australia students have access to all policies affecting them, including providing students with reasonable access to electronic copies of all UOW policies and UOW College Australia policies.

7 Approval and Amendment of UOW College Australia Policies

1. The policies listed in Schedule 1 have been approved by UOW to apply to students enrolled in UOW accredited and/or approved courses delivered by UOW College Australia.
2. UOW College Australia will submit any amendments to the UOW College Australia policies and any new policy documents that UOW College Australia wishes to apply to students enrolled in UOW accredited and/or approved courses to UOW for prior approval.
3. UOW must approve of any amendments to the UOW College Australia policies and/or any new UOW College Australia policy documents before they apply to students enrolled in UOW accredited and/or approved courses. On approval, any such policy documents will become part of the UOW College Australia policies.
4. The approval of UOW College Australia policies for application to students enrolled in UOW accredited and/or approved courses is granted by the Delegated Authority.
5. Should UOW require UOW College Australia to develop a new policy document to regulate any aspect of management of students enrolled in UOW accredited and/or approved courses, UOW College Australia will take steps to develop a policy document as required and submit it to UOW for approval as provided in this policy. On approval, any such policy document will become part of the UOW College Australia Policies.
6. Should UOW require UOW College Australia to amend any UOW College Australia policies, UOW College Australia will take steps to amend the UOW College Australia policies in accordance with UOW College Australia's policy approval process and submit it to UOW for approval as provided in this policy. On approval, any such policy document will become part of the UOW College Australia policies.



8 Version Control and Change History

Version Control	Date Effective	Approved By	Amendment
1	6 August 2010	University Council	First Version
2	18 November 2010	Deputy Vice-Chancellor (Academic)	Minor amendment to the Schedule of UOW College Australia policies
3	3 June 2011	Deputy Vice-Chancellor (Academic)	Inclusion of approved policies to Schedule 1: Admissions Policy and Curriculum Review Policy
4	21 June 2011	Vice-Principal (Administration)	Updated to reflect change of name from Wollongong College Australia to UOW College Australia.
5	4 December 2015	University Council	Consequential amendment to remove reference to rescinded Graduate Qualities Policy. Update to DVC(A) title and latest Policy Template.
6	12 April 2017	Deputy Vice-Chancellor (Academic)	Administrative Amendment – Schedule 1 updated to reflect recent change to title of Academic Integrity and Student Conduct Policy.
7	25 September 2017	Deputy Vice-Chancellor (Academic)	Administrative Amendment – Updated in conjunction with the revision of the agreement between UOW and UOWC Limited. Policy List Updated.
8	13 April 2018	University Council	Nomenclature update of UOW College to UOW College Australia.
9	29 March 2022	Vice-Chancellor	Clarification on policy coverage in section 5 in addition to minor amendment to the Schedule of UOW College Australia policies



Schedule 1 – UOW College Australia Policies

- Academic Consideration Policy
- Academic Integrity and Student Conduct Policy
- Admissions Policy
- Assessment Guidelines
- Assessment and Examinations Guidelines for Students
- Attendance Policy
- Course Progression Policy
- Credit Transfer and Recognition of Prior Learning Policy
- Critical Incident Policy
- Curriculum Review Guidelines
- Deferment, Suspension and Cancellation Policy
- English Language Policy
- Fees and Refund Policy
- International Student Transfer Between Providers Policy
- Procedure for Managing Alleged Student Misconduct
- Student Disability Policy
- Student Feedback Policy
- Student Grievance and Appeals Policy
- Student Grievance and Appeals Procedure
- Student Progression Procedure – Academic Programs
- International Student Transfer Between Providers Policy