

GRADUATION POLICY

For those undertaking a University of Notre Dame Australia (UNDA) degree or paper, UNDA policies also apply. Where there is a conflict between this policy and the UNDA policies, the UNDA policies should be followed.

Purpose

This policy outlines the framework for determining whether a student is eligible to graduate

Principles

- To provide clarity on graduation requirements
- To ensure equitable treatment for all students
- To ensure extraordinary circumstances are taken into account

Eligibility to Graduate

In order to receive an award from Te Kupenga – Catholic Theological College (CTC), a student must:

1. Comply with all CTC policies and procedures;
2. Pay all applicable fees and charges; and
3. Complete all programme requirements.

If a student does not meet the above criteria, they will not be eligible to receive an award.

Revocation of an award

In instances where an award was wrongly conferred, through administrative error or due to provision of fraudulent or misleading information, CTC reserves the right to rescind the award.

Exceptions

The Dean in consultation with the concerned Assistant Dean and if needed, the Board of Studies may grant an exception to requirements in this policy, if they feel there is just reason. Any such action must be reported to the Academic Advisory Board annually.

Review and Approval

The *Graduation Policy* is subject to the normal three-year review cycle. Review is the responsibility of the Academic Advisory Board, with approval by the Te Kupenga Governance Board.

Reviewed: [September 24, 2021]

Next review: [August 31, 2024]