

## APPROVED RULE CHANGE

On 21 November 2024 the Director, Governance Support Unit approved under Delegation 3.14.1 administrative changes to Student Rules sections 3, 4, 8, 9, 15 and Schedule 1 to ensure alignment with the newly approved Course Approval Policy, Subject Information Policy and the Student Rules.

### THE APPROVED AMENDMENTS TO THE UTS RULES ARE PROVIDED BELOW

[new text bold underlined, text to be deleted in bold and strikethrough]

## UTS STUDENT RULES

### Section 3 – Course and subject requirements

[...]

#### 3.6 Changes to courses

3.6.1 Academic Board and Executive Committee of Academic Board have authority to approve the phasing out, discontinuation, revision or variation of an existing course.

3.6.2 When Academic Board or Executive Committee of Academic Board exercises its authority under Rule 3.6.1, it must ensure that the approved course documentation:

[...]

(3) in the case of the phasing out and discontinuation of a course, specifies the period for which students enrolled in the course will be able to continue their studies **through a phasing out period** in accordance with the existing course structure.

3.6.3 Faculty Boards have the authority to approve changes to a course once a course has been accredited by Academic Board or Executive Committee of Academic Board, in accordance with the relevant **Board's faculty's course curriculum** changes approval **procedures processes (refer Course Approval Policy)**, except for the following types of course changes which must be approved by Academic Board or Executive Committee of Academic Board:

[...]

#### 3.7 Subject requirements

3.7.1 Faculty Boards have authority to approve subjects and changes to subjects in faculty offered courses.

3.7.2 Deans have authority to approve processes for approval of subject **outlines information provided to students in line with the Subject Information Procedure**.

3.7.3 Deans, Responsible Academic Officers or Subject Coordinators (as appropriate) shall ensure that enrolled students have access to a subject **outline information** consistent with the [UTS: Handbook](#) for that subject by the deadline approved by the Provost and **published online** for the relevant teaching session.

[...]

### **3.8 Attendance and/or participation requirements**

3.8.1 If there are any attendance and/or participation requirements for a subject, they must be prescribed in the relevant subject **outline information provided to students**.

[...]

### **3.9 Retention of students' work**

[...]

3.9.3 In cases where the University exercises, or wishes to exercise, its right under Rules 3.9.2(2) or 3.9.2(8), the student shall be given sufficient notice and the opportunity to consent or object to such use of the student's work. Notice to the student is deemed sufficient whether contained in the subject **outline information** or by way of an individual written notice if it provides notice of the intended period of retention of the student's work; notice of the specific Rule 3.9.2 purpose, or purposes, for which the work may be retained; notice and details of any particular exhibition, publication or promotion; and the opportunity and mechanism to consent or object to the use of the student's work.

[...]

## **Section 4 – Fees, charges and other financial obligations**

### **4.1 Liability for payment**

[...]

4.1.4 Course tuition fees are published on the [Fees and payment section](#) ~~fees and payment section~~ of the University's website (**the primary and authoritative source of official tuition fee information**) for the current (calendar) year (in line with the provisions of the [Award Course Approval Policy](#)) and are revised annually. Fees published for future year(s) are estimates only and the University reserves the right to vary fees for future year(s) at any time.

## Section 8 – Assessment of coursework subjects

### 8.1 Assessment requirements

8.1.1 Subject to these Rules, assessment of coursework subjects will be undertaken in accordance with policies and procedures set out in the [Coursework Assessments Policy and Procedure](#) approved by Academic Board from time to time.

8.1.2 Details of assessment requirements and the final grading scheme will be provided for each subject in the subject **outline information** as required under [Rule 3.7](#).

[...]

### 8.4 Subject assessment results

8.4.1 Faculties are required to keep appropriate records in relation to all assessment tasks for an appropriate period of time in accordance with University policy and relevant legislation.

8.4.2 Final subject assessment results will be provided to students in the form specified in the subject **outline information** and in accordance with the table of results and grades (refer [Coursework Assessments Policy](#)).

[...]

## Section 9 – Examination of coursework subjects

[...]

### 9.2 Student responsibilities

[...]

9.2.6 In the case of examinations held at a physical location, students are required to:

[...]

(3) ensure materials or equipment (including without limitation mobile phones and/or any other form of communication, digital or recording device) other than those specified in the subject **outline information** and on the examination paper are not brought into the examination room, or are not in the student's possession at any time during the examination, in the examination room or in any other room or place visited by the student for any reason during the examination.

9.2.7 A student must not access or attempt to access during the examination any material or equipment (including without limitation mobile phones and/or any other form of communication, digital or recording device) other than that specified in the subject **outline information** and on the examination paper.

[...]

9.2.10 A student must not send, receive or access any source of stored electronic information or attempt to send, receive or access any source of stored electronic information during the examination, in the examination room including at any place visited by the student for any reason during the examination unless specified on the examination paper and in the subject **outline information**.

9.2.11 Material or equipment that is permitted during an examination according to the subject **outline information** and/or examination paper must not be used for any purposes other than that specified in the subject **outline information** and/or examination paper.

[...]

### **9.3 Conduct of examinations**

[...]

9.3.3 Material or equipment that is permitted to be brought into an examination must be specified in the subject **outline information** and in the examination paper. Where a variation to the approved material or equipment shown in the subject **outline information** becomes necessary during the teaching period, the variation must be approved by the Subject Coordinator and notified to all students enrolled in the subject at least two weeks before the commencement of the examination period.

## **Section 15 – Equipment loans**

### **15.1 Equipment availability**

15.1.1 The University may make available University equipment for loan to a student to meet specific teaching, learning or assessment requirements as specified in subject **outlines information** or course requirements provided to students, or in relation to other academic-related activities.

### **Schedule 1 – Definitions**

**equipment loan** means a University asset borrowed by a student to meet specific teaching, learning or assessment requirements as specified in subject **outlines information** provided to students, including but not limited to:

- laboratory/scientific — apparatus equipment;
- photographic/video/telecommunications/sound equipment;
- workshop equipment.

**subject** means a self-contained unit of study that is approved by a Faculty Board. If a subject is a component of **an award a** course, it is normally allocated a specified



number of credit points as a measure of the workload for that subject. (Also see [credit point](#).)