



Advanced Standing

2017

Advanced Standing is credit granted towards a degree program for study already undertaken at a recognised institution or by recognition of prior experience. By giving recognition to prior learning, Advanced Standing prevents the unnecessary duplication of study and can save time and money.

The availability of Advanced Standing does not guarantee entry into a particular course. In some cases there are high levels of competition for places and in other cases applicants may need to have fulfilled certain requirements to gain entry.

Detailed information on regulations governing the awarding of Advanced Standing may be accessed from the University's General Regulations.

Decisions on Advanced Standing are made by the Campus Registrar with the recommendation of the Dean of the relevant Schools. Applications are considered on a case-by-case basis. The criteria for decisions may include:

CURRENCY

Units undertaken at a tertiary and/or VET/TAFE level more than 10 years previous to the application are not normally recognised for Advanced Standing.

EQUIVALENCY

When a student can demonstrate that coursework completed at another recognised institution closely corresponds to the curriculum and assessment criteria of Notre Dame, the student may be granted exemption with or without credit for the relevant Notre Dame unit/s.

RELEVANCY

A unit undertaken by a student which does not closely correspond to one offered by Notre Dame, but is considered relevant and a suitable unit for credit within a student's Notre Dame degree may be granted unspecified credit towards the student's Notre Dame degree.

STANDARD ATTAINED

The University will take into consideration the final results a student attained in their prior studies when considering Advanced Standing towards Notre Dame units. Conceded pass grades or very low passing grades may not be considered for Advanced Standing.

COMPLETION

A student who has completed VET or TAFE studies may apply for Advanced Standing where the VET or TAFE qualification has been completed (evidence of completion is required). Partially completed VET or TAFE qualifications are not normally considered for Advanced Standing.

The University recognises Australian Qualifications Framework (AQF) qualifications and statements of attainment issued by a registered training organisation as the basis for Advanced Standing in VET/TAFE or higher education courses.

(a) VET/TAFE Certificate IV (or equivalent) is generally not accepted as a basis for Advanced Standing into higher education courses.

(b) VET/TAFE Diploma or Advanced Diploma will be considered for Advanced Standing in a higher education Course up to a maximum of three Semesters of equivalent fulltime study in an equivalent discipline area.

MAXIMUM AMOUNT OF ADVANCED STANDING

To be awarded a particular degree, students must complete the required units for that particular degree or course program. Advanced Standing will not be given for more than fifty per cent of the total credit points required for the coursework component of a Notre Dame degree. For double degree students, Advanced Standing is limited to fifty percent of the credit points allocated to Course A and fifty percent allocated to Course B.

HOW TO APPLY FOR ADVANCED STANDING

Based on the information contained on the University's website and/or discussions with a Course Coordinator, if you feel you may be eligible for Advanced Standing, you should follow the instructions below:

- Make application for admission to the course of your choice at Notre Dame. You should carefully read the Admissions Guide and submit your application for admission by the required deadline.
- Once you have been notified that you have been granted an admissions interview, collect an Application for Advanced Standing form from Student Administration (32 Mouat Street, Fremantle) or download one from the University's website.
- Fill in your personal details and information regarding your previous studies on the Application for Advanced Standing form and take it with you to your admissions interview along with supporting documentation. You may discuss the possibility of Advanced Standing with the interviewer, though no confirmation may be provided until approved by the Campus Registrar.
- If you receive an offer of a place in your course of choice, you should submit the Application for Advanced Standing form directly to your School. You must attach complete Unit Outlines for each of the units you are seeking Advanced Standing for to allow an assessment of relevance and comparability to be made. Originals of academic transcripts must also be provided with an application for Advanced Standing (certified copies are accepted; however, e-records cannot be accepted).
- If applying for recognition of prior experience, attach supporting documentation including references and your curriculum vitae.

- These documents should preferably be forwarded no later than four weeks prior to the start of semester in order for notification to occur before the commencement of the semester. Students are able to submit more than one Advanced Standing application for each course they study. A first application can be lodged without any charge; however, subsequent applications will incur a \$125 fee.
- Applications are considered individually and processing times may vary. The Student Administration & Fees Office will endeavour to inform you of the outcome of your application as quickly as possible once received from your School.

FURTHER INFORMATION

The information contained in this publication is designed as a basic course description. If you would like further information pertaining to admissions, fees or the University itself, please consult the Notre Dame Course Guide. International students refer to the International Course Guide.

For more information please contact the Prospective Students Office on (08) 9433 0533 or at future@nd.edu.au

Visit the website at www.nd.edu.au

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