

 <b>BOND UNIVERSITY</b>	<b>CREDIT POLICY</b>
Policy Owner	Vice President, Future Students
Contact Officer	Head of Admissions
Endorsement Authority	Academic Senate
Date of Next Review	September 2026

### 1. PURPOSE AND OBJECTIVES

Bond University is committed to providing clear and transparent information about [credit](#) eligibility, application, assessment and decisions to current and prospective students.

This Policy outlines the principles for [recognition of prior learning](#) as the basis of credit decisions and clarifies key roles and responsibilities in relation to credit decision making at the University.

### 2. AUDIENCE AND APPLICATION

This Policy applies to current and prospective students seeking credit towards any coursework program of study, excluding English programs, offered by Bond University.

Credit applications relating to [HDR](#) programs are governed by the Higher Degree by Research Programs Policy.

### 3. ROLES AND RESPONSIBILITIES

Role	Responsibility
Academic Senate	<ul style="list-style-type: none"> <li>▪ Policy Endorsement Authority</li> </ul>
Student Admission and Progression Committee	<ul style="list-style-type: none"> <li>▪ Reviews applicable policy and procedure to ensure the University's approach to recognition of prior learning complies with all relevant regulatory requirements and standards</li> </ul>
Vice President, Future Students	<ul style="list-style-type: none"> <li>▪ Responsible for implementing this Policy and affiliated procedure</li> </ul>
Executive Dean of <a href="#">Faculty</a> or Head of <a href="#">University Academic Unit</a> (UAU), or delegate	<ul style="list-style-type: none"> <li>▪ Determines applications for credit relating to programs for which the Faculty or UAU is responsible</li> </ul>

### 4. POLICY STATEMENT

Credit may be granted for [prior learning](#) in accordance with this Policy and affiliated procedure.

#### 4.1. Policy Principles

- Bond University values [formal learning](#), [non-formal learning](#) and [informal learning](#) previously completed by a student, and acknowledges that there are diverse pathways to achieving learning.
- The granting of credit will consider relevant national standards, legislative instruments and accreditation requirements, and must not compromise the academic integrity and professional standing of Bond University and its programs.
- Credit assessments will be evidence-based, academically defensible and take into account the student's capacity for success in the program. Wherever possible, credit decisions (e.g., [credit transfer](#) or [exemption](#)) will reduce duplication of learning and lessen the volume of learning (program duration) for the student.
- The criteria for assessing and granting academic credit at the University will be equitably and consistently applied to all applications.
- Eligibility for credit will be subject to meeting the admission and enrolment requirements of the relevant Bond University program.
- Documentation requested for credit assessments should not impose an unjustifiable administrative or financial burden on the student.
- Credit assessments will be completed, formally recorded and notified to the student within stated time frames.
- Credit decisions will be subject to review and appeal in accordance with the Student Grievance Management Policy.

#### 4.2. Maximum Allowable Credit

The maximum amount of credit that may be granted in any program of study at Bond University, unless otherwise approved by the relevant Executive Dean or Head of UAU, is one-half of the total number of credit points required for the award.

### 5. DEFINITIONS, TERMS, ACRONYMS

<b>Credit</b>	The value assigned for the recognition of equivalence in content and learning outcomes between different types of learning and/or qualifications. Credit reduces the amount of learning required to achieve a qualification.
<b>Credit transfer</b>	A process that provides students with agreed and consistent credit outcomes for components of a qualification based on identified equivalence in content and learning outcomes between matched qualifications.
<b>Exemption</b>	Waiver of the requirement to complete a subject specified for a program in circumstances where another subject must be undertaken in place of the exempted subject. Exemption is a form of credit that does not provide any credit value towards the program requirements.
<b>Faculty</b>	Bond Business School, Faculty of Health Sciences & Medicine, Faculty of Law, and Faculty of Society & Design (each of which is headed by an Executive Dean).
<b>Formal learning</b>	Formal learning is learning that takes place through a structured program of learning and leads to the full or partial achievement of a formally recognised qualification. Examples of formal learning include study undertaken with other Australian higher education providers and study at recognised overseas institutions. It also includes programs provided by employers, professional organisations and other training authorities where appropriate certification is available.
<b>HDR</b>	Higher Degree by Research.
<b>Informal learning</b>	Informal learning is learning that takes place through work and life (e.g., social, family, hobby or leisure activities) experience but is not structured in terms of objectives, time or learning support.
<b>Non-formal learning</b>	Non-formal learning is learning that takes place through a structured program of learning but does not lead to a formally recognised qualification. Examples of non-formal learning are learning and training activities undertaken in the workplace, voluntary sector or community-based settings.
<b>Prior learning</b>	Refers to formal, non-formal and informal learning, or a combination of these, previously completed by a student.
<b>Recognition of prior learning (RPL)</b>	A process that involves assessment of a student's relevant prior learning (whether formal, non-formal and/or informal learning) to determine the outcome of an individual application for credit.
<b>University Academic Unit (UAU)</b>	Bond University College (headed by the Director) and Transformation CoLab (headed by the Assistant Provost).

### 6. AFFILIATED PROCEDURES AND SCHEDULES

[Credit Procedure](#)

### 7. RELATED DOCUMENTS

[Academic Programs Policy \(TL 3.3.1\)](#)

[Admissions Policy \(SS 5.4.1\)](#)

Australian Qualifications Framework

- o <https://www.aqf.edu.au/>

Australian Skills Quality Authority

- o <https://www.asqa.gov.au/>

Education Services for Overseas Students Act 2000, including the National Code of Practice for Providers of Education and Training to Overseas Students 2018

- o <https://www.legislation.gov.au/Details/F2017L01182>

Higher Education Standards Framework (Threshold Standards) 2021

- <https://www.tegsa.gov.au/higher-education-standards-framework-2021>

Higher Education Support Act 2003

- <https://www.dese.gov.au/higher-education-loan-program/higher-education-support-act-2003-and-guidelines>

Standards for Registered Training Organisations 2015

- <https://www.legislation.gov.au/Details/F2014L01377/>

Standards for VET Accredited Courses 2021

- <https://www.legislation.gov.au/Details/F2021L00269>

Tertiary and Education Quality and Standards Agency

- <https://www.tegsa.gov.au/>

## 8. MODIFICATION HISTORY

Date	Sections	Source	Details
September 2023	All	VP Future Students	Major rewrite
14 December 2022			Date First Approved Regulations to Policy

**APPROVAL AUTHORITY:** Vice Chancellor