# Rebadging of Award Form

# Amendments to course names or addition of badged stream

This form is to be completed when an existing course is being rebadged (an amendment to the course name and code) or when a new badged stream is to be added to an existing course.

If a course is only being rebadged and/or has minor changes that do not involve changes to course structure/content/learning outcomes/delivery, then the only form required is the ‘Rebadging of Award Form’. Where a rebadged course also involves changes to structure/content/learning outcomes/delivery, then a ‘Rebadging of Award Form’ and ‘Course Modification Form’are both required.

If more than one new badged stream is proposed, a separate ‘Rebadging of Award Form’ must be completed for each new stream, however only one Course Modification Form encompassing all proposed new streams is required.

Once completed, to be endorsed by Institute/School Board then forwarded to Curriculum Committee (CC) for approval. Please refer to the [*Approval and Maintenance of Award Courses (Higher Education) Procedure*](https://policy.federation.edu.au/academic_governance/procedures/approval_of_new_award_courses/ch01.php) when completing this form.

1. Name of institute/school making the proposal and responsible for the delivery of the course.

Click or tap here to enter text.

1. Course details - rebadging of award

Current course name

Click or tap here to enter text.

Current course code

Click or tap here to enter text.

Current standard abbreviation (See post-nominal list in [*Schedule 5.1 Current Courses Higher Education*](https://federation.edu.au/__data/assets/pdf_file/0004/344731/HE-Schedule-5.1-02082023-Updated-Intitutes.pdf))

Click or tap here to enter text.

Proposed rebadged award name or new badged stream name

Click or tap here to enter text.

Proposed rebadged award code or new badged stream code

Click or tap here to enter text.

Proposed standard abbreviation (see [*Post-Nominals Index*](https://policy.federation.edu.au/forms/FedUni-Post-nominals-Index-11-9-18.xlsx))

Click or tap here to enter text.

1. Provide a rationale for the proposed change to the course name or addition of a new badged stream.

Click or tap here to enter text.

1. Australian Standard Classification of Education (ASCED) code (6 digits)

Identify the ASCED code for the rebadged course or new badged stream.

Click or tap here to enter text.

1. Attach a copy of the course structure and, where applicable, the new badged stream.

Click or tap here to enter text.

1. For the rebadged course or new badged stream, provide the following statement details for the Australian Higher Education Graduation Statement (AHEGS)

An [Australian Higher Education Graduation Statement (AHEGS)](https://www.dese.gov.au/quality-and-legislative-frameworks/australian-higher-education-graduation-statement) is provided to students on graduation from the course. Please consult the [Guidelines for the presentation of Australian Higher Education Graduation Statements](https://www.education.gov.au/quality-and-legislative-frameworks/australian-higher-education-graduation-statement).

**Award details**

Click or tap here to enter text.

**Features**

Click or tap here to enter text.

**Pathway to further study**

Click or tap here to enter text.

**Course accreditation**

Click or tap here to enter text.

1. Does the proposed change have implications for current students?

[ ]  Yes [ ]  No

If no, why will this change not impact current students?

If yes, what are they and how will they be equitably implemented and communicated?

Click or tap here to enter text.

1. Does the proposed change have implications for pathways/credit arrangements?

[ ]  Yes [ ]  No

If yes, what are they?

Click or tap here to enter text.

1. Are any courses/streams to be discontinued as a result of the proposed rebadging?

[ ]  Yes [ ]  No

If yes, provide names and codes of courses/streams to be discontinued.

Click or tap here to enter text.

What is the semester and year from which there will be no further intake in the discontinued course/stream?

Click or tap here to enter text.

1. Provide the number of current students affected by the proposed change to the title and code.

Number of students currently in course/stream for each location:

|  |  |  |  |
| --- | --- | --- | --- |
| Year | Location | No. full-time students | No. part-time students |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Are there any active offers for entry to the course?

[ ]  Yes [ ]  No

If yes, indicate the campus and mode of offering.

Click or tap here to enter text.

Number of active local offers

Click or tap here to enter text.

Number of active international offers

Click or tap here to enter text.

Number of students currently on leave of absence

Click or tap here to enter text.

Year and semester in which the last student is scheduled to complete

Click or tap here to enter text.

1. Details of teaching out

Please attach details of the plan for phasing out the discontinued course/stream, indicating:

Timetable for providing information to students, advising of option to move to the new badged award or continue in the discontinued award, including timeframe to complete.

Click or tap here to enter text.

What opportunity will students have to obtain individualised advice on completing their course?

Click or tap here to enter text.

What location(s) will the course/stream be delivered at during the teach-out period?

Click or tap here to enter text.

What arrangements will be put in place to deal with the issues raised above in relation to teach-out?

Click or tap here to enter text.

1. Consider and describe implications for other institutes/schools

List other institutes/schools involved in delivering the course

Click or tap here to enter text.

Please attach a statement from the Executive Dean/Dean of all institutes/schools concerned that they agree to the rebadging of the award.

1. Declaration

The institute/school undertakes to make satisfactory arrangements for all current students in the course to complete, subject to normal satisfactory progression requirements.

Approved and submitted to Curriculum Committee (evidence is captured in the minutes) by:

Name of Institute/School Board Click or tap here to enter text.

Institute/School Board resolution number Click or tap here to enter text.

Meeting date Click or tap to enter a date.