

University Awards Guidelines

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Purpose

These guidelines establish the criteria the University uses to publicly recognise students and members of the community with the following sealed, unsealed and honorary awards.

Higher Education Sealed Awards

VET Sealed and Unsealed Awards

Honorary Awards

- Honorary Doctorate
- University Fellow
- Emeritus Professor

It also establishes processes for the replacement and revocation of awards as well as the destruction of testamurs.

Scope

These guidelines apply to all students and members of the University community as well as those who have made eminent contributions in public and/or cultural life.

Legislative context

- [Australian Qualifications Framework](#)
- [Federation University Australia Act 2010](#)
- [Federation University Australia Statute 2021](#)
- [ASQA Standards RTOs 2025](#)
- [Student Identifiers Act 2014](#)
- [Federation University Australia \(Academic\) Regulations](#)
- [Federation University Australia \(Students\) Regulations](#)

Definitions

Term	Definition
Council	Council is the University's governing authority and is responsible for the direction and superintendence of the University.
Emeritus Professor	Title recognising a retiring and (in exceptional circumstances) resigning Professors who have made a distinguishing contribution and given outstanding service to the University over a number of years.
Fellow of the University	The award of 'Fellow' recognises distinguished services to the University and means Fellow of the University (honoris causa) with Fellow FedUni as the post nominal.
Honorary Awards	Honorary Doctorate; Fellow of the University; Emeritus Professor.
Honorary Doctorate	The University Council may admit honoris causa to any honorary degree, any person distinguished by eminence in public service or cultural achievement or in service to the University or its communities, whether or not the person has graduated at a university.
Sealed Awards	AQF certification formally authenticated by the University.
University legislation	Includes the Federation University Australia Act 2010, University Statute and Regulations.
Unsealed Awards	Certificate for completion of units or short courses not requiring the University seal.

Guideline Statement

Higher Education Sealed Awards

The University confers sealed awards to students successfully completing courses of study.

Awards are conferred to students once the University has verified that the course's curriculum requirements, as determined by the Curriculum Committee on course establishment, have been met in accordance with the [Student Awards Procedure](#).

VET Sealed and Unsealed Awards

Vocational Education and Training (VET) Awards are conferred to students in accordance with the [Student Awards Procedure](#).

Replacing Testamurs

Graduates may apply for a replacement testamur in accordance with the [Student Awards Procedure](#).

Replacement testamurs will not be presented at an award ceremony.

Revocation of Awards

Awards may be revoked where they have been obtained through either fraud or administrative error in accordance with the [Student Awards Procedure](#).

Destruction of Uncollected Testamurs

The University may destroy uncollected testamurs after 7 years (PROS16-07, 1.6.5) in accordance with the [Student Awards Procedure](#).

Honorary Awards

The University formally and publicly recognises outstanding contributions or achievements in the following three categories:

Honorary Doctorate

Recognises and celebrates eminent achievement at the highest levels, with the following criteria:

- exceptional service to the University, usually over a sustained period of time, and/or
- distinguished contribution to a relevant discipline or branch of learning, and/or
- exceptional record of service to professional and/or public life

Fellow of the University

Recognises the contribution of individuals to the University and to the community, with the following criteria:

- has served as an exemplar to staff and students of the University through demonstrating leadership and initiative or distinction in a field of endeavour, and/or
- has rendered sustained and distinguished service to the University and/or
- has a professional standing within the community

Emeritus Professor

Recognises retiring and (in exceptional circumstances) resigning Professors who have made a distinguishing contribution and given outstanding service to the University over a number of years.

Supporting documents

- [Corporate Governance Policy](#)
- [Federation University Australia Council Charter](#)
- [Student Awards Procedure](#)
- [Honorary Awards Procedure](#)
- [Student Appeal Procedure](#)

Responsibility

- Vice-Chancellor and President, as the Approval Authority, is responsible for monitoring the implementation, outcomes and scheduled review of these guidelines and its accompanying governance documents.
- University Secretary as the Document Owner, is responsible for maintaining the content of these guidelines as delegated by the Vice-Chancellor and President.

Promulgation

The [University Awards Guidelines](#) will be communicated throughout the University via:

1. Announcement Notice via FedNews, FedEngage and on the Federation University Policy Central 'Recently Approved Documents' page to alert the University-wide community of the approved Policy.

Implementation

The [University Awards Guidelines](#) will be implemented throughout the University via:

1. Announcement Notice via FedNews and on the FedUni Policy Central 'Recently Approved Documents' page to alert the University-wide community of the approved document