

Course Delivery Policy



Purpose

This policy outlines the general principles guiding delivery of School of Contemporary Music courses.

Scope

All Diplomas, Certificates, Award Foundations and Non-Certificates courses of study

Policy

School of Contemporary Music will deliver the requirements of its courses so that the candidates of those awards can meet the requirements to graduate.

Teaching Space Guidelines

It is a general rule that in allocating teaching space an allowance will be made for two square metres per student.

Student Orientation and Induction

Each new student is expected to participate in School of Contemporary Music's induction/orientation program, usually a combination of an a campus specific orientation event. The student is expected to complete this orientation no later than two weeks after the commencement of studies at School of Contemporary Music. This process is coordinated by the Director.

Principles of Course Delivery

The following principles frame the delivery of all School of Contemporary Music courses of study:

- equity and clarity of course content, assessment, workload, learning experience and outcomes across all delivery modes;
- common learning management system;
- timely and appropriate support of School of Contemporary Music personnel and tutors;
- timely and appropriate assessment feedback before the next assessment item is due;
- flexibility in pedagogical approaches and scaffolding of student learning;
- student access to the necessary resources to meet course requirements (as a condition of admission, students are required to have access to appropriate computer technology and the internet);
- a variety of assessment that caters to different learning styles;
- appropriately and adequately educated and skilled faculty and trainers;
- appropriate benchmarking, review and continuous improvement.

Responsible for implementation
Chair, Learning and Teaching

Key stakeholders
All staff and students

Procedures

Course Delivery Procedures

Policy owner: Chair, Academic Administration

Policy category: Academic: Learning and Teaching

Policy status: Approved

Related policies:

Course of Study Termination Policy

Delivery Site Classification, Selection and Approval Policy

Third Party Arrangement Implementation and Administration Policy

Non-Certificate Third Party Arrangement Policy

Last amended: 1st Dec. 2017