

## POLICY FOR THE ADMINISTRATION AND AWARD OF DOUBLE BADGED DOCTORAL DEGREES

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Any person who requires assistance in understanding any aspect of this document should contact The Dean of Graduate Studies, Adelaide Graduate Centre on ext. 36911

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### 1 Overview

The University of Adelaide is a research-intensive university that acknowledges the international nature of high quality research and its significance in training doctoral students. The University may at its discretion, and in accordance with the provisions of the University of Adelaide Act 1971, select suitable partner institutions of good research standing with which to award "double-badged" degrees. Section 6 (Power to confer awards) of the University of Adelaide Act states: "(1a) The power of the University to confer academic awards... includes the power to confer academic awards jointly with –

- (a) another university; or
- (b) a registered training organisation; or
- (c) another body specified in regulations made under subsection (4)."

Subsection (4) provides that the Governor may, on the recommendation of the Council, make regulations specifying a body for the purposes of conferring a joint academic award.

### 2 Scope

This policy governs the administration and award of traditional PhD programs (i.e. those which comprise a conventional written thesis presented as typescript) that are undertaken jointly at the University of Adelaide and an approved partner institution; it does not apply to doctoral degrees granted under a Cotutelle de These agreement.

### 3 Definitions

Memorandum of Understanding with Provision for the Offering of Double-Badged Programs (an MOU)	A written agreement between the University of Adelaide and a partner institution which defines the terms of cooperation between the two institutions and includes a specific provision for the offering of double-badged degree programs.
Double-Badged Degree	A degree awarded jointly by two institutions. The graduand receives a single degree testamur that bears the names and seals of both the University of Adelaide and the partner institution.
Double-Badged Degree Agreement (an agreement)	An agreement between the University of Adelaide and a partner institution (with which an MOU exists) that details the specific procedures to be adopted in administering double-badged doctoral degrees. The agreement must conform with this policy.
Double-Badged Doctoral Program (a program)	A course of study leading to the award of a double-badged doctoral degree.
Double-Badged Committee	Constitutes the people within the university authorised to approve a Double-Badged Agreement. At the University of Adelaide, the Double-Badged Committee will comprise the Joint Administrator, the Deputy Vice-Chancellor of Research, the Executive Dean (or nominee) of the relevant Faculty and, where the prospective partner institution is an international institution, the Pro Vice-Chancellor (International).
Joint Administrators	Two senior academics one from the University of Adelaide and one from the partner institution who have authority to administer the doctoral program as defined in this policy. At the University of Adelaide, the Joint Administrator will be the Dean of Graduate Studies.
Partner Institution	The institution that has agreed with the University of Adelaide to award a “double-badged degree”.
Principal Supervisors	The academics recognised by both institutions as being responsible for advising and supervising the candidate under the agreement governing the double-badged degree

#### **4 Policy Principles**

##### **4.1 Criteria for Establishing an Agreement for a Double-Badged Degree Program(s)**

An agreement to offer double-badged degree program(s) will be established only where the University of Adelaide is satisfied that the policies and procedures governing doctoral students at the partner institution are of an equivalent standard, and where a Memorandum of Understanding with provision for the offering of double-badged degree programs exists between the partner institution and the University of Adelaide.

Each candidate accepted into a double-badged program will be associated with a specified Academic Organisational Unit (AOU) at the University of Adelaide and a specified cognate AOU at the partner

university. For this purpose, an AOU may be a school, department or research centre approved to enrol PhD candidates.

Whilst the agreement to offer double-badged programs shall be at the institutional level, candidates will only be admitted to candidature in those AOU's where it is clearly demonstrable that the institution has both the academic resources and the infrastructure required to supervise candidates appropriately.

A Double-Badged agreement may only be established with the approval of the Joint Administrators and the Double-Badged Committee of the relevant institutions. The University of Adelaide Double-Badged Committee shall comprise the University of Adelaide Joint Administrator (the Dean of Graduate Studies), the Deputy Vice-Chancellor (Research), the Executive Dean (or nominee) of the relevant Faculty and, where the prospective partner institution is an international institution, the Pro Vice-Chancellor (International).

An agreement to establish a double-badged program will specify *inter alia*:

- (i) the period(s) of residence candidates will spend at each institution,
- (ii) the cost of any tuition fees as well as any additional costs that may be incurred in administering or supervising candidates within the program together with payment details
- (iii) arrangements for the handling of copyright and Intellectual Property and ethics approval

An agreement to establish a double-badged program shall normally, require candidates to comply with the *Academic Program Rules for the Doctor of Philosophy* as laid out in the *University of Adelaide's Postgraduate Calendar* and with the University of Adelaide's policies and procedures as laid out in "*The Code of Practice for Maintaining and Monitoring Academic Quality and Standards in Higher Degrees by Research*" in their entirety.

Any agreement requiring a variation from the University of Adelaide's specified rules, policies and procedures will be subject to the approval of the University of Adelaide's Double-Badged Committee acting on the recommendation of the University's Research Education and Development Committee.

#### **4.2. Administration of Double-Badged Degree Programs**

Admission of a candidate to a double-badged degree program will be conditional on the availability of a suitably resourced project and the availability of appropriate joint principal supervisors, one from each institution. A candidate must be accepted for admission at the primary institution prior to applying for admission to a double-badged program. A double-badged arrangement must be proposed by the candidate's principal supervisor at the primary institution and be formally registered no later than the end of the first year of enrolment. A prospective candidate for a double-badged degree program must satisfy the normal admission requirements of both institutions, including any language proficiency requirement before approval is given.

University of Adelaide primary candidates will be enrolled at the University of Adelaide for the duration of their candidature; primary candidates of other institutions will be enrolled at the University of Adelaide for the agreed period(s) of their residence within Australia. The research undertaken for the degree is to be divided between the two institutions with a minimum of 12 months (full-time equivalent) to be spent at the University of Adelaide. The candidate will normally complete a minimum of six months research, including the formulation of their research proposal to the satisfaction of the primary institution before being granted permission to undertake any research at the partner institution. For University of Adelaide primary candidates, completion of the Core Component of the Structured Program is generally required.

Full credit in the double-badged degree will be granted by the primary institution for periods of research conducted at the non-primary institution.

Each candidate admitted to a double badged program shall have a panel of supervisors. At a minimum this shall comprise the principal supervisors from each institution. Selection of supervisors shall require the approval of the Joint Administrators, the Head of the participating AOU's and in the case of the University of Adelaide the relevant Postgraduate Coordinator. A supervisory panel shall appoint a chair person who shall maintain records of regular panel meetings and discussions, advice to candidates and discussions with the Joint Administrators. Such records are to be copied to all members of the panel and upon request to one or both of the Joint Administrators.

The Adelaide Graduate Centre will, with the endorsement of the Joint Administrators, set out in a letter to the candidate the arrangements that will apply to his/her program. This will include: the names of the panel of supervisors and the joint administrators, periods of residence to be spent at each institution, arrangements for fees and the details of the examination process.

Resources permitting, the principal supervisor(s) in each university will be expected to meet in person at least once during each year of candidature, for the purpose of coordinating the research project and advising the candidate. The host university should ensure that the visiting advisor has appropriate office accommodation and access to physical resources. The host university would normally assist in locating suitable living accommodation for such visits.

Should the progress of the candidate fall below a satisfactory level, the joint administrators will consult but, in general, the University of Adelaide's standard rules of candidature as defined in "*The Code of Practice for Maintaining and Monitoring Academic Quality and Standards in Higher Degrees by Research*" shall apply. The Joint Administrators may continue the candidature with conditions, they may transfer the candidate to an appropriate program at the partner institution or the University of Adelaide or they may recommend the candidature be terminated.

If a candidate wishes to withdraw from a double-badged program the relevant form must be signed by the Joint Administrators in addition to the usual signatories.

#### **4.3 Conduct of The Examination Process**

There shall be a single examination process, which, will normally be the University of Adelaide's examination policy as set out in "*The Code of Practice for Maintaining and Monitoring Academic Quality and Standards in Higher Degrees by Research*" (see 4.1 above).

Reports from examiners, submitted to the University of Adelaide must be written in English.

#### **4.4 Award of the degree**

A candidate who successfully completes the program and its examination shall be awarded a degree that is recognised by a single testamur bearing the badges of the University of Adelaide and the partner institution.

#### **4.5 Joint Administrators**

The Dean of Graduate Studies will act on behalf of The University of Adelaide as the Joint Administrator of double-badged doctoral degrees.

#### **4.6 Resource Allocation**

The availability of resources to support the candidate and the research project, including the costs of travel between institutions, must be given due consideration before a candidate is accepted into a double-badged program.

Scholarship holders, depending on the conditions of their scholarships, may be eligible to study under a double-badged agreement. All scholarship and related financial considerations must be finalised, by the principal supervisors before approval to undertake a double-badged program is given.

#### **4.7 Completion**

Completion of a University of Adelaide primary candidate under a double-badged arrangement will contribute to the University's total completion count and will be included in the completions component of the formula for allocating RTS funding.

#### **5 Responsibilities**

The responsible Officer shall be the Dean of Graduate Studies, who will implement the policy in consultation with the Deputy Vice-Chancellor (Research), the Executive Dean of the relevant Faculty and, in the case of double-badging with an International institution, the Pro Vice-Chancellor (International).

The administration of this policy at the University of Adelaide will be the responsibility of the Adelaide Graduate Centre.

#### **6 Communication**

After approval and upon implementation, this policy will be posted on the University Policies website at [www.adelaide.edu.au/policies](http://www.adelaide.edu.au/policies) and on the Adelaide Graduate Centre web site. The policy is to be copied to the Executive Deans of Faculties, members of the Research Education and Development Committee (REDC) and the International Office for linking to the International web site.