

DOCUMENT TYPE	D	 <b>LA TROBE</b> UNIVERSITY
ADMINISTRATIVE	5	
STUDENT ADMINISTRATION	8	
GENERAL	1	
NUMBER	009	

## AWARD NOMENCLATURE PROCEDURES

<b>Parent Policy Title</b>	Testamurs Policy																							
<b>Associated Documents</b>	Testamurs Procedures Qualifications Policy Multiple Qualifications Policy Nested Qualifications Policy Posthumous Awards Policy Standard Specifications for Testamurs Procedures (limited circulation – held by Campus Graphics)																							
<b>Preamble</b>	La Trobe University issues testamurs for the conferral of awards and honorary degrees.																							
<b>General</b>	These procedures describe the standard nomenclature to be used for the statement of awards in testamurs.																							
<b>Table of Contents</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Item</th> <th style="text-align: left;">Section</th> </tr> </thead> <tbody> <tr> <td><b>Sub-degree awards</b></td> <td style="text-align: center;"><b>1</b></td> </tr> <tr> <td><b>Bachelor degree awards</b></td> <td style="text-align: center;"><b>2</b></td> </tr> <tr> <td><b>Bachelors honours degrees</b></td> <td style="text-align: center;"><b>3</b></td> </tr> <tr> <td><b>Graduate and postgraduate certificates and diplomas</b></td> <td style="text-align: center;"><b>4</b></td> </tr> <tr> <td><b>Masters degrees by coursework</b></td> <td style="text-align: center;"><b>5</b></td> </tr> <tr> <td><b>Masters degrees by research</b></td> <td style="text-align: center;"><b>6</b></td> </tr> <tr> <td><b>Masters honours degrees</b></td> <td style="text-align: center;"><b>7</b></td> </tr> <tr> <td><b>Professional doctoral degrees</b></td> <td style="text-align: center;"><b>8</b></td> </tr> <tr> <td><b>Doctor of Philosophy and other doctoral degrees</b></td> <td style="text-align: center;"><b>9</b></td> </tr> <tr> <td><b>Higher doctorate degrees</b></td> <td style="text-align: center;"><b>10</b></td> </tr> </tbody> </table>		Item	Section	<b>Sub-degree awards</b>	<b>1</b>	<b>Bachelor degree awards</b>	<b>2</b>	<b>Bachelors honours degrees</b>	<b>3</b>	<b>Graduate and postgraduate certificates and diplomas</b>	<b>4</b>	<b>Masters degrees by coursework</b>	<b>5</b>	<b>Masters degrees by research</b>	<b>6</b>	<b>Masters honours degrees</b>	<b>7</b>	<b>Professional doctoral degrees</b>	<b>8</b>	<b>Doctor of Philosophy and other doctoral degrees</b>	<b>9</b>	<b>Higher doctorate degrees</b>	<b>10</b>
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<b>1. Sub-degree awards</b>	<b>Permitted forms:</b> (a) Diploma in (specialisation) <b>OR</b> of (field of study) (b) Advanced Diploma in (specialisation) <b>OR</b> of (field of study) (c) Associate Degree in (specialisation) <b>OR</b> of (field of study) <b>Examples of sub-degree awards -</b> <b>(a) DIPLOMA OF ARTS</b> <b>(b) ADVANCED DIPLOMA OF INFORMATION PROCESSING</b> <b>(c) ASSOCIATE DEGREE IN ARTS</b>																							

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<p><b>2. Bachelor degree awards</b></p>	<p><b>Permitted forms:</b></p> <ul style="list-style-type: none"> <li>(a) Bachelor of (generic discipline descriptor)</li> <li>(b) Bachelor of (generic discipline descriptor) (Majoring in [major sequences])</li> <li>(c) Bachelor of (specialist descriptor)</li> <li>(d) Bachelor of (discipline) (specialist descriptor)</li> </ul> <p><b>Examples of bachelor generic degrees -</b></p> <ul style="list-style-type: none"> <li>(a) <b>BACHELOR OF ARTS</b></li> <li>(b) <b>BACHELOR OF BUSINESS</b> <i>(in Human Resources Management and Management) *</i></li> </ul> <p>* Where applicable in the case of a statement of major studies</p> <p><b>Examples of bachelor specialist degrees</b></p> <ul style="list-style-type: none"> <li>(c) <b>BACHELOR OF PHYSIOTHERAPY</b></li> <li>(d) <b>BACHELOR OF VISUAL ARTS</b> <b>(GRAPHIC DESIGN)</b></li> </ul>
<p><b>3. Bachelors honours degrees</b></p>	<p><b>Permitted forms:</b></p> <ul style="list-style-type: none"> <li>(a) Bachelor of (generic discipline descriptor) (Honours)</li> <li>(b) Bachelor of (generic discipline descriptor) Honours (specialist descriptor)</li> <li>(c) Bachelor of (generic/specialist descriptor) with Honours</li> <li>(d) Bachelor of (discipline) (specialist descriptor) (Honours)</li> </ul> <p>Note: Use of the word 'with' in conjunction with Honours may be applied to awards as determined by faculties for approval by Academic Board.</p> <p><b>Examples of</b></p> <ul style="list-style-type: none"> <li>(a) <b>Bachelor generic degrees Honours -</b> <ul style="list-style-type: none"> <li>• <b>BACHELOR OF ARTS (HONOURS)</b></li> <li>• <b>BACHELOR OF BUSINESS (HONOURS)</b></li> </ul> </li> <li>(b) <b>Bachelor generic degrees Honours and specialist descriptor -</b> <ul style="list-style-type: none"> <li>• <b>BACHELOR OF ARTS HONOURS (NATURE TOURISM)</b></li> <li>• <b>BACHELOR OF ARTS HONOURS (OUTDOOR EDUCATION)</b></li> </ul> </li> <li>(c) <b>Bachelor generic/specialist degrees with Honours -</b> <ul style="list-style-type: none"> <li>• <b>BACHELOR OF BUSINESS (HOSPITALITY MANAGEMENT) WITH HONOURS</b></li> <li>• <b>BACHELOR OF LAWS WITH HONOURS</b></li> <li>• <b>BACHELOR OF ARTS WITH HONOURS</b></li> </ul> </li> <li>(d) <b>Bachelor discipline/specialist degrees -</b> <ul style="list-style-type: none"> <li>• <b>BACHELOR OF COMPUTER SYSTEMS</b></li> <li>• <b>BACHELOR OF ENGINEERING (COMPUTER NETWORKS) (HONOURS)</b></li> <li>• <b>BACHELOR OF VISUAL ARTS (GRAPHIC DESIGN) (HONOURS)</b></li> </ul> </li> </ul>

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<p><b>4. Graduate and postgraduate certificates and diplomas</b></p>	<p><b>Permitted forms:</b></p> <ul style="list-style-type: none"> <li>(a) Graduate Certificate in (specialisation)</li> <li>(b) Graduate Diploma in (specialisation) <b>AND/OR</b> (discipline)</li> <li>(c) Postgraduate Diploma in (specialisation) <b>AND/OR</b> (discipline)</li> <li>(d) Postgraduate Diploma of (discipline) in (specialisation)</li> </ul> <p><b>Examples of graduate and postgraduate awards -</b></p> <ul style="list-style-type: none"> <li>(a) <b>GRADUATE CERTIFICATE IN ACUTE CARE NURSING</b></li> <li>(b) <b>GRADUATE DIPLOMA IN ACUTE CARE NURSING</b></li> <li>(c) <b>POSTGRADUATE DIPLOMA IN ACCOUNTING</b> <b>POSTGRADUATE CERTIFICATE IN MEDIA STUDIES</b> <b>POSTGRADUATE DIPLOMA IN EDUCATION (PRIMARY)</b></li> <li>(d) <b>POSTGRADUATE DIPLOMA OF NURSING SCIENCE IN CRITICAL CARE</b></li> </ul>
<p><b>5. Masters degrees by coursework</b></p>	<p><b>Permitted forms:</b></p> <ul style="list-style-type: none"> <li>(a) Master of (specialisation) <b>OR</b> (field of study)</li> <li>(b) Master of (discipline) in (specialisation)</li> <li>(c) Master of (field of study) Studies/Science</li> <li>(d) Master of (field of study) Studies/Science in (specialisation)</li> </ul> <p><b>Examples of masters degrees by coursework awards -</b></p> <ul style="list-style-type: none"> <li>(a) <b>MASTER OF SOCIAL WORK</b> <b>MASTER OF BUSINESS (INFORMATION SYSTEMS)</b></li> <li>(b) <b>MASTER OF ARTS IN ENGLISH</b></li> <li>(c) <b>MASTER OF NURSING STUDIES</b> <b>MASTER OF STATISTICAL SCIENCE</b></li> <li>(d) <b>MASTER OF HEALTH SCIENCES IN REHABILITATION COUNSELLING</b></li> </ul>
<p><b>6. Masters degrees by research</b></p>	<p><b>Permitted forms:</b></p> <ul style="list-style-type: none"> <li>(a) Master of (specialisation) <b>OR</b> (field of study)</li> </ul> <p><b>Example of masters degrees by research awards –</b></p> <ul style="list-style-type: none"> <li>(a) <b>MASTER OF ARTS</b></li> </ul>
<p><b>7. Masters honours degrees</b></p>	<p><b>Permitted forms:</b></p> <ul style="list-style-type: none"> <li>(a) Master of (specialisation) <b>OR</b> (field of study) with Honours</li> </ul> <p><b>Example of masters honours degrees awards -</b></p> <ul style="list-style-type: none"> <li>(a) <b>MASTER OF ARTS WITH HONOURS</b></li> </ul>
<p><b>8. Professional doctoral degrees</b></p>	<p><b>Permitted forms:</b></p> <ul style="list-style-type: none"> <li>(a) Doctor of (field of study) <b>AND/OR</b> (specialisation)</li> <li>(b) Doctor of (field of study) Sciences</li> </ul> <p><b>Examples of professional doctoral degrees awards -</b></p>

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	<b>(a) DOCTOR OF PSYCHOLOGY (CLINICAL NEUROPSYCHOLOGY)</b> <b>(b) DOCTOR OF CLINICAL SCIENCES</b>
<b>9. Doctor of Philosophy and other doctoral degrees</b>	<b>Permitted forms:</b> (a) Doctor of (nomenclature) <b>Example of Doctor of Philosophy and other doctoral degrees awards -</b> <b>(a) DOCTOR OF PHILOSOPHY</b>
<b>10. Higher doctorate degrees</b>	<b>Permitted forms:</b> (a) Doctor of (nomenclature) <b>Examples of higher doctorate degrees</b> <b>(a) DOCTOR OF LAWS</b> <b>DOCTOR OF LETTERS</b> <b>DOCTOR OF SCIENCE</b>
<b>Status</b>	New procedure.
<b>Approval Body</b>	Senior Management Committee
<b>Initiating Body</b>	Academic Services Division.
<b>Date Effective</b>	2009
<b>Next Review Date</b>	January 2011
<b>Keywords</b>	Articulated awards, double degrees, posthumous awards, student fraud, testamurs, University Seal.
<b>Owner/Sponsor</b>	Director, Academic Services
<b>Author</b>	Policy Unit, Academic Services Division
<b>Contact person</b>	Academic Services Policy Unit <a href="mailto:p.gilson@latrobe.edu.au">mailto:p.gilson@latrobe.edu.au</a> or <a href="mailto:D.villani@latrobe.edu.au">mailto:D.villani@latrobe.edu.au</a>