

Academic Staff Qualifications and Professional or Industry Experience Equivalence Policy

Section 1 - Purpose

(1) This Policy outlines the criteria for determining professional experience equivalence to [Australian Qualifications Framework](#) (AQF) qualification types.

(2) It follows the [Tertiary Education Quality and Standards Agency](#) requirement for academic teaching staff to possess qualifications at least one Qualification Standards level higher than the course of study being taught, or that they have equivalent professional experience.

Section 2 - Scope

(3) This Policy applies to both current and prospective academic staff engaged in teaching students enrolled in coursework units or courses, and employed by the University of Canberra (University), the University of Canberra College (UCC) or other Third Party Provider.

(4) The Policy does not apply to the academic staff involved in the supervision of candidates enrolled in University Higher Degrees by Research courses.

Section 3 - Principles

(5) Although academic staff will normally have the requisite level of qualification, without the need to rely on professional experience to demonstrate equivalence, it is recognised that some disciplines require a combination of registration, experience and qualifications to achieve expert-level professional standards, especially in professional areas where qualification standards have evolved over time, such as Architecture.

(6) Academic staff who are assessed on a combination of formal qualifications and professional experience must have formal qualifications to at least the same level as that being taught. Professional experience will only be used to assess one Qualification Standards level above that being taught.

(7) Professional experience must be current and relevant to the area being taught.

(8) Where units are co-taught the qualification requirements of teaching staff will relate to the highest level course in which any student in the unit is enrolled.

Section 4 - Responsibilities

Who	Responsibilities
Deans	To submit documentary evidence of prospective or current staff work history, academic qualifications and any other information relevant to applying this Policy, for Deputy Vice-Chancellor consideration. To follow up approved exceptions with People & Culture for completion of contracts.

Who	Responsibilities
Office of the Deputy Vice-Chancellor Academic	To retain a record of each exception signed off by Deputy Vice-Chancellor, by Faculty, with reasons approved for recognition of academic equivalence.
People & Culture	To retain records of staff working history and academic qualifications with the approved reasons for exceptions, within personnel files.

Section 5 - Procedure

(9) Refer to the [Academic Staff Qualifications and Professional or Industry Experience Equivalence Procedure](#).

Status and Details

Status	Historic
Effective Date	27th March 2023
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Approval Date	27th March 2023
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Custodian	Wendy Flint Chief People Officer
Responsible Manager	Ethan Althofer Program Manager
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