

**Legal
Studies**

**Honours
Handbook**

**FLINDERS UNIVERSITY
ADELAIDE • AUSTRALIA**

2008

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HONOURS IN LEGAL STUDIES

This Handbook is intended as a source of information and advice for prospective Honours candidates in Legal Studies. If you wish to discuss any questions you have about the Honours program you are encouraged to discuss them with the Honours Coordinator in the first instance or any other staff member in Legal Studies.

What is it?

Legal Studies offers an Honours program to students who are interested in undertaking intensive supervised research in Legal Studies. After the undergraduate degree students enrol in the 36 units Honours program which can be undertaken over one or two years. The course of study involves two 9 unit topics and an 18 unit, 15,000 – 18,000 word thesis.

Why do Honours?

There are many good reasons to do Honours. It gives you an edge over other applicants when applying for jobs. It is also a qualification that demonstrates your capacity to undertake higher degree research in Legal Studies or other disciplines. Honours also equips you with high level research, writing and organisational skills that are very attractive to employers. Finally these skills will be of great benefit whatever you chose to do after Honours whether it is a higher degree, further study in teaching, social work, accounting or another area, or entering the labour force.

For further information please contact the Legal Studies Honours Coordinator.

Coordinator of Honours Program:

Associate Professor Francis Regan

Phone: 8201 3197 or 8201 2637

Fax: 8201 3635

Email: francis.regan@flinders.edu.au

ENTRY REQUIREMENTS

Please note that if you wish to undertake Honours in Legal Studies you should always contact the Coordinator in the second semester of the year prior to your enrolment.

In order to enrol in the Honours program in Legal Studies candidates must meet the admission requirements of the Faculty of Education, Humanities, Law and Theology. Candidates can be admitted automatically on the basis of their grades, or on special grounds if they do not meet the automatic entry requirements. The BA Honours policies are explained below but they are also explained in the Bachelor of Arts (Honours) Degree – Structure Admission and Administration document at the back of this booklet.

Automatic Entry to Honours requires you to complete the ordinary degree, complete a major sequence in Legal Studies, and achieving a Grade Point Average of 5.25 in 24 units of upper level topics in Legal Studies.

The decision on a person's automatic admission to Legal Studies Honours will usually be made soon after the December meeting of the Examinations Board of the Faculty. Students will be notified and an enrolment package posted to them in time for enrolment in late January.

Honours may be undertaken on a full-time (one year, or two semesters) or part-time (two years, or four semesters) basis. Regardless of how the candidate intends to enrol, the proposed plan of study should be discussed with the Honours Coordinator by the end of the year prior to enrolment. Those who wish to undertake the program on a part-time basis should carefully consider their commitments in the light of the considerable study load required.

Special Entry to Honours is also possible where the candidate does not fulfil the above criteria for automatic entry, but believes that she/he has special grounds for admission. A student in this category must apply to the BA Office on the appropriate form available from the BA Office or Legal Studies office. The application is considered by the BA Board and Honours Coordinator in Legal Studies. The BA Board will take into account a recommendation from the Honours Coordinator, evidence of capacity to undertake Honours level work, and the student's academic background.

For Special Entry students would normally be expected to have achieved

- *either* a CR or better in 24 units of upper level topics in Legal Studies
- *or* a minimum Grade Point Average of 5.0 in 24 units of upper level topics in Legal Studies.

It may also be possible for students to combine Honours work in Legal Studies with Honours work in other Departments. Candidates considering a 'joint' Honours program should discuss this with the Honours Coordinators of the relevant Departments.

Can I study full time or part time?

Full-time students are required to complete all 36 units in the same year, or two consecutive semesters. Part-time students usually complete the Honours program in two consecutive years, or four semesters. See the Structure Admission and Administration documents later in this booklet for explanation of what to do in exceptional circumstances.

Part-time students usually complete 18 units of course work in the first year of their program and undertake the thesis in the second year. Alternatively students may enrol in one subject and enrol in 9 units of the thesis in each of the two years. Part-time students Enrolment status should be discussed with the Honours Coordinator prior to enrolment.

Is there mid year entry into Honours?

Students normally commence Honours at the start of the academic year, but mid-year entry is possible as well. Students should consult the Honours Coordinator about their program of studies prior to enrolling mid-year.

How do I apply and enrol?

Special entry applications should be made to the BA Office by the closing date, **31 December 2006**. Enrolment in the Honours program, however, will be in the enrolment week late in January 2008.

Can I withdraw from Honours?

An Honours student who withdraws will not be permitted to re-enrol as an Honours student in Legal Studies, except in exceptional circumstances and under conditions which the Faculty Board may determine. (Students who withdraw before 31 March will not be considered to have enrolled.) Students who withdraw from any topic before the withdrawal deadline will be graded as WN (withdrawn not failed). Students who withdraw after the withdrawal deadline will be graded WF (withdrawn, failed).

PROGRAM OF STUDIES

The Legal Studies Honours program consists of 36 units which comprises two parts:

(a) Students must complete an 18 unit thesis:

LEGL 7000 Honours Thesis in Legal Studies

Units: 18

Duration: Full year

Prerequisite: Honours standing

(b) Students must also complete two 9 unit topics one in each semester of full time study. (Note: Further topics may become available in 2008 so please check with the Department prior to enrolment.)

LEGL 7004 Policy Analysis: Legal Issues

Associate Professor Francis Regan

Units: 6/9	Level: H
Duration: Semester 1	Class Contact: 1 two-hour seminar per week

Associated Majors: Public Policy (Honours)

Prerequisite: Honours standing

This topic analyses and compares different approaches to policy analysis. The role of legal regulation in policy will be focused upon and a policy case study will be discussed in detail.

LEGL 7010 Special Topic in Legal Studies A

Associate Professor Francis Regan

Units: 9	Level: H
Duration: Semester 2	Prerequisite: Honours standing

This topic allows students enrolled in the Legal Studies Honours program to specialise in a particular area of interest that is not currently catered for by the standard offerings of the program. The actual subject for study will depend on the research expertise of the staff and the students' interests. Arrangements should be made with the Honours Coordinator in Legal Studies before enrolling in the topic. The topic is subject to staff availability.

THE THESIS

How long is the thesis?

The thesis shall be 15,000 – 18,000 words in length.

What is required in the thesis?

The thesis should demonstrate the student's abilities to collect and evaluate information; critically examine the major theories in the area of the chosen topic; and construct, test and defend an argument or thesis. Students are expected to collect, present, analyse, and interpret empirical, legal and theoretical material relating to a specific research problem. The thesis should provide evidence of the student's ability to plan and execute research, using relevant concepts and techniques, with the guidance of a supervisor. It should also demonstrate the student's ability to communicate research results clearly and concisely according to the conventions of scholarly dissertations.

To assist in the preparation of the thesis the student will be required to present a **Work-in-Progress Seminar** in semester 1 & 2. (See below)

How do I choose a thesis topic?

There are two ways that you can choose your thesis topic – design your own or choose from a list. Either approach requires you to discuss the topic with the Honours Coordinator well before the Honours year commences.

1. Design your own topic

Students often choose a topic by using one or more of the following approaches:

- thinking back over essay topics and identifying an area that they would have liked to explore in more detail but did not have the time to do so
- thumbing through journals in the library to see what is currently being researched and to identify gaps in existing literature
- talking with staff about things they are generally interested in so that they can narrow down a more specific topic
- reading material in the library in areas that they are broadly interested in so that they can identify an issue or problem that sparks their interest.

If you design your own topic, and you enrol in honours full time, you need to finalise it well before you commence your topics. If you enrol part time discuss the topic with the Honours Coordinator 2-3 months before you enrol in the thesis component of Honours.

2. Choose from a list

The alternative approach is to choose from a list of topics proposed by Legal Studies staff. These topics will be related to the current research interests of staff. They will therefore be able to give you guidance about gaps in the research, existing literature, and will be able to guide you closely in the

research from the start. This approach is therefore of great benefit if you do not have a clear topic to research.

The list of current topics follows but please discuss this option with the Honours Coordinator in order to ensure that the topic has not been chosen.

- The Regulation of dress code and the role of law in the stratifying of society
- The protection of movable cultural heritage and the adequacy of the Hague convention of 1954
- Museums, ethics and the law.
- Art theft in the international arena
- New Zealand's no-fault accident insurance scheme - the history, effectiveness, and weaknesses of the scheme
- The growth, current state and future prospects of Aboriginal and Torres Strait Islander Legal Services (ATSILS) in Australia
- Analysis of the growth of Ombudsman offices in Australia
- The differences between Aboriginal and Non-Aboriginal young people in the South Australian juvenile justice system.
- Origin and impact of Chinese legal reforms
- China's legal services policy
- Development of China's legal professions
- Consent for medial treatment
- Technology, Privacy and Surveillance
- Identity Theft
- Pornography and the Internet
- The effectiveness (or ineffectiveness) of the child protection system
- Aspects of Child Protection:
 - Discipline or Abuse?
 - Mandatory Notification of Child Abuse
 - Children's charities; who benefits?
- Juvenile Justice:
 - Court or diversion?
 - Restorative Justice
 - Differences between males and females in the criminal justice system
 - The medicalisation of criminal behaviour
 - Mental health issues in the criminal justice system

How do I develop the thesis?

In general, these steps would need to be followed by most students:

- (i) By 20 December of the year before a student begins the thesis he/she should have decided on their topic based on discussions with staff members. A student should also provide the Coordinator of the Honours program a short thesis proposal in which is set out the provisional title and

a brief description of the proposed research. The proposal should be a one page document which reflects substantial preparation having been undertaken in consultation with the Coordinator or other Legal Studies staff members. The supervisor will be appointed on the basis that they have appropriate background and expertise in the student's area of research. If necessary, joint or co-supervision may be arranged to provide the topic expertise. Members of staff are available for advice on this matter.

- (ii) On the basis of this document, and after consultation with staff and the student, the Coordinator will formally assign a supervisor, or supervisors, to each Honours student prior to the beginning of their Honours studies.

Students will also be required to attend a **Departmental Honours Seminar Series** where thesis preparation and writing will be discussed by staff and students. These seminars will generally be held in Semester 1.

- (iii) As a general rule, every Honours student should see their supervisor twice a month at a pre-arranged time for consultation and guidance with the progress of your theses. In some cases and at certain times of the year more frequent meetings may be necessary. The supervisor has the following responsibilities:

- (a) to assist in identifying a topic within the student's capabilities, yet sufficiently demanding for a first major research effort.
- (b) to meet with the student regularly, monitor progress, provide criticism and advice.
- (c) to refer the student where necessary to other literature, and other members of staff who may be able to offer specialist advice on particular problems.
- (d) to guide the student through the writing up and presentation phase, to point out excessive verbiage, illogical argument, poor style, but not to correct these faults or to rewrite the work for the student.

- (iv) While the supervisor will be the main guide and critic of the student's research, all members of staff should be regarded as potential sources of advice and expertise to be consulted by students. Accordingly, during May-June of the year in which the thesis is written each Honours student will present his/her research proposal at a **Departmental Honours Work in Progress Seminar** attended by members of staff and the other Honours students. The purpose of this is to facilitate a flow of information and ideas between staff and students. To this end, students are expected to speak to a written paper at the Seminar. In the light of the comments at the seminar the candidate may need to revise the proposal and may be required to give a second presentation if the first is unsatisfactory. A short paper must be provided one week before the relevant seminar, to be

circulated to all staff and Honours students to read in preparation for the seminar. This paper could incorporate a draft of a chapter, or a summary of all the chapters. It must include the title, the name of your supervisor, the question(s) to be addressed or the hypothesis to be tested, the data to be collected and the methods of analysis to be used. A critical literature review which locates the thesis within the relevant literature would normally be included.

- (v) Candidates will also present their thesis findings and conclusions to a **Departmental Honours Work in Progress Seminar** in semester. It would be expected that a substantial first draft of the thesis will be completed by this seminar which is held in the second half of the semester. The draft thesis would normally include drafts of all chapters and the conclusions formulated. The candidate would be expected to summarise these in the seminar. A short two page paper summarising the findings must be circulated to all staff and Honours students in preparation for the Seminar.

When do I need to produce the first draft?

We expect students to complete a draft of the whole thesis **by the beginning of Semester 2** of the year in which the thesis is submitted. This means the student then has 3 months in which to polish the thesis.

How and when do I submit the thesis?

- 1 Two copies of the thesis, with temporary binding, must be presented to the Coordinator by **the end of the first week of November** (see below). Extensions beyond this date will be granted by the Coordinator only under exceptional circumstances. Submission for an extension must be made in writing with the supervisor's agreement before the deadline.
- 2 The thesis should not exceed 18,000 words. After the thesis is marked and any corrections to it are made, two **hardbound** copies of the thesis should be given to the Honours Coordinator. One copy will be lodged in the library and the other in the Legal Studies Department.

How is the thesis presented?

The thesis should be presented in the following format:

- (i) typed on A4 paper, on one side of the paper only, double line spacing.
- (ii) margins at least 25mm on the left-hand side and 20mm on the right-hand side and sufficient at top and bottom to allow for trimming during binding.
- (iii) the thesis should incorporate, in the following order:
 - a) a title page giving the title of the thesis in full, the name of the candidate, the name of the Department and University, and the date when submitted in partial fulfilment of requirements for the degree.

- B7) a table of contents.
- c) a summary/abstract of not more than 200 words.
- d) an acknowledgment of help given.
- e) the main text.
- f) appendices, if any.
- g) bibliography conforming to academic style.
- (iv) Diagrams, figures, photos etc. should preferably be reproduced on A4 paper. All full page figures should form a right hand page with the legend at the bottom, or if necessary, on the page facing the figure. If photos, etc. are to be mounted on a page, a dry mounting process should be used.
- (v) Wherever possible, tables should be inserted in the appropriate place in the text, except lengthy or bulky matter which should appear as an appendix.
- (vi) Diagrams etc. exceeding A4 size should be folded so as to read as a right hand page when open.
- (vii) The thesis, when it is submitted to the library, must be sewn or stapled and bound with stiff covers. A list of book binders is available from the Honours Coordinator.
- (viii) The author's name should appear on the spine, or on the front cover.
- (ix) Footnotes must be in full at the bottom of the relevant page.

Do I need ethics approval?

Please note that if your research involves interviews with human subjects you will need to obtain approval from the University's Ethics Committee. Consult your supervisor or Honours Coordinator for more details. But note that the process can take some time.

ASSESSMENT AND GRADING

How is Honours work assessed?

All written work in Honours is marked by two or more assessors. **Assignments** for Honours topics will normally be marked by the Coordinator of the topic plus another member of the staff of the Legal Studies or another appropriate assessor. Two typed copies of each assignment must be submitted for assessment.

The **thesis** will be read and assessed by two academic staff: a staff member of Legal Studies (where this is appropriate) and by a second examiner drawn from the Faculty or from another university where appropriate. The assessment of the thesis is discussed below.

A. THESIS ASSESSMENT

The thesis will be examined using the following criteria as a guide:

High Distinction Grade 85-100%

The work shows clear competence in all areas (see General Requirements p.9) and the assessor is willing to assert that it is outstanding in at least some of them. It should demonstrate considerable command of research skills suggesting the potential for future research excellence as well as a substantial degree of flair and originality. It should show a strong potential for publication in an appropriate academic journal.

Distinction Grade 75-84%

The work shows few, and at most only minor, departures from clear competence in any of the relevant areas. It is solid with some flair or originality. The work may be worth following up as a pilot study provided the limitations are identified. At this level the work can be less than publishable but of interest for future research.

Credit Grade 65-74%

The thesis contains a number of flaws. These may compromise its adequacy as a research report in its existing form. However, the research cannot be considered to have been a failure and the major results obtained are not invalidated. There is a lack of insight into the significance of the problems.

Pass Grade 50-64%

Acceptable pass, its defects make the value of the results and/or conceptualisation dubious. The thesis warrants concern that it should ever have been undertaken in the manner it was conducted.

Fail 0-49%

The thesis is unacceptable at honours level. It cannot be salvaged. Either the validity of the results cannot be accepted or they do not bear on the theories discussed. Or the candidate has not been able to conceptualise or present the work in any acceptable fashion.

B. OVERALL HONOURS RESULT

The overall honours result (coursework and thesis) obtained by each student will be given to them, along with a report on their thesis, after it has been confirmed by the Examinations Board meeting in December. The level of Honours awarded is dependent on grades obtained in coursework and the Honours thesis. The level of Honours awarded equates with the following grades:

H1 - First Class

Outstanding scholarship and research potential overall.

Either (a) an overall average of 85% or more
Or (b) a mark of 85% or more in at least 22 units of work, with an overall average of not less than 81%

H2 - Second Class Division

A high level of scholarship and research potential overall.

Either (a) an overall average between 75% and 84% inclusive
Or (b) a mark of 75% or more in at least 22 units of work, with an overall average of not less than 73%

H2B - Second Class Division B

A substantial level of scholarship overall.

An overall average between 65% and 74% inclusive.

H3 - Third Class

A satisfactory level of scholarship.

An overall average between 50% and 64% inclusive

Fail

An overall average of less than 50%

RECENT HONOURS THESES

Over the last few years students have undertaken research in the following areas for their Honours thesis in Legal Studies:

- The appropriateness of mediation in violent relationships
- European union citizenship
- The effectiveness of stalking laws
- The South Australian Public Solicitors Office
- Whether mediation is 'second-class' justice
- The Law Society of South Australia Legal Assistance Scheme
- The purpose of community legal education
- Prostitution law reform
- The effectiveness of community policing
- Family group conferencing in the South Australian juvenile justice system
- Principles of mental health policy in involuntary detention
- Rural urban differences in juvenile sentencing in South Australia
- The role of volunteers in Women's Legal Services
- Same sex marriage in the Netherlands
- Prostitution law reform failure in South Australia
- Child Abuse policy reform in South Australia
- The effectiveness of enshrining legal rights

HIGHER DEGREE THESES

Honours is not the end of university study. On the contrary, a number of students have proceeded to study for a higher degree after finishing their Honours degree in Legal Studies. A number have also been awarded scholarships to undertake their higher degrees.

Currently Legal Studies students are conducting research towards their higher degree in the following areas:

- The social construction of 'parent blaming'
- The assistance to 'litigants in person' in the Family Court
- Children's rights in refugee detention centres in Australia
- Advocacy in mental health tribunals
- Legal knowledge of IVF offspring
- Community development and community policing
- Victims of violent workplace crime
- Same sex marriage in the Netherlands
- Legal aid provision in South Australia
- The effectiveness of class actions in Australia

STAFF RESEARCH AND TEACHING

Professor Francis Regan, PhD (Flinders), BA (Hons), B Soc Admin, M Pol Admin.

Francis' research interests focus on comparative study of law and policy. His research examines legal services policy in Scandinavia and more recently China. He was awarded an Australian Research Council Discovery Grant for 2006-2008 to examine China's legal aid policy. He is a member of two international research groups: one examines legal services, the other family law and policy. He is the Principal Editor of "The Transformation of Legal Aid: Comparative and Historical Studies" published by Oxford University Press in 1999. Other recent publications include (with Prof Jon Johnsen) "Against the tide? Is Finland swimming against the tide of legal services reforms?" *Civil Justice Quarterly* (2006), (with Dr Don Fleming) "The rise and demise of the Australian Legal Aid Office" *International Journal of the Legal Profession* (2006), "China's legal aid policy: The development of policy", *Civil Justice Quarterly* (2004), "Legal Expense Insurance and Legal Aid: Two sides of the same coin?", *Journal of Law and Society* (2004), "Retreat from Equal Justice? Assessing the recent Swedish legal aid and family law reforms", *Civil Justice Quarterly* (2002). He is currently writing a book with Prof Jon Johnsen, (Dean of Law, University of Oslo) comparing legal services in a Scandinavia, Australia and China and is editing a book examining China's legal aid policy. Since joining Legal Studies in 1991 he has taught in *Access to Justice*, *Researching Juvenile Crime*, *Citizenship in Australia*, *Family*, *Comparing Legal Cultures*, and *Mediation: Theory and Practice* and the Honours topic *Policy Analysis: Legal Issues*. In 2002 he was awarded the Flinders University Vice Chancellor's Award for Excellence in Teaching.

Ms Cheryl Simpson, BA (Hons) MA (Crim) La Trobe University

Cheryl teaches and researches in the area of law and cultural heritage, art theft, sumptuary law, human rights and criminal justice. Cheryl has been a long standing member of the editorial board of the *Alternative Law Journal* and has been the editor of a number of special issues including *Serial Killers*, *Law and Art*, *Cultural Heritage* and the *Law and Public Health Law*.

Cheryl's interest in the visual arts and law is maintained through both her research, art practice and community involvement in the arts. She also maintains a strong commitment to social justice issues in teaching and research.

Cheryl is currently writing the forthcoming text 'From Heritage to Terrorism: Regulating Tourism in an Age of Uncertainty.'

Cheryl's book publications include:

Simpson, C and Hil, R *Ways of Resistance; Social Control and Young People in Australia*, Sydney, Hale & Iremonger, 1995.

Chanock, M and Simpson, C *Law and Cultural Heritage*, Melbourne, La Trobe University Press, 1996

Couvalis, G, Macdonald, H and Simpson, C *Cultural Heritage: Values and Rights*, Bedford Park, Flinders University Press, 1998

Mr Paul Marks, BA (Hons), Flinders University

Paul's research interests include, workplace crime, crime victims, medical and professional ethics, the implementation of public policy and state regulation of citizens 'private' lives. His current PhD project examines formal and informal responses to violent workplace crime focusing on how injured workers perceive the responses to their victimisation. Preliminary results suggest the stigma associated with workers' compensation and psychological injury present ongoing difficulties for this group of injured workers. Paul has recently produced two publications about violent workplace crime for a research project that was funded by the WorkCover Grants Scheme

Paul has taught in *Australian Legal System*, *Contemporary Legal Issues*, *Access to Justice in Australia*, *Small Business: Legal Issues and Technology*, *Regulation and Society*. He is a member of the Editorial Committee for the *Alternative Law Journal*.

Ms Mary McKenna, (BA Hons) Flinders University

Mary's research interests include, family violence, juvenile justice, court diversion programs and restorative justice, the impact of child protection policies, magistrates courts, social welfare, social justice and equity, public policy and criminological theory.

In Legal Studies she currently teaches in *Researching Juvenile Crime*, *Child Protection* and *Public and Environmental Health*. She is also involved in teaching in *Seminar in Justice and Society*. She has previously also taught in *Access to Justice* and *Australian Legal System* in Legal studies and in the *Foundation Course* at Flinders University.

Her current PhD thesis 'The Social Construction of Parent Blaming' investigates the effects on parents of antisocial and illegal adolescent behaviour, examining policy and welfare responses to the problems.

Mary has conducted research on Family Conferencing in the South Australian Juvenile Justice system for her honours thesis and a subsequent Griffith University Department of Criminology research project. She has also worked on a large scale national project researching the everyday work of Magistrates Courts in Australia conducted from the Law School at Flinders University.

In 2001 she was awarded the Flinders University Equal Opportunity medal for her contribution to the promotion of Equal Opportunity principles at Flinders University and within the wider community.

BACHELOR OF ARTS (HONOURS) DEGREE

STRUCTURE, ADMISSION AND ADMINISTRATION

1

- 1.1 **Number of units in an Honours program:** A BA Honours degree is equivalent to a fourth year of full-time study and should comprise 36 units. A student may take more than 36 units only if there is a significant change of academic focus in the course of completing the degree. This, however, should be regarded as an exception, with approval on academic grounds being required. If a student takes more than 36 units without express approval, then the first 36 units would count towards the degree. With regard to cross-institutional study in Honours programs, no less than 18 units, including the thesis, must be taken at Flinders University. A written agreement should be established between the Schools/Departments involved in the cross-institutional program sufficient so that an overall result and class of Honours can be reported by the Flinders School/Department involved in the cross-institutional program.
- 1.2 **Length of time for an Honours program:** The Honours degree is normally designed for completion in 2 consecutive semesters for full-time students and 4 consecutive semesters for part-time students. Some part-time students may require 5 consecutive semesters to construct their academic program and coursework. Under exceptional circumstances, approval may be given for part-time students to extend their degree over 6 consecutive semesters, but only on application.
- 1.3 **Mid-year entry into Honours:** An Honours program would normally commence at the beginning of the year, but students may enrol in their Honours program mid-year, contingent upon the availability of resources and supervision and an appropriate academic structure that enables them to complete the requirements of their Honours program within the designated period. There may be limited availability of coursework options for students enrolling mid-year.
- 1.4 **Length of time to complete the thesis component in an Honours program:** Honours theses are expected to have a weighting of 12 or more units. Normally the thesis component of the Honours degree would be completed in two consecutive semesters. Part time students enrolled in theses with a higher unit value than the coursework component may require additional time, within the constraints noted above.
- 1.5 **Level of coursework:** All Honours coursework must be identified as

such and assessed at Honours level. Although third level and Honours topics may run concurrently, the different levels must be clearly identified and 7000 topics must be assessed at Honours level. Any prerequisites for Honours should be stipulated in the requirements for Honours. These topics should be taken separately and not as part of the Honours program.

1.6 Assessment of Honours work: All Honours work should be assessed by at least two assessors. It is desirable that the Honours thesis be assessed by one examiner external to the School/Department. All students in a School/Department should be assessed in a consistent manner.

1.7 Joint Honours: For admission into a joint Honours program, a student should normally be eligible to undertake Honours in both areas of study. As near as possible, within the joint program, there should be an equal division of Honours work between the two Schools/Departments. While the thesis would normally be taken in one area of study, it must be acceptable to both Schools/Departments. A written agreement should be established amongst the Schools/Departments involved in the joint Honours program, setting out the student's program. The reporting of the overall result and class of Honours should be the responsibility of one of the Schools/Departments involved.

2

2.1 Automatic entry to Honours: In order to be eligible for automatic entry to Honours, students would normally be expected to have achieved a Grade Point Average of 5.25 in 24 units of upper-level topics in the major sequence relevant to the proposed Honours program. Individual Schools/Departments may require specific topics as prerequisites for entry to Honours programs. Students should consult the University Course Information.

2.2 Standards for application for admission to Honours: Students not granted automatic entry to Honours may apply to the BA Board for admission. Students applying for entry to Honours would normally be expected to have achieved:

- either CR or better in 24 units of the upper level of the major sequence relevant to the proposed Honours program,
- or a minimum grade point average of 5.0 in 24 units of upper-level topics in the relevant major sequence. Such students should apply for admission to Honours through the BA Board which would consult the relevant School/Department. Other students wishing to undertake Honours may also apply for admission to Honours through the BA Board which would consult the relevant School/Department. Applicants

from outside Flinders University are encouraged to apply for admission to Honours. The BA Board will assist Schools/Departments to determine eligibility.

2.3 Due date for applications: Applications for admission to Honours will normally be processed in early January, or early June for mid-year entry, allowing time for an enrolment package to be posted to the student.

2.4 Concurrent admission into Honours: Students may be permitted to complete up to 12 units of their Bachelor degree concurrently with the commencement of Honours candidature, but these 12 units may not include requirements for the major sequence or prerequisites for admission into Honours.

3

3.1 Thesis unit value: The minimum size of an Honours thesis is 12 units.

3.2 Length of validity of offers into Honours: Offers of admission into an Honours program, whether automatic or on application, should stand for two years, subject to the availability of supervision and resources in the School/Department in which the program will be undertaken.

3.3 Intermission of candidature: Students will normally be eligible to intermit their Honours candidature for a maximum period of two consecutive semesters.

3.4 Limit on the length of extensions for Honours theses and/or topics: Extensions for Honours theses and/or topics are normally granted for up to three months, other than in exceptional circumstances. Students may find it necessary to re-enrol in topics if an extension carries their period of study past the HECS census date.

3.5 Limit between the original due date for the thesis and the submission of an application for extension: Applications for extension of the due date for an Honours thesis must be submitted in a timely fashion, normally one month before the final submission date, other than in exceptional circumstances.

3.6 Limit on thesis attempts: Students may withdraw from the Honours thesis component once only, other than in exceptional circumstances.

3.7 Limit on retrospective Withdraw Not Fail (WN) grades: Students may be granted only one retrospective Withdraw Not Fail (WN) per Honours topic.

3.8 Failing Honours topics: Students may repeat or replace only one failed Honours topic, other than the thesis, either by re-enrolment in that topic or enrolment in a new topic. Students will not be allowed to repeat a failed Honours thesis. Any failed topic would be included in the calculation of the overall result and class of Honours. Students who fail

more than one topic in an Honours program, or fail the same topic more than once, will be required to show cause. The process for show cause is administered by the Student Progress Committee.

The Faculties of EHLT, Science and Engineering, and Social Sciences approved the guidelines in November 2001.

Academic Senate supported the entry requirements for BA Honours on 6 March 2002, but also endorsed the principle that students who commenced a course under a particular rule/provision should be permitted, if they so choose, to complete under that rule/provision. In the case of admission to BA Honours, this may mean that current students may qualify for automatic entry to certain Honours programs where their GPA is less than 5.25 in specified topics.

The guidelines came into effect in 2003.

ACADEMIC CALENDAR 2008

Semester One			
Week 1	3 Mar	7 Mar	
Week 2	10 Mar	14 Mar	Adelaide Cup, 10 March
Week 3	17 Mar	21 Mar	Good Friday, 21 March
Week 4	24 Mar	28 Mar	Easter Monday, 24 March & Census Date, 28 March
Week 5	31 Mar	4 Apr	
Week 6	7 Apr	11 Apr	
Mid-Semester Break	14 Apr	18 Apr	
Mid-Semester Break	21 Apr	25 Apr	Anzac Day, 25 April
Week 7	28 Apr	2 May	
Week 8	5 May	9 May	
Week 9	12 May	16 May	
Week 10	19 May	23 May	
Week 11	26 May	30 May	
Week 12	2 Jun	6 Jun	
Week 13	9 Jun	13 Jun	Queen's Birthday, 9 June
Week 14	16 Jun	20 Jun	Swot Vac
Assessment	23 Jun	4 Jul	
Mid-Year Break	7 Jul	25 Jul	
Semester Two			
Week 1	28 Jul	1 Aug	
Week 2	4 Aug	8 Aug	
Week 3	11 Aug	15 Aug	
Week 4	18 Aug	22 Aug	
Week 5	25 Aug	29 Aug	Census Date, 29 August
Week 6	1 Sept	5 Sept	
Week 7	8 Sep	12 Sep	
Week 8	15 Sep	19 Sep	
Mid-Semester Break	22 Sep	26 Sep	
Mid-Semester Break	29 Sep	3 Oct	
Week 9	6 Oct	10 Oct	Labour Day, 6 October
Week 10	13 Oct	17 Oct	
Week 11	20 Oct	24 Oct	
Week 12	27 Oct	31 Oct	
Week 13	3 Nov	7 Nov	
Week 14	10 Nov	14 Nov	Swot Vac
Assessment	17 Nov	28 Nov	

CRITICAL DATES 2008

Friday 28 September 2007	Closing date for 2008 SATAC applications to change course	
First Semester Topics		
Thursday 6 March	Last day to pay Semester 1 Up Front HECS or tuition fees	
Friday 7 March	Last day to enrol in new topics	
Friday 28 March	Census Date	
	Last day to purge topics from student record	
	Last day to withdraw without incurring HECS charges, tuition fees or Student Services Fee for Semester 1	
Friday 9 May	Last day to withdraw without failure	
Friday 13 June	Last day to withdraw	
Second Semester Topics		
Friday 1 August	Last day to enrol in new topics	
Thursday 7 August	Last day to pay Semester 2 Up Front HECS and tuition fees	
Friday 29 August	Census Date	
	Last day to purge topics from student record	
	Last day to withdraw without incurring HECS charges, tuition fees or Student Services Fee for Semester 2	
Friday 3 October	Last day to withdraw without failure	
Friday 7 November	Last day to withdraw	
Full Year Topics		
Thursday 6 March	Last day to pay Student Services Fee for Semester 1	
	Last day to pay Semester 1 Up Front HECS or tuition fees	
Friday 7 March	Last day to enrol in new topics	
Friday 28 March	Last day to purge topics from student record	
	Last day to withdraw without incurring HECS charges, tuition fees or Student Services for Semester 1	
Thursday 7 August	Last day to pay Semester 2 Up Front HECS and tuition fees	
Friday 29 August	Last day to withdraw without incurring HECS charges, tuition fees for Semester 2	
Friday 3 October	Last day to withdraw without failure	
Friday 7 November	Last day to withdraw	
Summer Schools, Short Topics and Intensives		
	Topics of less than 6 weeks	Topics 6 weeks or longer
Last day to withdraw without incurring HECS charges or tuition fees	Last day of lectures or study	14 days after commencement
Last day to withdraw without failure	2/3 through the teaching period for the topics	2/3 through teaching period for the topics
Last day to withdraw	Last day of teaching	Last day of teaching

Please Note: You need to be enrolled in 13.5 units each semester to remain eligible for Youth Allowance or AUSTUDY. If you withdraw from a topic and your total study load is reduced below 13.5 units in a semester, you must notify Centrelink.