

Exemption from Interim Assessment Policy

Category/Sub Category	Teaching and Learning / Teaching
Policy Number:	LAW 2.10
Name of Policy:	Exemption from Interim Assessment
Applicability:	All Law Students
Contact Position:	Manager Student Services, Associate Dean (Students)
Policy Status:	Approved (Issue 1)
Date of approval:	Historical (Migrated from Faculty of Law Academic Policies & Procedures Manual)
Date last amended:	15 November 2012 (date of migration)
Date of next review:	15 November 2014
Related policies:	Link (to the collection of relevant corporate policies) Queries: QA Officer, Faculty of Law

1. Overview

- 1.1. The Bond Law Degrees are not offered externally and students are expected to attend lectures, tutorials, examinations and other required academic activities as and when they of the Bond degree is the requirement that students develop the skills of oral presentation and justification of legal argument in an interactive oral environment and in formal written papers. These skills are a central and crucial part of the degree.
- 1.2. The Faculty of Law also recognises the vital importance of a satisfactory career path to our graduates. Accordingly, students in the final stages of their degree who have demonstrated the skills outlined in paragraph 2 (above) may be given special consideration in respect of up to two subjects if precluded from attending or participating in interim assessment tasks due to permanent employment commitments.
- 1.3. Students are expected to forecast and budget their financial commitments prior to enrolment generally, and in each semester. General financial hardship would not normally be regarded as a relevant consideration and students experiencing financial difficulties are encouraged to defer their studies until such time as they can consolidate their finances.

2. Definitions

3. The Policy

- 3.1. Applications for exemption from tutorials or other interim assessment tasks must be submitted to the Associate Dean (Students).

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- 3.2. The decision to exempt a student from an interim assessment is the responsibility of the Associate Dean (Students).
- 3.3. Students who are granted an exemption from any aspect of interim assessment may be required to substitute some activity of equal academic worth in place of the exempted activity. This substitute activity will carry the same marks as the exempted activity.
- 3.4. Students will not be granted an exemption (except in the most extraordinary and unusual circumstances) unless they are in their final semester and then not for more than two subjects and only when they are precluded from participating in interim assessment exercises by reason of employment considerations.
- 3.5. Exemptions will only be granted after the explicit acknowledgment by the student that no further special consideration or arrangements will be granted (ie the students must comply with all other assessment requirements and present themselves on campus to sit for examinations and other assessment at the normally scheduled time).
- 3.6. This policy will apply in respect to all applications for exemption from tutorials, skills exercises or other participatory assessment exercises.

3.7. Administrative Procedures

- 3.7.1. Formal application is to be made, in writing, to the Associate Dean (Students) supported by such documentary evidence as is necessary to prove and support the reasons underlying the application.
- 3.7.2. Upon receipt of the application, the Associate Dean (Students) will determine whether the application should, in principle, be considered and, if so will confer with the Subject Coordinator to determine an appropriate substitute project(s).
- 3.7.3. If the Associate Dean (Students) determines that the application should be granted, that decision will be relayed to the applicant in writing, advising the student of the requirements as to the substitute activity and such other conditions as is deemed appropriate.
- 3.7.4. Subject Coordinators should ensure this exemption is denoted on the excel sheet so the required adjustment in marks is made at the end of semester.

4. Related Policies/Procedures

5. Related Guidelines and Forms

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