Individual Study Policy – Masters and Postgraduate Diploma Students

Category/Sub Category	Teaching and Learning / Academic Program Management
Policy Number:	**LAW 2.04**
Name of Policy:	**Individual Study Policy – Masters and Postgraduate Diploma Students**
Applicability:	Masters and Postgraduate Diploma students
Contact Position:	Student Services Manager
Policy Status:	Issue 3
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Related policies:	Link (to the collection of relevant corporate policies) Queries: QA Officer, Faculty of Law

1. Overview

This policy sets out the current practice in relation to a Masters student's entitlement to complete two individual studies, and to provide a possible option for the completion of a third individual study, in circumstances where the student wishes to pursue a theme or focus not catered for by the Faculty's postgraduate elective offerings.

It also addresses the entitlement of a Postgraduate Diploma in Law student to complete one individual study in the circumstances described above.

2. Definitions

Masters student: A student enrolled in the LLM, MBL or MJuris degree.

Note: LLM(Legal Practice) and LLM(International Legal Practice) students are outside the scope of this policy due to the subject structures in place for these degrees.

Postgraduate Diploma student:
A student with a pre-existing undergraduate degree enrolled in a Juris Doctor degree

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Elective offering: A subject offered which when completed and combined with all pre-requisites for a specific degree, complete the degree program.

3. The Policy

3.1. Masters Students

3.1.1 In the case of an individual study undertaken by a Masters student, the student will provide a 10,000 word paper in satisfaction of the requirements of the subject. The student will regularly meet with a Faculty member during the semester to finalise a topic, determine methodology and discuss progress. The Faculty member will provide advice and assistance, and mark the produced paper. It is expected that the individual study will be completed in time to allow marking and confirmation at the Board of Examiners meeting of that semester.

3.1.2 A Masters student may complete up to two elective subjects by two individual studies, subject to the approval of the Associate Dean (Students) based upon the following criteria:

a) A Faculty member must be prepared to supervise the student on an agreed topic within their area of expertise and the topic should be a discrete area of inquiry not covered in previous undergraduate or postgraduate studies by that student to avoid 'double-dipping'.

b) The student will normally be required to have a 75% or above average in a minimum of two 15 CP postgraduate elective subjects credited towards the degree.

c) There is no subject offered or intended to be offered within the term of the expected length of the student's degree that would adequately satisfy the topic area of the individual study.

3.1.3 If appropriate supervision is available, a Masters student may replace two elective subjects with a minor dissertation worth 30 CP, subject to the approval of the Associate Dean (Students) based upon the above criteria.

3.1.4 A Masters student may complete a third individual study if necessary to complete a theme or focus developed in their Masters studies subject to the approval of the Associate Dean (Students) based upon

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the above criteria, but with the additional criterion that there should be more than one supervisor for the three individual studies.

3.1.5 A Masters student will not be entitled to obtain credit using individual studies for any more than 50% of the total postgraduate coursework component for their Masters degree at Bond Faculty of Law.

3.2. Postgraduate Law Students

3.2.1 A student enrolled in the Postgraduate Diploma in Law may replace one elective subject with an individual study subject to the approval of the Associate Dean (Students) based on criteria (a) and (c) above, and taking into account the student's prior academic record.

4. Related Policies/Procedures

5. Related Guidelines and Forms

Application for Individual Study in Law – see page 4

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APPLICATION FOR INDIVIDUAL STUDY IN LAW – Master of Laws / Postgraduate Diploma in Law

BOND UNIVERSITY
FACULTY OF LAW

Please Note:

- Individual studies in Law are available in exceptional circumstances only and are not available in an area in which a course is being offered in the semester

1. INDICATE YOUR STUDENT NUMBER AND NAME:

STUDENT NUMBER _____ FAMILY NAME _____ GIVEN NAMES

2. WHAT IS YOUR CURRENT ACADEMIC PROGRAM? _____

3. HAVE YOU PREVIOUSLY COMPLETED AN INDIVIDUAL STUDY IN LAW? YES ☐ NO ☐

4. WHAT SEMESTER AND YEAR DO YOU WANT TO COMMENCE THE INDIVIDUAL STUDY IN LAW?

JANUARY 20__ ☐ MAY 20__ ☐ SEPTEMBER 20__ ☐

5. LIST THE PROPOSED SUBJECT AREA:

_____

_____

6. LIST THE PROPOSED SUBJECT TOPIC:

_____

_____

7. STUDENT SIGNATURE: _____ **DATE:** _____

8. SUPERVISOR NAME: _____

9. SUPERVISOR SIGNATURE: _____ **DATE:** _____

ADVISOR USE ONLY

Completed minimum of 2 X 15CP postgraduate electives? (Masters students only)	☐ YES	☐ NO
Minimum 75% average met to undertake individual study? (Masters students only)	☐ YES	☐ NO
Is the student completing a Minor Disertation (30 CP)? (Masters students only)	☐ YES	☐ NO

☐ Student Enrolled Subject Code: _____ Date: _____