

Australian Higher Education Graduation Statement Policy

November 2021 - This document is rescinded and replaced by the [Conferral and Graduation Policy](#).

Section 1 - Purpose

(1) This Policy governs Charles Sturt University's [Australian Higher Education Graduation Statement \(AHEGS\)](#). The AHEGS is a standardised document used across the Australian Higher Education sector. It is issued at graduation for Australian Qualifications Framework endorsed degrees in addition to the testamur and academic transcript and provides an easy-to-understand description of the sector itself, the nature of the qualification a student has been awarded, and the institution which has awarded the qualification.

(2) This Policy details how information is approved for inclusion in the Charles Sturt University AHEGS, which information is currently approved for inclusion and the governance of the production of the AHEGS itself.

Section 2 - Glossary

(3) In this Policy:

- a. AHEGS – refers to the Australian Higher Education Graduation Statement; and
- b. CASIMS – refers to the Course and Subject Information Management System, Charles Sturt University's course accreditation software.

Section 3 - Policy

Part A - Approval

(4) The Academic Senate approves for Charles Sturt University (the University) that content and style of the AHEGS which may be modified by individual institutions.

(5) Information to be included on an AHEGS should be predominantly descriptive of a student's experience rather than promotional of the University.

(6) Faculty requests for changes to the Charles Sturt University AHEGS should be forwarded to the Office of Governance and Corporate Affairs, to organise discussion by all Faculty Boards before forwarding to the Academic Senate for consideration.

(7) Divisional or other requests for changes to the AHEGS should be forwarded to the Office of Governance and Corporate Affairs, for advice on progression to the Academic Senate for approval.

(8) The approved current version of the Charles Sturt University AHEGS is maintained by the Division of Student Administration.

(9) Changes to the AHEGS will require assessment by the Division of Student Administration and other relevant sections of any technical and other implementation requirements. The Office of Governance and Corporate Affairs will facilitate this consultation when requests for changes are forwarded to it, if required, and proposals should therefore allow time for this to occur.

Part B - Content of the Charles Sturt University AHEGS

(10) The currently approved content of the Charles Sturt University [AHEGS](#) is as required by the Commonwealth Guidelines for the Presentation of the [Australian Higher Education Statement \(AHEGS\)](#).

(11) As provided for in the Guidelines, optional information included in the Charles Sturt University [AHEGS](#) will include:

- a. Section Two – The award:
 - i. Features of the course, such as professional placements, industry-based learning, overseas study or work integrated learning; and
 - ii. Course Accreditation.
- b. Section Four – The graduate’s academic achievements:
 - i. workplace learning;
 - ii. institutional organised study abroad or independent overseas study credited to the award;
 - iii. major practicum or professional training placements;
 - iv. assessed competencies or graduate employability skills;
 - v. prizes;
 - vi. institution or faculty medals;
 - vii. special distinctions; and
 - viii. internally or externally-funded scholarships based on academic merit.

Section 4 - Procedures

(12) AHEGS text for each course is entered into the Course and Subject Information Management System (CASIMS) by Faculties.

(13) Different versions of a course and therefore possible cohorts of students may require different AHEGS statements, and the appropriate version of an AHEGS statement is determined via the program code, allocated in the CASIMS AHEGS Award Text function.

(14) Faculties determine whether a given prize, as defined by the [Prizes, Scholarships and Grants Policy](#), is appropriate for inclusion on a student’s AHEGS.

(15) Information provided by Faculties in the AHEGS Award Text function is for use on the AHEGS and should not be altered for other purposes.

Section 5 - Guidelines

(16) Nil.

Status and Details

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Effective Date	19th February 2021
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