

Awards and Titles Policy - Rescinding and Relinquishing

Section 1 - Purpose

(1) This Policy applies to the academic and other awards and titles conferred by the University Council.

Section 2 - Glossary

(2) Nil.

Section 3 - Policy

Part A - Rescinding Awards and Titles

Grounds for Rescission

(3) The Council may, by resolution, rescind an award or title that it has conferred on a person where it finds that the award or title was conferred:

- a. in error; or
- b. in reliance upon information that was subsequently found to be false or misleading or incomplete; or
- c. under other circumstances such that, had the Council been aware of those circumstances at the time of conferral, it would not have conferred the title or award in question.

The Act of Rescission

(4) When an award or title is rescinded the University Secretary shall:

- a. in the official signed minutes of the Council and/or its committees and in any other relevant documents, rule-out all references to the award and annotate such rule-outs with the words "rescinded by the Council on [date] by resolution CNL[number]."
- b. advise the person in writing that his or her award or title has been rescinded and instruct the person to not, in the future, cite the award or title or otherwise assert or imply that he or she holds the award or title that has been rescinded;
- c. request the person to return to the the University the documentation that attests to the conferral of the award or title and advise the person that failure to do so may result in the the University making a public announcement in the press that the award or title has been rescinded (Subject to Part C below re lost or destroyed documentation);
- d. advise the relevant sections of the the University including if appropriate, the Division of Student Administration and the Alumni Office, and direct them to annotate their records accordingly; and
- e. advise, where relevant, the partner organisation through whom the course was jointly offered or with whom the

award was jointly conferred and/or any relevant statutory authority.

Part B - Relinquishing Awards and Titles

Grounds for Relinquishment

(5) A person who is the recipient of an award or title conferred by the Council may relinquish that award or title. A person is not required to give reasons for relinquishing his or her award or title.

The Act of Relinquishment

(6) A person who wishes to relinquish an award or title shall do so in writing to the University Secretary. The person shall return with his or her letter any documentation issued by the the University that attests to that award or title (refer Part C - Lost or Destroyed Documentation). Such documentation would include as appropriate:

- a. a testamur or other certificate;
- b. a transcript of academic or other results;
- c. ceremonial programs and similar the University publications relating to the award or title.

(7) The University Secretary, upon notification of the relinquishment, shall:

- a. in the official signed minutes of the Council and/or its committees, and in any other relevant documents, annotate references to the award or title with the words "relinquished by the recipient on [date]."
- b. advise the person in writing that the the University has noted the fact that he or she has relinquished his or her award or title; and
- c. advise the relevant sections of the the University including the Division of Student Administration and the Alumni Office who shall also annotate their records accordingly.

Part C - Lost or Destroyed Documentation

(8) In cases where the person claims that the documentation attesting to the award or title has been lost or destroyed, the person shall provide a statutory declaration that states in the following or similar words:

I, do solemnly and sincerely declare that the documentation that attests to the conferral upon me of the [name of award or title] has been [lost/destroyed]. I further declare that I will not, in any manner whatsoever, assert or imply that I hold the [name of award or title].

Where the documentation has been lost, the following additional sentence shall be added.

Should I locate any or all of the documentation at a later date, I shall return it to the the University.

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