

ADVANCED STANDING POLICY FOR THE MCom AND MIB

Advanced standing can be given for a relevant Masters degree completed at Macquarie or another recognised university prior to enrolment in the Master of Commerce or Master of International Business. The maximum amount of advanced standing given for a completed Masters degree is 25%, which is equal to two units out of the eight units required for the MCom and MIB.

No advanced standing can be given for units that have been completed as part of an undergraduate degree or graduate diploma. No advanced standing can be given for a completed Masters degree where the units completed are deemed foundation units for the MCom or MIB (and hence provide exemption from the preliminary program). No advanced standing will be given for an incomplete Masters degree where studies have been taken at a university outside Australia. No advanced standing will be given for a degree if it has already been used to achieve advanced standing in another Macquarie degree.

For an incomplete Masters degree where studies have been wholly taken at an Australian university, GSO will consider advanced standing applications on a case-by-case basis. The maximum possible advanced standing is 50%, but this will only apply in exceptional cases.

Students who are transferring from one related Masters degree to another (e.g. the MIB to the MCom) will receive full credit for units completed in the first program provided those units are available in the second program.

In addition, these other rules apply:

- (a) the Masters degree for which advanced standing is claimed must have been completed at Macquarie or at another recognised university (NOOSR guidelines will apply);
- (b) the Masters degree must contain units at least equivalent in standard to units offered in the Macquarie degree, which normally means that the units have been conducted at Masters level and each unit constitutes at least 160 hours of study, including 35-40 hours of class contact time and assessment is at least 50% by final examination; and
- (c) the Masters degree must contain units with content that is substantially the same (more than 50%) as units offered in the MCom or MIB degree.

Where a unit completed at another university has a content which is substantially the same (more than 50%) as a unit available in the MCom or MIB, the student will not be allowed to enrol in that Macquarie unit if advanced standing in the Macquarie degree has been approved.

Advanced standing may be determined at the time an offer is made if sufficient information is available in the degree application documents. If advanced standing is sought subsequent to initial enrolment then the request for advanced standing should take the following form:

- **Australian students** - submit a letter to the Postgraduate Studies Section requesting “a determination of advanced standing”.
- **International students** - submit a letter to Macquarie International requesting “a determination of advanced standing”.
- Include a certified academic record from the recognised university showing the name of the completed Masters degree, all units completed and all results attained. (A photocopy signed by an Australian passport holder showing the person’s name and passport number is acceptable certification.)
- Include documentary evidence of the unit content, duration and time commitment, and method of assessment, showing that it is equivalent to at least 160 hours of postgraduate study including 35-40 hours of class contact and at least 50% assessment by final examination. Extracts from the university handbook may be submitted for this purpose, but a copy of the actual unit outline is preferred.
- Include any Macquarie ID numbers known to you for quick identification of your application file.

For the information of students, a copy of the assessment sheet is shown below. Students can self-assess their eligibility for advanced standing, with the assessment to be checked by GSO staff.

Graduate Studies Office
Office: Building E4A, Level 2
Telephone (02) 9850 8526. Fax (02) 9850 9956,
E-mail: gacc@efs.mq.edu.au
Web: www.efs.mq.edu.au/gso

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GRADUATE STUDIES OFFICE

ADVANCED STANDING ASSESSMENT SHEET

AUSTRALIAN AND INTERNATIONAL STUDENTS IN THE MCOM OR MIB

APPLICANT'S NAME _____ MQ ID _____

ADVANCED STANDING BASED ON A COMPLETED MASTERS DEGREE

- Is the degree from a university of recognised international standing? **Yes/No**
- Is the degree program clearly marked "masters"? **Yes/No**
(advanced units in an undergraduate program will not be accepted, even if the undergraduate program is more than three years in duration)
- Is the degree in an area of study related to the MCom or MIB? **Yes/No**
(e.g. MBA, MMgt, MAppFin, MBus)
- Has the degree been completed in full? **Yes/No**
- Is the degree at least equivalent to an 8 unit masters program at Macquarie? **Yes/No**
(at least 8 units of 160 hours study per unit, including classes of 40 hours total and assessment at least 50% by examination in each unit).

For advanced standing to apply, the answers to ALL the above must be "Yes"

- Has the degree been used as exemption from the Preliminary Program? **Yes/No**

If the answer to the Preliminary Program question above is "No", then:

- **The applicant is eligible for up to 8 cp advanced standing, equivalent to two MCom or MIB units.**
- Does the completed degree contain units which have a content that is at least 50% the same as a unit in the MCom or MIB? **Yes/No**
(assessment to be based on documentary evidence of unit content, e.g. unit outline, handbook description.)

If "Yes", from which MCom or MIB units will this applicant be excluded?

1. _____
2. _____

Note: Advanced standing can only be given for a completed unit that is substantially the same (more than 50%) as a unit in the MCom or MIB. If no units are substantially the same, then no advanced standing can be given. There can be no "general credit" for a completed masters degree – specific units must be identified.