

# C10 - Course Completion Policy

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## 1. PURPOSE

This policy sets out the maximum time for students to complete their course in order to receive the relevant award.

## 2. BACKGROUND

BBI-TAITE is committed to the provision of high quality theological education.

## 3. SCOPE

This policy applies to all students enrolled in a course with BBI-TAITE across all modes of study.

## 4. DEFINITIONS

N/A

## 5. POLICY

In order for a student to complete their course within the maximum time limits outlined below, students will be required to complete a minimum of 2 units every 12 months.

Course Duration:

a) Postgraduate coursework degree of 4 units	2 years
b) Postgraduate coursework degree of 8 units	4 years
c) Postgraduate coursework degree of 12 units	6 years
d) Postgraduate coursework degree of 16 units	8 years

The maximum period refers to elapsed time from admission term, inclusive of periods of leave of absence, exclusion or academic suspension.

## 6. RELAXING PROVISION

To provide for exceptional circumstances arising in any particular case, the Academic Dean may relax any provision of this policy and report such decisions to Academic Board.

## 7. KEY RELATED DOCUMENTS

- Deferral and Leave of Absence Policy
- Exclusion from Course and Unit Policy
- Academic Integrity Policy
- Unit Enrolment Policy

## 8. NOTES

Contact Officer	Academic Dean
Implementation Officer/s	Academic Dean / Registrar
Approval Authority / Authorities	Academic Board
Date Approved	07/12/2016
Date of Commencement	07/12/2016 (Operational as at approval of ET)
Date for Review	24 months from date of commencement
Amendment History	REVIEWED 03/12/2018
Key Stakeholders	Students / Staff