

# Academic Policies

*This section is presented for guidance only; the full and formal wording of academic policies may be obtained from the University of Canterbury Policy Library ([www.canterbury.ac.nz/ucpolicy](http://www.canterbury.ac.nz/ucpolicy)). Students and staff should check the website regularly for updates.*

## Academic Grievances

The resolution of academic grievances is the responsibility of the Joint Academic Grievance Committee which is guided by the following principles:

- (a) to seek the resolution of all grievances pertaining to academic matters held by students against staff;
- (b) to foster a climate of behaviour in the University in which grievances do not arise.

The Committee oversees the training of contacts who are appointed by the Committee to assist students in the process.

A copy of the Joint Academic Grievance Committee Procedures is available in the UC Policy Library, [www.canterbury.ac.nz/ucpolicy](http://www.canterbury.ac.nz/ucpolicy)

## Assessed Work in Maori Policy

Recognising that Maori is an official language of New Zealand, the University provides for students who may wish to use the Maori language in assessment. A student may present work for assessment in te reo Maori, except in courses where the use of a specified language (including English) is necessary.

For further details and a copy of this policy, see 'Assessed Work in Maori Policy' in the UC Policy Library, [www.canterbury.ac.nz/ucpolicy](http://www.canterbury.ac.nz/ucpolicy)

## Assessment Policy: Principles and Guidelines

Assessment at the University of Canterbury is guided by the principles of validity and reliability, fairness and manageability, relevance and transparency. Staff at the University of Canterbury must be cognisant of these principles when they plan, implement and review assessment tasks and assessment processes.

For further details and a copy of this policy, see 'Assessment Policy: Principles and Guidelines' in the UC Policy Library, [www.canterbury.ac.nz/ucpolicy](http://www.canterbury.ac.nz/ucpolicy)

## Credit Transfer for Students from New Zealand Institutions: Guiding Principles

It is both desirable and expected that tertiary providers will facilitate student movement between institutions and will recognise appropriate credit accordingly. The University of Canterbury supports the principles outlined in 'Supporting Learning Pathways – Credit Recognition and Transfer Policy' (NZQA, December 2002). It also endorses the principles for transfer of credit published by the 'New Zealand Vice-Chancellors' Committee: Committee on University Academic Programmes 'Functions and Procedures (2005-2006)'. In particular, it is committed to facilitating access and creating new study opportunities without undermining the quality of University of Canterbury qualifications.

International students and/or students attending overseas institutions are subject to ad eundem status procedures, outlined elsewhere in the University of Canterbury Calendar. It is also the case that this policy focuses on credit transfer at undergraduate level. At postgraduate level, credit for prior learning is normally considered on a case-by-case basis alongside issues like availability of a supervisor and other resources.

More information on 'Credit Transfer for Students from New Zealand Institutions: Guiding Principles', is available in the UC Policy Library, [www.canterbury.ac.nz/ucpolicy](http://www.canterbury.ac.nz/ucpolicy)

## Field Activities: General Safety Requirements for Students

This policy outlines general safety requirements for all students at the University of Canterbury attending field activity courses or undertaking field activities.

At the discretion of the activity leader, all students taking part in a field activity will be issued with a

copy of these requirements and will be asked to read them and sign the Agreement Form which they will then return to their supervisor or activity leader before the field activity is undertaken.

For further details and a copy of this policy, see the UC Policy Library, [www.canterbury.ac.nz/ucpolicy](http://www.canterbury.ac.nz/ucpolicy), under 'Field Activities: General Safety Requirements for Students'.

## Missing of Assessment Due to Sport/Cultural Activities

This policy provides guidance for Departments/Schools in situations where students miss tests or other assessment deadlines due to involvement in representative sport or cultural groups.

For further details and a copy of this policy, see the UC Policy Library, [www.canterbury.ac.nz/ucpolicy](http://www.canterbury.ac.nz/ucpolicy), under 'Missing of Tests and Other Assessment Deadlines Resulting from Involvement in Representative Sport or Cultural Groups'.

## University Field Activities Policy

The University Field Activities Policy has been written to provide a framework within which Departments/Schools must develop and operate their own written field activities policies and procedures.

Field activities vary in their nature and duration and are difficult to categorise; however, this policy is intended to provide compliance with the requirements of the Health and Safety in Employment Act 1992 and its amendments.

For further details and a copy of this policy, see 'University Field Activities Policy' in the UC Policy Library, [www.canterbury.ac.nz/ucpolicy](http://www.canterbury.ac.nz/ucpolicy)