Higher Degree Research (PhD and MPhil) Coursework

COURSEWORK EXEMPTION REQUEST

Research programs in the College of Arts & Social Sciences include a compulsory coursework component. Students enrolled in either MPhil or PhD programs are required to complete 24 units of coursework units. See CASS HDR Student Guide for information (available here).

The coursework requirement ensures that students receive academic and methodological training at the highest level to provide the knowledge and skills required for dissertation work, ensure adequate diversity in the candidate’s scholarly competence, and provide the support and structure required for students to complete high quality PhD or Phil programs within a reasonable timeframe.

If students have completed similar or same courses as part of a previous degree, or believe they have substantial research experience prior to commencing their program at ANU, they can request an exemption from one or more courses.

To submit a request for exemption to the Associate Dean (Research Training) the student must provide a written case outlining why they should be granted an exemption. They must include transcripts or evidence that a similar or same course had been completed earlier (as part of a graduate coursework program, for example). A course guide or description of the completed course must also be provided so that your Chair of panel can assess the equivalence of the content and requirements. A supporting statement from the Chair of Panel must be included, and the case must be endorsed by the Head of School before being submitted to the Associate Dean (Research Training).

The case must indicate if the student is requesting a partial or full exemption.

**Partial exemption:** Students exempted from one or more courses would normally be expected to take alternate courses in their place. If a student is approved for a partial exemption they will need to consult with their Chair of Panel to elect the alternate course/s.

**Full exemption:** If a full exemption for one or more courses is approved, the student will not be required to take another course in place of the course/s they have been exempted from.

If a student is approved for a full exemption the student and School needs to be aware that the student will complete less than the required 24 units of coursework and if they need to opt out of the PhD for any reason they will not be awarded the Graduate Certificate in Research Methods.

Once an outcome has been reached the student will receive notification by email, and the outcome will be annotated on the student’s unofficial transcript by the Student Office.