



# AHIS350

## Advanced Reading Unit in Ancient History

S1 External 2017

*Dept of Ancient History*

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#### Disclaimer

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## General Information

Unit convenor and teaching staff

Unit Convenor

Lea Beness

[lea.beness@mq.edu.au](mailto:lea.beness@mq.edu.au)

Contact via [lea.beness@mq.edu.au](mailto:lea.beness@mq.edu.au)

W6A 523

By appointment

Credit points

3

Prerequisites

Admission to BAncHist and 39cp at 100 level or above

Corequisites

Co-badged status

Unit description

Students will undertake extended research on a topic arising from an AHIS unit which they have previously completed, and produce a research project which will be presented orally at a unit mini-conference and as a written paper (2500-3000 words). In preparation for the larger research project students will submit an annotated bibliography and research plan together with a review of a book relevant to the project. Students must contact the unit convenor by the first week of the session to obtain approval for their topic.

## Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at <https://www.mq.edu.au/study/calendar-of-dates>

## Learning Outcomes

On successful completion of this unit, you will be able to:

acquire knowledge of historical developments and historiography relevant to chosen topic;

demonstrate skill in evaluating ancient source material and modern interpretations of that source material at an advanced level;

formulate arguments and express ideas at an advanced level;

develop sophisticated research skills and an ability to manage an extended research and

writing project;

reflect upon the process of research and on scholarly debates.

## General Assessment Information

### Submission of Assignments:

All written work will be assessed by your supervisor and must be submitted via Turnitin through the AHIS350 iLearn site.

**Note** that you should always keep a copy of completed tasks in case of loss.

### Grading:

The grade a student receives will signify their overall performance in meeting the learning outcomes of the unit. Grades will not be awarded by reference to the achievement of other students nor allocated to fit a predetermined distribution. In determining a grade, due weight will be given to the learning outcomes and level of the unit. Markers in the unit will use the following grades:

HD = High Distinction 85–100

D = Distinction 75–84

Cr = Credit 65–74

P = Pass 50–64

F = Fail 0–49

Marking rubrics will be used and sample papers provided in this unit.

## Assessment Tasks

Name	Weighting	Hurdle	Due
<u>Bibliography and Research Plan</u>	25%	No	5pm Friday Week 4 (24th March)
<u>Short Book Review</u>	15%	No	5pm Friday Week 8 (5th May)
<u>Oral Presentation</u>	15%	No	Wed. & Thurs. of Week 13
<u>Written paper</u>	45%	No	5pm Friday Week 13 (9 June)

### Bibliography and Research Plan

Due: **5pm Friday Week 4 (24th March)**

Weighting: **25%**

Students are to submit an annotated bibliography of modern works on their chosen area of research together with a research plan (of no more than 300 words) outlining the proposed

research project. The annotations and research plan should not be more than 1500–2000 words overall.

For the annotated bibliography students should provide a few sentences describing and/or analyzing the contents of each bibliographical item. It is recommended that students aim to find ca. 10–15 bibliographical items. (Please note that the citation of the bibliographical item itself isn't included in the word count.)

The choice of items for your bibliography and the nature of your research plan should be **discussed with your supervisor**.

Markers will stop reading assignments which are more than 10% over the specified word length. Students who submit assignments which are under 10% of the prescribed word length may be asked to resubmit.

It must be submitted via Turnitin on the iLearn website by **5pm on Friday of Week 4 (24th March)**.

On successful completion you will be able to:

- acquire knowledge of historical developments and historiography relevant to chosen topic;
- formulate arguments and express ideas at an advanced level;
- develop sophisticated research skills and an ability to manage an extended research and writing project;

## Short Book Review

Due: **5pm Friday Week 8 (5th May)**

Weighting: **15%**

Students are to submit a short (500–750 words) review of a book or major article (30+ pages) which is central to their chosen field of study. The choice of book or article should be **discussed with your supervisor**.

The book review should start with the full bibliographical details of the work under review.

It should also

- (i) identify two or three of the most central points in the book (or major article) chosen; and
- (ii) discuss how far the author has derived them from the ancient sources.

Students might address the following (where relevant and/or appropriate):

What is the purpose of the work? What is the topical and chronological range of the work? What are the common themes or unifying elements? What is the emphasis of the work? Is this consistent throughout the work? What is the author's perspective or point of view? Is the author impartial, objective or prejudiced? Does the author seem to have an 'axe to grind'? Does the author achieve any stated purpose to your critical satisfaction? Have questions raised been

satisfactorily answered? What is the nature of the material used? How well does the author handle the ancient evidence or other modern scholarship? Is the work well written? Is the work well presented? How accurate is the information given? Are maps, illustrations or charts used? How successful do you think the work is in terms of the arguments raised? What could have been done differently, and why? Does the work have any flaws? If so, what are they? Is the work methodologically sophisticated?

Examples of scholarly reviews (of varying quality) may be found in the Bryn Mawr Classical Review: <<http://bmcr.brynmawr.edu/>> and on the iLearn website under Week 8 Readings.

**Please note that if you use other scholarly reviews to inform your review you need to fully acknowledge these in your footnotes.**

Markers will stop reading assignments which are more than 10% over the specified word length. Students who submit assignments which are under 10% of the prescribed word length may be asked to resubmit. **Please note that footnotes and bibliography** are not included in the word count.

It must be submitted via Turnitin on the iLearn website by **5pm on Friday of Week 8 (5th May)**.

On successful completion you will be able to:

- acquire knowledge of historical developments and historiography relevant to chosen topic;
- demonstrate skill in evaluating ancient source material and modern interpretations of that source material at an advanced level;
- formulate arguments and express ideas at an advanced level;
- develop sophisticated research skills and an ability to manage an extended research and writing project;

## Oral Presentation

Due: **Wed. & Thurs. of Week 13**

Weighting: **15%**

A 15 minute presentation of the results of your research will occur at the unit mini-conference on the mornings of **Wednesday and Thursday of Week 13 (7–8th June)** and accounts for 15% of your final grade.

**Attendance at the mini-conference on the mornings of 7th and 8th June is compulsory. Sessions will run between 9am to 1pm on both days.**

Student papers will be 15 minutes in length. 5–10 minutes will be allocated for questions from peers and staff in attendance. All students are expected to participate in this regard.

**Both sessions of the mini-conference will be held in W6A Room 107.** There will be facilities for PowerPoint presentations if students wish to use them. Students may also wish to produce an accompanying handout.

The presentation will be assessed in terms of its content and delivery and the way in which paper-givers field questions. Students should endeavour to present their work clearly and in a way which is accessible to non-specialists in the area. It is also important to adhere closely to the allocated time. (Any problems of this nature may be averted by reading your paper aloud and timing it beforehand.)

It is the **responsibility of students** to make sure that they **invite supervisors to attend their paper** and advise them of the relevant time and location.

Students are asked to **submit their draft notes for the oral presentation on the iLearn site via Turnitin** (Assessment 3) **by 5.00pm on Thursday June 8th. These notes will not be assessed** but supervisors will provide comments and a mark for the oral presentation relating to the notes.

On successful completion you will be able to:

- acquire knowledge of historical developments and historiography relevant to chosen topic;
- demonstrate skill in evaluating ancient source material and modern interpretations of that source material at an advanced level;
- formulate arguments and express ideas at an advanced level;
- develop sophisticated research skills and an ability to manage an extended research and writing project;
- reflect upon the process of research and on scholarly debates.

## Written paper

Due: **5pm Friday Week 13 (9 June)**

Weighting: **45%**

Students are to submit an essay on a chosen research topic between 2,500–3,000 words in length.

They are expected **to meet regularly with supervisors** to discuss progress on the research paper throughout the session. **It is essential for students to have met at least twice with their supervisor and obtained feedback on their developing research project by the end of Week 4.**

The mode of desired **referencing** for written papers will be found on the Department of Ancient History website. Under 'Teaching Materials': <[http://mq.edu.au/about\\_us/faculties\\_and\\_departments/faculty\\_of\\_arts/departments\\_of\\_ancient\\_history/teaching\\_materials/](http://mq.edu.au/about_us/faculties_and_departments/faculty_of_arts/departments_of_ancient_history/teaching_materials/)>, you will find 'Essay Presentation Guides'. Go to 'Full Version (recommended for 200–level and above)'.

Markers will stop reading assignments which are more than 10% over the specified word length. Students who submit assignments which are under 10% of the prescribed word length may be

asked to resubmit. **Please note that footnotes and bibliography** are not included in the word count.

The paper must be submitted via Turnitin on the iLearn website by **5pm on Friday of Week 13 (9th June)**.

On successful completion you will be able to:

- acquire knowledge of historical developments and historiography relevant to chosen topic;
- demonstrate skill in evaluating ancient source material and modern interpretations of that source material at an advanced level;
- formulate arguments and express ideas at an advanced level;
- develop sophisticated research skills and an ability to manage an extended research and writing project;
- reflect upon the process of research and on scholarly debates.

## **Delivery and Resources**

### **AHIS350 Unit Description**

Students will undertake extended research on a topic arising from an AHIS unit which they have previously completed, and produce a research project which will be presented orally at a unit mini-conference and as a written paper (2500-3000 words). In preparation for the larger research project students will submit an annotated bibliography and research plan together with a review of a book relevant to the project. Students must contact the unit convenor by the end of the first week of the session with regard to their chosen topic and supervisor.

### **Finding a Supervisor**

As stated above, students will undertake research on a topic arising from an AHIS unit which they have previously undertaken. Usually, supervisors will be the course convenor of the unit chosen. For your convenience, a list of academic staff and their research interests can be found at:

**<<http://www.mq.edu.au/about/about-the-university/faculties-and-departments/faculty-of-arts/departments-and-centres/departments-of-ancient-history/about-us/staff>>**

Students are advised strongly to make contact with the relevant member of staff as soon as the

unit guide is published and to set up a meeting as soon as possible to gain a staff member's approval to act in a supervisory capacity and to discuss a potential topic. (Staff contact information can be found at the url given immediately above.) The general rule is that staff members should not supervise more than three AHIS350 students at a time. **Students must contact the unit convenor by the end of the first week of the session to register their topic and the name of their supervisor.**

## Classes

**There will be four group meetings in this unit.** There will be two short meetings in **Week 1 (Wednesday 1st March, 5.00–7.00pm)** and **Week 7 (Wednesday 12th April, 5–7pm)**. The first group meeting will be organisational (no preparation is required) and the second is intended for students to meet and discuss any issues which might have arisen in the course of their research. Attendance at the mid-session meeting is optional. Students will be reminded of the dates and times of these meetings via an Announcement on the unit's iLearn site. Both meetings will be held in the **Ancient History Documentary Research Centre (W6A Room 308)**.

Attendance at the **mini-conference held on the mornings of the Wednesday and Thursday of Week 13 (7–8th June) is compulsory**. Students should consult with their supervisors about their research on a regular basis. **It is compulsory for students to have met at least twice with their supervisor and obtained feedback on their developing research project by the end of Week 4.**

## Required Reading and Texts

Students should consult with their supervisors regarding required and recommended reading.

## Technology used and Required

The unit has an iLearn page which can be accessed at: <http://ilearn.mq.edu.au/>.

PC and internet access are therefore required. Basic computer skills (e.g., internet browsing) and skills in word processing are also a requirement. Please consult teaching staff for any further, more specific requirements.

## Examinations

Please note that there are no examinations in this unit.

## Satisfactory Completion of Unit

A student is required to undertake all forms of assessment and achieve an overall mark of 50% or above to complete the unit satisfactorily.

## Unit Schedule

**There will be four group meetings in this unit.** There will be two short meetings in **Week 1 (Wednesday 1st March, 5.00–7.00pm)** and **Week 7 (Wednesday 12th April, 5–7pm)**. The first group meeting will be organisational (no preparation is required) and the second is intended for students to meet and discuss any issues which might have arisen in the course of their research. Attendance at the mid-session meeting is optional. Students will be reminded of the dates and times of these meetings via an Announcement on the unit's iLearn site. Both meetings will be

held in the **Ancient History Documentary Research Centre (W6A Room 308)**.

Attendance at the **mini-conference held on the mornings of the Wednesday and Thursday of Week 13 (7–8th June) is compulsory**. Students should consult with their supervisors about their research on a regular basis. **It is compulsory for students to have met at least twice with their supervisor and obtained feedback on their developing research project by the end of Week 4.**

## Policies and Procedures

Macquarie University policies and procedures are accessible from [Policy Central](#). Students should be aware of the following policies in particular with regard to Learning and Teaching:

Academic Honesty Policy [http://mq.edu.au/policy/docs/academic\\_honesty/policy.html](http://mq.edu.au/policy/docs/academic_honesty/policy.html)

Assessment Policy [http://mq.edu.au/policy/docs/assessment/policy\\_2016.html](http://mq.edu.au/policy/docs/assessment/policy_2016.html)

Grade Appeal Policy <http://mq.edu.au/policy/docs/gradeappeal/policy.html>

Complaint Management Procedure for Students and Members of the Public [http://www.mq.edu.au/policy/docs/complaint\\_management/procedure.html](http://www.mq.edu.au/policy/docs/complaint_management/procedure.html)

Disruption to Studies Policy (in effect until Dec 4th, 2017): [http://www.mq.edu.au/policy/docs/disruption\\_studies/policy.html](http://www.mq.edu.au/policy/docs/disruption_studies/policy.html)

Special Consideration Policy (in effect from Dec 4th, 2017): <https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policies/special-consideration>

In addition, a number of other policies can be found in the [Learning and Teaching Category](#) of Policy Central.

## Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: [https://students.mq.edu.au/support/student\\_conduct/](https://students.mq.edu.au/support/student_conduct/)

## Results

Results shown in *iLearn*, or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in [eStudent](#). For more information visit [ask.mq.edu.au](http://ask.mq.edu.au).

## Student Support

Macquarie University provides a range of support services for students. For details, visit <http://students.mq.edu.au/support/>

## Learning Skills

Learning Skills ([mq.edu.au/learningskills](http://mq.edu.au/learningskills)) provides academic writing resources and study strategies to improve your marks and take control of your study.

- [Workshops](#)

- [StudyWise](#)
- [Academic Integrity Module for Students](#)
- [Ask a Learning Adviser](#)

## Student Services and Support

Students with a disability are encouraged to contact the [Disability Service](#) who can provide appropriate help with any issues that arise during their studies.

## Student Enquiries

For all student enquiries, visit Student Connect at [ask.mq.edu.au](http://ask.mq.edu.au)

## IT Help

For help with University computer systems and technology, visit [http://www.mq.edu.au/about\\_us/offices\\_and\\_units/information\\_technology/help/](http://www.mq.edu.au/about_us/offices_and_units/information_technology/help/).

When using the University's IT, you must adhere to the [Acceptable Use of IT Resources Policy](#). The policy applies to all who connect to the MQ network including students.

## Graduate Capabilities

### Creative and Innovative

Our graduates will also be capable of creative thinking and of creating knowledge. They will be imaginative and open to experience and capable of innovation at work and in the community. We want them to be engaged in applying their critical, creative thinking.

This graduate capability is supported by:

### Learning outcomes

- formulate arguments and express ideas at an advanced level;
- develop sophisticated research skills and an ability to manage an extended research and writing project;
- reflect upon the process of research and on scholarly debates.

### Assessment tasks

- Short Book Review
- Oral Presentation
- Written paper

### Capable of Professional and Personal Judgement and Initiative

We want our graduates to have emotional intelligence and sound interpersonal skills and to demonstrate discernment and common sense in their professional and personal judgement. They will exercise initiative as needed. They will be capable of risk assessment, and be able to

handle ambiguity and complexity, enabling them to be adaptable in diverse and changing environments.

This graduate capability is supported by:

### **Learning outcomes**

- formulate arguments and express ideas at an advanced level;
- develop sophisticated research skills and an ability to manage an extended research and writing project;
- reflect upon the process of research and on scholarly debates.

### **Assessment tasks**

- Bibliography and Research Plan
- Short Book Review
- Oral Presentation
- Written paper

## **Commitment to Continuous Learning**

Our graduates will have enquiring minds and a literate curiosity which will lead them to pursue knowledge for its own sake. They will continue to pursue learning in their careers and as they participate in the world. They will be capable of reflecting on their experiences and relationships with others and the environment, learning from them, and growing - personally, professionally and socially.

This graduate capability is supported by:

### **Learning outcomes**

- acquire knowledge of historical developments and historiography relevant to chosen topic;
- demonstrate skill in evaluating ancient source material and modern interpretations of that source material at an advanced level;
- formulate arguments and express ideas at an advanced level;
- develop sophisticated research skills and an ability to manage an extended research and writing project;
- reflect upon the process of research and on scholarly debates.

### **Assessment tasks**

- Oral Presentation
- Written paper

## Discipline Specific Knowledge and Skills

Our graduates will take with them the intellectual development, depth and breadth of knowledge, scholarly understanding, and specific subject content in their chosen fields to make them competent and confident in their subject or profession. They will be able to demonstrate, where relevant, professional technical competence and meet professional standards. They will be able to articulate the structure of knowledge of their discipline, be able to adapt discipline-specific knowledge to novel situations, and be able to contribute from their discipline to inter-disciplinary solutions to problems.

This graduate capability is supported by:

### Learning outcomes

- acquire knowledge of historical developments and historiography relevant to chosen topic;
- demonstrate skill in evaluating ancient source material and modern interpretations of that source material at an advanced level;
- formulate arguments and express ideas at an advanced level;
- develop sophisticated research skills and an ability to manage an extended research and writing project;
- reflect upon the process of research and on scholarly debates.

### Assessment tasks

- Bibliography and Research Plan
- Short Book Review
- Oral Presentation
- Written paper

## Critical, Analytical and Integrative Thinking

We want our graduates to be capable of reasoning, questioning and analysing, and to integrate and synthesise learning and knowledge from a range of sources and environments; to be able to critique constraints, assumptions and limitations; to be able to think independently and systemically in relation to scholarly activity, in the workplace, and in the world. We want them to have a level of scientific and information technology literacy.

This graduate capability is supported by:

### Learning outcomes

- acquire knowledge of historical developments and historiography relevant to chosen topic;
- demonstrate skill in evaluating ancient source material and modern interpretations of that source material at an advanced level;

- formulate arguments and express ideas at an advanced level;
- develop sophisticated research skills and an ability to manage an extended research and writing project;
- reflect upon the process of research and on scholarly debates.

## **Assessment tasks**

- Bibliography and Research Plan
- Short Book Review
- Oral Presentation
- Written paper

## **Problem Solving and Research Capability**

Our graduates should be capable of researching; of analysing, and interpreting and assessing data and information in various forms; of drawing connections across fields of knowledge; and they should be able to relate their knowledge to complex situations at work or in the world, in order to diagnose and solve problems. We want them to have the confidence to take the initiative in doing so, within an awareness of their own limitations.

This graduate capability is supported by:

## **Learning outcomes**

- acquire knowledge of historical developments and historiography relevant to chosen topic;
- demonstrate skill in evaluating ancient source material and modern interpretations of that source material at an advanced level;
- formulate arguments and express ideas at an advanced level;
- develop sophisticated research skills and an ability to manage an extended research and writing project;
- reflect upon the process of research and on scholarly debates.

## **Assessment tasks**

- Bibliography and Research Plan
- Short Book Review
- Oral Presentation
- Written paper

## **Effective Communication**

We want to develop in our students the ability to communicate and convey their views in forms effective with different audiences. We want our graduates to take with them the capability to read, listen, question, gather and evaluate information resources in a variety of formats, assess,

write clearly, speak effectively, and to use visual communication and communication technologies as appropriate.

This graduate capability is supported by:

## **Learning outcomes**

- formulate arguments and express ideas at an advanced level;
- develop sophisticated research skills and an ability to manage an extended research and writing project;
- reflect upon the process of research and on scholarly debates.

## **Assessment tasks**

- Bibliography and Research Plan
- Short Book Review
- Oral Presentation
- Written paper

## **Engaged and Ethical Local and Global citizens**

As local citizens our graduates will be aware of indigenous perspectives and of the nation's historical context. They will be engaged with the challenges of contemporary society and with knowledge and ideas. We want our graduates to have respect for diversity, to be open-minded, sensitive to others and inclusive, and to be open to other cultures and perspectives: they should have a level of cultural literacy. Our graduates should be aware of disadvantage and social justice, and be willing to participate to help create a wiser and better society.

This graduate capability is supported by:

## **Learning outcomes**

- formulate arguments and express ideas at an advanced level;
- reflect upon the process of research and on scholarly debates.

## **Assessment tasks**

- Oral Presentation
- Written paper

## **Socially and Environmentally Active and Responsible**

We want our graduates to be aware of and have respect for self and others; to be able to work with others as a leader and a team player; to have a sense of connectedness with others and country; and to have a sense of mutual obligation. Our graduates should be informed and active participants in moving society towards sustainability.

This graduate capability is supported by:

## Learning outcomes

- formulate arguments and express ideas at an advanced level;
- reflect upon the process of research and on scholarly debates.

## Assessment tasks

- Oral Presentation
- Written paper

## Changes from Previous Offering

In response to student feedback the one-day mini-conference has been split into two half-days rather than one marathon day.

Also, in response to student feedback, the weighting of the final written paper (Assessment 4) has been increased from 35% to 45%. Accordingly, the weighting of the Bibliography and Research Plan (Assessment 1) has been reduced from 30% to 25% and the weighting of the Short Book Review (Assessment 2) has been reduced from 20% to 15%.

As a result of the implementation of a new Assessment Policy which requires staff to give feedback to Coursework students by the Census Date, it is compulsory for students to seek feedback from their supervisors on the progress of their research project by the end of Week 4.

Again, in response to student feedback, guidelines have been added with regards to finding a supervisor at the beginning of the session.

## Assignment Submission and Extensions

### ASSIGNMENT SUBMISSION

Assignments must be submitted through Turnitin on the unit's iLearn website.

### ASSIGNMENT LENGTH

Markers will stop reading assignments which are more than 10% over the specified word length. Students who submit assignments which are under 10% of the prescribed word length may be asked to resubmit.

### EXTENSIONS AND LATE WORK

Extensions for assignments can only be granted for *serious and unavoidable* disruptions that arise after a study period has commenced (see under 'Disruption to Studies' immediately below) and may only be sought in consultation with the unit convenor and with the support of documentary evidence. If you anticipate any difficulty in meeting assigned due dates then it is important that you contact the unit convenor as early as possible and before the deadline.

### EXTENSION REQUEST PROCEDURE

The granting of extensions is subject to the University's Disruptions Policy: [http://mq.edu.au/policy/docs/disruption\\_studies/policy.html](http://mq.edu.au/policy/docs/disruption_studies/policy.html).

## Disruption to Studies

If you require an extension, you will be required to submit a 'Disruption to Studies' Notification. Please follow the procedure below:

1. Visit <https://ask.mq.edu.au/account/forms/display/disruptions> and use your OneID to log in.
2. Select your unit code from the drop down list and fill in your relevant details. Note: A notification needs to be submitted for each unit you believe is affected by the disruption.
3. Click "Submit form".
4. Attach supporting documents by clicking 'Add a note/attachment', click 'browse' and navigating to the files you want to attach, then click 'submit note' to send your notification and supporting documents
5. Please keep copies of your original documents, as they may be requested in the future as part of the assessment process.

Please ensure that **supporting documentation is included with your request**. Notify your convenor via your iLearn dialogue box if you are submitting a 'Disruption to Studies' Notification. Your request will be considered once all the documentation has been received. If you have issues, please contact your convenor via the dialogue tool immediately.

### PENALTIES TO BE APPLIED FOR THE SUBMISSION OF LATE WORK

Without documentation (e.g. medical or counselling certificates) or prior staff approval, a penalty of 2% a day, including weekends, will be applied. If required, applications for extensions should be made to the course convenor before the assignment's due date.

**N.B. (NOTA BENE), i.e. NOTE WELL:** You should always keep a copy of completed assignment tasks in case of loss.

## Disruption to Studies

### DISRUPTION TO STUDIES POLICY

[<http://www.mq.edu.au/policy/docs/disruption\\_studies/policy.html>](http://www.mq.edu.au/policy/docs/disruption_studies/policy.html)

This Policy applies only to *serious and unavoidable* disruptions that arise after a study period has commenced. Such disruptions commonly result from personal, social or domestic circumstances and may include illness (either physical or psychological), accident, injury, societal demands (such as jury service), bereavement, family breakdown or unexpected changes in employment situations.

### Notification of Disruption to Studies

In order to support students who have experienced serious and unavoidable disruption, the University will provide affected students with an additional opportunity to demonstrate that they have met the learning outcomes of a unit.

An additional opportunity provided under such circumstances is referred to as **Special**

**Consideration.** Special Consideration will be granted after careful evaluation of evidence supporting a notification for disruption to studies.

## **DISRUPTION TO STUDIES NOTIFICATION**

It is a student's responsibility to notify the University of their circumstances. All students of the University have the right to provide notification of a disruption to studies.

A student may notify the University of a disruption to their studies regardless of whether the disruption meets the *serious and unavoidable* criteria.

To be eligible for Special Consideration, a student must notify the University of a *serious and unavoidable* disruption within five (5) working days of the commencement of the disruption (Disruption to Studies notification).

All Disruption to Studies notifications are to be made online via the University's [Ask MQ](#) system.

Students granted a Disruption to Studies may be awarded an Incomplete Grade in first session results released in mid-July.