

**GUIDELINES FOR THE AWARD OF
THE DEGREE OF BACHELOR OF
LAWS WITH HONOURS**

Townsville and Cairns

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Guidelines for the Award of the Degree of Bachelor of Laws with Honours

(Effective from Study Period 1, 2008)

1. Purpose of the Law School Honours Program

The Honours Program is part of the Law School's commitment to the production of research and writing of a high quality in areas of law which require deep critical analysis and evaluation, synthesis and reform. The aim of the Honours Program is to foster the development of such research skills and the publication of such writing.

The purpose of the Honours Program in the School of Law is twofold: first, to recognise high academic achievement throughout the law degree and, secondly, to provide the necessary research opportunities and experience for those candidates who seek a competitive edge in the employment market and/or who anticipate going on to apply for enrolment in higher research degrees.

Honours degrees in Law are not bestowed lightly, and signify that recipients fall within the top 15-20% of the graduating class and have met the rigorous standards, which the Board of Examiners of the School of Law demands.

2. Guidelines

A. Honours Program: General

2.1 Two Streams

Honours candidates must enrol in either subject 'LA4026: Research Dissertation A' or subject chain 'LA4047 and LA4048: Research Dissertation B.' In each of these subjects, candidates will be required to submit a substantial piece of research (See 2.2, 2.3, 3.5 and 3.6). Honours candidates can only enrol in either 'LA4026: Research Dissertation A' or subject chain 'LA4047 and LA4048: Research Dissertation B'. Honours accreditation is only available once to any one candidate.

2.2 LA4026

'LA4026: Research Dissertation A' is a single study period, three (3) credit point, subject offered in both study periods each year. The anticipated length of the dissertation is 9000 – 10 000 words.

The learning outcomes for this subject include:

- to develop high quality research and writing skills in areas of law which require deep critical analysis and evaluation, synthesis and reform.

2.3 LA4047/LA4048

'LA4047 and LA4048: Research Dissertation B' is a full year six (6) credit point subject chain offered each year (three (3) credit points per subject in the chain). The anticipated length of the dissertation is 18 000 – 20 000 words.

Candidates who anticipate enrolling in a higher research degree are advised to undertake this subject as it is a pre-requisite for being considered for an Australian Postgraduate Award at JCU on the basis of a Law Degree.

The learning outcomes for this subject include:

- to develop advanced legal writing skills
- to develop independent legal research skills
- to foster critical analysis and evaluation of the law
- to foster the acquisition of a sophisticated knowledge of the law in the subject area of the research
- to demonstrate exemplary personal and professional moral and ethical standards

2.4 Nature of Research Dissertation

Candidates should discuss with their supervisor the nature of a research dissertation. A dissertation is a substantial paper that is based on independent research and provides evidence of the candidate's mastery of the approved subject area and of scholarly method. It is a thesis and is distinguishable from an essay which is normally much shorter and less systematic than a dissertation. Candidates are referred to the criteria for marking the dissertation in Schedule 2.

The graduate qualities emphasised in the Law School's Honours program include the ability to:

- adapt knowledge to new situations
- define and solve problems in at least one discipline area
- think critically, to analyse and evaluate claims, evidence and arguments, and to reason and deploy evidence clearly and logically
- find and access information using appropriate media and technologies
- reflect on and evaluate learning, and to learn independently in a self directed manner
- speak and write clearly, coherently and creatively
- communicate effectively with a range of audiences.

2.5 Discretion to Convene Seminars

The Honours Coordinator may convene a seminar or seminars during any study period for the purpose of allowing the candidates to present their work in progress to other honours candidates and academic staff.

B. Eligibility to Enrol

2.6 Minimum Grade Point Average

A candidate wishing to enrol in 'LA4026: Research Dissertation A' or 'LA4047 and LA4048: Research Dissertation B' must obtain a grade point average (GPA) of no less than five (5) for LLB required subjects (including the required credit points of relevant non-law electives) completed in at least years 1, 2 and 3 of the LLB degree Program, and years 1, 2, 3 and 4 of the combined law degree Programs. Candidates will usually enrol in either of these subjects in their final year of study.

2.7 Maximum Candidates

In any year, the total number of candidates enrolling in 'LA4026: Research Dissertation A' and 'LA4047 and LA4048: Research Dissertation B' for the purpose of obtaining the award of Bachelor of Laws with Honours shall not exceed 15 – 20% of the total number of candidates expected to graduate at the end of that year. For this reason, the Head of School has discretion to decline to permit a candidate who has met the criteria in 2.6 above to enrol in 'LA4026: Research Dissertation A' or 'LA4047 and LA4048: Research Dissertation B.'

The Head of School also has discretion to permit a candidate who has not met the criteria in 2.6 above to enrol in one of those subjects. This discretion may be exercised in circumstances such as, but not limited to, where there are strong reasons for believing that the candidate's GPA is not indicative of the candidate's capacity for this level of legal research.

C. Enrolment Process

2.8 Enrolment by Application

Before being permitted to enrol in 'LA4026: Research Dissertation A' or 'LA4047 and LA4048: Research Dissertation B', the prospective candidate must apply in writing to the Honours Coordinator via LLBHons@jcu.edu.au no later than two (2) weeks in advance of the first study period of the relevant year commencing. The application should contain abstracts of at least two (2) proposed research topics. The Head of School in conjunction with the Honours Coordinator will then appoint the supervisor/s and arrange and appoint an assessor for Research Dissertation A, or two assessors for Research Dissertation B. The candidate will be advised in writing by letter from the Head of School, of approval to enrol in 'LA4026: Research Dissertation A' or 'LA4047 and LA4048: Research Dissertation B', and of the appointed supervisor.

D. Calculation of Honours Award

2.9 Maintaining Minimum Grade Point Average

To achieve an Honours grading, a candidate must obtain no less than a 'pass' for 'LA4026: Research Dissertation A' or 'LA4047 and LA4048: Research Dissertation B.' To obtain an Honours grading, it is also necessary to obtain an **overall** grade point average of at least 5.

Candidates who pass 'LA4026: Research Dissertation A' or 'LA4047 and LA4048: Research Dissertation B', yet fail to maintain the minimum Honours grade point average,

are entitled to have the subject credited towards the overall number of credit points required for completion of their degree, but will not be awarded an Honours degree.

2.10 Formula

The formula in Schedule 1: *Honours Award Calculation*, will be used in calculating the Honours grading. Honours will be determined by calculating a grade point average (GPA) based on results in all LLB subjects including required credit points of relevant non-law electives. The LLB (Hons) degree will usually be awarded the following grades:

Class I	to GPA of 6	(equivalent 85-100%)
Class IIA	to GPA of 5.5	(equivalent 75-84%)
Class IIB	to GPA of 5	(equivalent 65-74%)

Note: The grade point average assigned to the honours award above may be varied by the Head of School from time to time.

2.11 Calculation

The Honours award will be calculated by the Honours Coordinator or by such other person as appointed by the Head of School and shall be calculated in accordance with the guidelines (which may be varied by the Head of School) set out in Schedule 1 below.

E.Submission of Thesis

2.12 Due Date and Method

Candidates who complete the subject 'LA4026: Research Dissertation A' or subject chain 'LA4047 and LA4048: Research Dissertation B' in either Study Period 1 or Study Period 2, must lodge two (2) or three (3) copies, respectively, of the research paper with the Law Discipline Office (Level 3 Building 27) no later than 5pm on the Friday of the last day of the scheduled examination period for the relevant study period. Candidates are also required to email a copy their research paper no later than 5pm on the Friday of the last day of the scheduled examination period for the relevant study period to the Honours Co-ordinator (Thomas.Middleton@jcu.edu.au). One copy of the research paper will be lodged in the staff Library, the other/s will be passed to the Honours Coordinator.

F.Extensions and Penalties

2.13 Extensions

Candidates must evaluate their own personal circumstances at the start of the Honours program to ensure that they can fulfil the degree requirements. If the submission deadline for a thesis cannot be met, the candidate must:

- i) notify the Honours Coordinator in writing, and
- ii) apply for an extension based on justifiable reasons (eg. sever illness, death of a family member, or absence in hospital), and
- iii) provide any relevant supporting documentation (such as a medical certificate or counsellor's recommendation).

Note: a request for an extension is no guarantee that an extension will be granted.

2.14 Penalty for Late Submissions

Subject to the discretion of the Honours Coordinator to grant extensions pursuant to 2.13 above, a penalty will apply for late submission of an honours thesis. The penalty will be calculated by the formula “Percentage Reduction = 0.1 x days squared” where day includes part-days, weekends and public holidays.

[eg: if you are ten (10) days late in handing in your thesis, percentage reduction = 0.1 x 100 = 10. Thus, you would lose 10% of the marks]

Note: These penalties will apply after the extended date of submission.

G. Examination Timeline

2.15 Submission by Due Date

Candidates who complete the subject ‘LA4026: Research Dissertation A’ or subject chain ‘LA4047 and LA4048: Research Dissertation B’ in either Study Period 1 or Study Period 2, and submit the thesis by the due date, will be notified in writing of the final result within eight (8) weeks of submitting the thesis.

If a candidate does not submit the Honours thesis by the due date, they will be notified in writing, by the Honours coordinator, within two (2) weeks of submitting the thesis, of the expected date for finalisation of the result.

2.16 Submission where Extension Granted

If a new date is negotiated with the Honours coordinator for the submission of an Honours thesis pursuant to 2.13 above, the candidate will be notified in writing, within five (5) working days of submitting the thesis, of the expected date for finalization of the result. This date will normally be within four (4) weeks of submission, but may be increased to eight (8) weeks if submission occurs close to an extended University break.

H. Appeals Procedure

2.17 Review of Assessment

Candidates who seek a review of assessment for the ‘LA4026: Research Dissertation A’ or ‘LA4047 and LA4048: Research Dissertation B’ are referred to the procedures for review of assessment in the Student Handbook. This provides, inter alia, that candidates may ask for a review of any piece of assessable work within two (2) weeks of receiving their assessment. Enquiries should be made as soon as possible, and applications for review should normally be made no later than

- (i) 31 January for full-year and Teaching Period 2 results;
- (ii) 14 days after publication of Teaching Period 1 results;
- (iii) 14 days after publication of deferred and supplementary results.

I. Relationship with Law School's Elective Program

2.18 Dissertation in Area Covered by Elective Program

Candidates may, and are encouraged to, complete a Research/Honours Dissertation in an area covered by the Law School's elective Program. However, it is *unacceptable* to submit, as part of a Research/Honours Dissertation, material submitted as assessment in another subject.

3. Roles and Responsibilities

A The Supervisor

3.1 Role

The supervisor's role is advisory. The supervisor's relationship with the candidate is an ethical relationship involving continuous collegial dialogue and support, mentoring, substantive instruction and formative evaluation (i.e. ongoing assessment) and instruction during the life of the supervision period. The function of the supervisor is to *facilitate* research and learned writing in law by:

- Facilitating with scoping the topic in terms of identification of content and concepts, critique, comparison, change, contextualisation;
- Facilitating with the formulation of the thesis statement and the building blocks needed to construct the argument;
- Facilitating time line planning and execution of the sequence in which the building blocks are assembled;
- Challenging the supervisees ideas fidelity of evidence and emphasis to the thesis statement;
- Overseeing structural and logical coherence in relation to the thesis statement from conception to final draft;
- Reading and suggesting changes in detail to promote analytical coherence, clarity and presentational acceptability; and
- Reviewing revisions.

Although the supervisor should provide guidance concerning modes of research and analytical method in legal writing, and where necessary, may direct the candidate to clarify aspects of the approved topic of the dissertation, ultimate responsibility for the content of the dissertation rests with the candidate.

3.2 Specific Responsibilities

Unless otherwise determined by the Head of School due to exceptional circumstances, a supervisor must be a permanent staff member. The specific responsibilities of the supervisor are:

- i) Upon acceptance of the candidate for supervision, to be available to interview the candidate no later than the second week of the study period in which the candidate is enrolled in 'LA4026: Research Dissertation A' or 'LA4047 and LA4048: Research Dissertation B'.

- ii) At this interview or as soon as possible thereafter, the supervisor shall:
 - a) confirm that the candidate has received and read the Honours Guidelines;
 - b) explain possible, specific problems that could be encountered by the candidate concerning research;
 - c) where necessary assist the candidate by making suggestions regarding:
 - contact with particular outside agencies which may further the candidate's research;
 - obtaining research materials for the dissertation;
 - d) comment upon the development of themes, arguments, style and structure, and the importance of drafts in this regard; and
 - e) negotiate an honours candidate/supervisor agreement, ensuring that both the candidate and the supervisor sign the agreement and that a copy of the agreement is given to the candidate.

- iii) For candidates enrolled in 'LA4047 and LA4048: Research Dissertation B':
 - a) to review the assessment report on the dissertation, and provide a written response, having regard to the assessment criteria in Schedule 2; and
 - b) take part in the moderation process (see 3.9 below).

3.3 Not to Assess Dissertation

A supervisor shall not assess the dissertation of a supervisee. Where the Honours coordinator is a supervisor, the management of the examination process of the thesis of such a candidate must be passed on to the Head of School.

B The Candidate

3.4 Choice of Topic

Choosing a thesis topic can be challenging. Candidates are advised to give consideration to a research thesis topic prior to enrolling into the Honours program (see 3.6 (ii) below). The thesis topic must contain a proposition which constitutes the main substance of the dissertation.

3.5 Role of Candidate

The primary role of the Honours candidate is to produce the dissertation. The candidate must recognise that, by enrolling in 'LA4026: Research Dissertation A' or 'LA4047 and LA4048: Research Dissertation B', the candidate has the ultimate responsibility for the progress of the dissertation. The candidate enters an ethical relationship with the supervisor as a guided but self determining adult learner who must plan the thesis dissertation, keep to agreed times and effectively use the expertise of the supervisor by eg. responding to questions on drafts, following up leads, providing revised revisions for review and so on. The candidate is to:

- Scope the thesis topic in terms of identification of content and concepts, critique, comparison, change, contextualisation, ethicality and achievability;
- Formulate the thesis statement and identify the building blocks needed to construct the argument;
- Construct a time line for planning and executing the thesis in terms of sequence in which the building blocks are assembled;
- Constructively engage with challenges about fidelity of evidence and emphasis to the thesis statement;
- Structure and ensure logical coherence of the building blocks in relation to the thesis statement from conception to final draft;
- Respond to suggestions for changes in detail to ensure analytical coherence, clarity and presentational acceptability; and
- Revise in terms of supervisor's reviews.

3.6 Specific Responsibilities

The specific responsibilities of the candidate are:

- i) Before being permitted to enrol in 'LA4026: Research Dissertation A' or 'LA4047 and LA4048: Research Dissertation B', the candidate must apply in writing to enrol in the Honours Program no later than two (2) weeks in advance of the first study period of the relevant year commencing. Such written application is to be addressed to the Honours Coordinator via LLBHons@jcu.edu.au. Responsibility for the submission and delivery of the document rests entirely with the prospective candidate.
- ii) Before preparing their application, candidates are encouraged to consult with potential supervisor/s (as identified in the invitation) in order to (i) determine their availability to supervise the thesis topic and (ii) define clearly and concisely the proposed dissertation;
- iii) Upon receiving confirmation from the Head of School of admission to 'LA4026: Research Dissertation A' or 'LA4047 and LA4048: Research Dissertation B', make an appointment with the supervisor as soon as possible (usually no later than the end of the second week of the study period in which the candidate is enrolled);
- iv) To remain in contact with the supervisor throughout the research process in accordance with the Honours candidate/supervisor agreement;
- v) To conduct research on the topic of the dissertation;
- vi) To *avoid plagiarism by acknowledging sources of information and argument* [Candidates should refer to the rules relating to Academic Misconduct and Plagiarism at www.jcu.edu.au/policy/student and see also 2.18 of these guidelines: *self-plagiarism is not acceptable*];
- vii) To develop the themes, arguments and structure of the dissertation and to present the dissertation in an appropriate style [While there is no rigid style guide for the presentation of the Research/Honours dissertation, it is suggested that candidates follow the prescribed style guidelines for articles published in the *James Cook University Law Review*];
- viii) To obtain approval from his/her Supervisor of any minor changes to the Research/Honours Dissertation topic;

- ix) To obtain written approval from the Honours Coordinator of substantial changes to the Research/Honours Dissertation topic;
- x) To give an oral presentation on research related to her/his dissertation to her/his peers if required;
- xi) To prepare the final draft of the Dissertation for submission by the due date; and
- xii) The candidate may discuss this report with the Honours Coordinator along with an assessment of its suitability for publication in the James Cook University Law Review or elsewhere. [The supervisor may be substantially involved in the process of editing and reworking the dissertation for publication. Depending on the extent of involvement of the supervisor in assisting the candidate to prepare the manuscript for publication, the candidate and the supervisor may wish to collaborate as joint authors in any article, articles or monograph which eventuates.]

C Assessment of Honours Dissertation

3.7 Examiner's Role

Examination of the thesis involves an ethical relationship of collegial dialogue, constructive guidance manifest in a summative evaluation (i.e. final assessment) of this stage of the candidate's intellectual and professional development. The function of the examiner is to:

- Examine the thesis/dissertation scrupulously in terms of prescribed assessment criteria for the credential concerned;
- Evaluate the thesis/dissertation as presented (not in terms of how the examiner might have supervised the topic)
- Report in terms of the prescribed criteria and with suitable scholarly depth; and
- Reports ought to be written in a form that the examinee can learn constructively from and in a spirit of collegial exchange with the examiner as a senior scholar and teacher.

3.8 Examination of Thesis

A dissertation submitted in the subject 'LA4026: Research Dissertation A' shall be assessed by one (1) assessor. A dissertation submitted in the subject chain 'LA4047 and LA4048: Research Dissertation B' shall be assessed by two (2) assessors. In assessing the honours dissertation, an assessor will have regard to the criteria for assessment in Schedule 2. The assessor will:

- i) Prepare an assessment report on the dissertation, which is to specifically address each of the assessment criteria set out in Schedule 2. The report will normally not exceed one typewritten A4 page of comments, and *shall contain a mark out of one hundred*. The report is to be submitted to the Honours coordinator for a final Honours award to be calculated.
- ii) For candidates enrolled in subject chain 'LA4047 and LA4048: Research Dissertation B', the Assessors' reports will be referred to the supervisor for review prior to the moderator's meeting.

- iii) Each Assessor's report shall be made available to the candidate upon request, once the Board of Examiners has confirmed the mark to be awarded to the dissertation. The Assessor's identity will be released with the Assessor's consent.

D Moderation

3.9 Reconciling Mark Discrepancies

The procedure for awarding a final mark for the thesis and for reconciling discrepancies between the marks assigned by two assessors is:

- (i) markers evaluate the thesis independently (see 3.7 above)
- (ii) If the assessors do not agree on a mark and the difference between them is 10% or less, the Honours Coordinator assigns the arithmetic average of the two (2) marks
- (iii) If the assessors do not agree on a mark and the difference between them is greater than 10%, as soon as practicable after the assessors' and supervisor's reports are received, and before the meeting of the Board of Examiners of the School of Law, the Honours Coordinator may convene a meeting of assessors and supervisors to moderate and/or finalise the marks for the dissertations. Where a final result cannot be agreed upon by the meeting, the Head of School, in consultation with the Honours Coordinator, will assess the thesis in light of the two assessors' reports and the supervisor's report and assign a final mark, which is binding.

Schedule 1 Honours Award Calculation

The following apply to the calculation of the Grade of Honours pursuant to Rules 2.9 to 2.11 above:

1. Grade Points

The grade points for each grade are shown in the table below. Not all grades achieved by a candidate in the coursework component of the degree are included in the calculation of the candidate's Honours GPA (see those noted as "Excluded from calculation"). Honours subjects are awarded grades (HD, D, etc) from this list. The Class of Honours for the degree as a whole (Class I, Class IIA or Class IIB) will be determined by taking into account the grades for all subjects included in the GPA calculation (see below).

GRADE	GRADE POINTS
HD	7
D	6
C	5
P	4
SP	4
N	1.5
SN	1.5
NS	1.5
X	0
SX	0
WF	0
S	Excluded from calculation
U	Excluded from calculation
SS	Excluded from calculation
SU	Excluded from calculation
ED	Excluded from calculation
RW	Excluded from calculation
AI	Excluded from calculation
KU	Excluded from calculation

2. Inclusions in the Calculation Formulae

2.1 For students enrolled in the LLB (Hons) degree – with four (4) Non-Law Electives

A total of 96 completed credit points shall not be exceeded for the purpose of this calculation.

Those 96 credit points are to include 12 credit points from non-law elective subjects, 57 credit points from the law subjects that are specified as *required for the degree* in the Faculty of Law, Business and the Creative Arts Undergraduate Courses and Majors (or subjects that the candidate has been permitted to take in lieu of one or more of those subjects) and 27 credit points from law elective subjects (which must include either LA4026:03, Research Dissertation A or the six credit point subject chain LA4047:03, Research Dissertation B, Part 1 of 2 and LA4048:03, Research Dissertation B, Part 2 of 2).

If the candidate has completed more than the required 96 credit points and:

- a) if this is a result of the candidate completing more than 27 credit points of *law* elective subjects, the 27 credit points from those subjects that are to be included in the calculation shall consist of either three (3) credit points from LA4026:03, Research Dissertation A or six (6) credit points from the subject chain LA4047:03, Research Dissertation B, Part 1 of 2 and LA4048:03, Research Dissertation B, Part 2 of 2 *plus* either 24 or 21 credit points (as relevant) drawn from the remaining *law* elective subjects. The remaining law elective subjects to be included in the calculation are those in which the candidate achieved the highest results; or
- b) if this is a result of the candidate completing more than 12 credit points of *non-law* elective subjects, the 12 credit points included in the calculation shall be 12 credit points drawn from those *non-law* elective subjects in which the candidate achieved the highest results.

2.2 For students enrolled in the LLB (Hons) degree – with two (2) Non-Law Electives

A total of 96 completed credit points shall not be exceeded for the purpose of this calculation.

Those 96 credit points are to include six (6) credit points from non-law elective subjects, 57 credit points from the law subjects that are specified as *required for the degree* in the Faculty of Law, Business and the Creative Arts Undergraduate Courses and Majors (or subjects that the candidate has been permitted to take in lieu of one or more of those subjects) and 33 credit points from law elective subjects (which must include either LA4026:03, Research Dissertation A or the six credit point subject chain LA4047:03, Research Dissertation B, Part 1 of 2 and LA4048:03, Research Dissertation B, Part 2 of 2).

If the candidate has completed more than the required 96 credit points and:

- i. if this is a result of the candidate completing more than 33 credit points of *law* elective subjects, the 33 credit points from those subjects that are to be included in the calculation shall consist of either three (3) credit points from LA4026:03, Research Dissertation A or six (6) credit points from the subject chain LA4047:03, Research Dissertation B, Part 1 of 2 and LA4048:03, Research Dissertation B, Part 2 of 2 *plus* either 30 or 27 credit points (as relevant) drawn from the remaining *law*

elective subjects. The remaining law elective subjects to be included in the calculation are those in which the candidate achieved the highest results; or

- ii. if this is a result of the candidate completing more than six (6) credit points of *non-law* elective subjects, the six (6) credit points included in the calculation shall be six (6) credit points drawn from those *non-law* elective subjects in which the candidate achieved the highest results.

2.3 For students enrolled in the LLB (Grad) (Hons) degree.

A total of 72 completed credit points shall not be exceeded for the purpose of this calculation.

Those 72 credit points are to include 57 credit points from the law subjects that are specified as *required for the degree* in the Faculty of Law, Business and the Creative Arts Undergraduate Courses and Majors (or subjects that the candidate has been permitted to take in lieu of one or more of those subjects) and 15 credit points from law elective subjects (which must include either LA4026:03, Research Dissertation A or the six credit point subject chain LA4047:03, Research Dissertation B, Part 1 of 2 and LA4048:03, Research Dissertation B, Part 2 of 2).

If the candidate has completed more than the required 72 credit points and this is a result of the candidate completing more than 15 credit points of *law* electives, the 15 credit points from those subjects that are to be included in the calculation shall consist of either three (3) credit points from LA4026:03, Research Dissertation A or six (6) credit points from the subject chain LA4047:03, Research Dissertation B, Part 1 of 2 and LA4048:03, Research Dissertation B, Part 2 of 2 *plus* either 12 or 9 credit points (as relevant) drawn from the remaining *law* elective subjects. The remaining law elective subjects to be included in the calculation are those in which the candidate achieved the highest results.

2.4 For students enrolled in a joint-LLB (Hons) degree

The total credit points included in the calculation of the class of Honours for the LLB (Hons) component of a joint-LLB (Hons) degree shall not exceed the required law credit points for that degree plus 12 credit points drawn from non-law subjects completed as part of that joint degree.

For that purpose the credit points included in the calculation of the class of Honours for the LLB (Hons) component of a joint LLB (Hons) degree are as follows:

BA-LLB	(requires 84 law credit points – add 12 non-law credit points)	96
BBus-LLB	(requires 78 law credit points – add 12 non-law credit points)	90
BEc-LLB	(requires 84 law credit points – add 12 non-law credit points)	96
BCom-LLB	(requires 81 law credit points – add 12 non-law credit points)	93
BPubPol-LLB	(requires 72 law credit points – add 12 non-law credit points)	84
BSW-LLB	(requires 72 law credit points – add 12 non-law credit points)	84

BSc-LLB (requires 72 law credit points – add 12 non-law credit points) **84**

In each case the credit points included in the calculation are to include 12 credit points from non-law subjects, 57 credit points from the law subjects that are specified as *required for the degree* in the Faculty of Law, Business and the Creative Arts Undergraduate Courses and Majors (or subjects that the candidate has been permitted to take in lieu of one or more of those subjects) with the balance being drawn from law elective subjects (which must include either LA4026:03, Research Dissertation A or the six credit point subject chain LA4047:03, Research Dissertation B, Part 1 of 2 and LA4048:03, Research Dissertation B, Part 2 of 2).

In all cases the 12 credit points included from non-law subjects shall be drawn from those non-law subjects in which the candidate achieved the highest results.

If the candidate has completed more than the *law* credit points required for the relevant joint-LLB(Hons) degree and this is a result of the candidate completing more than the required number of *law* elective subjects, the *law* credit points that are to be included in the calculation shall consist of either three (3) credit points from LA4026:03, Research Dissertation A or six (6) credit points from the subject chain LA4047:03, Research Dissertation B, Part 1 of 2 and LA4048:03, Research Dissertation B, Part 2 of 2 *plus* sufficient credit points drawn from the remaining *law* elective subjects to total the required law credit points for that joint-LLB (Hons) degree. The remaining law elective subjects to be included in the calculation are those in which the candidate achieved the highest results.

3. Calculation Process

The calculation of a candidate's Honours Grade Point Average (for determining the class of Honours awarded) involves a two-step process:

Step 1

Add together:

The total number of 'Passes' (and SP) obtained in 3 credit point subjects x 3 x 4;

The total number of 'Passes' obtained in 6 credit point subjects x 6 x 4;

The total number of 'Credits' obtained in 3 credit point subjects x 3 x 5;

The total number of 'Credits' obtained in 6 credit point subjects x 6 x 5;

The total number of 'Distinctions' obtained in 3 credit point subjects x 3 x 6;

The total number of 'Distinctions' obtained in 6 credit point subjects x 6 x 6;

The total number of 'High Distinctions' obtained in 3 credit point subjects x 3 x 7;

The total number of 'High Distinctions' obtained in 6 credit point subjects x 6 x 7;

To obtain the '**Total**'.

(The dissertation result must be included in the above calculation).

Step 2.

In the case of the LLB (Hons) and the LLB (Grad) (Hons) degrees, divide the ‘**Total**’ obtained above by the number of credit points required for completion of the relevant degree (ie by 96 in the case of the LLB (Hons) degree and by 72 in the case of the LLB (Grad) (Hons) degree).

In the case of joint-LLB (Hons) degrees, divide the ‘**Total**’ by the number of credit points required for completion of the *LLB (Hons) component* of the relevant degree (ie by 96 in the case of the BA-LLB (Hons) or the BEc-LLB (Hons), by 93 in the case of the BCom-LLB (Hons), by 90 in the case of the BBus-LLB (Hons) and by 84 in the case of the BPubPol-LLB (Hons), BSW-LLB (Hons) or the BSc-LLB (Hons)) to obtain the final Honours Grade Point Average to determine the class of Honours to be awarded (see 2.10 above).

4. Failures (N, SN or NS Grades)

Where a candidate has failed one or more subjects in the course of the relevant degree the above calculation process is modified as follows:

- a. In **Step 1**, the number of credit points required to be included in the calculation of the ‘**Total**’ shall be increased by the total credit points failed. This will mean that an increased total of credit points will be included in the calculation of the ‘**Total**’;
- b. Each failure shall be applied separately to *non-law* and *law* credit points that would otherwise have been included in the calculation;
- c. The total number of failures in 3 credit point subjects shall be included $\times 3 \times 1.5$ in the calculation of the ‘**Total**’;
- d. The total number of failures in 6 credit point subjects shall be included $\times 6 \times 1.5$ in the calculation of the ‘**Total**’;
- e. In **Step 2** the ‘**Total**’ is then divided by the number of credit points that were actually included in the **Step 1** calculation instead of by the minimum number of credit points required for completion of the relevant degree or, in the case of joint-LLB (Hons) degrees, *the LLB (Hons) component* of the relevant degree, to obtain the candidate’s final Honours Grade Point Average.

5. Did Not Sit or Withdrew after the prescribed date for withdrawal without academic penalty (X, SX and WF Grades)

Where a candidate has been recorded as not having sat one or more subjects in the course of the relevant degree the above calculation process is modified as follows:

- f. In **Step 1**, the number of credit points required to be included in the calculation of the '**Total**' shall be increased by the total credit points applicable to the subjects for which the student received an "X", "SX" or "WF" grade). This will mean that an increased total of credit points will be included in the calculation of the '**Total**';
- g. Each "X", "SX" or "WF" grade shall be applied separately to *non-law* and *law* credit points that would otherwise have been included in the calculation;
- h. The total number of "X", "SX" and "WF" grades in 3 credit point subjects shall be included x 3 x 0 in the calculation of the '**Total**';
- i. The total number of "X", "SX" and "WF" grades in 6 credit point subjects shall be included x 6 x 0 in the calculation of the '**Total**';
- j. In **Step 2** the '**Total**' is then divided by the number of credit points that were actually included in the **Step 1** calculation instead of by the minimum number of credit points required for completion of the relevant degree or, in the case of joint-LLB (Hons) degrees, *the LLB (Hons) component* of the relevant degree, to obtain the candidate's final Honours Grade Point Average.

6. If a Candidate's Results Include a Grade 'Excluded from Calculation'.

Where a candidate's results include a grade that is 'excluded from calculation' the above calculation process is modified as follows:

- a. In **Step 1** that subject is not included in the numeric calculation and the '**Total**' is therefore calculating using only those subjects for which the Grade awarded to the candidate was not one 'Excluded from calculation'. This normally means that a reduced total of subjects (and therefore of credit points) will be included in the calculation of the '**Total**';
- b. In **Step 2** the '**Total**' is divided by the number of credit points that were actually included in the **Step 1** calculation instead of by the minimum number of credit points required for completion of the relevant degree or, in the case of joint-LLB (Hons) degrees, *the LLB (Hons) component* of the relevant degree, to obtain the candidate's final Honours Grade Point Average.

7. Advanced Standing and Cross-Institutional Study

Where a candidate for an Honours degree in Law has received Advanced Standing for subjects completed at another institution or has been permitted to complete cross-institutional study for credit towards the JCU degree, the above calculation process is modified as follows:

The Honours calculation shall not include the subjects for which either Advanced Standing or Cross Institutional credit has been granted. Instead:

- a. In **Step 1**, the number of credit points required to be included in the calculation of the '**Total**' shall be reduced by the number of credit points for which either Advanced Standing or Cross-Institutional credit (or both) has been permitted. This will mean that a reduced total of subjects (and therefore of credit points) will be included in the calculation of the '**Total**';
- b. Each such reduction shall be applied separately to both *non-law* and *law* credit points that would otherwise have been included in the calculation;
- c. In **Step 2** the '**Total**' is divided by the number of credit points that were actually included in the **Step 1** calculation instead of by the minimum number of credit points required for completion of the relevant degree or, in the case of joint-LLB (Hons) degrees, *the LLB (Hons) component* of the relevant degree, to obtain the candidate's final Honours Grade Point Average.

Schedule 2

Criteria for Assessment of Honours Dissertations

The Assessor shall have regard to the following criteria in assessing the dissertation:

1. Demonstrated familiarity with the relevant law, and any literature (including critical review) on the area;
2. Evaluation of arguments/ critical analysis of the relevant law;
3. Development of thesis (including clarity and merit of central thesis / research question scope / coverage/ soundness of methodology);
4. 'Originality' i.e. Evidence of independent thought and initiative;
5. Structure and organisation;
6. Quality of Expression; and
7. Presentation, including bibliography, referencing, spelling, grammar, and punctuation.

Standards of Assessments for Honours Dissertations

High Distinction (HD) 85% +
Outstanding work which shows sophisticated understanding and critical analysis of the law and policy. The work shows originality or insight and a thorough knowledge of the law and is well presented.

Distinction (D) 75-84%
Substantial work of high quality. It demonstrates substantial understanding of the law and policy. The work is critical and analytical and shows independence of thought.

Credit (C) 65-74%
Very sound and competent work. It demonstrates a good grasp of the law and policy. The work shows fluency of expression and well-structured argument.

Pass (P) 50-64%
The work demonstrates a core of knowledge and a general understanding of the law and policy. The work is in a somewhat ordered structure.

Fail (N) less than 50%
The work fails to demonstrate a satisfactory grasp of the law and policy. It is poorly argued, lacks evidence and appropriate detail. It is not well organised.