

Guidelines for Assessing Equivalent Experience.

This document provides guidance for Deans on which factors should be considered when assessing whether teaching staff *without the required qualification* have an equivalent level of experience.

The Course and Subject Delivery Policy (available in the [Policy Library](#)) states that:

2.2 For Australian Qualifications Framework (AQF) level 10 awards, teaching staff must have a PhD or equivalent experience.

2.3 Deans have the authority to decide whether a teacher has the appropriate level of equivalent experience. The basis for judging equivalent experience is the documented professional and teaching experience of staff, including previous experience teaching at the required AQF level.

2.4 The Provost may approve exceptions to the qualification requirements outlined above

2.5 In accordance with section 2.4, the Provost has waived the qualification requirements for teaching staff of all practicum subjects, such as professional placement subjects, internships and work experience placements

The following table provides guidance on appropriate qualifications for teaching staff according to the Course and Subject Delivery Policy:

Position	Qualification requirements for subjects in AQF level 9 awards and below	Examples of acceptable equivalent experience
Course Coordinator or Director	Must have a qualification one AQF level higher than the course, or equivalent experience.	<p>-A PhD graduate (or graduate of any other level 10 award)</p> <p>-A person with substantial industry or teaching experience who is judged to have a depth of knowledge/skills in the area in which s/he is teaching that is at one AQF level higher than the course, for example:</p> <ul style="list-style-type: none">a BCom accounting graduate with three years of industry experience and one year of tertiary teaching experience who is judged to have knowledge/skills at the cutting edge of the area in which s/he is teaching, teaching in a specialist Masters program <p>-A person with substantial relevant industry or teaching experience, for example:</p> <ul style="list-style-type: none">an MBBS graduate with three years of clinical experience and some research publications, teaching in the MDa performing musician without any qualifications who is judged to have knowledge and skills in their area of musical performance equivalent to a Masters graduate, teaching in a Bachelor of Music program <p>A person with relevant industry or teaching experience who is undertaking a program to obtain a +1 qualification, for example:</p> <ul style="list-style-type: none">a person with two years of experience as a tax lawyer or a tutor in tax law, undertaking a PhD and teaching in the area of tax law
Major or Stream Coordinator		
Subject Coordinator		

Position	Qualification requirements for subjects in AQF level 9 awards and below	Examples of acceptable equivalent experience
Other University staff teaching in a subject (who are members of the examination board for the subject)	As above or, with approval of Head of Department, be at same AQF level (or equivalent) and have distinctive expertise relevant to subject and be receiving professional development support and supervision for teaching at that level.	<p>A PhD graduate (or graduate of any other level 10 award)</p> <p>-A PhD student with expertise equivalent to a PhD graduate in the area in which s/he is teaching</p> <p>-A PhD student with relevant expertise who is undertaking a professional development program in university teaching</p> <p>-An industry/professional expert with a Bachelors degree and three years of industry experience, receiving professional development support for their work as a lecturer in higher education</p>
Guest lecturers (not members of the examination board for the subject)	No particular requirement but would need to be selected for the distinctive and necessary expertise they bring to a class.	<p>-A PhD graduate (or graduate of any other level 10 award)</p> <p>-A person who is judged to have a depth of knowledge in the specific area in which s/he is teaching</p> <p>-A PhD student lecturing in an area that informs their PhD research project</p>
Tutors and Demonstrators	Must have same AQF level qualification (or equivalent) and either have +1, additional experience equivalent to +1, or be in a further training program and be receiving professional development support and supervision for teaching at that level.	<p>-Honours students as tutors in a Bachelor degree, having the equivalent of a UG degree and undertaking a program to obtain a +1 qualification</p> <p>-Second year PhD students as tutors in a first year Masters degree subject, having completed volume of learning equivalent to a Masters degree, tutoring in an area where they have depth of knowledge equivalent to a masters graduate and in further training and receiving professional development support and supervision</p> <p>-A Bachelor graduate with a level 8 educational qualification, teaching in a bachelor degree program</p>

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1	Provost	27 February 2014	27 February 2014	New