



THE UNIVERSITY OF  
MELBOURNE

Faculty of Medicine, Dentistry & Health Sciences  
School of Population Health

## SPH COURSEWORK AUDIT POLICY

It is the expectation of the School that all participants in SPH subjects will be formally enrolled. Limited auditing of postgraduate coursework subjects may be allowed at the discretion of the subject coordinator under certain conditions.

All class attendees are normally expected to be enrolled students through a degree, or the Community Access Program (CAP).

PhD and Masters by Research students who are interested in completing coursework subjects should discuss this with their supervisors. Approval is required from the subject coordinator before completing the subject enrolment form (available from the School of Graduate Studies). Fees for local students will be covered by the RTS scheme. International students will have their enrolment adjusted to ensure the maximum of 50 points per semester is adhered to accordingly students will not incur an additional charge for enrolling in Coursework subjects. Subjects will appear on the transcript.

The following exceptions may be considered for some SPH subjects with Head of Centre and Subject Coordinator approval:

- Visiting and Centre staff at the discretion of the Head of Centre
- Orientation or mentoring new staff, or peer reviewing subjects etc (up to 25% of contact sessions).
- AMS students as part of their formal program.
- Circumstances in which PhD or Masters by Research students may need to access elements of a Coursework subject (usually up to 25% of contact sessions).