

Academic Equivalence Policy

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| Version | 1.5 |
| Approved by: | General Manager, Group Quality, Accreditation & Compliance |
| Date Approved: | 16.09.2025 |
| Implementation: | Academic Director, Academic Managers |
| Maintenance Owner: | General Manager, Group Quality, Accreditation & Compliance |



Contents

| | |
|---|----------|
| Section 1 – Introduction | 3 |
| 1. Purpose | 3 |
| 2. Scope..... | 3 |
| 3. Definitions..... | 3 |
| Section 2 – Policy..... | 5 |
| Section 3 – Reference and Supporting Information | 8 |
| Section 4 – Change History | 8 |



Section 1 – Introduction

1. Purpose

This policy provides the guidelines to ensure Academy of Interactive Technology (“AIT”) teaching staff are experienced in their respective disciplines and qualified to teach. The policy outlines principles to ensure academic staff demonstrate a sound understanding of scholarship and professional practice in their fields as well as learning and teaching principles and practices directly relevant to AIT’s students. This policy will ensure that AIT is aligned with TEQSA’s threshold standards at all times, as set out in The Higher Education Standards Framework, (3.2.3): Specifically, within this section, it is noted that “a qualification in a relevant discipline at least one level higher than is awarded for the course of study, or equivalent relevant academic or professional or practice-based experience and expertise, except for staff supervising doctoral degrees having a doctoral degree or equivalent research experience.”

2. Scope

This policy applies to:

- i) All academic staff delivering Higher Education qualifications at Academy of Information Technology Pty Ltd – AIT - (also trading as Coder Academy Australia, Greenwich Higher Education, and ISCD), RTO: 90511, Registered Higher Education Provider PRV12005, CRICOS: 02155J
- ii) All staff of AIT including employees and contractors; and
- iii) All courses delivered by AIT including those delivered on their behalf by education providers with whom there is a licensing arrangement.

If there are any discrepancies between an affiliate’s policy and this policy, the AIT policy will apply.

3. Definitions

| Word/Term | Definition |
|------------------|--|
| Academic Teacher | An academic staff member who is responsible for the content, delivery and assessment of a subject. |
| AQF | Australian Qualifications Framework (AQF): The AQF is the national policy for regulated qualifications in Australian education and training. It comprises different qualification levels. |
| Degree | An AQF award at Bachelor, Master or Doctoral level. |
| Diploma | An award of the University located at level 5 of the AQF and designed to provide foundational study and facilitate pathways to higher learning. |
| Field of Study | An area of study capable of being identified and of being systematically developed, e.g. IT. |
| Honours Degree | Bachelor Honours Degree qualifications are undergraduate qualifications located at level 8 of the Australian Qualifications Framework (AQF). Graduates at this level will have advanced knowledge and skills for professional or highly skilled work and/or further learning. |
| Leadership | Includes leadership activities, comprising: <ul style="list-style-type: none"> • Supporting the development of strategic direction within the institution • Creation of new directions and ideas • Creation of novel concepts along with courageous risk-taking |



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| | <ul style="list-style-type: none"> • Effective building and management of infrastructure, people and other resources • Holding formal positions in professional / government organisations <p>Undertaking key roles in professional associations, local communities.</p> |
| Non-formal learning | Learning completed through a structured program of instruction which does not lead to the attainment of a formal qualification (for example: In-house professional development programs conducted by an employer, education by professional associations, product courses and unaccredited structured training). |
| Research | Systematic experimental and theoretical work, application and/or development that results in the increase in the dimensions of knowledge. |
| TEQSA | The Tertiary Education Quality and Standards Agency (TEQSA) regulates and assures the quality of Australia's higher education sector. |



Section 2 – Policy

1. Requirement for Academic Staff

All AIT teaching staff will be qualified and experienced in the areas in which they teach, possess a sound understanding of learning and teaching principles and practices directly relevant to AIT's students.

Staff must possess:

- a. An academic qualification, meeting the Australian Qualification Framework (AQF) standards, at least one level above the AQF level course they will teach, or
- b. Equivalent professional experience to the above.

2. Guiding Principles

- a. All academic teaching staff at AIT will meet the minimum requirements expected to be equipped for their roles, as outlined in clause 4 of this policy.
- b. In general, teaching staff will possess qualifications directly relevant to the discipline in which they are teaching and will meet the requirements outlined in this policy.
- c. In some emerging subject areas, however, staff will need to demonstrate they possess a combination of relevant formal qualifications as well as relevant teaching, research and professional experience to meet the requirements outlined in this policy.
- d. In the instance of teaching staff meeting the requirements of this policy by possessing a combination of relevant formal qualifications, professional and other experience, professional experience may be assessed and considered equivalent to possessing qualifications one level higher than the AQF requirement.
- e. University and teaching experience may be considered to be relevant experience in instances in which the staff member was originally employed due to their professional experience.
- f. Guest lecturers and instructors who do not teach more than one-third of the subject are exempt from the requirements of this policy. They will not participate in formal assessment of student work though they may provide guidance and benchmarking in support of the designated assessor.
- g. Workplace learning supervisors and mentors generally require the teaching qualification being undertaken by the student/s they are supervising as well as at least two years of full time equivalent experience in their discipline within the past 10 years. If they do not possess a relevant or equivalent qualification they will require extensive workplace experience as deemed appropriate by the Academic Director.
- h. In the case of special circumstances not covered by these guiding principles an individual staff member may be assessed and determined to meet the requirements of this policy by the Academic Director.
- i. All new Academic Teachers will be supervised by an academic leader during their first study period to ensure suitability, and those who do not fully meet the minimum expectations, but have been approved to teach based on specialised requirements of the course, will receive further supervision from staff who fully meet the Standard 3.2.3.

3. Evidence for Consideration of Equivalency

Where a relevant formal qualification, one AQF level higher than the level being taught is not available, AIT will determine the academic staff member's suitability to teach through the assessment of equivalent experience. This occurs during recruitment and is outlined in AIT's Academic Recruitment Guidelines. Evidence that may be considered during this process includes:

- a. Significant professional experience relevant to the field being taught
- b. Leadership in the development of professional standards



- c. Performing in a role that requires high order judgement and the provision of expert advice, or roles at a senior professional level
- d. Managing significant projects in a relevant field
- e. Testimonials, awards or other recognition that acknowledges leadership or expertise in the field of education
- f. Contributions in the field of education through participation in advisory boards and professional networks
- g. Peer reviewed publications in the field of education
- h. Other publications such as books and reports
- i. Leadership or management of research acknowledged by peers

4. Minimum Expectations and Equivalency Mapping

Academic Teachers must be sufficiently equipped for their roles by possessing appropriate and current academic and professional experience. Generally, formal qualifications and work experience are expected to be in the same or relevant discipline as the course in which the staff member teaches.

The following table outlines the minimum requirements for teaching qualifications and experience of AIT teaching staff.

| Course AQF Level | Teaching Staff Requirements | AIT Academic Equivalence Guiding Principles |
|--------------------------|--|---|
| Level 5 Diploma (HE) | <ul style="list-style-type: none"> Level 7 Bachelor Degree; or Minimum of 3 years VET or Higher Education teaching experience; or CV demonstrating more than 5 years professional experience in a relevant field | The minimum level required to teach in any program at AIT is a Bachelor Degree, except under special circumstances as per the discretion of the Academic Director. This will be determined by an assessment of relevant professional and teaching experience. |
| Level 6 Associate Degree | <ul style="list-style-type: none"> Level 7 Bachelor Degree in relevant field and 3 years professional experience; or Minimum of 3 years VET or Higher Education teaching experience; and CV demonstrating more than 5 years professional experience in a relevant field | The minimum level required to teach in any program at AIT is a Bachelor Degree, except under special circumstances as per the discretion of the Academic Director. This will be determined by an assessment of relevant professional and teaching experience. |
| Level 7 Bachelor Degree | <ul style="list-style-type: none"> Level 8 Master's Degree, Bachelor Degree with Honours, Graduate Certificate, Graduate Diploma; or Bachelor degree in relevant field and 5 years professional experience; or | An AQF Level 7 qualification in combination with relevant teaching, research and/or professional industry experience equivalent to 3 years' full time employment OR the completion of at least two-thirds of a relevant AQF Level 9 qualification plus teaching, research and/or industry experience comprising 2 years' practice altogether. |



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| | <ul style="list-style-type: none"> • Minimum of 5 years Higher Education teaching experience; and • CV demonstrating more than 7 years professional experience in a relevant field | |
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5. Governance & Accountability

The Academic Director is expected to demonstrate that academic teaching staff members' qualification and/or equivalence corresponding to the AQF Level being taught have been assessed in accordance with the policy and the Threshold Standards (2021) 3.2.3.

The staff members' broader experience and skill set will be assessed to determine academic equivalence, for example:

- Research publications, creative work and professional projects of a high standard
- Relevant industry experience
- Peer review of teaching or teaching materials
- Leadership in the community and/or relevant professional bodies

The Academic Director will maintain records that include:

- The details of how each individual staff member was assessed as having satisfied those guidelines,
- The rationale for any exceptions to the policy and its guiding principles.

AIT will encourage staff to complete relevant qualifications and improve their knowledge of adult learning in the disciplines in which they are teaching.



Section 3 – Reference and Supporting Information

| Document name | Document type | Location |
|---|----------------------|----------|
| NextEd Group Recruitment Procedure | Procedure | Internal |
| AIT Academic Teacher Recruitment Guidelines | Guideline | Internal |
| Academic Teacher Position Description | Position Description | Internal |

Section 4 – Change History

| Version | Approval date | Department | Approved by | Change |
|---------|------------------|---|-----------------------|---|
| V1.0 | 27 February 2015 | Academic | Dean | Development of Group Policy replacing existing |
| | | Technology & Design Division | Group Manager | |
| V1.1 | 31 August 2017 | Compliance | Compliance Manager | Update to new Threshold Standards |
| | | Technology & Design Division | Group Manager | |
| V1.2 | 10 May 2018 | Group Accreditation & Compliance | Group Manager | Rewording to achieve greater clarity and ease of interpretation |
| | | Technology & Design Division | Group Manager | |
| V1.3 | 21 January 2020 | Group Accreditation & Compliance | Group Manager | Update to new template, clerical adjustments |
| | | Technology & Design Division | Group Manager | |
| V1.4 | 04 April 2024 | Group Quality, Accreditation & Compliance | Group General Manager | Update to align with new recruitment guidelines |



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| | | Technology & Design Division | Academic Director | |
| V1.5 | 16 September 2025 | Group Quality, Accreditation & Compliance | Group General Manager | Update to include reference to 'Greenwich Higher Education' |
| | | Technology & Design Division | Academic Director | |

