**9. POSTGRADUATE POLICIES, PROCEDURES AND REGULATIONS AND DELIVERY OF POSTGRADUATE PROGRAMMES**

**Accreditation Criteria 9 and 16**

**9.1**

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| **Instructions:**   * Interrogate each statement, consider all relevant data available and rate whether the programme:   + meets minimum standards   + needs improvement   + does not meet the minimum standards. * Justify the ratings in a concise, analytical and reflective summary. * Where the programme needs improvement, indicate what actionable improvements will be taken by the institution within specified timeframes to ensure that the programme meets minimum requirements. * Compile supporting evidence to substantiate the institution’s response and list it systematically in the space provided. The actual supporting evidence should be uploaded on the HEQC Online system at the time of submission and should correspond to the list of evidence below. * Evidence to be submitted includes:   + Postgraduate Admission Policies   + Assessment policies   + Evidence of staff and student training on the policies (e.g. workshop programmes and attendance registers)   + Evidence of staff development support   + Guidelines stipulating roles and responsibilities of students and supervisors |

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| **STATEMENT** | **Meets minimum standards** | **Needs improvement** | **Does not meet the minimum standards** | **Comment** |
| Appropriate policies, procedures and regulations are in place for student admission, selection  and assessment |  |  |  |  |
| These are communicated to all postgraduate students, and academic and administrative staff, and implemented consistently across the institution and programme. |  |  |  |  |
| The selection and appointment criteria in place for postgraduate supervisors are acceptable to the research community in the area of study |  |  |  |  |
| Explicit guidelines exist on the roles and responsibilities of supervisors and students and other matters relevant to the performance of research. |  |  |  |  |
| A senior academic with research and postgraduate supervision experience coordinates research programmes, monitors the progress of postgraduate students and oversees assessment procedures |  |  |  |  |
| A senior academic with research and postgraduate supervision experience coordinates structured master’s and doctoral programmes, monitors the progress of postgraduate students and oversees assessment procedures |  |  |  |  |
| Training is provided in research skills including guidance on research design and  Methodology |  |  |  |  |
| Monitoring and review of the postgraduate system takes place regularly and includes student feedback on the quality of the learning experience, supervision and support infrastructure. |  |  |  |  |
| Research is properly assessed |  |  |  |  |
| Policies for student admission and selection are effectively implemented |  |  |  |  |
| Criteria for the selection and appointment of postgraduate supervisors are effectively  implemented, as well as guidelines on the roles and responsibilities of supervisors and  students |  |  |  |  |

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| **OVERALL RATING**  **(Consider the individual ratings above and provide an overall rating)** | **Meets minimum standards** | **Needs improvement** | **Does not meet the minimum standards** | **Comment** |
| Postgraduate policies, procedures and regulations |  |  |  |  |
| Delivery of postgraduate programmes |  |  |  |  |

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| **JUSTIFY THE RATINGS (in a concise, analytical and reflective summary)** |
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| **ACTIONABLE IMPROVEMENTS (within specified timeframes to ensure that programme meets minimum requirements)** |
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| **SUPPORTING EVIDENCE (to substantiate response where necessary)** |
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