



TERMS & CONDITIONS

for Open
Access

SEPTEMBER 2019

Issuance Protocol

Terms and Conditions for Open Access

Issuance Protocol

1. Purpose of the Protocol

This protocol guides the issuance of Records of Result and Statements of Attainment by Open Universities Australia (OUA) to students accessing units of study through OUA. Such Records of Result and Statements of Attainment are issued on behalf of the Provider in accordance with the qualifications issuance policy of the Australian Qualifications Framework (AQF). The policy in the Australian Qualifications Framework can be found at: <http://www.aqf.edu.au>.

The protocol covers the agreement of the Provider for OUA to issue documents on the Provider's behalf.

The purpose of the protocol is to:

- protect the integrity of documents issued by OUA on behalf of the Provider; and
- provide a centralised, effective and convenient service for academic documentation for students who choose to study through OUA.

2. Definitions

A Record of Results is a document issued on behalf of a Provider that lists all academic results including passes and fails. It is a record of all learning leading to an AQF Qualification or, an accredited unit in which a student is enrolled and is issued by an authorised issuing organisation. In the OUA context it covers all units, access to which was provided through OUA studies.

Records of Results may also be called 'transcript of results', 'academic transcript', 'record of achievement' or 'statement of results'.

A Statement of Attainment is a document issued on behalf of a Provider which recognises that one or more accredited units has been achieved and covers units passed.

3. Protocol

The Provider agrees that OUA may:

- Issue Records of Result and Statements of Attainment on its behalf.

OUA agrees that it will ensure that:

- all Records of Results and Statements of Attainment issued by OUA on behalf of the Provider are in accordance with the AQF qualifications issuance policy;
- all Records of Results and Statements of Attainments acknowledge that the documents are issued on behalf of the Provider; and
- the integrity of the database of student results based on direct data input from the Provider is maintained.