

# **APAC Rules for Accreditation**

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Australian Psychology  
Accreditation Council



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# 1 BACKGROUND

## 1.1 INTRODUCTION

This document sets out the rules that apply to the Australian Psychological Accreditation Council's (APAC) accreditation process. The complete accreditation process is also published on the APAC website in accordance with Section 45 of the *National Law*.

Where relevant, documents that relate to other aspects of APAC's accreditation process are referenced for the reader.

## 1.2 THE NATIONAL LAW

APAC is appointed as an external accreditation entity under the *Health Practitioner National Law Act 2009* (*National Law*).

Part 6 of the *National Law* sets out the requirements for accreditation. Sections of the legislation relevant to APAC's accreditation processes are referenced throughout this document.

# 2 ACCREDITATION PROCESS

## 2.1 GENERAL

An education provider applying for APAC accreditation must be a TEQSA registered Higher Education Provider (HEP).

The accreditation process has been designed to operate over a five year cycle (accreditation period) so that all of the HEP's programs are assessed and considered for accreditation in the final year of that cycle and as part of one process.

The onus is on the HEP to ensure that APAC has received information sent by the HEP, including on-line submissions. This includes the *Notification of Intended Application*, the *Application for Accreditation*, and the *Annual Update*.

The onus is on the HEP to demonstrate that its programs meet the Accreditation Standards for Psychology Programs (Standards) and to show how it will continue to meet the Standards during the accreditation period.

Where two or more HEPs intend to offer a program in cooperation with each other and intend to establish joint ownership, branding of, and/or responsibility for that program, only one HEP may make the accreditation application and that HEP will be responsible for entering into and continuing to meet the terms of an accreditation contract with APAC.

The accreditation process will assess the HEP's operations and how they impact on each program offered by that HEP.

In conducting an assessment for accreditation, APAC will have regard to:

- written material provided with the *Application for Accreditation*
- a report of observations made by an assessment team during a site visit to the HEP
- the HEP's response to any matters that have been raised by the assessment team, and
- any other relevant information or material obtained by APAC.

## 2.2 PRIOR NOTIFICATION OF INTENDED APPLICATION

### 2.2.1 Cycle assessments

In the fourth year of its accreditation period, APAC will write to the HEP asking it to submit a *Notification of Intended Application* before 30 November of that year. The HEP may submit a *Notification of Intended Application* without waiting to receive notice from APAC.

The *Notification of Intended Application* should:

- confirm that the HEP will be making an application for re-accreditation of its existing programs and accreditation of any intended new programs
- acknowledge that an *Application for Accreditation* and all required documentation will be submitted to APAC by 31 March of the following year
- detail all programs to be assessed, and
- nominate potential dates (usually between May and September) most convenient for a site visit to be conducted.

APAC will acknowledge receipt of the *Notification of Intended Application*.

Failure to submit a *Notification of Intended Application* and an *Application* by the dates specified above, unless agreed by APAC, will result in the accreditation not proceeding as intended.

APAC completes Cycle assessments prior to the end of the accreditation period wherever possible.

### 2.2.2 Out-of-Cycle assessments

The HEP may submit Out-of-cycle applications for new programs of study at any time.

APAC will acknowledge receipt of the *Application for Accreditation*.

Notification of an accreditation determination can take up to six (6) months from the time of application for an Out-of-cycle assessment.

Accreditation of new programs within an accreditation period will remain valid only until the end of the current Accreditation Period, so that all of the HEP's programs are assessed together at the end of each Cycle.



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## 2.3 FAILURE TO APPLY FOR ASSESSMENT FOR ACCREDITATION

The HEP with accredited programs must make an application for assessment in accordance with these Rules prior to the expiry of their accreditation period.

There is no automatic renewal of the accreditation period for the HEP's programs. If no application is received by APAC, no assessment will be made.

The accreditation of the HEP's programs will not be extended beyond the accreditation period if the HEP fails to make a timely application for assessment.

Failure to make an application for assessment prior to expiry of the accreditation period may result in a determination of Accreditation Expired for the HEP's program.

If the HEP:

- fails to gain accreditation for a new program of foundational competencies (Level 1) within twelve (12) months of commencement of the program, or
- fails to gain accreditation prior to the commencement of a new program delivering professional competencies (Level 3 and above), for which the Psychology Board of Australia (PsyBA) requires students to hold provisional registration as a psychologist

the students who graduate from that program will be deemed to have graduated from a program that is not accredited.

## 2.4 MAKING AN APPLICATION

Applications must be made on the *Application for Accreditation* form specified by APAC. The form is available on the APAC website or from the APAC office.

For Cycle assessments, the *Application for Accreditation* form must be submitted to APAC by 31 March of the year in which the HEP's program is to be assessed.

Submission of a completed *Application for Accreditation* form signed by an authorised signatory binds the HEP to the APAC Rules for Accreditation.

Failure to comply with the Rules will be deemed to be a breach of contract and may result in accreditation status being revoked.

The *Application for Accreditation* form, attachments and any other relevant information, will be provided to each member of the assessment team appointed to assess the application.

## 2.5 COMBINED APPLICATIONS FOR REACCREDITATION AND NEW PROGRAMS

Applications for assessment for reaccreditation of currently accredited programs and assessment for accreditation of a new program may be made on the same application form.

In completing a combined application, the HEP must clearly differentiate between the programs to be reassessed for accreditation and new programs.

## 2.6 APPLICATIONS FOR NEW PROGRAMS OR NEW HEPs

It may not be possible to assess all elements of a program which has no enrolled students. Such programs may instead be assessed on the plans the HEP has for how the Standards will be met once the program commences.

In making an application for accreditation, a new HEP, using the *Application for Accreditation* form, must demonstrate how the HEP's programs meet the Standards, or for programs yet to commence, intend to meet the Standards.

Accreditation of programs offered by a new HEP will not be retrospective and will commence from the date of formal approval.

## 2.7 CHANGES TO PROGRAMS DURING THE ACCREDITATION PERIOD

If the HEP has made substantial changes to an accredited program, an assessment of the changes will be necessary. The HEP may be required to make an application for a new program accreditation and this may require a site visit at the HEP's expense.

If accredited programs are introduced during the accreditation period at new campuses, i.e. campuses other than those for which accreditation has been granted, a new application and an assessment will be necessary, and this may require a site visit at the HEP's expense.

If the HEP repackages units from accredited programs into one or more new programs with a different qualification title, the program will be considered non-accredited until assessed by APAC.

## 2.8 DISCONTINUED PROGRAMS

If an accredited program is discontinued (i.e. no new students are being enrolled) and students remain enrolled in the program (i.e. the program is being 'taught out'), an *Application for Accreditation of a Discontinued (Taught-Out) Psychology Program* must be made. The form is available on the APAC website or from the APAC office.

An accredited program that is being 'taught out' may be granted the status of Accreditation with Conditions for a period of not more than twelve (12) months.

If an extension beyond a period of twelve (12) months is required, then the HEP must make an *Application for Accreditation of a Discontinued (Taught-Out) Psychology Program* prior to the end of each year, until the program is no longer taught and no students remain enrolled in the program.

If no *Application for Accreditation of a Discontinued (Taught-Out) Psychology Program* is received and the program continues to be taught after the expiry of a period of twelve (12) months, then the program will have a status of Accreditation Revoked. Any students completing the program while the program's accreditation has been revoked will be deemed to have graduated from a program that is not accredited.





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## 2.9 OTHER PROCESS MATTERS

Upon receipt, the *Application for Accreditation* will be reviewed to assess whether all the relevant sections have been completed.

If the assessment team determines that further information is required, the HEP will be notified. The applicant must submit any additional information in the form requested by the date specified.

Applicants will be notified of the dates of their site visit.

At the conclusion of the site visit, the assessment team or nominee will meet with the HEP's Head and the Head's line-manager to discuss the main themes identified and any particular concerns that members of the assessment team may have. During the site visit, the first draft of a formal report is commenced by the assessment team. The purpose of this report is to communicate the assessment team's draft recommendations for accreditation and the grounds on which they are based.

Following the site visit and a review by APAC's Accreditation Assessment Committee (AAC), the draft report will be forwarded to the HEP's Head. The Head will have a specified time period within which to submit a rejoinder containing:

- comments on the factual accuracy of the report, and
- comments on the recommendations, conclusions or judgments contained in the report.

If no rejoinder is received from the Head within the specified time frame, it will be assumed that there are no errors of fact within the report and that the HEP has no comments to make on the conclusions and/or recommendations contained in that report.

APAC will make a determination on the accreditation status of the HEP's program based on the information received from the HEP and the recommendations of the assessment team.

The Chair (or delegate) of APAC will notify the HEP of the outcome of the assessment for accreditation. The possible outcomes of an assessment are set out in Section 3 of these Rules.

APAC will provide a report of its accreditation determinations to the PsyBA as the National Board for psychology. See Section 3 below.

## 2.10 COMPOSITION OF AN ASSESSMENT TEAM

APAC has a pool of qualified assessors who are approved by the APAC Board. From this pool, APAC will appoint an assessment team for each accreditation assessment.

The assessment team usually comprises:

- an Assessment Team Leader who is an experienced assessor whose usual place of employment is not located in the same city as the HEP being assessed, and who is responsible for coordinating the assessment
- further assessors as required
- an APAC staff member, and

may include observers (including additional APAC staff).

Each member of the assessment team is required to sign a confidentiality agreement and a declaration of any relevant personal or professional interest that may be perceived to conflict with his/her ability to undertake impartially his/her duties as a member of an assessment team.

The Head of the HEP will be informed in writing of the composition of the assessment team at least four (4) weeks prior to the site visit. The HEP will be notified of any changes to the composition of the assessment team as soon as practicable.

Where a potential conflict of interest is identified by the HEP, it must be drawn to the attention of the APAC office in writing without delay.

Where a potential conflict of interest is drawn to the attention of the APAC office by a third party, APAC will notify the Head of the HEP who must promptly communicate to APAC in writing any concerns arising from the perceived conflict.

APAC will assess any declared or potential conflict of interest and may, at its discretion, choose to:

- replace the relevant member of the assessment team
- postpone a site visit
- conduct a secondary site visit if a suitable replacement cannot be found prior to the scheduled visit
- manage the conflict of interest through provisions put in place for the assessment and supervised by the Assessment Team Leader.

## 2.11 SITE VISITS

The assessment team will make a site visit at the time notified to the HEP.

The purpose of a site visit includes:

- providing the assessment team with the opportunity to clarify or seek further information about any issues arising from the *Application for Accreditation* and its attachments
- enabling the assessment team to check that all resources, policies and procedures of the HEP meet the Standards, and
- enabling the assessment team to meet and interview staff, students and other relevant persons, and to review teaching methods, materials and student assessments.

Upon receipt of confirmation of the date for the site visit, the HEP will prepare a proposed Site Visit Agenda complying with APAC's guidelines which are available from the APAC office. Consideration will be given to providing the assessment team with sufficient time to conduct all required assessments. An example of a Site Visit Agenda is available on the APAC website and from the APAC office.

The proposed Site Visit Agenda must be submitted to APAC by the date specified so that planning by the assessment team can be undertaken.

APAC will determine the final Site Visit Agenda.

If the HEP delivers the programs being accredited at more than one campus, the assessment team may conduct a site visit at each of these campuses.

The duration of a site visit will depend on the number of campuses and the complexity of the programs to be accredited. Members of the assessment team must be given sufficient time to examine all the resources for the programs being assessed.

The HEP will be responsible for coordinating all arrangements for the site visit in consultation with the APAC office. APAC will be responsible for the organisation of all site visit travel and accommodation arrangements.



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## 2.12 EXCEPTIONAL CIRCUMSTANCES EXTENSION OF ACCREDITATION PERIOD

The HEP may apply to extend its accreditation period for no more than twelve (12) months from the date of expiry.

An application for extension of an accreditation period:

- can only be made for exceptional circumstances, and
- must be made prior to 31 October in the year before the expiry of the current accreditation period.

If APAC, at its sole discretion, extends the HEP's accreditation period for no more than twelve (12) months (the extended period), the HEP's accredited programs will hold the status of Accreditation with Conditions for the extended period.

If a further extension is required, the HEP must make an application for accreditation at least four (4) months before the end of the extended period.

If the HEP fails to make an application in the timeframe set, APAC cannot guarantee that an assessment of the relevant programs can be completed before the extended period expires.

If, despite its best endeavours, APAC is unable to make an accreditation determination prior to the expiry of the extended period, the HEP's accredited programs will hold the status of Accreditation Revoked at the expiry of the extended period.

## 2.13 FEES AND COSTS

Fees for accreditation are set annually by APAC and listed in the APAC Schedule of Fees, which is available on the APAC website. Fees apply to Cycle and Out-of-cycle assessments.

APAC will issue a tax invoice for payment of fees for accreditation and associated site visit costs.

The cost of off-shore travel, including premium economy airfares where available (otherwise business class airfares), accommodation, meals, taxi fares and any other expenses associated with an off-shore site visit by the assessment team will be the responsibility of the HEP. The HEP will be invoiced for the costs after the site visit.

Failure to pay outstanding invoices by the time specified by APAC may result in accreditation of the HEP's programs being revoked, or an assessment being delayed or not being undertaken.

## 2.14 TIMELINES

APAC publishes on its website the timelines for accreditation cycles.

If an assessment is conducted outside an APAC accreditation cycle, the dates and the steps in the timeline listed may be varied at APAC's sole discretion.

Note: A description of the accreditation process including a process diagram can be found on the APAC website.

## 3 OUTCOMES FROM THE ACCREDITATION PROCESS

### 3.1 ACCREDITATION OF THE HEP'S PROGRAMS

Once APAC has made a determination on the accreditation status of a program, APAC is required by Section 48 of the *National Law* to provide a report to the PsyBA on the status determination.

Pursuant to Section 49 of the *National Law*:

- the PsyBA may approve or not approve an accredited program for the purpose of qualification for registration as a psychologist. If APAC does not accredit a program, the PsyBA is not able to approve that program for qualification for registration as a psychologist.
- the PsyBA must publish the titles of approved programs on its website. Formal approval of the accreditation of a program does not take effect until the program is published on the PsyBA website.

The PsyBA will notify APAC whether it approves or refuses to approve the accredited programs as qualifications for the purpose of registration as a psychologist in accordance with Section 49 of the *National Law*.

### 3.2 ACCREDITATION STATUS

The HEP's programs may be granted the following accreditation status:

- Accreditation without Conditions
- Accreditation with Conditions
- Accreditation Revoked, or
- Accreditation Expired.

Any program which is unsuccessful in gaining Accreditation without Conditions, or Accreditation with Conditions, will have no accreditation status.

#### 3.2.1 Accreditation without Conditions (Section 48 of the *National Law*)

Accreditation without Conditions will be granted if the program meets all of the relevant Standards.

#### 3.2.2 Accreditation with Conditions (Sections 48 and 50 of the *National Law*)

Accreditation with Conditions will be granted when, in APAC's opinion:

- the program meets most of the applicable Standards, and those not met at the time of assessment are likely to be met within the time specified by APAC
- the HEP makes changes to its program and/or its supporting resources after the accreditation process such that the program no longer meets the Standards, and the Standards not met at the time of assessment are likely to be met within the time specified by APAC
- an APAC audit of a HEP's program determines that meeting the Standards has not been maintained, and the Standards not met at the time of audit are likely to be successfully addressed within the time specified by APAC.

A determination of Accreditation with Conditions will be accompanied by a list of matters to be addressed and a date by which those matters must be addressed (conditional period).



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The HEP with programs with the status of Accreditation with Conditions is required to submit a mandatory report to APAC setting out the progress made towards meeting the Standards by the date specified by APAC.

If all conditions are addressed by the specified date, then the Accreditation status may be reassessed and a status of Accreditation without Conditions may be granted.

If all conditions are not addressed to APAC's satisfaction within the conditional period, then the program may be determined as having Accreditation Revoked.

### **3.2.3 Accreditation Revoked (Sections 50 and 51 of the *National Law*)**

A status of Accreditation Revoked will apply to a previously accredited program where the program no longer meets the Standards.

### **3.2.4 Accreditation Expired (Sections 50 and 51 of the *National Law*)**

A status of Accreditation Expired will be determined for the accredited program if:

- the accreditation period has come to an end and no application has been made and assessment for reaccreditation has been undertaken, or
- an application for reaccreditation has been made after the expiry of the accreditation period and the program has not been assessed for reaccreditation.

### **3.2.5 No Accreditation Status (Section 48 of the *National Law*)**

No Accreditation status will be determined if a new application for accreditation or an application for re-accreditation is assessed as unsuccessful in gaining Accreditation without Conditions or Accreditation with Conditions.

## **3.3 CHANGE TO ACCREDITATION STATUS**

The accreditation status of a HEP's program may be changed as a result of:

- the closure of the HEP or its department or school of psychology or other academic unit out of which an accredited program is taught
- the cessation of a program by the HEP
- an APAC accreditation assessment
- an APAC audit or monitoring process
- failure to meet the requirements of Accreditation with Conditions.

APAC will notify the PsyBA of a change in status pursuant to Section 50 of the *National Law*.

If APAC changes the status of a program to Accreditation Revoked, the approval of that program by the PsyBA is cancelled, pursuant to Section 51 of the *National Law*.

The HEP that has its program accreditation status changed may:

- seek an internal review of the decision to change accreditation status, or
- resubmit a new application for accreditation at any time.

### 3.4 CHANGES TO THE HEP OR A PROGRAM DURING THE ACCREDITATION PERIOD

APAC monitors accredited programs to ensure that they continue to meet the Standards, pursuant to Section 50 of the *National Law*.

It is the responsibility of the HEP to inform APAC as soon as possible of any changes or proposed changes to the delivery of its accredited program, including but not limited to:

- change to a multiple campus arrangement
- change to a program title
- change to staffing including number and mix
- change to resources supporting the program, and
- change to the content and/or mode of delivery of a program.

It is also the HEP's responsibility to inform APAC as soon as possible of any plans to change its department or school of psychology or other relevant academic organisational unit.

APAC may work cooperatively with the HEP to manage short-term difficulties that may arise from a proposed change.

Failure to inform APAC of any changes may impact on the future accreditation status of the program.

If a change to accreditation status is determined by APAC, it will notify the PsyBA pursuant to Section 50 of the *National Law*.

### 3.5 PUBLICATION OF ACCREDITATION STATUS

#### 3.5.1 Publication by APAC

APAC will maintain a publicly available list of all current APAC-accredited programs on the APAC website. The list will state the current accreditation status and will be regularly amended to reflect any change in the accreditation status.

APAC may also publish on its website a summary of the outcomes of each accreditation assessment it conducts.

#### 3.5.2 Publication by the PsyBA

The PsyBA will publish a list of all approved APAC-accredited programs on its website as required under Section 49 of the *National Law*.

#### 3.5.3 Publication by HEP

It is the responsibility of the HEP, at all times, to inform students and stakeholders accurately of the APAC-accreditation status of its programs.

If a HEP changes the title of the qualification awarded on completion of an APAC-accredited program, or changes any other significant part of a program, the HEP must not represent that the amended program is accredited by APAC or approved by the PsyBA.



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## 4 ONGOING MONITORING OF ACCREDITED PROGRAMS

### 4.1 ANNUAL REPORTING

The HEP must submit an APAC *Annual Update* form at a time specified by APAC.

Failure to do so may result in the determination of Accreditation with Conditions for the program.

An *Annual Update* form is not required to be submitted in the final year of the HEP's current accreditation cycle if the HEP intends to make an application for reaccreditation.

### 4.2 AUDITING COMPLIANCE WITH THE STANDARDS

APAC may audit the HEP's accredited programs at any time during the accreditation period if it reasonably believes that one or more of its programs may no longer comply with the Standards.

The audit may include one or more of the following, depending on APAC's determination:

- a request for information about one or more of the HEP's programs
- a request for copies of current program documentation
- a request for interview with one or more members of staff, students, or other stakeholders who might in APAC's view reasonably be expected to contribute information useful to the conduct of the audit, and
- a site visit or visits to one or more campuses, as well as other locations where student placements or other components of education and training are conducted and/or assessed.

APAC will provide the HEP with at least twenty-one (21) days written notice of an audit.

The HEP must provide APAC with full access to staff, students, resources, documentation and facilities requested by APAC for the purpose of conducting an audit.

### 4.3 COSTS OF AN AUDIT

The cost of the audit, including APAC assessment fees, will be paid by the HEP.

If a site visit is conducted as part of the audit, the costs for travel, accommodation, meals and taxi fares for the assessment team will be paid by the HEP.

Invoices issued by APAC will be:

- itemised
- issued within six (6) weeks of the end of the audit, and
- payable by the HEP within thirty (30) days of the date of invoice.

## 5 INTERNAL REVIEW AND COMPLAINTS

### 5.1 INTERNAL REVIEW

If the HEP is not satisfied with APAC's assessment and determination, it may seek an Internal Review of the decision. The *Internal Review Process* is available from the APAC office.

### 5.2 COMPLAINTS AGAINST HEPs

APAC may investigate a complaint received about the HEP if it relates to any part of the Standards. The *Complaints Process* is available from the APAC office.





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## 6 APPENDIX: DEFINITIONS

**Accreditation Standard(s) (or Standards)** means those Standards as approved by the PsyBA and published on the Board's website as an Approved Accreditation Standard pursuant to Sections 47 and 48 of the *National Law*.

**Accreditation Period** means the period of time for which a HEP's programs are accredited as meeting the Standards. The accreditation period is usually five (5) years commencing on 1 January of the year following the accreditation assessment process, and ending on 31 December in the fifth year of the cycle.

**Accreditation Revoked** means the removal of accreditation from a program consistent with Section 50 of the *National Law*.

**Accreditation Assessment Committee (or AAC)** means the APAC Accreditation Assessment Committee, and is a committee of experienced and certified accreditation assessors who provide expert accreditation assessments, reports and recommendations, and assessment advice to the APAC Board. The committee operates under APAC's authority, with accreditation assessment processes being coordinated by APAC office staff. Assessment reports and accompanying recommendations are scrutinised by the AAC, and APAC staff, before being considered by the APAC Board, which is responsible for final accreditation decisions.

**Accreditation with Conditions (or Accredited with Conditions)** means that APAC has determined that a program substantially meets the relevant Standards and the imposition of conditions on accreditation will ensure the program meets the Standards within a reasonable time, consistent with Section 48 of the *National Law*.

**Accreditation without Conditions (or Accredited without Conditions)** means that a program has been assessed as meeting all of the Standards, consistent with Section 48 of the *National Law*.

**APAC website** means the web pages accessed through <https://www.psychologycouncil.org.au/> or such other website as published by APAC from time to time.

**AQF** means the current edition of the Australian Qualifications Framework.

**Applicant** means the HEP making an application for assessment for accreditation of its programs.

**Fees for accreditation** means all of the monies required to be paid to APAC in consideration of any APAC accreditation assessment, as set out in the fee schedule published by APAC from time to time.

**Application Form** means the appropriate application form as published by APAC from time to time.

**Assessment Team** means an expert team appointed by APAC whose primary function is to assess the evidence for each HEP's psychology programs against the Accreditation Standards.

**Head** means the head or director of a department, school or other academic organisational unit of a HEP that is responsible for a program, or their delegated senior officer.

**Higher education provider (HEP)** means a higher education provider registered in Australia by the Tertiary Education Quality and Standards Agency (TEQSA) under the Higher Education Standards Framework (HESF).

**Internal Review** means a review of a decision relating to Accreditation, as required by the *National Law* (ss 48[5] and [6]), and carried out under the provisions of Section 5 of these Rules.

**National Law** means the *Health Practitioner Regulation National Law (2009)* as enacted in each state and territory of Australia.

**National Board** (also referred to as **National Registration Board or PsyBA**) means the Psychology Board of Australia, a national health practitioner board established pursuant to Section 31 of the *National Law*, and including its regional boards. One of the functions of the National Board is the registration of psychologists.

**Off-shore** means not physically located in Australian territory.

**Placement (or Practice placement)** provides opportunities in a relevant professional setting for the education and training of psychology students for the purposes of:

- integrating theory into practice
- familiarising the student with the practice environment, and
- building the knowledge, skills and attributes essential for professional practice.

During placements the provision of safe, high-quality client care and service is always the primary consideration. It is recognised that a practice placement may be conducted in a number of locations and settings.

**Program** (also referred to as **Program of Study**), in the context of the *Accreditation Standards for Psychology Programs* and APAC's accreditation processes encompasses:

- a higher education program of study in psychology that leads to the achievement of an AQF qualification, or
- a higher education sequence of study that is a structured set of units comprising the learning and assessment required for achievement of one or more levels of the graduate competencies leading to the achievement of an AQF qualification, or
- a higher education sequence of study that is a structured set of units that comprises the learning and assessment required for achievement of one or more professional competencies for specialised areas of practice.

**Psychology Board of Australia (PsyBA)** is responsible under the *National Law* for the registration of psychologists in Australia and the development of standards, codes and guidelines for the psychology profession.

**Psychologist**, the PsyBA provides the following information about who is a psychologist in relation to registration status as follows:

- Psychologists with general registration have unrestricted rights to use the title 'Psychologist' or 'Registered Psychologist', and may undertake any work using that title;
- Candidates undertaking doctoral degrees who have general registration, but do not have an endorsement, may only refer to themselves as a 'Psychologist' or 'Registered Psychologist';
- Provisionally registered psychologists undertaking the 4+2 pathway or the higher degree pathway for the purpose of obtaining general registration must only use the title 'Provisional Psychologist';
- A psychologist enrolled in a Board registrar program leading to an endorsement may use the title 'Registrar' along with the area or areas of practice (e.g. 'Clinical Psychology Registrar');
- Psychologists with an endorsement may use the title associated with that area or areas of practice (e.g. 'Clinical Psychologist'); and
- Non-practising registration allows a person to remain on the register and to continue to use the protected title 'Psychologist'.

**Rules** mean these rules prescribed by APAC and amended from time to time, applying to APAC's accreditation processes.



**Sequence** means a recognised set of units of study in psychology and the rules governing their completion including the order in which they must be undertaken.

**Site Visit** means the attendance by an APAC assessor or assessors to a campus of the HEP or to another relevant location, undertaken as part of the process of assessment to determine the extent to which programs comply with the Accreditation Standards.

**Standards** see **Accreditation Standards**

**TEQSA** refers to The Tertiary Education Quality and Standards Agency. TEQSA is Australia's independent national regulator of the higher education sector. TEQSA registers and evaluates the performance of higher education providers against the Higher Education Standards Framework (HESF) – specifically the Threshold Standards.

**Unit** means a separate and identifiable component of an undergraduate or postgraduate program, usually with its own assessment components and with a member of the academic staff responsible for coordination. Note the terms 'subject', 'course', 'topic' or 'sequence' may also be used by providers.

