

**THE EDUCATION UNIVERSITY OF HONG KONG**  
**ACADEMIC BOARD**

<b>BOARD OF GRADUATE STUDIES</b>
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**Terms of Reference**

1. To advise the Academic Board on the formulation of policies on academic quality assurance and quality enhancement for higher degree programmes (excluding Postgraduate Diplomas in Education (PGDEs)).
2. To formulate and review policies, guidelines and regulations of higher degree programmes (excluding PGDEs).
3. To oversee and monitor the implementation of the University's quality assurance and quality enhancement frameworks and the associated guidelines, regulation and procedures on admissions and matters relating to academic regulations for higher degree programmes (excluding PGDEs).
4. To formulate strategic plan on higher degree programmes (excluding PGDEs) with concrete focus and directions as well as action plans on programme development, academic standards, quality assurance and enhancement, internationalization, international benchmarking, learning and teaching, etc.
5. To advise and give planning approval of higher degree programmes (excluding PGDEs) as proposed by the Faculty Boards and the Academic Committee.
6. To endorse the annual offering plans on all self-financed higher degree programmes (excluding PGDEs) and monitor their sustainability.
7. To advise on the offering and development of new programmes and monitor the sunsetting of existing programmes at postgraduate level.
8. To ensure the academic standard of Research Postgraduate (RPg), Doctor of Education (EdD), Master of Education (MEd), and taught postgraduate programmes (excluding PGDEs).
9. To review and endorse annual programme reports of MEd, EdD and RPg programmes and give views on the annual programme reports (and other related reports if necessary) on higher degree programmes (excluding PGDEs), especially on market demand and sustainability of the programmes.
10. To approve the nomination of thesis supervisors for RPg programmes at the time of admission and cases other than the change of supervisors or nomination of additional supervisors meeting the appointment criteria as stated in the "General Academic Regulations for research components of the RPg and professional doctorate programmes".
11. To determine the allocation of RPg places and monitor the quality assurance of RPg programmes.
12. To oversee assessments and progression of students of MEd, EdD and RPg programmes through the establishment of Board of Examiners, and to endorse and recommend the lists of graduates for the award of these programmes to the Academic Board (AB) for approval.

13. To approve major programme-related changes for MEd, EdD and RPg programmes except for changes to programme/award title, level of award, programme duration and mode of study which require the approval of the AB.
14. To approve the appointment of External Reviewers of MEd, EdD and RPg programmes and report to the AB the approved appointments.
15. To consider special cases on admissions, programme registration, assessment regulations and qualification recognition referred to it by the Faculties/Programme Committees as appropriate.
16. To advise on any other major issues related to the programmes, including admission, intake quotas, nominations of candidates for studentships, studentships and prizes, tuition fees, etc.
17. To set up sub-committees as appropriate.

1 September 2023

Board of Graduate Studies (BGS)