

Mr Kevin Boyd

Via email to foi+request-8326-d257b7b6@righttoknow.org.au

2 February 2022

Acknowledgement of Freedom of Information Access Application
Our Reference 220032

Dear Mr Boyd

We refer to your access application under the [Freedom of Information Act 2016 \(ACT\)](#) (the Act), received by the University of Canberra on 19 January 2022.

The University acknowledges your application which seeks access to the pass and fail rate of students studying the Bachelor of Human Nutrition and attending the Chem1 B Class over the past two years.

The University is processing your request in accordance with the Act and will provide you with a response within 20 working days of receipt of the application, by **16 February 2022**.

Clarification of Freedom of Information Access Application

In accordance with section 34(3) of the Act, the University requires clarification on the scope of your application.

Unit Information

You have requested the pass and fail rate of students studying the Bachelor of Human Nutrition and attending the Chem1 B Class over the past two years.

The Faculty Of Science And Technology offers two Level 1 undergraduate introductory units in chemistry, namely:

- 1b (Course code: 1517.8) (**Chemistry 1b**); and
- Chemistry 1 (Course code: 8773.3)

The University has assumed that you are seeking information related to Chemistry 1b. Please confirm our understanding is correct or otherwise provide clarification.

Grading Categorisation

The University assesses the performance of students against the learning outcomes of each unit. Student performance is recorded in the form of marks and grades. Grades are awarded on a scale ranging from High Distinction to Fail.

Please confirm whether you are seeking the percentage rate of students awarded a fail in Chemistry 1b against the students awarded a pass or above? Or are you seeking the percentage of students awarded to each possible grading outcome (i.e., high distinction, distinction, credit, pass or fail (categorised as NW, NX, NC or NN))?

Please provide a response to all of the University's questions via email at foi@canberra.edu.au.

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Australian Government Higher Education
Registered Provider Number (CRICOS) #00212K

Your application will not be dealt with any further if a response clarifying the scope is not received and the application becomes suspended for 3 months or more in accordance with section 4 of the Act.

Third Party Consultation

Consultation with third parties may be required to process your application. Consistent with the Act, the University may extend the processing timeframe by 15 working days in order to consult with those third parties. If this is the case, we will notify you in writing and advise you of the revised decision date.

Open Access Information

The Act requires that details regarding your request, such as your application, decision notices, and the information released to you, must be recorded on the University's publicly available disclosure log within three working days after a decision on access has been given to you. Please be aware that while no personal information will be published, other information may be made available <https://www.canberra.edu.au/about-uc/policy-and-legislation/freedom-of-information/disclosure-log>.

In order to reduce resources and for ease of review, duplicate documents will be removed from any information provided to you.

If you have any questions about this process, please contact Amelia Gordon on 02 6206 8519 or by email to foi@canberra.edu.au.

Kind regards

Freedom of Information Team

Office of the General Counsel and University Secretary

University of Canberra

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