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| List of approved acronyms and abbreviations for titling records  Records & Information |

Refer to this list when titling University records.

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| **Note**: List entries are not to be used to create organisation contact names in the Content Manager location directory. To suggest updates to this list, contact Records & Information: [records-info@unimelb.edu.au](mailto:records-info@unimelb.edu.au) |

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| **Acronym** | **Name/word in full** |
| AARNet | Australian Academic & Research Network |
| ABN | Australian Business Number |
| ABP | Faculty of Architecture Building and Planning |
| ACER | Australian Council for Educational Research |
| ACIAR | Australian Centre for International Agricultural Research |
| ACU | Association of Commonwealth Universities |
| AEF | Asia Education Foundation |
| AFISC | Australian Food Industry Science Centre |
| AHEIA | Australian Higher Education Industrial Association |
| AIDAB | Australian International Development Assistance Bureau *(Superseded by Australian Agency for International Development AUSAID)* |
| AIHI | Australian International Health Institute Limited |
| AIRC | Arthritis and Inflammation Research Centre |
| AMEB | Australian Music Examinations Board (Victoria) Limited |
| ANAM | Australian National Academy of Music Limited |
| ANU | Australian National University |
| ANZ | Australian & New Zealand Banking Group Limited |
| ANZSOG | Australian & New Zealand School of Government |
| APPII | ARC, Philanthropic, Primary Industries and Internal *(Referring to one of the Grants teams, c. 2018)* |
| ARC | Australian Research Council |
| ASAP | As soon as possible |
| ASO | Academic Support Office *(There is more than one - in different faculties)* |
| Assoc | Association OR Associate |
| ATT | Attached |
| AUQA | Australian Universities Quality Agency |
| AUSAID | Australian Agency for International Development AUSAID *(Formerly AIDAB)* |
| AVCC | Australian Vice-Chancellors’ Committee *(Superseded by Universities Australia)* |
| AWAs | Australian Workplace Agreements |
| BCP | Business Continuity Planning |
| BEC | Buildings and Estates Committee |
| BEI | Bionic Ear Institute |
| BEIMS | Building & Engineering Information Management System |
| BHERT | Business Higher Education Round Table |
| BRI | Brain Research Institute Pty Ltd |
| CAUT | Committee for the Advancement of University Teaching |
| CEQ | Course Experience Questionnaire |
| CERA | Centre for Eye Research Australia |
| CERC | Contemporary European Research Centre |
| CPC | Capital Projects Committee |
| CPE | Centre for Program Evaluation |
| CRC | Cooperative Research Centre |
| CRICOS | Commonwealth Register of Institutions and Courses for Overseas Students |
| CSHE | Centre for the Study of Higher Education *(Superseded by MCSHE)* |
| CSIRO | Commonwealth Scientific & Industrial Research Organisation |
| CSL | Commonwealth Serum Laboratories |
| CSP | Commonwealth Supported Places |
| CSSCGM | Client Services, Special Collections and Grainger Museum |
| Cth | Commonwealth |
| CWIS | Campus Wide Information Systems |
| DBI | Department of Business and Innovation *(Superseded by Department of Economic Development, Jobs, Transport and Resources)* |
| DEDJTR | Department of Economic Development, Jobs, Transport and Resources |
| DEECD | Department of Education & Early Childhood Development |
| Dept | Department |
| DEST | Department of Education Science & Training |
| DET | Department of Education and Training, Victoria |
| DHA | Department of Health and Ageing |
| DIICCSRTE | Department of Industry, Innovation, Climate Change, Science, Research and Tertiary Education |
| DIISR | Department of Innovation, Industry, Science and Research |
| DIISRTE | Department of Industry, Innovation, Science, Research and Tertiary Education |
| DSDBI | Department of State Development Business and Innovation |
| DSEWPaC | Department of Sustainability Environment Water Population & Communities |
| DVC | Deputy Vice-Chancellor |
| DVCR | Deputy Vice-Chancellor (Research) |
| DVCs | Deputy Vice-Chancellors |
| EBA | Enterprise Bargaining Agreement |
| EFTSL | Equivalent Full-time Student Load |
| EFTSU | Equivalent Full-time Student Unit |
| EHS | Environmental Health and Safety |
| ELICOS | English Language Intensive Course for Overseas Students |
| enc | Enclosed |
| ENTER | Equivalent National Tertiary Entrance Rank |
| EPEI | Education Policy Equity & Identity |
| ESL | English as a Second Language |
| ESOS Act | Education Services for Overseas Students Act |
| FBE | Faculty of Business and Economics |
| FED | Faculty Executive Director |
| FES | Finance and Employee Services |
| FGMs | Faculty General Managers |
| FLFR | Faculty of Land and Food Resources *(Superseded by Melbourne School of Land and Environment)* |
| FOI | Freedom of information |
| FVAS | Faculty of Veterinary and Agricultural Sciences |
| FYI | For your information |
| GGDF | Geoffrey Gardiner Dairy Foundation |
| GRDC | Grains Research & Development Corporation |
| GST | Goods & Services Tax |
| GUC | General University Costs |
| GUCMG | General University Costs Management Group |
| HASS | Humanities, Arts, and Social Sciences |
| HECS | Higher Education Contribution Scheme |
| HEFA | Higher Education Funding Act |
| HEIP | Higher Education Innovation Programme |
| HEPs | Higher Education Providers |
| HESA | Higher Education Support Act |
| HEWRRs | Higher Education Workplace Relations Requirements |
| HPRM | HP Records Manager |
| HR | Human Resources |
| HRC | Human Resources Committee |
| IELTS | International English Language Testing System |
| ILFR | Institute of Land and Food Resources *(Superseded by FLFR for Faculty of Land and Food Resources)* |
| IP | Intellectual Property |
| IS | Infrastructure Services |
| IT | Information Technology |
| L&C | Legal & Compliance Office |
| L&TC | Legislation and Trusts Committee |
| LALE | Language and Literacy Education |
| LFR | Land and Food Resources *(may refer to the Faculty or earlier Institute)* |
| LIV | Law Institute of Victoria |
| LOTE | Languages other than English |
| MBS | Melbourne Business School |
| MCM | Melbourne Conservatorium of Music |
| MCRI | Murdoch Children’s Research Institute |
| MCSHE | Melbourne Centre for the Study of Higher Education |
| MDHS | Faculty of Medicine Dentistry & Health Sciences |
| MERI | Melbourne Education Research Institute |
| MGSE | Melbourne Graduate School of Education |
| MLS | Melbourne Law School |
| MOU | Memorandum of Understanding |
| MRIO | Melbourne Research and Innovation Office |
| MSE | Melbourne School of Engineering |
| MSLE | Melbourne School of Land and Environment *(Superseded by FVAS and Faculty of Science)* |
| MSO | Melbourne Symphony Orchestra |
| MTC | Melbourne Theatre Company |
| MUPL | Melbourne University Publishing Limited |
| MVPL | Melbourne Ventures Pty Ltd |
| MUS | Melbourne University Sport *(Also acceptable is MU Sport)* |
| MUSUL | MU Student Union Limited |
| NCRIS | National Collaborative Research Infrastructure Strategy |
| NeCTAR | National eResearch Collaboration Tools and Resources |
| NHMRC | National Health & Medical Research Council |
| NICTA | National ICT Australia |
| NTEU | National Tertiary Education Industry Union |
| OHS | Occupational Health & Safety |
| OREI | Office for Research Ethics and Integrity |
| OVC | Office of the Vice-Chancellor |
| P&B | Property and Buildings |
| PBC | Planning and Budget Committee |
| PDF | Performance Development Framework |
| PDF | Portable Document Format |
| PELS | Postgraduate Education Loans Scheme (University of Melbourne) |
| PPP | Personnel Policy and Procedures Manual |
| Prof | Professor |
| QUT | Queensland University of Technology |
| RCH | Royal Children’s Hospital |
| REI | Research Ethics and Integrity |
| RIC | Research Innovation and Commercialisation |
| RMH | Royal Melbourne Hospital |
| RMIT | RMIT University (formerly Royal Melbourne Institute of Technology) |
| RMO | Risk Management Office |
| RPB | Raymond Priestley Building |
| RVEEH | Royal Victorian Eye & Ear Hospital |
| RWH | Royal Women’s Hospital |
| SED | School Executive Director |
| SGS | School of Graduate Studies |
| SPIRT | Strategic Partnerships with Industry-Research and Training Scheme |
| STEM-M | Alternative acronym for STEMM (see below) |
| STEMM | Science, Technology, Engineering, Mathematics, and Medicine |
| SVP | Senior Vice-Principal |
| TAFE | Technical and Further Education |
| TALMET | Teaching and Learning Multimedia and Educational Technologies Committee |
| TALQAC | Teaching and Learning Quality Assurance Committee |
| UOM | University of Melbourne |
| UMArchives | University of Melbourne Archives |
| UMPA | University of Melbourne Postgraduate Association |
| UMSU | University of Melbourne Student Union |
| Uni | University (any University but not The University of Melbourne - see UOM) |
| USP | University Systems Project |
| UTS | University of Technology Sydney |
| UWA | University of Western Australia |
| UWS | University of Western Sydney |
| VC | Vice-Chancellor |
| VCA | Victorian College of the Arts |
| VCA & MCM | Faculty of Victorian College of the Arts and Melbourne Conservatorium of Music |
| VCA and MCM | Faculty of Victorian College of the Arts and Melbourne Conservatorium of Music |
| VCAT | Victorian Civil and Administrative Tribunal |
| VCE | Victorian Certificate of Education |
| VET | Vocational Education and Training |
| VicHealth | Victorian Health Promotion Foundation |
| VLSCI | Victorian Life Sciences Computation Initiative |
| VMIA | Victorian Managed Insurance Authority |
| VP | Vice Principal |
| VP&GC | Vice Principal and General Counsel |
| VPs | Vice Principals |
| VSU | Voluntary Student Unionism |
| VTAC | Victorian Tertiary Admissions Centre |
| VUT | Victoria University of Technology |
| VVCC | Victorian Vice-Chancellor’s Committee |
| WEHI | Walter and Eliza Hall Institute of Medical Research |
| YRC | Youth Research Centre |