



# Academic Regulations

## Programme Regulations: for Taught Postgraduate Programmes

### Document Control

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Minor Revisions:	<p>June 2023 Senate</p> <p>General review of grammar etc. Removal of reference to awards we no longer offer e.g., Executive Masters</p> <p>3. Routes covered by Regulations Amended to reflect Framework of Qualifications</p> <p>7. Duration of Programs Generally updated including to accommodate revisions to the structure of the academic year.</p> <p>September 2023 5.1 Eligibility for Registration Students with a 2.2 or above are eligible to register</p> <p>November 2023 Clause 7.5 added to reflect duration of new provision</p> <p>June 2024 Amendment to Clause 7.5 to include full and part time durations for MA Youth and Community Development. Addition of Clause 7.6 to include MSc Physiotherapy (pre-registration).</p>
EIA:	

### 1. Glossary of Common Terms used in these Regulations

#### Programmes

- A "Programme" refers to *the general type of course that students follow*.

These regulations cover the following programmes\*:

- Master of Arts;
- Master of Science;
- Master of Business Administration;
- Executive Masters;
- Masters by Research;
- Master of Research;
- Master of Education [Professional Practice];
- LLM by Research
- Postgraduate Diploma;
- Postgraduate Certificate \*\*

\* *The Masters in Teaching and Learning has its own Programme Regulations.*

\*\* *The Postgraduate Certificates of Education [PGCE] have their own Programme Regulations.*

### Levels

- A “**Level**” gives a ***broad indication of how complex and challenging a course is designed to be*** defined in relation to the national Higher Education Credit Framework.
  - The programmes covered by these regulations are aimed at **Masters Level**, which can be referred to as either **Level M** or [where it is desirable to indicate a link to the national framework] **Level M[7]**.

### Routes

- A “**Route**” refers to ***the subject taken by a student***:  
FOR EXAMPLE
  - *A student on the Master of Arts programme might take the MA Humanities route;*
  - *A student on the Master of Science programme might take the MSc Computing route;*

### Awards

- An “**Award**” refers to ***the type of certification students receive on completion of their course***  
FOR EXAMPLE
  - Master of Arts in Humanities.
- Section 10 explains the full set of awards available to students governed by these regulations.

### Durations

- A semester is the term used to divide the calendar year into three distinct periods of study for Postgraduate Taught students. In a particular year the details are contained in the University academic calendar.

## 2. **General Regulatory Framework**

### 2.1 **Awarding Body**

2.1.1 All students shall be registered to study for awards of Liverpool Hope University.

### 2.2 **Overarching Regulations**

The programmes will be subject to:

- Liverpool Hope University’s ***Universal Assessment Regulations***;
- Liverpool Hope University’s ***Universal Conventions and Procedures***.

### 2.3 Changes to the Programmes

Proposals to change or remove elements of the programmes, and proposals to introduce new elements to the programmes, shall be submitted for formal approval in accordance with the guidance published annually by the University.

## 3. Routes covered by the Regulations

- 3.1 These Regulations will apply to all routes approved by Senate within the following programmes:
- Master of Arts;
  - Master of Arts by Research;
  - Master of Science;
  - Master of Education;
  - Master of Ministry;
  - Master of Business Administration;
  - Masters by Research;
  - Master of Research;
  - International Master of Business Administration;
  - LLM by Research
  - Postgraduate Certificate;
  - Postgraduate Diploma.
- 3.2 The Regulations will also apply to all Postgraduate Diplomas or Postgraduate Certificates that form part of the Masters routes listed in 3.1.
- 3.3 Unless an explicit statement is made to the contrary, all paragraphs in these Regulations shall apply to all routes referred to in paragraphs 3.1 and 3.2.

## 4. Cohorts covered by the Regulations

These regulations apply to all students admitted to Postgraduate Taught Awards.

## 5. Eligibility for Registration

- 5.1 The normal requirement for entry to a programme of study leading to the award of a Masters degree, a Postgraduate Diploma or a Postgraduate Certificate is that an applicant should, as a minimum:
- EITHER possess a minimum of a lower second-class honours degree from a UK University;
  - OR possess a degree from an overseas institution that is judged by the Registrar or Nominee to be equivalent to a first class or upper second-class honours degree from a UK University.
- 5.2 Exceptionally, an applicant may be accepted without holding the qualifications outlined in clause 1. However, such applications will only be approved if the Head of School/ Department and the Chair of Academic Committee are satisfied that the applicant has demonstrated, via a sample of academic writing and performance in an interview, the potential to achieve national standards for awards at Level M[7].
- 5.3 Each Programme may specify additional entrance qualifications. These shall be agreed during the Programme Approval process, and included in the Programme Specifications.

- 5.4 Applicants may be granted exemption from one or more modules, in accordance with the University's APL policy. Such exemption shall only be granted on the basis of prior accredited learning at Level M[7].
- 5.5 Applicants who hold a Bachelor of Arts in Primary Teaching/ Education [with Specialist Subject] from this University, and who passed 60 credits at Level M[7] as part of their Year 4 studies for this degree, shall normally be deemed to be exempt from 60 credits from a cognate Masters degree. Moreover, the marks awarded from their Year 4 studies shall be considered when determining their entitlement to a Masters award [or the award of a Postgraduate Diploma] *with Merit* or *with Distinction*.
- 5.6 Schools/ Departments may explicitly indicate that applicants to specified master's degrees would be automatically accepted on the basis of first class or upper second-class honours degrees in specified undergraduate degrees at this University.
- 5.7 In addition to criteria specified in paragraphs 5.1-5.4 above, applicants for admission to a route leading to a Masters by Research award, applicants must:
- [a] submit a satisfactory statement [in approximately 3000 words]:
    - proposing a potential topic for their Dissertation;
    - indicating, in the context of that topic, their current skills as a researcher and their skills in organising and presenting research findings;
    - outlining their reasons for applying to undertake an MRes programme in the Route concerned.
  - [b] be interviewed by the Head of School/Department [or Nominee] and one other member of the academic staff in a cognate discipline;
  - [c] demonstrate, via "a" and "b" above, their potential for successfully completing the programme.

## 6. **Structure of the Programmes**

### 6.1 **Masters Degrees**

#### 6.1.1 **Structure**

##### 6.1.1.1 **MA/MSc**

*All taught Masters degrees EXCEPT Masters by Research and Master of Education [Professional Practice].*

- [a] The curriculum will normally comprise:
  - at least 60 credits "core" curriculum, common to all students taking the degree, and specific, but not unique, to that degree [and its constituent PG Certificates];
  - up to 60 credits "additional" curriculum, which might vary across degrees, but might include, as appropriate:
    - further material that may vary from time to time depending on circumstances, available expertise and shifts in the field;
    - some material shared with students registered for other postgraduate courses.
  - 60 credits devoted to the Dissertation [or equivalent, as appropriate to the discipline].
- [b] As a standard variation to the normal structure outlined in clause "a" above, taught Master's degrees comprising two subjects [eg MA Education and Special Educational Needs] will normally comprise:

- 60 credits from the first subject;
  - 60 credits from the second subject;
  - 60 credits devoted to the Dissertation [which will require students to integrate the two subjects].
- [c] Exceptions to the structures in clauses “a” and “b” above would need to be formally approved via the University’s procedures for programme approval.
- [d] Modules to the value of 180 credits must be approved for the programme; a minimum of 150 credits must be approved at Level M[7]; a maximum of 30 credits may be approved at Level H[6].
- [e] The Programme Specifications for each Route shall indicate the approved compulsory modules and approved optional modules [and, where appropriate, any specialist pathway(s) which is/are available within the route].
- [f] Acceptance of a student on an optional module is conditional upon availability and the agreement of the Route concerned.
- [g] **Full-time students** will normally register for all 180 credits-worth of modules at initial registration.  
**Part-time** students will normally register for 60 credits-worth of modules at initial registration and 120 credits-worth of modules at the start of the second year of study.

#### 6.1.1.2 *Masters by Research MA(Res), MRes, LLM by Research*

- [a] The curriculum for each route will comprise modules approved for that route to the value of 180 credits, of which:
- a Dissertation [or equivalent] will comprise a minimum of 80 credits and a maximum of 150 credits;
  - and the remaining credits shall normally comprise advanced coverage of research methods or research ethics relevant to the route for which the student is registered.
- [b] All modules shall be approved at Level M[7].
- [c] The Programme Specifications for each Route shall indicate the approved compulsory modules and approved optional modules [and, where appropriate, any specialist pathway(s) which is/are available within the route].
- [d] Acceptance of a student on an optional module is conditional upon availability and the agreement of the Route concerned.
- [e] **Full-time students** will normally register for all 180 credits-worth of modules at initial registration.  
**Part-time** students will normally register for 60 credits-worth of modules at initial registration and 120 credits-worth of modules at the start of the second year of study.

#### 6.1.1.3 *Professional Masters Degree, Master of Research*

- [a] The curriculum will comprise approved modules to the value of 180 credits. There is no Dissertation [or equivalent].

- [b] Modules to the value of 180 credits must be approved for the programme; a minimum of 150 credits must be approved at Level M[7]; a maximum of 30 credits may be approved at Level H[6].
- [c] The Programme Specification shall indicate the approved compulsory modules and approved optional modules [and, where appropriate, any specialist pathway(s) which is/are available].
- [d] Acceptance of a student on an optional module is conditional upon availability and the agreement of the School/ Department.
- [e] Students will normally register for 60 credits-worth of modules at initial registration and 120 credits-worth of modules at the start of the second year of study.

## 6.2 Postgraduate Certificates

- 6.2.1 Students will register for taught modules approved for their route to the value of 60 credits.
- 6.2.2 The Programme Specifications for each Route shall indicate the approved compulsory modules and approved optional modules [and, where appropriate, any specialist pathway(s) which is/are available within the route].
- 6.2.3 Acceptance of a student on an optional module is conditional upon availability and the agreement of the Route concerned.

## 6.3 Postgraduate Diplomas

- 6.3.1 Students will register for taught modules approved for their route to the value of 120 credits
- 6.3.2 The Programme Specifications for each Route shall indicate the approved compulsory modules and approved optional modules [and, where appropriate, any specialist pathway(s) which is/are available within the route].
- 6.3.3 Acceptance of a student on an optional module is conditional upon availability and the agreement of the Route or Pathway concerned.
- 6.3.4 **Full-time students** will normally register for all 120 credits-worth of modules at initial registration.
- 6.3.5 **Part-time** students will normally register for 60 credits-worth of modules at the start of each year of study.

## 7. Duration of the Programmes

### 7.1 Full-time students [except MA Social Work and Youth Work and Community Development]

#### 7.1.1 *Normal Durations*

Full-time students shall **normally take**.

- i. **one semester, maximum two semesters** to complete 60 credits, postgraduate certificate:
- ii. **two semesters, maximum four semesters** to complete 120 credits, postgraduate diploma
- iii. **12 months, maximum 24 months** to complete 180 credits, a masters award

#### *7.1.2 Further Extended Durations as a result of Mitigating Circumstances*

The Continuation and Award Board will be empowered, on receipt of appropriate evidence of mitigating circumstances, to allow a student an extension of up to 12 months for any of the maxima listed in 7.1.1.

*Further Extended Durations as a result of Very Exceptional Mitigating Circumstances* can only be granted if evidence is provided and with permission of the Chair of Senate. Senate would **only** be empowered to confirm extension of up to 12 months.

### 7.2 Part-time students

#### *7.2.1 Normal Durations*

Part-time students shall **normally take**.

- i. **two semesters, maximum three semesters** to complete 60 credits, postgraduate certificate:
- ii. **four semesters, maximum six semesters** to complete 120 credits, postgraduate diploma
- iii. **2 calendar years plus one semester, maximum 4 years and two semesters** to complete 180 credits, a masters award.

#### *7.2.2 Further Extended Durations as a result of Mitigating Circumstances*

The Continuation and Award Board will be empowered, on receipt of appropriate evidence of mitigating circumstances, to allow a student an extension of up to 12 months for any of the maxima listed in 7.1 and 7.2.

*Further Extended Durations as a result of Very Exceptional Mitigating Circumstances* can only be granted if evidence is provided and with permission of the Chair of Senate. Senate would **only** be empowered to confirm extension of up to 12 months.

#### *7.2.3 Extended Durations for Professionally accredited courses*

Where the Award is subject to professional accreditation resulting in an extended normal programme duration, the durations detailed in 7.2.1 shall be amended accordingly. Furthermore, the maxima listed in 7.1.2 to 7.2.2 will remain.

### 7.3 Students registered for MA Social Work

#### *7.3.1 Normal Durations*

Full-time students shall **normally take 24 months, maximum 48 months** to complete the full degree. [The degree may only be studied on a full-time basis.]

### *7.3.2 Further Extended Durations as a result of Mitigating Circumstances*

The Continuation and Award Board will be empowered, on receipt of appropriate evidence of mitigating circumstances, to allow a student an extension of up to 12 months for any of the maxima listed in 7.3.1 above.

*Further Extended Durations as a result of Very Exceptional Mitigating Circumstances* can only be granted if evidence is provided and with permission of the Chair of Senate. Senate would **only** be empowered to confirm extension of up to 12 months.

## **7.4 Students registered for MA Youth Work and Community Development**

### *7.4.1 Full-Time Normal Durations*

Full-time students shall **normally take 16 months, maximum 32 months** to complete the full degree.

### *7.4.2 Part- Time Normal Durations*

- i. two semesters, maximum three semesters to complete 60 credits, postgraduate certificate:
- ii. four semesters, maximum six semesters to complete 120 credits, postgraduate diploma
- iii. 2 calendar years plus one semester, maximum 4 years and two semesters to complete 180 credits, a masters award.

### *7.4.3 Further Extended Durations as a result of Mitigating Circumstances*

The Continuation and Award Board will be empowered, on receipt of appropriate evidence of mitigating circumstances, to allow a student an extension of up to 12 months for any of the maxima listed in 7.4.1 above.

*Further Extended Durations as a result of Very Exceptional Mitigating Circumstances* can only be granted if evidence is provided and with permission of the Chair of Senate. Senate would **only** be empowered to confirm extension of up to 12 months.

## **7.5 Students registered for MSc Advanced Musculoskeletal Practice**

### *7.5.1 Full-Time Normal Durations*

Full-time students shall normally **take 16 months, maximum 32 months** to complete the full award.

### *7.5.2 Part-Time Normal Durations*

Part-time students shall normally take a **minimum of 3 academic years, maximum 5 academic years** to complete the full award. The part time route is flexible but registered, on course students, must study a minimum of 20 credits in each academic year.

### *7.5.3 Further Extended Durations as a result of Mitigating Circumstances for both Full Time and Part Time students*

The Continuation and Award Board will be empowered, on receipt of appropriate evidence of mitigating circumstances, to allow a student an extension of up to 12 months for any of the maxima listed in 7.5.1 and 7.5.2 above.



*Further Extended Durations as a result of Very Exceptional Mitigating Circumstances* can only be granted if evidence is provided and with permission of the Chair of Senate. Senate would **only** be empowered to confirm extension of up to 12 months.

## 7.6 Students registered for MSc Physiotherapy (pre-registration)

### 7.6.1 *Full-time Normal Durations*

Full-time students shall normally **take 24 months, maximum 48 months** to complete the full award.

### 7.6.2 *Further Extended Durations as a result of Mitigating Circumstances for Full Time students.*

The Continuation and Award Board will be empowered, on receipt of appropriate evidence of mitigating circumstances, to allow a student an extension of up to 12 months for any of the maxima listed in 7.6.1 above.

*Further Extended Durations as a result of Very Exceptional Mitigating Circumstances* can only be granted if evidence is provided and with permission of the Chair of Senate. Senate would only be empowered to confirm extension of up to 12 months.

## 7.7 Students who, following the University's APL policy, are admitted with advanced standing

- [a] The normal and extended durations of study to be undertaken by a student who entered with APL shall, in order to reflect the credits already obtained, be lower than those durations listed above.
- [b] The durations for each student shall be determined according to the table below.

<b>APL Credits Awarded</b>	<b>Reductions in Standard Durations</b>
Up to 30	Part-time students: 1 semester. Full-time students: 0 semesters.
45-60	Part-time students: 2 semesters. Full-time students: 1 semester.
75-90	Part-time students: 3 semesters. Full-time students: 1 semester.
105-120	Part-time students: 4 semesters. Full-time students: 2 semesters.

## 8. Transfer Procedures

### 8.1 Transfer between full-time and part-time study

- [a] No student shall undertake full-time and part-time study in the same semester. There is no other restriction on students' freedom to switch between full-time and part-time study as their circumstances dictate.
- [b] The normal and extended durations of study to be undertaken by a student *after transferring between full-time and part-time study* shall be:
  - **based on** those for the mode of study to which the student has transferred [as outlined in paragraphs 7.1, 7.2, 7.3 or 7.4] BUT
  - **reduced** to reflect the credits already obtained via the previous mode of study, according to the table below:

Credits Awarded via the Previous Mode of Study	Reductions in Standard Durations
Up to 30	Part-time students: 1 semester. Full-time students: 0 semesters.
45-60	Part-time students: 2 semesters. Full-time students: 1 semester.
75-90	Part-time students: 3 semesters. Full-time students: 1 semester.
105-120	Part-time students: 4 semesters. Full-time students: 2 semesters.

- [c] No student shall transfer mode of study without first discussing the implications of the transfer with a Senior Academic Adviser.

## 8.2 Transfer from one Route to another Route

- [a] No student shall be registered for two Routes in the same semester.
- [b] No student shall transfer mode of study without first [a] discussing the implications of the transfer with a Senior Academic Adviser, and [b] gaining the approval of the Heads of Department [or nominees] for both Routes.
- [c] Credits obtained via the first Route may, subject to the approval of the Head of Department [or nominee], be counted towards the second route, using the University's APL policy.
- [d] The normal and extended durations of study to be undertaken by a student on the second Route shall be determined by, as appropriate, paragraphs 7.1, 7.2. Notwithstanding these paragraphs, if credits from the first Route are counted towards the second Route via the University's APL Policy, the normal and extended durations for the second Route shall be reduced in accordance with paragraph 7.5.

## 9. Regulations Governing Continuation and Completion

These shall be in accordance with the University's *Universal Assessment Regulations* and *Universal Conventions and Procedures*.

## 10. Awards

### 10.1 General

The Programmes shall operate in accordance with the University's *Universal Assessment Regulations*.

### 10.2 Eligibility for the Award of a Postgraduate Certificate

- 10.2.1 In order to be eligible for the award of a Postgraduate Certificate, a candidate is required to Pass modules approved for their Route to the value of 60 credits.
- 10.2.2 Except for MA Social Work [see paragraph 10.2.3], the awards will be styled:  
**EITHER Postgraduate Certificate in [title of the route] OR  
Postgraduate Certificate by [title of the route]**

- 10.2.3 For MA Social Work, the award will be styled:  
**Postgraduate Certificate in Social Welfare**
- 10.2.4 Eligibility for an award **with Distinction** or **with Merit** shall be determined in accordance with the University's *Universal Assessment Regulations*.

### 10.3 Eligibility for the Award of a Postgraduate Diploma

- 10.3.1 In order to be eligible for the award of a Postgraduate Diploma, a candidate is required to Pass modules approved for their Route to the value of 120 credits.
- 10.3.2 Except for MA Social Work [see paragraphs 10.2.3 and 10.2.4], the awards will be styled:  
**EITHER Postgraduate Diploma in [title of the route] OR  
Postgraduate Diploma by [title of the route]**
- 10.3.3 For MA Social Work students who have passed both modules based on Professional Placements, the award will be styled:  
**Postgraduate Diploma in Social Work**
- 10.3.3 For MA Social Work students who have failed [or not completed] one or both of the modules based on Professional Placements, the award will be styled:  
**Postgraduate Diploma in Social Welfare**
- 10.3.4 Eligibility for an award **with Distinction** or **with Merit** shall be determined in accordance with the University's *Universal Assessment Regulations*.

### 10.4 Eligibility for the Award of a Masters degree

- 10.4.1 In order to be eligible for the award of a Masters degree, a candidate is required to Pass modules approved for their Route to the value of 180 credits. The title of the Award will reflect the details contained in the approved Course documentation.

## 11 Posthumous Awards

### 11.1 Classified Masters Degrees

- 11.1.1 If a student dies after the Board of Examiners has deemed that the student is entitled to a classified Masters award, but before graduation:
- [a] the classified award shall be formally conferred at a University ceremony;
  - [b] the person formally identified to the University as the student's Next of Kin shall be entitled to receive the Degree Certificate and Higher Education Achievement Report;
  - [c] the Deputy Vice Chancellor shall, in liaison with the Next of Kin, determine the most appropriate mechanisms for the University to celebrate the student's achievement and issue the Certificate and HEAR.
- 11.1.2 If a student dies after submitting all assessed work for a taught Masters degree, but before a Board of Examiners has determined the student's entitlement to an award:
- [a] the work shall be examined in accordance with the University's standard academic regulations and guidelines;
  - [b] if the Board of Examiners deems that the student is entitled to a classified award, the University shall proceed in accordance with paragraph 11.1.1 above;

- [c] if the Board of Examiners deems that the student is not entitled to a classified award, the University shall proceed in accordance with paragraphs 11.2.2-11.2.4 below.

## 11.2 Posthumous Masters Degrees [Unclassified]

- 11.2.1 If a student dies before submitting all assessed work for the degree, the University Registrar shall determine whether the student is entitled to an unclassified posthumous Masters degree, using the criteria in paragraph 11.2.2 below.
- 11.2.2 In order to be entitled to an unclassified posthumous Masters degree, a student must fulfil all of the following criteria:
  - [a] the student shall have become eligible for the exit award of a Postgraduate Diploma, in accordance with Section 10 of these regulations;
  - [b] the student shall have been registered for at least two months after becoming eligible for the exit award of a Postgraduate Diploma;
  - [c] the student shall not, during the final 60 credits of study, have been referred for potential termination of studies due to poor engagement, unless in the judgement of the University, there had been valid mitigating reasons for the student's failure to attend or engage with their studies;
  - [d] during the final 60 credits of study, the student shall not have submitted any work that had been failed due to plagiarism or other academic misconduct, unless in the judgement of the University Panel, there had been valid mitigating reasons for declaring the assessment null and void;
  - [e] during the final 60 credits of study:
    - EITHER all work due for submission before the student's death shall have been submitted on time,
    - OR the failure to submit work shall in all cases have been covered by an approved an extension or deferral
    - OR, in the judgement of the University, the student's circumstances would have warranted an extension or deferral if such a concession had been requested.
- 11.2.3 Where the University Registrar determines that a student is entitled to an unclassified posthumous Masters degree:
  - [a] the student's name shall appear in the next appropriate graduation programme;
  - [b] the Deputy Vice Chancellor shall, in liaison with the Next of Kin, determine the most appropriate mechanisms for the University to celebrate the student's achievement and issue the Certificate and HEAR.
  - [c] The title of the award shall include: "[Posthumous]" where the programme of study includes professional placement work, and the student has not completed all placements and/or related assessments, the title shall be that of the related non-professionally-accredited award.

## 11.3 Posthumous Postgraduate Diplomas

- 11.3.1 If a student registered for a taught Masters degree has obtained sufficient credits to become eligible for a Postgraduate Diploma, but dies without satisfying the criteria for a posthumous Masters the student shall be automatically eligible for the Postgraduate Diploma.
- 11.3.2 Where the University Registrar determines that a deceased student is

entitled to a Postgraduate Diploma, the Deputy Vice Chancellor shall, in liaison with the Next of Kin, determine the most appropriate mechanisms for the University to celebrate the student's achievement and issue the Certificate and HEAR.

#### 11.4 Posthumous Postgraduate Certificates

11.3.1 If a student registered for a taught Masters degree has obtained sufficient credits to become eligible for a Postgraduate Certificate, but dies before satisfying the criteria for a Postgraduate Diploma, the student shall be automatically eligible for the Postgraduate Certificate.

11.3.2 Where the University Registrar determines that a deceased student is entitled to a Postgraduate Certificate, the Deputy Vice Chancellor shall, in liaison with the Next of Kin, determine the most appropriate mechanisms for the University to celebrate the student's achievement and issue the Certificate and HEAR.

## 12 Aegrotat Awards

### 12.1 All Awards

12.1.1 No student shall be eligible for an Aegrotat award unless:

- [a] the student applies for such an award [*exceptionally, the student's nominated Next of Kin may make an application, as long as the student has explicitly confirmed in writing to the University that this person is able to communicate on their behalf*];

AND

- [b] the University judges that there is sufficient evidence to demonstrate that the student's illness, disability or injury is:
  - [i] sufficiently severe to prevent the student from continuing with their studies, and
  - [ii] sufficiently permanent that it would not be possible for the student to complete their degree following an interruption of studies;

AND

- [c] the student [*or exceptionally, the student's nominated Next of Kin, cf paragraph 12.1.1a above*] confirms in writing that they understand the award is final, and that, having accepted the award, it would not be possible subsequently to:
  - [i] appeal against the award, or
  - [ii] request to complete their programme of study, or
  - [iii] apply for admission to another programme of study at the University.

### 12.2 Classified Masters Degrees

12.2.1 If a student's permanent illness, disability or injury is recognised by the University after the Board of Examiners has deemed that the student is entitled to a classified Masters award, but before graduation:

- [a] the classified award shall be formally conferred at a University ceremony;
- [b] if the nature of the student's condition would prevent the student from attending the ceremony in person, the person formally identified to the University as the student's Next of Kin shall be entitled to receive the Degree Certificate and Higher Education Achievement Report on the student's behalf.

12.2.2 If a student's permanent illness, disability or injury is recognised by the University after the student had submitted all assessed work for a taught Masters degree, but before a Board of Examiners has determined the student's

entitlement to an award:

- [a] the work shall be examined in accordance with the University's standard academic regulations and guidelines;
- [b] if the Board of Examiners deems that the student is entitled to a classified award, the University shall proceed in accordance with paragraph 12.2.1 above;
- [c] if the Board of Examiners deems that the student is not entitled to a classified award, the University shall proceed in accordance with paragraph 12.3.2-12.3.4 below.

**12.3 Aegrotat Masters Degrees**

- 12.3.1 If, before a student has submitted all assessed work for the degree, the University confirms the eligibility of the student for consideration for an Aegrotat award, the University Registrar shall determine whether the student is entitled to an unclassified Aegrotat Masters degree, using the criteria in paragraph 12.3.2 below.
- 12.3.2 In order to be entitled to an unclassified Aegrotat Masters degree, a student must fulfil all of the following criteria:
- [a] the student shall have become eligible for the exit award of a Postgraduate Diploma, in accordance with Section 10 of these regulations;
  - [b] the student shall have been registered for at least two months after becoming eligible for the exit award of a Postgraduate Diploma;
  - [c] the student shall not, during the final 60 credits, have been referred for potential termination of studies due to poor engagement, unless in the judgement of the University, there had been valid mitigating reasons for the student's failure to attend or engage with their studies;
  - [d] during the final 60 credits, the student shall not have submitted any work that had been failed due to plagiarism or other academic misconduct, unless in the judgement of the University, there had been valid mitigating reasons for declaring the assessment null and void;
  - [e] during the final 60 credits of study:  
EITHER all work due for submission before the student had applied for an Aegrotat award shall have been submitted on time,  
OR the failure to submit work shall in all cases have been covered by an approved extension or deferral  
OR, in the judgement of the University, the student's circumstances were such to justify an extension or deferral if such a concession had been requested.
- 12.3.3 Where the University Registrar determines that a student is entitled to an unclassified Aegrotat Masters degree:
- [a] the award shall be formally conferred at a University ceremony;
  - [b] if the nature of the student's condition would prevent the student from attending the ceremony in person, the person formally identified to the University as the student's Next of Kin shall be entitled to receive the Degree Certificate and Higher Education Achievement Report on the student's behalf.
- 12.3.4 The title of the award shall include: "[Aegrotat]"
- [a] where the programme of study includes professional placement work, and the student has not completed all placements and/or related assessments, the title shall be that of the related non-professionally-accredited award.

**12.4 Postgraduate Diplomas**

- 12.4.1 If a student registered for a taught Masters degree has obtained sufficient credits to become eligible for a Postgraduate Diploma, but does not satisfy the criteria for an

Aegrotat Masters degree [cf paragraph 12.3], the student shall be automatically eligible for the Postgraduate Diploma.

## 12.5 Postgraduate Certificates

- 12.5.1 If a student registered for a taught Masters degree has obtained sufficient credits to become eligible for a Postgraduate Certificate, but does not satisfy the criteria for a Postgraduate Diploma, the student shall be automatically eligible for the Postgraduate Certificate.