



ACADEMIC REGULATIONS

Universal Assessment

Regulations Postgraduate Taught

Awards:

Continuation, Completion and Classification of Awards

Document Control

Responsibility for Policy:	Registrar
Approved by and date:	17 th March 2021
Frequency of Review:	5 years
Next Review date:	2026
Related Policies:	
Minor Revisions:	7.3 amended to add in clause [d] approved by Senate March 16 th 2022 Agreed March Senate 2023 6.2 (a) Reassessment capping at the level of the individual assessment will be at C- 50 from October 2023 module registration. After reassessment, module outcomes are also capped at 50.
EIA:	

1 Implementation

The regulations apply to all students on postgraduate taught awards for registrations from October 2023 onwards including those following modules as part of a Professional Doctoral award.

2 Key Definitions

Postgraduate students are awarded an Aggregate Mark and Overall Grade for each module taken. This leads to an Overall Result indicating whether the student has passed and, if not, whether a further assessment opportunity can be offered.

On initial assessment, *a 'weighted aggregate' is calculated by averaging of outcomes from modules that have been proportioned according to their academic weighting.

Overall grades are derived from aggregate marks, in accordance with marking scales defined in the University Conventions.

3 Determining whether a Student has Passed a Postgraduate Module

3.1. In order to pass a module, students will normally obtain:

- [a] an aggregate mark of 50+; AND**
- [b] a Grade F+ for all formal assessment components.**
- [c] a Pass outcome for all assessment(s) designated by the University as Qualifying Components.**

If these criteria are satisfied, students may compensate assessments which achieved less than a Grade F+. Students who fulfil these criteria will be required to accept the marks awarded and as a consequence no opportunities for reassessment or retake will be available.

3.2 Notwithstanding paragraph 3:1

- [a] PGCE students who gain an aggregate mark of 40-49 for their Academic Assessments, and who are awarded a Professional Graduate Certificate of Education, will be deemed to have passed the relevant module at Honours level;
- [b] iPGCert in [Designation] has Award specific requirements detailed in the Regulations for this award.

4 Redemption Opportunities for Students who have not passed a postgraduate module

Redemption opportunities refer to reassessment and retake opportunities for students who do not pass a postgraduate module after first assessment opportunities. A reassessment opportunity is given to students who have not passed a module after first assessment opportunities, these opportunities extend to all failed or non-submitted assessment components for which the right to reassessment has not been forfeited. A Retake with Attendance is granted to a student who has failed a postgraduate module.

4.1 Reassessments and Retakes

4.1.1 Students who have not passed a postgraduate module after first assessment opportunities are complete will be offered a reassessment opportunity on all failed or non-submitted components if they have achieved a **minimum mark of 25**. If the module mark is less than 25 after first assessment opportunities the student will be required to retake the module with attendance followed by associated reassessment opportunities where appropriate.

4.1.2 Students who have still not passed the postgraduate module following the reassessment opportunity will normally be offered the opportunity to either retake the module or an alternative module, as appropriate. This requires full attendance, and submission of all assessment components, including any that had already been passed.

4.1.3 Students who have still failed a module after reassessment and retake opportunities will be required to terminate studies. The student will be awarded an appropriate intermediate exit award if this is appropriate.

4.1.4 The Continuation and Award Board may require a student to retake a module without

being offered a reassessment. This normally applies where failure is related to professional practice or a failure to undertake practical work, or to a penalty for academic misconduct.

4.1.5 Students who have reached the maximum duration for completion of study may be required to terminate their studies rather than undertake further redemption opportunities.

4.2 Resubmissions

Resubmissions are opportunities to submit work that has been provisionally failed or not submitted at the first opportunity before the Board of Examiners meets to confirm the outcome; the mark for the resubmission replaces the initial mark and is always capped at a bare pass grade. Resubmissions are not normally available for postgraduate students with the exception of students on PGCE, iPGCert, an iPgCert awards. A resubmission on these programmes is granted in addition to opportunities for Reassessment or a Retake with Attendance. Resubmissions may also be offered in cases of academic misconduct and will be capped at a bare pass grade.

5 Special regulations governing failure in assessed practice for MA Social Work

If a student's practice learning opportunity is terminated due to misconduct, or if their conduct otherwise gives concern in relation to their Fitness to Practice, the student will be deemed to have failed the relevant assessment, and Fitness to Practice procedures will be invoked. These may lead to termination of the student's studies.

6 Marks that may be awarded for Resubmissions, *Reassessed*, *Retaken* and *Alternative Postgraduate Modules* and Undergraduate Credit-Rated Blocks

Reassessment or deferred assessment does not normally take place until after the Overall Result for the postgraduate module has been confirmed by the relevant Board of Examiners.

6.1 Resubmission

Resubmitted coursework is capped at Grade E for students studying at Level 6 on the iPgCert or the iPCert. Resubmissions are capped at Grade C for students studying on the PGCE or iPGCert in [Designation] at Level 7.

A student who fails a resubmission will retain their right to a reassessment provided they fulfil the other criteria for reassessment detailed in the regulations.

6.2 Reassessment

[a] Marks for Individual Assessment Components

- The grade for each reassessed component is capped at Grade C- 50;
- If a student fails to undertake a reassessment the grade achieved on first assessment will be re-entered for that task; if the students grade on reassessment is lower than on first assessment for a particular task the initial mark will be re-entered **except that**, if the reassessed mark is lower because of a penalty imposed for academic misconduct, the mark entered will represent the appropriate penalty.

[b] Aggregate Marks for Modules

- Aggregate marks for a module following reassessment are calculated from:
 - the new mark[s] for the reassessed components.
 - the original marks for components that were not reassessed where this applies.
- Aggregate marks following reassessment will be capped or frozen as follows:

- If a student's initial aggregate was 49 or lower, the aggregate following reassessment will be capped at 50.
- If a student's initial aggregate mark was 50 or higher, that aggregate mark will remain unchanged following the reassessments.

6.3 Retakes [and Taking Alternative Modules to Redeem a Fail]

Students will normally receive the full grades earned on merit for individual assessments and for the overall module outcome.

7 Classification of awards

7.1 The Common Classification Scale [all awards]

- An overall aggregate mark of 70-100 is classed as a Distinction
- An overall aggregate mark of 60-69 is classed as a Merit
- An overall aggregate mark of 50-59 is classed as a Pass

7.2 Classifications Recommended by the Boards of Examiners

7.2.1 All Masters Degrees

[a] Award classification will be based on the Overall Aggregate Mark unless the student has been granted exemption, via the Accreditation of Prior Learning, from more than 60 credits of taught modules. In this case the maximum award that can be granted is a PASS.

[b] Where the Overall Aggregate Mark is within 2 rounded marks of the threshold for the higher classification, the candidate is **Borderline** and their profile will be considered at the Board.

7.2.2 Postgraduate Diplomas

[a] Award classifications will be based on the Overall Aggregate Mark unless the student has been granted exemption, via the Accreditation of Prior Learning, from more than 30 credits of taught modules. In this case the maximum award that can be granted is a PASS.

[b] Where the Overall Aggregate Mark is within 2 rounded marks of the threshold for the higher classification, the candidate is Borderline and their profile will be considered at the Board.

7.2.3 Postgraduate Certificates

[a] Award classification will be based on the Overall Aggregate Mark unless the student has been granted exemption, via the Accreditation of Prior Learning, from more than 15 credits of taught modules. In this case the maximum award that can be granted is a PASS.

[b] Where the Overall Aggregate Mark is within 2 rounded marks of the threshold for the higher classification, the candidate is Borderline and their profile will be considered at the Board.

7.3. Borderline Candidates

[a] The Board will NOT, when determining classifications, consider any evidence of mitigating circumstances; decisions will be based on the quality of the submitted assessment.

[b] The Board will be presented with each student's full profile of assessment marks.

[c] After consideration of the assessment marks, students will receive the higher of the two classifications if 50% of their initial assessment outcomes are in the higher classification.

[d] For borderline candidates who have previously been granted exemption, by APL, from between 1 and 60 credits, 50% of assessment outcomes will be considered across the full 180 credits of the award, not from the credits they have undertaken at Hope. This means that for a student who has been exempted from 60 credits, the candidate must achieve 90 credits rather than 60 credits in the higher classification in order to have their award raised.

[e] Decisions taken notwithstanding the conventions would only be made in exceptional cases; a rationale for any decision notwithstanding the conventions must be entered in the Board Minutes.