

REGULATIONS FOR TAUGHT PROGRAMMES

V. Specific Progression and Classification Rules for Different Types of Taught Programme

A. Specific Progression Rules for Foundation Certificates

Return of Marks

1. The mark for each module on a Foundation Certificate programme shall be returned to the Board of Examiners, and disclosed to students, using the following mark scale, unless there are different requirements in the programme regulations (e.g. for English language modules):

	Summary description applicable to modules <i>not used for degree classification</i>
0-39	Failing
40-49	Pass
50-59	Good
60-69	Very Good
70-79	Excellent
80-100	Outstanding

2. The final programme average mark shall be the average of all the module marks weighted according to their credit value.

When calculating a Stage average after the second attempt at the stage, the marks used shall be:

- i The module mark, for modules passed at the first attempt.
- ii A mark of 40 for modules passed at the second attempt.
- iii The best mark for modules failed after two attempts.

Principles of Compensation

The principles in this section shall apply unless the programme regulations state otherwise.

3. You will, on assessment and any reassessment, be deemed to have passed all modules, even if marks of less than 40 have been obtained in one or more modules for that stage, provided that each of the following conditions for compensation are met:

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- a) The average of the modular marks is not less than 40;
- b) No single mark for any module is below 35;
- c) The modules for which marks lies between 35 and 39 do not include core modules and have total credit value no greater than 40 (out of the 120 credits studied). Where a Foundation Certificate contains more than 120 credits the maximum number of credits which can be compensated is one third of the total credits in the award.

The modules in c) above will be deemed to be **passed by compensation**.

The Award

4. You are entitled to a Foundation Certificate if all the requirements for the award as set out in the programme regulations are met and the programme average is not less than 40.

Use of Discretion

5. Following the Principles set out in IV Assessment Regulations, I 29 and 30, the Board of Examiners may:

- a) Deem you to have passed specific modules – including core modules,
- b) Deem you to have passed the programme.

B. Specific Progression and Classification Rules for Foundation Degrees

Return of Marks

6. The mark for each module on a Foundation degree programme will be returned to the Board of Examiners, and disclosed to you, using the following marking scale:

	Summary description applicable to Foundation Degrees
0-39	Fail
40–59	Pass
60–69	Commendation
70-100	Distinction

Your final module mark is calculated by using the most recent component marks. In some cases, this may be a combination of second and first attempt component marks, depending on the normal resit arrangements for the module. It is not the case, however, that the best component marks automatically carry forward to the final module mark.

Progression from One Stage to Another

7. Your stage average is defined as the weighted average mark over all

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modules at that stage, where the weighting reflects the credit value of each module. Your stage average shall be calculated and rounded to one decimal place.

- a) When calculating your Stage 1 average, whether for the purposes of compensation under Regulation V.B.9 or otherwise, the calculation must use the best module marks that relate to the given stage, regardless of whether the best marks are from first or second attempts, except that a mark of 40 must be used for any module passed by discretion.
- b) When calculating your Stage 2 average, after the first attempt at the stage, the marks used shall be the module marks.
- c) When calculating a Stage 2 average after the second attempt at the stage, the marks used shall be:
 - i The module mark, for modules passed at the first attempt.
 - ii A mark of 40 for modules passed at the second attempt.
 - iii The best mark for modules failed after two attempts.

Note that a Stage 1 average will need to be recalculated after the application of discretion or compensation and after reassessment.

8. You will be permitted to proceed from Stage 1 to Stage 2 of the programme of study if you pass or are deemed to have passed all the modules in Stage 1, or Stage 1 is passed by discretion despite failures in specific modules.

- a) When Stage 1 is passed by discretion, any failed marks in specific modules remain fails, as the individual modules are not deemed to have been passed.
- b) If you fail a first attempt at one or more modules at Stage 1 and have not yet completed a second attempt, you may not proceed to Stage 2. If you have Personal Extenuating Circumstances, you may submit a PEC Form to the Personal Extenuating Circumstances Committee which may grant you permission to proceed.

If you are not permitted to proceed, you may be considered for the award of a Higher Education Certificate.

9. At Stage 1 of a Foundation degree programme you will, on assessment and any reassessment, be deemed to have passed all modules at the stage and to be eligible to progress to the next stage of the degree programme, even though marks of less than 40 have been obtained in one or more modules for that stage, provided that each of the following conditions for compensation are met:

- a) The stage average is not less than 40;
- b) No single mark for any module of Levels 3-5 is below 35;
- c) The modules for which marks lie between 35 and 39 do not include core modules and have a total credit value of no more than 40 (out of the 120 credits studied).

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The modules in c) above are deemed to be **passed by compensation**.

10. The principles of compensation also apply to any consideration for the award to you of a Higher Education Certificate.

11. Where the rules for compensation do not apply, the Board of Examiners may still exercise discretion under Regulations V.B.14.

12. Exceptionally, you may be permitted to resit a module that has been passed at University standard, but not to external accreditation requirements. Such resits are for accreditation purposes only and stand outside of the University Examination Regulations. Your final module marks and award calculations are not affected. Programme-specific arrangements for accreditation resits are included in the degree programme regulations <http://www.ncl.ac.uk/regulations/programme/>.

The Award and Classification of Degrees

13. You are entitled to the award of a Foundation degree of the class on the classification scale indicated by the Stage 2 average calculated as specified in Regulation V.B.6 if all the requirements for the award are met, and:

- a) All the modules in the degree programme are passed, or
- b) No more than a maximum of 20 credits at Stage 2 are failed
and:
- c) The Stage 2 average is not less than 40.

Use of Discretion

In addition to the principles set out in IV Assessment Regulations I.29 and 30

14. The Board of Examiners must consider whether or not to exercise discretion, after the first attempt at Stage 2 (including the possibility of awarding a higher classification of degree, if relevant) when:

- a) You have a Stage 2 average within two marks of a class boundary. The Board of Examiners shall have regard to the following:
 - i. The overall profile of individual marks you achieved in your modules;
 - ii. Exceptional performance by you in any particular module, including, for example, research-based modules or in an oral examination where this is part of the degree programme regulations;
- b) You have a positive assessment of the impact of medical or other mitigating circumstances by the Personal Extenuating Circumstances Committee. The Board may also use discretion to award a Foundation degree of any class to a student who is not entitled to a Foundation degree under Regulation V.B. 13.

15. The University does not permit the use of a viva voce either as a means of monitoring standards or for determining whether you should be awarded a higher classification.

Failing Performance by Foundation Degree Students

16. If you, following a first attempt at Stage 2, have not been awarded a Foundation degree under Regulations V.B.13 or by the use of discretion under Regulation V.B.14, you have a number of options. You must elect whether to accept a Higher Education Certificate, or to proceed to one reassessment of some or all failed modules, or to withdraw from the programme. The various routes available are:

- a) The Board of Examiners may award a Higher Education Certificate (subject to Regulation V.B.18).
- b) You may elect to be reassessed in some or all failed modules, subject to:
 - i. After reassessment you meet the requirement of Regulation V.B.13. In which case, you will be recommended for the foundation degree of the class indicated by your Stage 2 average following your first attempt at the stage, provided that the average is at least 40.
 - ii. Your Stage 2 average, following your first attempt, was below 40 and after reassessment, meets the requirements of Regulation V.B.13. In which case, you will be recommended for a pass in the foundation degree, provided that your Stage 2 average following your second attempts at the stage is at least 40.

17. If you are awarded a foundation degree by the Board of Examiners after the first occasion of assessment, you may not enter for reassessment except with PEC approval under VI.A.9(f).

Award of other than a Foundation Degree

Higher Education Certificate

18. If you are not entitled to a Foundation degree, but have satisfied the examiners in at least 120 credits, of which at least 90 are at Level 4 or above, you may be awarded a Higher Education Certificate in that programme, typically when:

- a) You are entitled to proceed into Stage 2, but instead elect to withdraw from study; or
- b) You choose to withdraw from study at the University during Stage 2;

or

- c) You leave the programme to transfer to an unrelated programme, without transferring any credit; or
- d) You fail to satisfy the examiners in Stage 2 of the programme.

19. The award of a Higher Education Certificate is not classified and, unless specific recognition arrangements are in place, carries no professional accreditation. The certificate will be 'Higher Education Certificate in X' corresponding to the 'Foundation degree in X' for which you were a candidate, unless an alternative is agreed by the Faculty Education Committee

Subsuming of Awards

20. If you are awarded a Foundation degree, you will not be eligible for the award of a Higher Education Certificate for the same programme of study.

21. If you successfully complete a Foundation Degree, you will be eligible for progression to Newcastle University Undergraduate programmes to either Stage 2 or Stage 3 as outlined in the relevant Undergraduate degree programme regulations.

22. If you progress to a Newcastle University Undergraduate Programme, your degree classification will be determined using the relevant regulations for Undergraduate degrees (Section C), where it is possible to do so. Any necessary variations (agreed by University Education Committee) from the regulations for Undergraduate degrees will be set out in your Undergraduate degree programme regulations.

C. Undergraduate degrees – specific rules on progression and classification

Return of Marks

23. The mark for each module on an Honours degree programme shall be returned to the Board of Examiners, and disclosed to you, using either the Degree Classification Scale or the one applicable to modules not used for degree classification:

	Summary description applicable to <i>level 7</i> Degree Classification Modules	Summary description applicable to Degree Classification Modules <i>below level 7</i>	Summary description applicable to modules <i>not used for degree classification</i>
0-39	Fail	Fail	Failing
40–49	Fail	Third Class	Pass
50–59	Second Class, Second Division	Second Class, Second Division	Good
60–69	Second Class, First Division	Second Class, First Division	Very Good
70- 100	First Class	First Class	Excellent

Your final module mark is calculated by using the most recent component marks. In some cases, this may be a combination of second and first attempt component marks, depending on the normal resit arrangements for the module. It is not the case, however, that the best component marks automatically carry forward to the final module mark.

Stage Averages and Progression from One Stage to Another

24. A stage average is defined as the weighted average mark over all modules at that stage, where the weighting reflects the credit value of each module. Degree programme regulations may allow for additional credit value for non-modular aggregated assessment. The stage average shall be calculated and rounded to one decimal place.

- a) When calculating a (non-final) stage average for the purposes of compensation, the calculation must use the best module marks that relate to the given stage, regardless of whether the best marks are from first or second attempts, except that the pass mark must be used for a module passed by discretion;
- b) When calculating a (non-final) stage average under all other circumstances the marks used shall be:
 - i The module mark, for modules passed at the first attempt;
 - ii The pass mark (i.e., a mark of 40 for modules up to Level 6 and 50 for Level 7 modules) for modules passed by discretion, compensation or on reassessment;
 - iii The best mark, for modules failed after two attempts.
- c) When calculating the stage average, after the first attempt at the final stage the marks used shall be the module marks.
- d) When calculating the stage average after the second attempt at the final stage, the marks used shall be:
 - i The module mark, for modules passed at the first attempt;
 - ii The pass mark (i.e., a mark of 40 for modules up to Level 6 and 50 for Level 7 modules) for modules passed at the second attempt;
 - iii The best mark for modules failed after two attempts.

Note that non-final stage averages will need to be recalculated after the application of discretion or compensation and after reassessment.

25. You will be permitted to proceed from one stage to the next of the programme of study if you pass or are deemed to have passed all the modules in the current stage, or the stage is passed by discretion (exercised under Regulation V.C.35 despite failures in specific modules. Decisions on modules and progression will be taken at the end of each attempt for each stage, other than set out in d) below:

- a) When the stage is passed by discretion, despite failures in specific modules, the specific modules are not deemed to have been passed, any subsequent calculations must use the best actual mark for each of the specified modules.
- b) If you fail up to 20 credits of non-core modules at Stage 2 of a 3 year programme after two attempts, or over Stages 2 and 3 of a 4 year programme, it is the normal expectation that the stage will be passed by discretion (in recognition of the fact that it is still possible for a student to gain an Honours degree by right subject to regulation V.C.30). A Board of Examiners deciding not to exercise discretion on

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this matter must minute a specific reason for not doing so.

- c) If you fail a first attempt at one or more modules and have not yet completed a second attempt, you may not proceed to the next stage unless granted permission by the Personal Extenuating Circumstances Committee in accordance with Regulations VI.A.8 - 10, if you are not permitted to proceed, you may be considered for the award of a Higher Education Certificate or Higher Education Diploma.
- d) If the Board of Examiners meets before you have completed a first attempt at a stage, either because you are studying part-time or because your personal circumstances have delayed progress, then
 - i. The Board may decide that you have passed a module by right, passed a module by discretion or failed a module when there is sufficient information to make such a decision.
 - ii. The Board may defer a decision on a module when there is insufficient information to make such a decision. Typically, this will occur when there is a reasonable possibility of you passing by compensation or discretion.
 - iii. If a decision on a module is deferred, the Chair of the Board may permit you to take a second attempt at the module before the completion of the first attempt of the stage, provided that it is clearly understood that a second attempt might prove unnecessary.

Principles of Compensation

26. At Stages 0, 1 and 2 of degree programmes (and at Stage 3 where the final stage is Stage 4) you will, on assessment and on any reassessment, be deemed to have passed all modules at the stage and to be eligible to progress to the next stage of the degree programme, notwithstanding the fact that you have obtained marks of less than 40 in one or more modules for that stage, provided that each of the following conditions for compensation is met:

- a) The stage average is at least 40;
- b) No single mark for any module of Levels 4-6 is below 35;
- c) No single mark for any Level 7 module assessed is below 40;
- d) The modules for which marks lie between 35 and 39 (Levels 4-6) or 40- 49 (Level 7) do not include core modules and have total credit value of no greater than 40 (out of the 120 credits studied).

The modules in d) above are deemed to be **passed by compensation**.

27. In any case where any form of non-modular aggregated assessment is used at Stages 1 and 2 of Honours degree programmes (and at Stage 3 where the final stage is Stage 4), the relevant degree programme regulations shall specify whether compensation may be applied to the non-modular aggregated assessment and, if so, how such compensation may be applied.

28. The principles of compensation (Regulation V.C.26) shall also apply to any consideration for the award of a Higher Education Certificate or Higher

Education Diploma.

29. Where the rules for compensation do not apply, the Board of Examiners may still exercise discretion under Regulation V.C.35.

The Award and Classification of Degrees

30. You will be entitled to the award of an Honours degree of the class on the Degree Classification Scale indicated by the final programme average calculated using V.C.34 (below) if all the requirements for the award are met, and:

- a) All the modules beyond Stage 1 in the degree programme are passed; *or*
- b) No more than 20 credits beyond Stage 1 are failed; and
- c) All final Stage core modules are passed and;
- d) The final programme average is at least 40.

31. For integrated degree apprenticeships and higher apprenticeships where an Honours degree is awarded in parallel with the apprenticeship, in addition to that prescribed in paragraph 30 the following additional requirements must be met prior to the award of an Honours degree:

- a) An impartial, independent end-point assessment as detailed in the relevant apprenticeship standard end-point assessment plan has been successfully completed. For higher apprenticeships where the degree is not integrated, the end-point assessment must be attempted but need not have been passed.
- b) Evidence of attainment of a GCSE grade 9-4 (or A*-C) in English and Maths has been provided or if no evidence can be provided Functional Skills English and/or Maths has been successfully completed.

32. Marks from all modules studied at Stages 2 and 3 (or at Stages 2, 3 and 4 of a four-year programme) are used to determine degree classification and so the marks for these modules must be returned using the University's Degree Classification Scale; note that appropriate modules taken during an intercalating year, in accordance with the degree programme regulations, may be excluded from the calculation.

33. Any non-modular aggregated assessment at Stage 2, Stage 3 and, where appropriate, Stage 4, may contribute to degree classification as specified in the relevant degree programme regulations.

34. The degree programme regulations shall specify the weight to be given to each stage beyond Stage 1. The stage averages (as defined in Regulation V.C.24) shall be combined, according to the prescribed weightings, to produce an **overall average**, which is also rounded to one decimal place. The **final programme average** is then obtained by rounding the overall average to the nearest whole number. For a three-year programme, the weighting for Stage 2: Stage 3 shall be one of 1:1, 1:2; 1:3. For a four-year programme (unless Stage 3 is regarded as an intercalating year) the weighting Stage 2: Stage 3: Stage 4 shall be one of 1:2:2; 1:3:3; or 1:2:3.

Use of Discretion

In addition to the principles set out in IV Assessment Regulations 1.29 and 30

35. The Board of Examiners must consider whether or not to exercise discretion (including the possibility of awarding a higher classification of degree, if relevant) when:

- a) After the first attempt at the final stage you have a final programme average within two marks of a classification boundary. The Board of Examiners shall have regard to the following:
 - i The overall profile of individual marks achieved in modules;
 - ii Exceptional performance in any particular module (for example research-based modules or an oral examination where this is part of the degree programme regulations);
 - iii Where the stages which determine your degree classification are equally weighted, progressive improvement in performance during the final 2 (or 3) stages of study.
- b) When there is a positive assessment of the impact of medical or other mitigating circumstances by the Personal Extenuating Circumstances Committee.

36. The University does not permit the use of a viva voce either as a means of monitoring standards or for determining whether a higher classification should be awarded at undergraduate level.

Failing Performance by Honours Degree Students

37. If, following a first attempt at the final stage, you have not been awarded an Honours degree (or an accredited Honours degree where applicable) under Regulation V.C.30 or by the use of discretion under Regulation V.C.35, the Board of Examiners may:

- a) Make you the award of an unaccredited Honours degree (N.B. only for certain accredited programmes);
- b) Make you the award of a Pass degree (subject to Regulations V.C.41);
- c) Make you for the award of a Higher Education Diploma (subject to Regulation V.C.45 or a Higher Education Certificate (subject to Regulation V.C.47).
- d) However, you may still choose to be reassessed in some or all failed modules, subject to:
 - i. Whether, after reassessment, you meet the requirements of Regulation V.C.30. If you do, you will be recommended for an Honours degree of the class indicated by your final programme average following your first attempt at the final stage, provided the average you achieve is at least 40.
 - ii. Whether your final programme average following your first attempt was below 40 and after reassessment, you meet the

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requirements of Regulation V.C.30. If you do, you will be recommended for a third class Honours degree, provided that your final programme average following your second attempt at the final stage is at least 40.

38. If you are awarded an Honours degree by the Board of Examiners after the first occasion of assessment, you may not enter for reassessment except if you are on an accredited programme and recommended for the award of a non-accredited Honours degree, and/or following PEC approval under VI.A.9(f).

39. The chair of the Board of Examiners shall, in the return of marks to the Examinations Office, make clear that a student has an automatic right to resit final stage modules, when a Pass degree, Higher Education Diploma, or Higher Education Certificate is awarded by the Board or when an unaccredited Honours degree is recommended for a student on an accredited programme. The chair of the Board of Examiners shall then consult you as soon as possible to confirm whether you wish to receive the unaccredited Honours degree, Pass degree, Higher Education Diploma or Higher Education Certificate to which you are entitled, or to proceed to re- assessment. You must advise the chair of the Board of Examiners in writing by the deadline laid down by the Chair.

Award of other than an Honours Degree

Unaccredited degree

40. If you are on an accredited programme, one or more of the final Stage modules may be deemed core as an accreditation requirement. If as a result you are not recommended for an Honours degree under the accredited degree programme regulations but would otherwise be eligible for an Honours degree, you will be entitled to the award of an unaccredited exit degree. The degree will be classified as set out in Regulation V.C. 30-34. The degree title will be '*Unaccredited Honours degree in X*' which will correspond to the title '*Honours degree in X*' for which you were a candidate, unless another title has been agreed by the relevant Faculty Education Committee.

Pass Degree

41. If you are not awarded Honours under the preceding regulations, you will be considered by the Board of Examiners for the award of a Pass degree. You are entitled to a Pass degree, if you have satisfied the examiners in at least 300 credits, of which 60 must be at Level 6, provided that your final programme average is not less than 35. If you are on a programme for which a Pass degree is accredited, you will also have to meet any accreditation requirements.

42. If you are on a programme for which a Pass degree is accredited, where one or more of the final Stage modules are deemed core as an accreditation requirement and you are not recommended for a Pass degree under the accredited degree programme regulations, you would be eligible for the award of an unaccredited exit Pass degree. Unless a separate title has been agreed by the relevant Faculty Education Committee, the degree title will be '*Unaccredited Pass degree in X*' which will correspond to the title '*Honours degree in X*' for which you were a candidate.

43. If you are not entitled to a Pass degree, you may still be awarded a Pass degree by the Board of Examiners, using its ultimate discretion, following the

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principles laid down in Regulations V.C.35.

44. The award of a Pass degree is not classified and, unless specific recognition arrangements are in place, carries no professional accreditation. The degree will be '*Pass degree in X*' corresponding to the '*Honours degree in X*' for which you were a candidate, unless an alternative is agreed by the appropriate Faculty Education Committee

Higher Education Diploma

45. If you have satisfied the examiners in at least 240 credits, of which at least 90 credits are at Level 5 or above, you will be awarded a Higher Education Diploma in that programme, typically when:

- a) You are entitled to proceed into Stage 3, but instead elect to withdraw from study at the University; *or*
- b) You withdraw from study at the University during Stage 3 of the programme; *or*
- c) You leave the programme to transfer to an unrelated programme within the University, without carrying forward any credit; *or*
- d) You fail to satisfy the examiners for the award of the Honours degree or Pass degree.

Boards of Examiners may use discretion in awarding a Higher Education Diploma in accordance with Regulations V.C.35. In particular boards may wish to take account of modules that are failed solely because they are core.

46. The award of a Higher Education Diploma is not classified and, unless specific recognition arrangements are in place, carries no professional accreditation. The diploma will be '*Higher Education Diploma in X*' corresponding to the '*Honours degree in X*' for which you were a candidate, unless an alternative is agreed by the Faculty Education Committee.

Higher Education Certificate

47. If you have satisfied the examiners in at least 120 credits, of which at least 90 are at Level 4 or above, you will be awarded a Higher Education Certificate in that programme, typically when:

- a) You are entitled to proceed into Stage 2, but instead elect to withdraw from study at the University; *or*
- b) You elect to withdraw from study at the University during Stage 2 or Stage 3 of the programme; *or*
- c) You leave the programme to transfer to an unrelated programme within the University, without carrying forward any credit; *or*
- d) You fail to satisfy the examiners in Stage 2 or Stage 3 of the programme.

Boards of Examiners may use discretion in awarding a Higher Education Certificate in accordance with Regulations V.C.35. In particular boards may wish to take account of modules that are failed solely because they are core.

48. The award of a Higher Education Certificate is not classified and, unless specific recognition arrangements are in place, carries no professional

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accreditation. The certificate will be 'Higher Education Certificate in X' corresponding to the 'Honours degree in X' for which you were a candidate, unless an alternative is agreed by the Faculty Education Committee.

49. Boards of Examiners for non-modular programmes may recommend other awards, however, criteria for these will vary and not all of the above awards may be offered. All awards offered are subject to approval by the relevant Faculty Education Committee.

Subsuming of Awards

50. If you are awarded an Honours degree or Pass degree, you will not be eligible for the awards of a Higher Education Certificate and/or a Higher Education Diploma for the same programme of study. Similarly, if you are awarded a Higher Education Diploma, you will not be eligible for the award of a Higher Education Certificate for the same programme of study.

D. Specific Progression and Classification Rules for Integrated Master's Programmes

Return of Marks

51. The mark for each module on an Integrated Master's degree programme shall be returned to the Board of Examiners, and disclosed to you, using the established University Common Scales below, depending on the level of the module.

	Summary description applicable to <i>level 7</i> Degree Classification Modules	Summary description applicable to Degree Classification Modules <i>below level 7</i>	Summary description applicable to modules <i>not used for degree classification</i>
0-39	Fail	Fail	Failing
40-49	Fail	Third Class	Pass
50-59	Second Class, Second Division	Second Class, Second Division	Good
60-69	Second Class, First Division	Second Class, First Division	Very Good
70-100	First Class	First Class	Excellent

Your final module mark is calculated by using the most recent component marks. In some cases, this may be a combination of second and first attempt component marks, depending on the normal resit arrangements for the module. It is not the case, however, that the best component marks automatically carry forward to the final module mark.

Progression from One Stage to Another

52. A stage average is defined as the weighted average mark over all modules at that stage, where the weighting reflects the credit value of each module. Degree programme regulations may allow for additional credit value for non-modular aggregated assessment. The stage average shall be calculated and rounded to one decimal place.

- a) When calculating a (non-final) stage average for the purposes of compensation, the calculation must use the best module marks that relate to the given stage, regardless of whether the best marks are from first or second attempts, except that the pass mark must be used for a module passed by discretion;
- b) When calculating a (non-final) stage average under all other circumstances the marks used shall be:
 - i. The module mark, for modules passed at the first attempt;
 - ii. The pass mark (i.e., a mark of 40 for modules up to Level 6 and 50 for Level 7 modules) for modules passed by discretion, compensation or on reassessment;
 - iii. The best mark, for modules failed after two attempts.
- c) When calculating the stage average, after the first attempt at the final stage the marks used shall be the module marks.
- d) When calculating the stage average after the second attempt at the final stage, the marks used shall be:
 - i. The module mark, for modules passed at the first attempt;
 - ii. The pass mark (i.e., a mark of 40 for modules up to Level 6 and 50 for Level 7 modules) for modules passed at the second attempt;
 - iii. The best mark for modules failed after two attempts.

Note that non-final stage averages will need to be recalculated after the application of discretion or compensation and after reassessment.

53. Subject to meeting the internal progression thresholds described below, you are permitted to proceed from one stage to the next of the programme of study if you pass or are deemed to have passed all the modules in the current stage or the stage is passed by discretion, exercised under Regulations V.D.65 despite failures in specific modules. Decisions on modules and progression will be taken at the end of each attempt for each stage, other than set out in d) below:

- a) When you pass the stage by discretion, despite failures in specific modules, the specific modules are not deemed to have been passed, and any subsequent calculations must use the best actual mark for each of the specific modules;
- b) If you fail up to 20 credits of non-Core modules at Stage 2 after two attempts, or accumulate such fails in up to 20 credits over Stages 2 and 3, it is the normal expectation that the stage will be passed by discretion (in recognition that it is still possible for you to gain an

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Honours degree by right). A Board of Examiners deciding not to exercise discretion in this context must minute a specific reason for not doing so;

- c) If you have failed a first attempt at one or more modules and have not yet completed a second attempt you may not proceed to the next stage unless granted permission by the Personal Extenuating Circumstances Committee.
- d) If the Board of Examiners meets before you have completed a first attempt at a stage, either because you are studying part-time or because your personal circumstances have delayed progress, then
 - i. The Board may decide that you have passed a module by right, passed a module by discretion or failed a module when there is sufficient information to make such a decision.
 - ii. The Board may defer a decision on a module when there is insufficient information to make such a decision. Typically this will occur when there is a reasonable possibility of you passing by compensation or discretion.
 - iii. If a decision on a module is deferred, the Chair of the Board may permit you to take a second attempt at the module before the completion of the first attempt of the stage, provided that it is clearly understood that a second attempt might prove unnecessary.

To progress on an Integrated Master's programme, you must meet the internal progression thresholds at the end of Stages 2 and 3. If you do not meet the threshold at the end of Stage 2, you will be transferred onto the appropriate Bachelor's degree programme. If you do not meet the threshold at the end of Stage 3, you will not be permitted to progress to Stage 4 and will be considered for the appropriate Stage 3 exit award applying the principles of the Assessment Regulations for students on a 3 year degree. The Board of Examiners must consider all students whose final stage average (after rounding of marks) is within two marks of the progression threshold for the exercise of discretion as outlined in Regulation V.D.65.

The thresholds for all Integrated Master's Programmes shall be stated in the degree programme regulations for each award, but must as a minimum be:

Stage 2 to 3 – stage average of 50

Stage 3 to 4 – stage average of 50

Degree programme regulations may stipulate thresholds that are more demanding and/or more specific than the minimum stage averages listed above.

If you are not permitted to proceed, you may be considered for the award of a Bachelor's Degree, a Higher Education Certificate or Higher Education Diploma, applying the principles of Regulations V.D.68-76.

Principles of Compensation

54. At Stages 1, 2 and 3 of degree programmes you will, on assessment and any reassessment, be deemed to have passed all modules at the stage, even though marks of less than 40 have been obtained in one or more modules of Levels 4-6 and/or marks of less than 50 in one or more Level 7 modules for that stage, provided that each of the following conditions for compensation are met:

- a) The stage average is not less than 40;
- b) No single mark for any module of levels 4-6 is below 35;
- c) No single mark for any level 7 module is below 40;
- d) The modules for which marks lie between 35 and 39 (levels 4-6) or 40-49 (level 7) do not include core modules and have total credit value no greater than 40 (out of the 120 credits studied).

The modules in d) above are deemed to be **passed by compensation**.

If you pass all modules, including modules passed by compensation, and meet the threshold requirements in V.D.53, you will pass the stage and will be eligible to progress to the next stage of the programme.

55. A combination of Level 6 and Level 7 modules at Stage 3 does not lead to any difference in weighting.

56. Where any form of non-modular aggregated assessment is used at Stages 1, 2 and 3 of the degree programme, the relevant degree programme regulations shall specify whether compensation may be applied to the non-modular aggregated assessment and, if so, the relevant degree programme examination regulations shall set out how such compensation may be applied.

57. The principles of compensation shall also apply to any consideration for the award of a Higher Education Certificate or Higher Education Diploma.

58. Where the rules for compensation do not apply, the Board of Examiners may still exercise discretion under V.D.65.

The Award and Classification of Degrees

59. You will be entitled to the award of an Integrated Master's degree of the class on the Degree Classification Scale indicated by the final programme average (calculated as specified in Regulation V.D.51) if all the requirements for the award are met, and:

- a) All the modules beyond Stage 1 in the degree programme are passed; *or*
- b) No more than a maximum of 20 credits beyond Stage 1 are failed;
and
- c) All final stage core modules are passed; and
- d) The final programme average is no less than 50.

60. For integrated degree apprenticeships and higher apprenticeships where a Master's degree is awarded in parallel with the apprenticeship, in addition to that prescribed in paragraph 59 the following additional requirements must be met prior to the award of an Master's degree:

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- a) An impartial, independent end-point assessment as detailed in the relevant apprenticeship standard end-point assessment plan has been successfully completed. For higher apprenticeships where the degree is not integrated, the end-point assessment must be attempted but need not have been passed.
- b) Evidence of attainment of a GCSE grade 9-4 (or A*-C) in English and Maths has been provided or if no evidence can be provided Functional Skills English and/or Maths has been successfully completed.

61. Marks from all modules studied at Stages 2, 3 and 4 are used to determine your degree classification and so the marks for these modules must be returned using the University's Degree Classification Scale; note that appropriate modules taken during an intercalating year, in accordance with the degree programme regulations, may be excluded from the calculation.

62. Any non-modular aggregated assessment at Stages 2, 3 and 4, may contribute to your degree classification as specified in the relevant degree programme regulations.

63. The degree programme regulations specify the weight to be given to each stage beyond Stage 1. The stage averages shall be combined, according to the prescribed weightings, to produce an **overall average**, which is also rounded to one decimal place. The **final programme average** is then obtained by rounding the overall average to the nearest whole number. For a four-year programme the weighting Stage 2: Stage 3: Stage 4 is either 1:2:2; 1:3:3; or 1:2:3.

Use of Discretion

In addition to the principles set out in IV Assessment Regulations 1.29 and 30

64. The Board of Examiners must consider whether or not to exercise discretion (including the possibility of awarding a higher classification of degree, if relevant) when:

- a) After the first attempt at the final stage you have a final programme average within two marks of a classification boundary. The Board of Examiners shall have regard to the following:
 - i The overall profile of individual marks achieved in modules;
 - ii Exceptional performance in any particular module (for example research-based modules or an oral examination where this is part of the degree programme regulations).
 - iii Progressive improvement in performance by the student during the final 2 (or 3) stages of study, only where the stages 3 and 4 are equally weighted.
- b) When there is a positive assessment of the impact of medical or other mitigating circumstances by the Personal Extenuating Circumstances Committee.

Failing Performance by Integrated Master's Degree Students

65. If you are a student who, on consideration by the Board of Examiners at the end of Stage 4, has not been awarded an Integrated Master's (Hons) degree (or an accredited Integrated Master's degree where applicable) under Regulation V.D.59 or by the use of discretion under Regulation V.D.64, you will be considered for the appropriate Stage 3 exit award (i.e. a BEng, BA or BSc) under the University Assessment Regulations and applying the principles therein. If, in addition, you have at least 60 credits in which your performance meets the requirements for the award of a Postgraduate Certificate you will be entitled to the award of a Postgraduate Certificate.

66. You may elect to be reassessed in some or all of the failed modules, subject to the following:

- a) After reassessment you meet the requirements of Regulation V.D. 59. In which case, you will be recommended for an Integrated Master's degree of the class indicated by your final programme average following your first attempt at the final stage, provided that the average is at least 50.
- b) Your programme average following your first attempt was below 50 and after reassessment, meets the requirement of Regulation V.D. 59. In which case, you will be recommended for a lower second class Honours degree, provided that your final programme average following your second attempt at the final stage is at least 50.

67. If you are awarded an Integrated Master's degree by the Board of Examiners after the first occasion of assessment, you may not enter for reassessment except if you are on an accredited programme and are recommended for the award of a non-accredited Integrated Master's degree, and/or following PEC approval under VI.A.9(f).

Unaccredited degree

68. If you are on an accredited programme, one or more of the final Stage modules may be deemed core as an accreditation requirement. If as a result you are not recommended for an Integrated Master's degree under the accredited degree programme regulations but would otherwise be eligible for an Integrated Master's degree, you will be entitled to the award of an unaccredited exit degree. The degree will be classified as set out in Regulation V.D.59-63. The degree title will be '*Unaccredited Master's degree in X*' which will correspond to the title '*Master's degree in X*' for which you were a candidate, unless another title has been agreed by the relevant Faculty Education Committee.

Bachelor's Degree

69. If you are a candidate for an Integrated Master's degree who, on consideration by the Board of Examiners at the end of Stage 3 or later, cannot be considered for an Integrated Master's award, you shall be considered for the appropriate Stage 3 exit award (i.e. a BEng, BSc or BA) under the University Assessment Regulations and applying the principles therein.

The normal circumstances in which this is relevant are where:

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- a) You are entitled to proceed to Stage 4, but instead elect to withdraw from study at the University; *or*
- b) You elect to withdraw from study at the University during Stage 4 of the programme; *or*
- c) You leave the programme to transfer to an unrelated programme within the University, without carrying forward any credit; *or*
- d) You have not met the academic progress requirements to proceed to Stage 4.

70. The award and classification of the Bachelor's Degree is calculated on the basis of your performance at the end of Stage 3 (first attempts) and following the principles laid out in *the Progression and Classification Rules for Undergraduate Degrees V.C.* This includes the possibility of the award of a Pass Degree (as a Bachelor's award). Unless specific recognition arrangements are in place, the Bachelor's award carries no professional accreditation. The Bachelor's degree will be 'BSc/BEng/BA in X' corresponding to the 'Integrated Master's degree in X' for which you were registered, unless an alternative is agreed by the Faculty Education Committee.

71. If you are on an Integrated Masters programme for which a Bachelor's award is accredited, one or more of the final Stage modules may be deemed core as an accreditation requirement. If as a result you are not recommended for a Bachelor's degree under the accredited degree programme regulations but would otherwise be eligible for a Bachelor's degree, you will be entitled to the award of an unaccredited exit degree. The degree will be classified as set out in Regulation V.C.30-34. The Bachelor's degree will be 'Unaccredited BSc/Beng/BA in X' corresponding to the 'Integrated Master's degree in X' for which you were registered, unless an alternative is agreed by the Faculty Education Committee.

Higher Education Diploma

72. If you are a candidate for an Integrated Master's degree and have not gained that award but have satisfied the examiners in at least 240 credits, of which at least 90 credits are at Level 5 or above, you will be awarded a Higher Education Diploma in that programme.

The normal circumstances in which this is relevant are where:

- a) You are entitled to proceed into Stage 3, but instead elect to withdraw from study at the University; *or*
- b) You withdraw from study at the University during Stage 3 of the programme;
- c) You leave the programme to transfer to an unrelated programme within the University, without carrying forward any credit;
- d) You fail to satisfy the examiners in Stage 3 of the programme.

73. The award of a Higher Education Diploma is not classified and, unless specific recognition arrangements are in place, carries no professional accreditation. The diploma will be '*Higher Education Diploma in X*' corresponding to the '*Honours degree in X*' for which you were a candidate

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unless an alternative is agreed by the Faculty Education Committee.

Higher Education Certificate

74. A candidate for an Integrated Master's degree who has satisfied the examiners in at least 120 credits, of which at least 90 are at Level 4 or above, shall be awarded a Higher Education Certificate in that programme, typically when:

- a) You are entitled to proceed into Stage 2, but instead elect to withdraw from study at the University; *or*
- b) You elect to withdraw from study at the University during Stage 2 or Stage 3 of the programme;
- c) You leave the programme to transfer to an unrelated programme within the University, without carrying forward any credit;
- d) You fail to satisfy the examiners in Stage 2 or Stage 3 of the programme.

75. The award of a Higher Education Certificate is not classified and, unless specific recognition arrangements are in place, carries no professional accreditation. The certificate will be '*Higher Education Certificate in X*' corresponding to the '*Honours degree in X*' for which you were a candidate unless an alternative is agreed by the Faculty Education Committee.

76. Boards of Examiners for non-modular programmes may recommend other awards, however, criteria for these will vary and not all of the above awards may be offered. All awards offered are subject to approval by the relevant faculty education committee.

Subsuming of Awards

77. If you are awarded an Integrated Master's level honours degree you will not be eligible for a Bachelor's Honours degree and/or a Higher Education Diploma / Certificate for the same programme of study. Similarly, if you are awarded a Higher Education Diploma you will not be eligible for the award of a Higher Education Certificate for the same programme of study.

E. Specific Progression and Classification Regulations for Graduate Diplomas and Graduate Certificates

Return of Marks

78. The mark for each module on a Graduate Diploma or Graduate Certificate programme must be returned to the Board of Examiners and disclosed using the following scale:

	Marking scale applicable to Graduate Diploma and Graduate Certificate Programmes
0-39	Fail
40-59	Pass
60-69	Pass with Merit
70 and over	Pass with Distinction

79. The overall mark for the programme will be the average of the module marks weighted according to their credit values.

Compensation, Failure and Core Modules

80. You will, on assessment and any reassessment, be deemed to have passed all modules of the programme, even where marks of less than 40 have been obtained in one or more modules, provided that each of the following conditions for compensation are met:

- a) The average mark over all modules taking due account of the credit value, is not less than 40;
- b) No single mark for any module of Levels 4-6 assessed is below 35;
- c) No single mark for any Level 7 module assessed is below 40;
- d) Module marks less than 40 (for modules at Levels 4-6) or 50 (for Level 7 modules) may be passed by compensation, provided the total credit value of these modules does not exceed 40 out of the 120 credits studied as part of a Graduate Diploma, or 20 out of the 60 studied as part of a Graduate Certificate;
- e) No such compensation is permitted for core modules.

81. All calculations used to determine your right to pass modules by compensation must use the best module marks available, regardless of whether the assessments are first or later attempts.

82. Where the rules for compensation do not apply, the Board of Examiners may still exercise discretion to make an award to which you are not entitled as of right.

83. As a candidate for a Graduate Diploma or Graduate Certificate award, you are required to pass all modules (including by resit, compensation or discretion). Graduate Diploma students failing modules outright may be considered for the award of Graduate Certificate.

Reassessment

84. If you fail up to 40 credits of the Graduate Diploma or 20 credits of the Graduate Certificate, you have the right to one reassessment for each module failed. The form of the reassessment may vary from the original, at the discretion of the Board of Studies.

85. If you fail more than 40 credits of the Graduate Diploma or 20 credits of the Graduate Certificate, you will not normally be permitted to continue or be reassessed without the support of the Board of Examiners.

The Award and Classification of Graduate Diplomas and Graduate Certificates

86. You are entitled as of right to the class of award (i.e. Pass, Merit or Distinction) yielded by the final programme average mark.

87. For higher apprenticeships where a Graduate Diploma or Graduate

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Certificate is awarded in parallel with the apprenticeship, the following requirements must be met prior to the awarding of a Graduate Diploma or Graduate Certificate:

- a) An impartial, independent end-point assessment as detailed in the relevant apprenticeship standard end-point assessment plan has been attempted.
- b) Evidence of attainment of a GCSE grade 9-4 (or A*-C) in English and Maths has been provided or if no evidence can be provided Functional Skills English and/or Maths has been successfully completed.

88. The Board of Examiners must consider whether or not you should be awarded a higher classification of award by the exercise of discretion in the following cases:

- a) Where you have a final programme average within two marks (after rounding of marks) of a class boundary. The Board of Examiners shall have regard to the overall profile of individual marks achieved in modules;
- b) The Board may also use discretion to award a Graduate Diploma or Graduate Certificate of any class to a student who has not been made an award under clauses V.E.86 of these regulations;
- c) Where there is a positive assessment of the impact of medical or other mitigating circumstances on you by the Personal Extenuating Circumstances Committee.

Failing Performance by Graduate Diploma students

89. If as a candidate for a Graduate Diploma you fail to meet the criteria for the Diploma award, you may be awarded a Graduate Certificate by the Board of Examiners:

- a) Where there is an associated Graduate Certificate, this may be awarded using the criteria laid down in these regulations;
- b) Where there are no associated regulations, a Graduate Certificate may be awarded to a candidate who has achieved an average mark of at least 40 over the course of 60 credits, which satisfy the requirements of the Credit and Qualifications Framework.

Under this provision, the award of a Graduate Certificate is not classified.

F. Specific Progression and Classification Regulations for Postgraduate Taught Awards

Return of Marks

90. The mark for each module on a Master's degree programme, postgraduate diploma or postgraduate certificate must be returned to the Board of Examiners and disclosed to you using the following University Common Scale for the return of marks:

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	Marking scale applicable to <i>Level 7</i> modules and master's programmes	Marking scale applicable to modules <i>below Level 7</i>	Marking scale applicable to postgraduate certificate and diploma programmes
0-39	Fail	Fail	Fail
40-49	Fail	Pass	Fail
50-59	Pass	Pass	Pass
60-69	Pass with Merit	Pass with Merit	Pass
70-100	Pass with Distinction	Pass with Distinction	Pass

91. The final mark for any module will be rounded to the nearest whole number before being returned to the Board of Examiners.

92. The rounding of marks shall follow the regulation: decimal marks with a decimal component of 0.5 or larger shall be rounded up to the next whole number; marks with a decimal component of less than 0.5 shall be rounded down to the next whole number.

Progression within Taught Postgraduate Programmes

93. In addition to a Board of Examiners meeting at the end of a programme, a meeting of the Board will normally be held at the end of the taught component of a Master's programme to consider progression; the Board may also meet to consider progression at other times if appropriate. Internal members of the Board of Examiners will need to liaise with the external examiner(s) as appropriate.

- a) If you remain eligible for the entry award on your programme, you may continue on the programme;
- b) If you do not remain eligible for the entry award on your programme, taking account of any rights to reassessment, you will not be permitted to continue on the programme;
- c) If you are a Master's student who, at the end of the taught component, is eligible to be reassessed in any failed modules, you will normally also be permitted to proceed to the dissertation without any delay;
- d) If you are a Master's or Postgraduate Diploma student who, when considered at a progression meeting, has failed more than 40 credits at the first attempt and who is not permitted to continue on your original programme, you may nevertheless be permitted to be reassessed solely for the purposes of gaining an exit award; such permission is a matter of discretion for the Board of Examiners. When you are permitted such reassessment, you will not normally be permitted to continue on your original programme, even if successful in the reassessments.

Use of Discretion

Following the principles set out in IV Assessment Regulations I.29 and 30, the Board of Examiners may:

94. Deem first attempt failures on one or more Level 7 modules on a classified programme to be 'condoned fails', provided that:

- i You have passed all other taught modules;
- ii The relevant marks are in the range 40- 49; and
- iii You do not accumulate more than 20 credits in condoned fails (10 credits for those registered for a Postgraduate Certificate).

A condoned fail will be treated as a fail for the purposes of Regulation V.F.90, but will not diminish your eligibility for a Merit or Distinction under this Regulation. In such circumstances you retain the right to a second attempt at the module, subject to the provision of Assessment Regulations IV.J.34-38 (Reassessment).

Stage and Programme Averages

95. A Stage average is defined as the weighted average mark over all modules at that stage, where the weighting reflects the credit value of each module. Degree programme regulations may allow for additional credit value for non-modular aggregated assessment. The stage average shall be calculated and rounded to one decimal place. When calculating a stage average the marks used shall be:

- i. The module mark, for modules passed at the first attempt;
- ii. The pass mark (i.e., a mark of 40 for modules up to Level 6 and 50 for Level 7 modules) for modules passed by discretion or on reassessment;
- iii. The best mark, for modules failed after two attempts.

Note that stage averages will need to be recalculated after the application of discretion and after reassessment.

96. For programmes with a single stage, the final programme average will be obtained by rounding the stage average to the nearest whole number. For programmes with more than one stage the overall average shall be calculated according to the programme regulations and shall also be rounded to one decimal place. The final programme average is then obtained by rounding the overall average to the nearest whole number according to Regulation V.F.92.

G The Award and Classification of Master's Degrees, Postgraduate Diplomas and Postgraduate Certificates (entry awards)

97. You are entitled to the award of an appropriate Master's degree, Postgraduate Diploma or Postgraduate Certificate if all the requirements for the award are met and all the modules in the programme are passed (at either first or second attempt).

If you pass all core modules and fail up to 20 credits of non-core modules from the taught stage of the programme (whether after one attempt or two), you will

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be entitled to the appropriate Master's degree or Postgraduate Diploma, provided that the final programme average is at least 50. If you are on a classified programme (except as provided by Regulation V.F.94) you will be eligible as of right for the award of a pass only; you would be entitled to a Merit or Distinction, as indicated by your final programme average, only if you have passed all modules (at either first or second attempt, or have accumulated no more than 20 credits in condoned fails). The same principle applies to the award of a Postgraduate Certificate if you fail up to 10 credits of non-core modules.

98. Postgraduate Diploma and Postgraduate Certificate entry awards may be classified if this is stipulated in the programme regulations. In such cases, the classification is determined by the principles in Regulation V.G.99 a–d below.

99. The class of your award is normally determined as follows:

- a) You are entitled to the class of award yielded by the final programme average.
- b) If you are a Master's student with a final programme average within two marks (after rounding of marks) of a class boundary, you will always be considered for the next higher class of award taking account of:
 - i The overall profile of individual marks achieved in modules;
 - ii Exceptional performance in any particular module, including, for example, research based modules;
 - iii Progressive improvement in your performance.
- c) If you are a Postgraduate Diploma or Certificate student with a final programme average of 48 or 49, you will be considered for the award of a Pass. Postgraduate Diploma and Certificate students with final programme averages of 58 or 59, and 68 or 69 shall be considered for the next higher class of award if provision for classification is included in the programme regulations, using the criteria in b) above.
- d) The Board of Examiners, when considering the exercise of discretion will also take account any recommendation from the Personal Extenuating Circumstances Committee on the effect and scope of medical or other mitigating circumstances affecting you that were submitted to the Personal Extenuating Circumstances Committee.

100. In exceptional circumstances, an individual programme, with Faculty Education Committee approval, may set additional criteria which must also be taken into account when determining the class of award. The additional criteria must be written into the individual programme regulations and programme handbooks.

101. You may be required to take a viva voce examination at the discretion of the Board of Examiners, as a means of monitoring standards.

102. If you are on an accredited programme, one or more of the final Stage modules may be deemed core as an accreditation requirement. If as a result you are not recommended for an entry award under the accredited programme regulations but would otherwise be eligible for an entry award, you will be entitled to an unaccredited exit award. If applicable, it will be classified as set out in Regulation V.G.97-101 where the title will be an 'Unaccredited' award 'in

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X' which will correspond to the title award 'in X' for which you were a candidate, unless another title has been agreed by the relevant Faculty Education Committee.

Award of a Postgraduate Diploma (exit award)

103. If you:

- a) Are a candidate for a Master's degree and fail to meet the criteria for the Master's degree; and
- b) Have at least 120 credits in which your performance meets the requirements for the award of a Postgraduate Diploma, you will be entitled to the award of a Postgraduate Diploma.

104. If you are not entitled as of right to a Postgraduate Diploma, you may still be awarded a Postgraduate Diploma by the Board of Examiners, using its ultimate discretion under Regulation V.F.94.

105. The award of a Postgraduate Diploma as an exit award is not classified.

106. Boards of Examiners for non-modular programmes may recommend exit awards, however, criteria for these will vary and not all exit awards may be offered. All awards offered are subject to approval by the relevant faculty education committee.

Award of a Postgraduate Certificate (exit award)

107. If you:

- a) Are a candidate for a Master's degree or Postgraduate Diploma and fail to meet the criteria for the Master's degree or Postgraduate Diploma; and
- b) Have at least 60 credits in which your performance meets the requirements for the award of a Postgraduate Certificate you will be entitled to the award of a Postgraduate Certificate.

108. If you are not entitled as of right to a Postgraduate Certificate, you may still be awarded a Postgraduate Certificate by the Board of Examiners, using its ultimate discretion under Regulation V.F.94.

109. The award of a Postgraduate Certificate as an exit award is not classified.

110. Boards of Examiners for non-modular programmes may recommend exit awards, however criteria for these will vary and not all exit awards may be offered. All awards offered are subject to approval by the relevant faculty education committee.