

Key changes to University Regulations 2023/24

The following are specific changes of principle to note for 2023/24

All Taught Regulations

Wording has been amended throughout the taught regulations to replace references to 'Tier 4/IV visa' to 'Student Visa' in line with renaming by the Home Office.

I General Regulations for Taught and Research Students

A. General Requirements

Wording has been reinstated which requires student attendance during their programme of study. The sentence had been removed due to the Covid-19 pandemic.

4. Except for absence with good cause, you are expected to attend all elements of your programme of study. If you are not able to attend University you should inform your school or institute and submit an Absence Request Form via S3P, where instructed to do so. For absences longer than seven days, you must also submit a medical certificate. A Student Notice of Absence Form is not compulsory, but any absence may be recorded as unauthorised if it has not been authorised in advance. Additional requirements may be stipulated by some programmes, details will be included in individual programme handbooks. (<https://s3p.ncl.ac.uk/login/index.aspx>)

C. Student Behaviour Conduct

33. To comply with the University's licence with the Home Office, the Academic Registrar may terminate your studies if you ~~do not have a valid visa, or are in breach of your visa conditions or failing to fulfil academic requirements or attend classes~~ fail to provide documents which offer evidence of your right to study in the UK, if you are found to be in breach of your visa conditions, or if you do not fulfil academic and/or programme engagement requirements.

III Taught Programme Progress Regulations

E. Transfers between Programmes

16. ~~The A Degree Programme Directors of both programmes of the receiving programme~~ may permit you to transfer from one stage of a degree programme to the same stage of another their degree programme at any time, provided that there is significant overlap in the modules previously studied. This permission also applies to transfers between corresponding stages of Bachelor's and Integrated Master's programmes, provided this permission is given before the meeting of the Board of Examiners. In addition, degree programme regulations may specify, in the case of Integrated Master's programmes, a threshold for entry into the programme at Stage

2, one for continuation from Stage 2 to Stage 3 and one for continuation from Stage 3 to stage 4; students not continuing on the four-year programme are transferred to the corresponding three-year programme.

17. ~~The~~ A Degree Programme Directors of the receiving programme may permit you, as an undergraduate student, if you have satisfied the examiners in all the assessments in a stage of a programme, to transfer to the same or subsequent stage of ~~another~~ their degree programme at the start of the next academic year. Such permission may be conditional on variation to the ~~to the~~ degree programme in order, for example, to ensure that:

- a) Compulsory modules not previously studied are taken;
- b) There is no repetition of modules studied.

18. ~~The~~ A Degree Programme Director of the receiving programme may permit you, if you have not satisfied the examiners in all the assessments in a stage of a degree programme, to transfer to the same stage of ~~another~~ their degree programme at the start of the next academic year. The Degree Programme Director will consult relevant Heads of School and may make permission to transfer conditional upon your following specified variations to the degree programme.

19. Where a transfer is considered for a ~~Tier-4 Student~~ Visa holder, you should be aware that a further ~~Tier-4 Student Visa~~ application may be required as part of the process. You should seek guidance from the [Visa Team](#).

20. A Degree Programme Director may grant you permission, if you are transferring under Regulation III.16, to repeat modules you have failed subject to the following conditions:

- a) If the total number of credits to be repeated is no more than 20, then you will be deemed not to have been previously assessed in these modules;
- b) If the total number of credits to be repeated is more than 20, then all previous attempts at these modules will be carried forward;
- c) ~~You cannot repeat a module in which you have already been assessed twice, which might render a~~ A transfer would normally be impossible where you have already been assessed twice in a relevant module.

F. General Provisions Governing Attendance and Academic Progress

Satisfactory Academic Progress

23. You are required to make satisfactory progress in your programme of study and, during each semester, your progress in all modules will be reviewed by the Degree Programme Director.

24. Failure to make satisfactory progress may be grounds for:

- a) Further monitoring of ~~your~~ progress in your studies, or requiring the submission of written work in addition to that required by the programme regulations, where there is a clear academic rationale;
- b) Delay of your attempt at the whole assessment for the module(s) concerned or individual assessment for non-modular programmes to the August/September resit examinations, or equivalent resit period, in the same academic year. Where such a delay is imposed, the attempt shall normally count as the second attempt, unless agreed as an approved deferral;
- c) Suspension or termination of your programme of study.

Evidence of Failure to make Satisfactory **Academic** Progress

25. Any of the following may constitute failure to make satisfactory progress:

- a) Failure to attend for interview with your Personal Tutor, Degree Programme Director or other academic staff as required in connection with failure to attend your programme of study or failure to make satisfactory progress
[Policies - Learning and Teaching Development Service - Newcastle University \(ncl.ac.uk\)](http://ncl.ac.uk);
- b) Failure to attend regularly your programme of study without good cause; for distance learning or online programmes engagement will be measured by alternative means as determined by your school; Failure to perform adequately in work prescribed for your programme;
- c) Failure to submit written work required under your programme regulations (whether or not such work counts for assessment purposes) at the required time;
- d) Failure to attend examinations or pass the prescribed examinations for your programme; provisional examination results may be used as evidence;
- e) Failure to attend English language assessment and attend in-session English language classes as directed by your Degree Programme Director;
- f) Failure to attend briefings relating to health and safety, especially where they apply to laboratory work, and to pass any assessments in relation to these briefings that are designed to ensure that you are safe to operate in that environment;
- g) Failure to attend or complete satisfactorily an INTO pre-sessional programme.
- h) If you are an international student who is in breach of your visa conditions, please refer to General Regulations I.33-34.

Procedure for ~~Dealing with Unsatisfactory~~ **Review of Academic** Progress

26. If ~~your~~ after review, the Degree Programme Director determines you have not made sufficient academic progress is considered unsatisfactory by the Degree Programme Director, you will be notified in writing of the reasons for this, invited to make a written response and given the opportunity of an interview with your Degree Programme Director or nominee. Following this notice and any interview, and taking account of all known circumstances, your Degree Programme Director may:

- a) Take further action under Regulation III.24.(a) or (b);
- b) Take further action under Regulation III.24.(c) in consultation with the Student Progress Service, provided that you were invited to attend an interview, including notice that the suspension or termination of your programme of study was likely to be considered, and advised to bring details of any medical or personal circumstances (with evidence) relevant to your progress.

Appeals against **actions resulting from Review of Academic** Penalties for Unsatisfactory Progress

27. You may appeal against action taken under regulation III.24 by submitting a Level 1 Academic Query under the Academic Queries and Appeals procedure within 14 calendar days of the written notification of the action. <https://www.ncl.ac.uk/student-progress/policies/procedures/appeals/>.

28. Even though discussion and correspondence with you ~~about unsatisfactory~~ regarding lack of academic progress may be ongoing, the University may be obliged to report you to the Home Office, if you are an International student who has failed to attend timetabled, taught sessions. The report to the Home Office may necessitate termination of your studies at the University under General Regulation I.34.

IV Taught Programme Assessment Regulations

J. Reassessment

Note: The rules in this section also apply to non-modular programmes, however reference to module should be substituted with assessment.

29. If you pass a module (including by compensation or discretion), at any stage of the degree programme, you cannot be reassessed for any component of that module, except with PEC approval under VI.A.9(f).

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

C. Undergraduate degrees – specific rules on progression and classification

25. 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.
- a) When calculating the stage average, after the first attempt at the final stage the marks used shall be the module marks.
- b) 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.

VI Rules for Boards of Examiners

B. Board of Examiners Procedures

14. Where the Board of examiners is unable to reach a decision on any issue by common consent, a vote shall be taken and the matter shall be decided by the majority of Internal members then present and voting. The academic members of the Board, including the ~~External~~

~~Examiners and Chair~~, shall each have one vote. In the event of a tied vote, the Chair shall have a casting (i.e. second) vote. External Examiners are the arbiters of standards and not a decision maker of an award made by the University.

Changes to Research Degree Regulations 2022/23

VII Regulations for Research Masters Degree Programmes (excluding MPhil programmes)

Where appropriate the Research Masters Degree Programmes Regulations have been amended to mirror the changes noted in the Postgraduate Taught Progress and Assessment Regulations sections, as well as the Doctor of Philosophy Progress and Assessment Regulations.

VIII Master of Philosophy Progress Regulations

Where appropriate, Master of Philosophy Progress Regulations and Assessment Regulations have been amended to mirror the changes noted in the Doctor of Philosophy sections below.

IX Master of Philosophy Assessment Regulations

Where appropriate, Master of Philosophy Progress Regulations and Assessment Regulations have been amended to mirror the changes noted in the Doctor of Philosophy sections below.

X Doctor of Philosophy Progress Regulations

- Revised wording in 'Section C – Admission as a Staff Candidate for the Degree of Doctor of Philosophy' to link to the revised Postgraduate who Teach Policy and refer to the employment options and their eligibility for staff candidature fees.
- Revised wording in 'Section G – Candidature Categories, Period of Study and Registration Requirements' to clarify that a Postgraduate Teaching Assistant (employed through the PGWT Policy) could transfer on to combined candidature.
- Revised wording in 'Section J 22ii– Attendance and Progress' in relation to the proceed with concerns progress recommendation.
- Revised wording to title of Section K to replace 'Mid-year Procedure for review of unsatisfactory progress' with 'Mid-year review of Academic Progress'.
- Reference to Assessment Irregularities procedure replaced with Academic Misconduct procedure.
- Revised wording in 'Section S. Early Submission' to indicate that submission within the final term of minimum candidature is possible and does not require specific approval. This wording was in the regulations previously and has been reintroduced to provide clear guidance on when early submission requires Annual Progress Review Panel support.
- Other minor wording and formatting changes throughout the regulation document.

XI Doctor of Philosophy Assessment Regulations

- Revised wording in 'Section B – Appointment of Examiners' in relation to the Examiner nomination process, to accurately represent the current process.
- Revised wording in 'Section P – Posthumous Awards' to include reference to PGR Aegrotat awards, subject to the PGR Posthumous and Aegrotat Policy being approved by UEC in July 2023.
- Other minor wording and formatting changes throughout the regulation document.

XII Specific Doctor of Philosophy (Integrated) Regulations

Where appropriate, the **Specific Doctor of Philosophy (Integrated) Regulations** have been amended to mirror the changes made in the Doctor of Philosophy regulations.

XIV. Rules for the Form of Theses and Submission of Work for Higher Degrees

- Section 10c has been updated to include references to Standard Thesis Restriction, as well as Extended Thesis restriction.