

SENATE REGULATION 2: (2009 ONWARDS) UNDERGRADUATE PROGRAMMES

A note on the application of SR2 (2009-onwards)

The University is currently operating two sets of regulations for undergraduate programmes and awards. For guidance on which groups of students these regulations apply to, please see the section in the Foreword to the Senate Regulations headed 'Changes to Senate Regulations relating to Taught Awards'.

Awards of the university

2.1 These regulations apply to awards leading to the following undergraduate qualifications of the University:

Honours Bachelors Degrees and Ordinary Bachelors Degrees:

BA	Degree of Bachelor of Arts
BEng	Degree of Bachelor of Engineering
BMus	Degree of Bachelor of Music
BSc	Degree of Bachelor of Science
LLB	Degree of Bachelor of Laws

Integrated Masters degrees:

MEng	Degree of Master of Engineering
MMath	Degree of Master of Mathematics

Other undergraduate qualifications:

CertHE	Certificate of Higher Education
DipHE	Diploma of Higher Education
GradCert	Graduate Certificate
GradDip	Graduate Diploma

2.2 An award is a combination of a qualification with a title associated with an approved programme of study and assessment. A 'qualification' is a generic title assigned to an award, defining its level and volume of assessment. A programme of study and assessment (or 'programme') is a combination of study (teaching and learning), and assessment associated with an award. Undergraduate awards of the University and their associated programmes of study and assessment, including the programme learning outcomes, are approved by Senate in accordance with its procedures for programme approval.

2.3 As set out in these Regulations, students shall be admitted to, and registered for, a programme of study and assessment leading to a named award approved by Senate. A student who, in accordance with these regulations, successfully completes an approved programme of study and assessment will be eligible to receive the relevant award. Alternatively, the authorised member of staff may permit applicants to enrol as an associate student for individual specified assessment block/s which are offered under these regulations, and the associated study block/s.

2.4 Students will not normally be permitted to register at the same time for more than one programme of study and assessment leading to an award offered under these regulations.

2.5 A normal period of study will be approved for each mode of study for each programme of study and assessment. Each year of full-time study shall normally be equivalent to 120 credits of assessment.

Assessment blocks and credits

2.6 An assessment block is a discrete assessment, or discrete group of assessment elements, to which a credit-rating and Level have been assigned. The volume of assessment and achievement associated with each award will be defined in terms of assessment blocks. Each assessment block will be assigned a Level and credit volume. The Level of an assessment block is an indication of its relative challenge to the student, which is expressed in the learning outcomes, and which may take into account some or all of the following factors: the intellectual complexity of the material, the degree of specialism of the content, the volume of material covered, and the professional skills and/or expertise required (if any). The number of credits assigned to a defined assessment block may not vary from programme to programme. An assessment block may comprise one or more individual elements of assessment. A summary of the requirements and arrangements for each assessment block shall be set out in an outline approved by the School Board or its equivalent.

2.7 Each element will either be assessed using marks or grades or will be assessed on a pass / fail basis. In the case of an assessment block consisting of two or more elements assessed using marks or grades, each element will be assigned an individual weighting within the assessment block, which will be expressed by a percentage. An element of assessment assessed on a pass /fail basis shall have no weighting. Each assessment block must include at least one element assessed using marks or grades.

2.8 Each element of assessment may take the form of a written or viva voce examination, coursework, or another form or combination of forms as set out in the relevant outline approved by School Board. The form and schedule of assessment shall be notified to the student at the start of the academic year by the School providing the associated assessment block.

2.9 The teaching and learning associated with an assessment block will normally span two terms, but may, if approved by Senate, in exceptional circumstances be of one term's duration.

2.10 The Levels and volumes of credits of the assessment blocks associated with an award shall normally conform to the Levels and volumes of credits set out below:

CertHE	120 credits at Level 1;
DipHE	240 credits in total; including 120 credits at Level 1 and 120 credits at Level 2.
Ordinary Bachelors Degree	300 credits in total; including at least 100 credits at Level 2; and 80 credits at Level 3
Honours Bachelors Degree	360 credits in total; including 120 credits at Level 1 and 120 credits at Level 2 and 120 credits at Level 3

Honours Bachelors Degree with placement year*	480 credits in total; including; 120 credits at Level 1 and 120 credits at Level 2 and 120 credits of placement-associated assessment, normally at Level 2; and 120 credits at Level 3
Graduate Certificate	At least 40 credits at Level 3
Graduate Diploma	At least 80 credits at Level 3
Integrated Masters Degree	480 credits in total; including ; 120 credits at Level 1 and 120 credits at Level 2 and 120 credits at Level 3; and 120 credits at Masters Level
Integrated Masters Degree with placement year*	600 credits in total; including ; 120 credits at Level 1 and 120 credits at Level 2 and 120 credits at Level 3; and 120 credits of placement-associated assessment, normally at Level 3; and 120 credits at Masters Level

* Including 'thick' and 'thin' sandwich degrees

2.11 Senate may permit programme specifications, for progression and award purposes only, to treat the credit associated with a defined assessment block as equivalent to credit at one Level higher or lower than that defined in the assessment block outline. Senate will permit credit to be counted in this way only where it is satisfied that to do so is consistent with the learning outcomes for the relevant award.

2.12 Where approved by Senate, programmes may be offered with the addition of an integrated foundation year at Level 0. Successful completion of the foundation year will permit progression to Level 1 of a programme leading to an award.

2.13 Senate may approve awards which exceed these normal expectations with regard to the total volume and / or the Level of credit.

Programmes and programme specifications

2.14 There shall be an approved programme specification, which will set out a summary of information, for each approved programme of study and assessment leading to an award of the University. Each new programme specification shall be subject to the approval of Senate. Major changes to the programme specification shall be subject to the approval of Senate. Minor changes shall be subject to approval by the relevant School Board (or School Boards in the case of cross-School collaborative programmes). Detailed guidance on the procedures for the approval and modification of programmes shall be published by Learning and Teaching Committee.

2.15 The programme specification shall define which assessment blocks are optional and which are compulsory for the associated award(s). A compulsory assessment block is one which all students registered for the relevant programme are required to attempt. A compulsory assessment block must be attempted as part of a programme of study and assessment leading to a specified award. An optional assessment block is one which students may select and attempt as part of the assessment for the award.

2.16 For the purposes of determining the outcomes of assessment, the programme specification shall also specify which assessments are core assessments and which are non-core for the associated award(s) of the University.

2.17 Honours bachelors degree programmes must include at least one Level 3 assessment block designated as the project assessment block. Integrated Masters degree programmes must include at least one Level 3 assessment block and at least one Masters Level assessment block designated as the project assessment blocks. The project assessment blocks defined herein shall be both compulsory and core and be normally at least 40 credits in volume.

2.18 The appropriate programme specification will be issued to each student at initial registration and students must be given due notice if it is changed during their period of registration.

Admission, Accreditation of prior learning, registration and enrolment of studentsGeneral considerations

2.19 Additional guidance on the admission, accreditation of prior learning and enrolment of students will be published by Learning and Teaching Committee.

2.20 The authorised member of staff shall prescribe, in accordance with the relevant policies agreed by Senate, the minimum qualifications normally required for admission to each programme of study and assessment leading to an award (hereafter referred to as the 'programme'). The University may admit to a programme those applicants who meet the prescribed entry requirements for the programme and who are recommended for admission by the authorised member of staff.

2.21 A formal offer of a place on a programme, with or without conditions, may only be made by the Academic Registrar of the University to applicants who have satisfied the authorised member of staff, and the Academic Registrar, that they should be permitted to register for a programme. Such offers will not normally be made after the second week of any academic year for admission in that year.

2.22 Applicants shall normally be admitted to follow a programme by one of the modes of study specified in the programme specification.

2.23 Each student registering for a programme shall be assigned a home School and a personal tutor.

2.24 Following initial registration, each student shall be required to enrol annually, normally at the start of the academic session, until such time as an award is made or until the maximum period of registration for the programme is reached. Unless taking an agreed period of abeyance students shall be required to enrol for assessment blocks to be taken during the session.

Accreditation of prior learning

2.25 Senate may recognise certificated or experiential learning (whether undertaken at the University or elsewhere) for the purposes of exemption from the requirements of specified assessment blocks and / or requirements relating to the teaching and learning associated with the programme.

2.26 An application for the accreditation of prior learning may be submitted using evidence of a previous period of registration with the University, but former students of the University are not normally eligible for readmission with accreditation of prior learning to any programme from which they have been previously withdrawn due to academic failure.

2.27 Exemptions shall normally only be approved for whole assessment blocks and not for individual elements of assessment within an assessment block. An exception may be made in the case of placement assessment, where exemptions may be made from individual elements of assessment within an assessment block.

2.28 Exemptions from any assessment requirements of a programme shall be made on the basis of evidence of prior achievement of the learning outcomes associated with the relevant assessment block/s and the currency of that prior achievement. Requirements for the evidence to be submitted and other details regarding the arrangements for the assessment of applications will be set out in a policy approved by the relevant School Board and made available to applicants.

2.29 Exemption may be either 'graded' or 'ungraded' as defined below.

2.30 For graded exemption, the agreed grades / marks resulting from accredited prior learning shall be included in profiles and calculations when determining progression and award decisions in the new programme in the place of the exempted assessment block/s.

2.31 For ungraded exemption, no grade shall be assigned to the exempted assessment block/s in the new programme. However, for the purposes of determining the classification of degrees, each Level shall be weighted according to the credit volume of the assessment block/s attempted as part of the new programme, in accordance with Learning and Teaching Committee guidance.

2.32 Ungraded exemptions may not be applied to the following parts of programmes, which students must normally attempt: (i) any Level 3 or Masters Level assessments in an honours bachelors or Integrated Masters degree programme; (ii) at least 100 credits, which shall include all Level 3 credit, of any ordinary degree programme; (iii) more than 50% of the assessed credit of non-degree undergraduate awards.

2.33 Where an application for recognition of prior learning is based on learning which has been certificated by the University, the authorised member of staff shall, having taken into account the currency and compatibility of the previous learning within the University with the proposed new programme, determine **one** of the following outcomes for each assessment block of the new programme for which the applicant is seeking exemption:

- a that there is sufficient evidence of currency and compatibility to exempt the student from the specified assessment block in their proposed new programme **and** assign a graded exemption;
- b that, taking into account the currency and compatibility of the former study with the proposed new programme, there is sufficient evidence only to establish that a threshold standard of achievement in the assessment block was previously achieved in relevant assessments and assign an ungraded exemption;
- c that the currency and/or compatibility of the former study is insufficient to grant exemption from the assessment block.

2.34 Where an application for recognition of prior learning is not based on learning which has been certificated by the University, the authorised member of staff shall, having taken into account the currency and compatibility of the previous learning, determine **one** of the following outcomes for each assessment block of the programme for which the applicant is seeking exemption:

- a that the evidence submitted establishes that a threshold standard of achievement in the assessment block has been achieved by the applicant through prior learning and assign an ungraded exemption;
- b that the currency and/or compatibility of the former study is insufficient to grant exemption from the assessment block;
- c where expressly agreed by Senate, assign a graded exemption.

2.35 Exemptions from requirements associated with teaching and learning will normally reflect approved assessment exemptions.

2.36 Where appropriate, the period of study may be reduced *pro rata* for students granted exemption from assessment blocks in recognition of prior learning.

2.37 A formal record shall be made of the exemptions accorded to such applicants when they were admitted, and of any grades assigned for the purposes of calculating the outcomes of awards. Such applicants shall also be notified in writing regarding the exemption decisions.

Individual variations to programmes, changes to modes of study and transfers, extensions and abeyances

2.38 Additional guidance on variations to programmes, changes to modes of study and transfers, extensions and abeyances is published by Learning and Teaching Committee.

2.39 The authorised member of staff shall be accountable to Senate, through the appropriate School Board or comparable committee, for ensuring that each student registered for a programme of study leading to an award follows a programme of study and assessment, which is either set out in an approved programme specification or is a variation approved in accordance with these regulations.

2.40 The initial maximum period of registration for an undergraduate programme shall be the normal period of study for the programme for which the student is registered plus three calendar years. The maximum period of registration shall be inclusive of periods of study as set out in the programme specification, periods of exceptional extension to study (for example in the event of delayed study and assessment due to mitigating circumstances) and any periods of agreed abeyance. Requests for extensions to the maximum period of

registration shall be considered by the Chair of Learning and Teaching Committee on behalf of Senate.

2.41 Students may, subject to the approval of the authorised member(s) of staff, seek to change the programme for which they are registered, or their mode of attendance, normally not later than the end of the second week of any academic year. Students may seek to change the modules for which they are enrolled not later than the end of the second week of any year. Transfers between programmes should be approved by the authorised member of staff of the School offering the new programme.

2.42 Students who seek to change their programme or mode of study, or who wish to apply for an individual variation to a programme of study, an extension to period of study, or abeyance from study, shall follow such procedures as may be specified by the authorised member(s) of staff.

2.43 The authorised member of staff may approve a transfer between modes of study set out in the programme specification for an award. The authorised member of staff may also, on a discretionary and exceptional basis, approve a request to transfer to an individually-specified mode of study.

2.44 School Boards may, on behalf of Senate, vary the programme of study and assessment of an individual student from the programme set out in the programme specification provided that the revised programme of study still enables the student to demonstrate the learning outcomes of the relevant award. School Boards will report annually to Senate on such individual variations to programmes.

2.45 Students wishing to enter a period of abeyance must apply to the authorised member of staff for approval. Having been advised by the authorised member of staff regarding the next or most appropriate point for return to the programme following abeyance, the student will confirm to them the date of return from abeyance. The University will not normally agree to periods of abeyance of more than one calendar year in the first instance. Students in abeyance shall remain registered for their programme. Senate shall determine the entitlement of students in abeyance to the use of the University's resources.

Placement learning, professional training and degree programmes 'with placement year'

2.46 One or more periods of formal placement learning or professional training may form a required part of a programme. The assessment associated with such formal placement learning or professional training shall be reflected in the learning outcomes of the award. The nature, frequency and duration of the required period(s) of placement learning or professional training, and any alternative arrangements that may be made in satisfaction of the requirements, shall be summarised in the programme specification. The assessment associated with each period shall be specified in one or more assessment blocks and summarised in the relevant assessment block outline/s. For the purposes of award and classification the weighting of the credit associated with these assessment blocks shall be specified in the relevant programme specification.

2.47 Each period of formal placement learning or professional training shall be subject to relevant policies approved by Learning and Teaching Committee. The arrangements for these periods, including the student's employment status with the placement or training provider, the arrangements for finding a placement or training, and the detailed arrangements for the assessment of the placement or training, may vary at a local level in line with this policy. These arrangements, together with the responsibilities of the University, of the student and of the provider concerning the placement or training, shall be set out by Schools in the relevant documentation.

2.48 Where a programme is designated 'with placement year', the period of placement learning will be of at least one academic year's duration in total and shall be recognised by an additional 120 credits of assessment associated with the placement. However the placement activity may be organised into one or more separate periods of activity, which may be scheduled over one or more academic years, as specified by the programme for the relevant award. In the case of programmes not designated as 'with placement year', any placement learning and professional training will not normally require an additional commitment of time from the student during the year over the normal expectation, unless made available on an optional basis. Where such an additional commitment of time forms part of an approved programme, the expectations placed on the students shall be set out in relevant programme documentation.

Assessment of students

Assessments and assessment blocks

2.49 The arrangements for the assessment of Level 0 foundation years are set out in the relevant programme specification. The following regulations pertain to assessment at Levels 1, 2 and 3, and Masters Level assessment where this forms part of an undergraduate programme offered under these regulations.

2.50 Each element of assessment (other than those assessed on a pass / fail basis) shall be assessed as follows:

<u>Indicative Mark Band</u>	<u>Degree class equivalent</u>	<u>Grade</u>	<u>Grade Point</u>
90 and above	1	A*	17
80-89	1	A+	16
73-79	1	A	15
70-72	1	A-	14
68-69	2.1	B+	13
63-67	2.1	B	12
60-62	2.1	B-	11
58-59	2.2	C+	10
53-57	2.2	C	9
50-52	2.2	C-	8
48-49	3	D+	7
43-47	3	D	6
40-42	3	D-	5
38-39	Fail	E+	4
33-37	Fail	E	3
30-32	Fail	E-	2
29 and below	Fail	F	1

In the case of a student being recommended for an *aegrotat* award, a grade P may be assigned where mitigating circumstances have been accepted for an assessment.

2.51 The grade or mark assigned should be in accordance with the generic grade descriptors approved by Senate and published as an appendix to these regulations. Senate may approve School or discipline-specific articulations of the generic grade descriptors.

2.52 Following the attempt by a student of all the elements of an assessment block, and again after any reassessment to which a student may be entitled, a Panel of Examiners will, in accordance with these Regulations, review the performance of each student attempting the assessment block.

2.53 The overall grade in an assessment block will be determined with reference to the weightings assigned to each element of assessment in the approved outline.

2.54 Failure to meet the requirements to achieve a pass in any element of assessment which is assessed on a pass / fail basis will result in a grade of F being assigned for the assessment block overall for that attempt, regardless of the standard achieved in the other element/s of assessment.

2.55 The designation 'core' indicates an element of assessment or assessment block in which a specified grade must be achieved or surpassed as part of the programme of study and assessment leading to a specific award, as set out in the relevant programme specification. For assessments at Levels 1, 2 and 3, the specified grade is D-, for assessments at Masters Level under these regulations, the specified grade is C-. A non-core assessment for an award is one which, if taken, does not have to be passed at the specified grade, but the achieved grade must be better than F, in order for the student to be eligible for the award. For the avoidance of doubt, all grades below D- in a core element assessment shall be defined as Grade Point 1 for the purposes of transcripts.

Review of progress and progression between Levels of programmes: general considerations

2.56 A Board of Examiners shall normally, at the first opportunity at the end of a student's programme at each Level (below the final Level), and again following any reassessment to which the student is entitled, and at least once in each calendar year, review the progress of each student registered for a programme under these regulations. The Board of Examiners shall consider whether a student registered for an undergraduate award under these regulations has successfully completed the current Level, or their progress towards the successful completion of the Level, and take actions in accordance with Regulation 58, below.

2.57 A profile of grades for their current Level will be prepared for each student. The weighting applied to each assessment block in that profile shall be derived from its credit value (as set out in the outline of each assessment block). The requirements for progression between Levels of programmes leading to awards which are offered under these regulations are set out in an appendix to these regulations.

2.58 When considering each student's progress and whether that student may commence the next Level of a programme, the Board of Examiners may determine one of the following:

- a** that the student has satisfactorily completed the current Level in accordance with the requirements at that Level for the programme award for which they are registered and may progress to the next Level of the programme;
- b** that the student has not satisfactorily completed the current Level but is entitled to reassessment;
- c** that a decision regarding the completion of the Level should be deferred because the student is permitted to a further assessment opportunity/ies due to accepted mitigating circumstances (see Senate Regulation 4);

- d that the student has not satisfactorily completed the current Level, is not entitled to reassessment (or further reassessment) and must withdraw from the programme.

2.59 Where a student is withdrawn from a programme, the Authorised Member of Staff may authorise the student's transfer to another programme.

2.60 In accordance with the relevant provisions of Senate Regulation 4 and University Policy on Late-Submission Penalties, a student who fails to complete any assessment or reassessment by the defined date, or fails to be present at any test or examination, without presenting at the due time mitigating circumstances acceptable to the Board, shall be assigned a grade F in that assessment or reassessment.

2.61 Unless the programme specification specifies other conditions for progression, students will not be permitted to commence study at a higher Level before they have satisfactorily completed their current Level.

Completion of Final Level and recommendation for Awards: General Considerations

2.62 A student may, at any time before completing the requirements of the award, write to the Board of Examiners responsible for the award to which their programme leads, stating that he or she wishes to withdraw from the programme. In these circumstances, the Board of Examiners shall, in accordance with these regulations and at the next opportunity, consider the student's eligibility for an award and make recommendations as appropriate to Senate.

2.63 If the maximum period of registration (including any approved extension/s) has been reached before the student has fulfilled the requirements for the award to which their programme leads, the relevant Board of Examiners shall, in accordance with these regulations and at the next opportunity, confirm the withdrawal of the student from the programme, consider their eligibility for the highest award to which they are entitled, and make recommendations as appropriate to Senate.

2.64 The relevant Board of Examiners shall normally, at the first opportunity following the conclusion of a student's study at the final Level of their programme, and again following any reassessment to which the student is entitled under these regulations, consider a student's eligibility to be recommended for an award. The requirements for individual awards offered under these regulations are set out in an Appendix to these regulations.

2.65 Having considering a student's eligibility to be recommended for an award, the Board of Examiners shall with reference to the award-specific regulations below, determine one of the following actions:

- a that the student has satisfactorily completed the final Level in accordance with the requirements for the programme for which they are registered and may be considered for an award;
- b that the student has not satisfactorily completed the final Level but is entitled to reassessment;
- c that a decision regarding the completion of the final Level should be deferred because the student is permitted a further assessment opportunity/ies due to accepted mitigating circumstances (see Senate Regulation 4);
- d that the student has not satisfactorily completed the final Level and is not entitled to reassessment (or further reassessment) but may be considered by the Board for another award for which they fulfil the requirements. Alternatively the

Board may, as appropriate, refer the case to another Board of Examiners for consideration;

- e that, due to mitigating circumstances the student fulfils the requirements for an aegrotat award, as set out under Senate Regulation 4;
- f that the student has not satisfactorily completed the final Level and is not entitled to reassessment and shall be withdrawn from the programme.

2.66 Where a student fulfils the requirements for more than one award under these regulations, the Board of Examiners will normally only recommend the award of the highest qualification for which they are eligible.

Reassessment

2.67 Students who at first assessment do not meet the minimum requirement for satisfactory completion of a Level (including the final Level) of a programme may be entitled to reassessment in one or more assessment elements. Students at any Level who, after any reassessment to which they are entitled, do not meet the minimum requirements for satisfactory completion of a Level shall be required to withdraw from the programme.

2.68 The maximum grade which will be awarded in any assessment block subject to reassessment is the threshold grade (D- in Level 1, Level 2 and Level 3 and C- in Masters Level assessment). If a reassessment involves direct assessment of threshold attainment, this shall be indicated on the transcript.

2.69 Where a student achieves a lower standard in reassessment than in first assessment, the higher grade shall be counted when a Board of Examiners considers the student's eligibility for an award.

2.70 Other policies apply when a student is permitted to take delayed assessments due to accepted mitigating circumstances (see Senate Regulation 4).

2.71 The schedule and arrangements for reassessment shall be approved by the relevant Board of Examiners in accordance with these regulations.

2.72 At Level 1, a student who is not permitted to progress after first assessment and has failed to achieve a grade of at least D- in an assessment block **or** in any core assessment, is entitled to reassessment in any assessments where s/he has failed to achieve a grade of D- or better, **provided that the total credit value of the assessment blocks which require reassessment (in whole or in part) in the Level is no more than 60 credits.** If the total credit value of the assessment blocks which would require reassessment under this regulation exceeds 60 credits in the Level, the student shall not be entitled to reassessment and shall be required to withdraw from the programme.

2.73 Level 1 students being reassessed in assessment blocks totalling no more than 40 credits shall be reassessed on one occasion only, normally within the current academic year. Level 1 students being reassessed in assessment blocks totalling more than 40 and no more than 60 credits shall be required to retake the relevant parts of the programme on a part-time basis, and be reassessed on one occasion only in failed assessments, normally in the next academic year. They shall be permitted to commence Level 2 on meeting the minimum requirements for satisfactory completion of Level 1 (as set out above).

2.74 At Level 2 and Level 3 a student who at first assessment has failed to achieve a grade of at least D- in an assessment block or in any core assessment, is entitled to reassessment in any assessments where s/he has failed to achieve a grade of D- or better,

provided that the total credit value of the assessment blocks which require reassessment (in whole or in part) in the Level is no more than 40 credits. If the total credit value of the assessment blocks which would require reassessment under this regulation exceeds 40 credits in the Level, the student shall not be entitled to reassessment and shall be required to withdraw from the programme;

2.75 At Masters Level a student who at first assessment has failed to achieve a grade of at least C- in an assessment block or in any core assessment, is entitled to reassessment in any assessments where s/he has failed to achieve a grade of C- or better, **provided that the total credit value of the assessment blocks which require reassessment (in whole or in part) in the Level is no more than 40 credits.** If the total credit value of the assessment blocks which would require reassessment under this regulation exceeds 40 credits in the Level, the student shall not be entitled to reassessment and shall be required to withdraw from the programme;

2.76 A student being reassessed in Level 2, Level 3 or Masters Level shall be reassessed on one occasion only, normally within the current academic year.

Appendices: regulations for progression and award (award-specific)

APPENDIX A: Honours bachelors degrees

Progression requirements (Level 0 Foundation Year)

The requirements for progression from the Level 0 Foundation Year are set out in the programme specification for the relevant undergraduate degree programme.

Progression requirements (Levels 1 and 2)

The minimum requirement for the satisfactory completion of a Level of an honours bachelors degree is:

- No non-core credit at Grade F;
- No more than 40 credits achieved in Grade Band E (E+, E, E-);
- No core credit below D-.

Completion of Final Level and recommendation for Awards

A. A profile of grades and a grade-point average will be prepared for each student, derived from the marks or grades assigned by the assessors and assured by the relevant Panel of Examiners for each Assessment Block. The weighting applied to each assessment block in the profile and grade-point average shall be derived from the credit values of the assessment blocks (as specified in the Outline of each assessment block) and the weighting assigned to that Level of the award.

B. To be eligible for the award of an honours bachelors degree the maximum volumes of credit permitted at grades below D- in a student's profile for each class of award will be:

	Maximum credit volume of assessment blocks containing core assessments below D-	Maximum (non-weighted) credit volume of non-core Grade Band E (E+, E, E-)			Maximum credit volume of non-core Grade F	
		Level 2	Level 3	Level 2 + 3	Level 2	Level 3
1 st	0	0	0	0	0	0
2.1	0	20	0	20	0	0
2.2	0	40	20	40	0	0
3 rd	0	40	40	60	0	0

C. For honours bachelors degrees, the weighting of Levels in the profile of grades and grade-point average for the determination of award and classification shall be:

- Level 1: no weighting;
- Level 2: 1/3;
- Level 3: 2/3.

D. Where a student's profile of grades does not exceed the maximum volumes of credit permitted at grades below D- and s/he has met any associated conditions for the successful completion of the programme, s/he will be eligible for the highest class of award for which they fulfil one or more of the following sets of criteria:

	Class			
	1st	2.1	2.2	3rd
Volume of grades (weighted) in Class or better	Minimum weighted GPA			
At least 33% of grades (weighted) in Class or better	14.5	11.5	8.5	NA
At least 41% of grades (weighted) in Class or better	13.5	10.5	7.5	NA
At least 50% of grades (weighted) in Class or better	12.5	9.5	6.5	NA
At least 58% of grades (weighted) in Class or better	11.5	8.5	5.5	NA
At least 66% of grades (weighted) in Class or better	10.5	7.5	4.5	NA
At least 72% of grades (weighted) in Class or better	NA	NA	NA	3.3

E. A Board of Examiners may, in exceptional circumstances, exercise discretion in determining the class of degree to be recommended, when it recognises that equity of treatment of students and / or confidence in standards will be protected by the exercise of discretion. Discretion may not be exercised in determining whether to recommend the award of a 3rd class degree. The reasons for discretionary recommendations shall be individually recorded by the Board of Examiners.

F. Where a student registered for a programme leading to an honours bachelors degree does not fulfil the requirements for the award under these Regulations, the relevant Board of Examiners will normally consider the eligibility of a student for the award either of an ordinary bachelors degree (if available), or Diploma of Higher Education or Certificate of Higher Education, as set out the programme specification for the relevant honours bachelors degree.

G. Where, in accordance with Regulation 4, a Board of Examiners determines to recommend the award of an *aegrotat* degree, the award shall not be classified.

APPENDIX B: Integrated Masters degrees

Progression requirements (Level 0 Foundation Year)

The requirements for progression from the Level 0 Foundation Year are set out in the programme specification for the relevant Integrated Masters degree programme.

Progression requirements (Level 1)

The minimum requirement for the satisfactory completion of Level 1 of an Integrated Masters degree is:

- No non-core credit at Grade F;
- No more than 40 credits achieved in Grade Band E (E+, E, E-);
- No core credit below D-.

Progression requirements (Level 2)

The **minimum** requirement for the satisfactory completion of Level 2 of an Integrated Masters degree is:

- No non-core credit at Grade F;
- No more than 40 credits achieved in Grade Band E (E+, E, E-);
- No core credit below D-;
- A minimum GPA of 9 in Level 2.

Where a School sets a requirement for progression from Level 2 to Level 3 of an Integrated Masters degree which exceeds the minimum requirements, this will be set out and approved in the relevant programme specification.

Progression requirements (Level 3)

The **minimum** requirement for the satisfactory completion of Level 3 of an Integrated Masters degree will be to reach a standard which is **at least** equivalent to the requirements across Levels 2 and 3 for an honours bachelors degree at 2.ii class, as set out in Appendix A regulations B, C, and D, above.

Where a School sets a requirement for progression from Level 3 to the Masters Level of an Integrated Masters degree which exceeds the minimum requirements, this will be set out and approved in the relevant programme specification.

Completion of Final Level and recommendation for Award

A. A profile of grades and a grade-point average will be prepared for each student, derived from the marks or grades assigned by the assessors and assured by the relevant Panel of Examiners for each assessment block. The weighting applied to each assessment block in the profile and grade-point average shall be derived from the credit values of the assessment blocks (as specified in the Outline of each assessment block) and the weighting assigned to that Level of the award.

B. To be eligible for the award of an integrated masters degree the maximum volumes of credit permitted at grades below D- in a student's profile for each class of award will be:

	Maximum credit volume of assessment blocks containing core assessments	Maximum (non-weighted) credit volume of non-core Grade Band E (E+,E,E-)	Maximum credit volume of non-core Grade F
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	below D-					
	Level 2 + 3	Level 2	Level 3	Level 2 + 3	Level 2	Level 3
1 st	0	0	0	0	0	0
2.1	0	20	0	20	0	0
2.2	0	40	20	40	0	0

	Maximum credit volume of assessment blocks containing core assessments below C-	Maximum (non-weighted) credit volume of non-core Grade Band D (D+,D,D-)	Maximum credit volume of non-core Grade E/F
	Masters Level	Masters Level	Masters Level
1 st	0	0	0
2.1	0	20	0
2.2	0	40	0

C. For an integrated masters degree, the weighting of Levels in the profile of grades and grade-point average for the determination of award and classification shall be:

- Level 1: no weighting;
- Level 2: 1/5;
- Level 3: 2/5;
- Masters Level: 2/5.

D. Where a student's profile of grades does not exceed the maximum volumes of credit permitted at grades below D- and s/he has met any associated conditions for the successful completion of the programme, s/he will be eligible for the highest class of award for which they fulfil one or more of the following sets of criteria:

	Class		
	1st	2.1	2.2
Volume of grades (weighted) in Class or better	Minimum weighted GPA		
At least 33% of grades (weighted) in Class or better	<i>14.5</i>	<i>11.5</i>	<i>8.5</i>
At least 41% of grades (weighted) in Class or better	<i>13.5</i>	<i>10.5</i>	<i>7.5</i>
At least 50% of grades (weighted) in Class or better	<i>12.5</i>	<i>9.5</i>	<i>6.5</i>
At least 58% of grades (weighted) in Class or better	<i>11.5</i>	<i>8.5</i>	<i>5.5</i>
At least 66% of grades (weighted) in Class or better	<i>10.5</i>	<i>7.5</i>	<i>4.5</i>

E. A Board of Examiners may, in exceptional circumstances, exercise discretion in determining the class of degree to be recommended, when it recognises that equity of treatment of students and / or confidence in standards will be protected by the exercise of discretion. Discretion may not be exercised in determining whether to recommend the award of a 2.2 class degree. The reasons for discretionary recommendations shall be individually recorded by the Board of Examiners.

F. Where a student registered for a programme leading to an integrated masters degree does not fulfil the requirements for the award under these Regulations the relevant Board of Examiners will normally consider the eligibility of a student for the award either of an honours bachelors degree (if available), or an ordinary bachelors degree (if available), or a Diploma of Higher Education or Certificate of Higher Education, as set out the programme specification for the relevant integrated masters degree.

G. Where, in accordance with Regulation 4, a Board of Examiners determines to recommend the award of an *aegrotat* degree, the award shall not be classified.

APPENDIX C: Ordinary bachelors degrees

Progression requirements: entry to Level 2

Students shall not register for Level 1 of a programme leading to an ordinary bachelors degree. The requirements in Level 1 for transfer to an ordinary bachelors degree will be set out in the programme specification for the relevant ordinary bachelors degree.

Progression requirements (Level 2 to Level 3)

The minimum requirement for the satisfactory completion of Level 2 of an ordinary bachelors degree is:

- No non-core credit at Grade F;
- No more than 40 credits achieved in Grade Band E (E+, E, E-);
- No core credit below D-.

Completion of Final Level and recommendation for award

A. A profile of credit at Level 3 and shall be prepared for each student, derived from the credit values of the assessment blocks (as specified in the Outline of each assessment block).

B. The minimum requirement for the satisfactory completion of Level 3 of an ordinary bachelors degree is:

- No non-core credit at Grade F;
- No more than 20 credits achieved in Grade Band E (E+, E, E-);
- No core credit below D-.

C. A student who has completed the requirements of both Level 2 and Level 3 of an ordinary bachelors degree is eligible to be recommended for award. The ordinary bachelors degree award shall not be classified.

D. Where a student registered for a programme leading to an ordinary bachelors degree does not fulfil the requirements for the award under these Regulations, the relevant Board of Examiners will normally consider the eligibility of a student for the award either of a Diploma of Higher Education or a Certificate of Higher Education as set out the programme specification for the relevant ordinary bachelors degree.

APPENDIX D: Diploma of Higher Education and Certificate of Higher Education

Completion of Final Level and recommendation for Award

A. A profile of credit at each Level studied and shall be prepared for each student, derived from the credit values of the assessment blocks (as specified in the Outline of each assessment block).

B. The requirements for an award of Certificate of Higher Education shall be a profile of 120 Credits at Level 1, which includes:

- No non-core credit at Grade F;
- No more than 40 credits achieved in Grade Band E (E+, E, E-);
- No core credit below D- (see below, Appendix D Regulation D).

C. The requirements for the award of Diploma of Higher Education shall be a profile of 120 Credits at each Level (240 credits in all), which at each Level includes:

- No non-core credit at Grade F;
- No more than 40 credits achieved in Grade Band E (E+, E, E-);
- No core credit below D- (see below, Appendix D Regulation D).

For students commencing study under these regulations before September 2010

D. When considering the eligibility of a student registered for a programme leading to a degree for the intermediate award of a Certificate of Higher Education or Diploma of Higher Education, all assessments (including assessments designated core for the relevant degree) will normally be regarded as non-core. Assessments which are to be considered core when considering the eligibility of a student for the award of a Certificate of Higher Education or Diploma of Higher Education will be specified in the relevant programme specification.

E. Senate has approved generic Level descriptors for the guidance of Boards of Examiners when making recommendations for the award of Certificate of Higher Education or Diploma of Higher Education as an intermediate award.

Appendix E: Common Professional Examination / Graduate Diploma in Law

A. The requirements for, and other provisions specific to, this award are set out in the 'CPE/GDL Regulations' and programme specification, which are approved by Senate.

B. The CPE/GDL Regulations will be applied subject to and in conjunction with the Senate Regulations, as specified in the CPE/GDL Regulations.