

ACADEMIC REGULATIONS Contingency 2020-21

We aim to ensure that most students are able to complete all of their work. Where necessary this might take the form of alternative assessments or changes to the delivery method (e.g. online examination in place of an on-campus examination).

These students will be covered by the regulations published in the **Academic Quality Handbook (Chapter 6)**. In these circumstances, the University has made **three changes to the regulations** as published:

- The University will waive the requirement that all assessment components must have been attempted in order to pass the module. The normal pass mark still applies.
- The University will condone up to 40 credits for Undergraduate Programmes using the criteria as set out in the **Academic Quality Handbook**. Postgraduate condonement remains unchanged.
- Where a student has an approved Extenuating Circumstances request, they could be considered for “Contingency Credits”.

If the University has not been able to offer 120 credits because of interruptions caused by circumstances beyond the control of the University, students’ progression and award will be governed by the University’s Contingency Regulations as stated herein.

Contingency Regulations

Where it has not been possible to either continue with the original assessment or to offer an alternative assessment the University will offer “**Contingency Credits**” for modules that are compulsory or optional, but not for core modules.

Core Modules:

- It is still a requirement that Core Modules are passed;
- In cases where an alternative assessment has not been possible, students should be given the opportunity to recapture the original assessment at the next appropriate opportunity without penalty;
- In consultation with PSRBs, External Examiners, and appropriate Officers of the University, Programme teams may consider if a module that has been validated as core might become compulsory in these particular circumstances.

Where a student has been offered alternative assessments but been unable to complete them due to their individual mitigating circumstances then the **University’s Mitigating Circumstances Policy** applies.

Awarding “Contingency Credits”

- For modules where it is not possible for the University to provide assessment that covers the full credit volume of the module, the University will consider that where at least 40% of the module’s assessment has been offered to students, these credits will be deemed to have been completed.
- The student will be allocated a mark for that module that is based on a weighted average of the marks available. The relative weighting of the components to be used is the same as the relative weighting of these components for the original assessment pattern.
- PSRB programmes* may have additional requirements, where the offering of contingency credits or alternative assessments is not possible.

**Programmes that are externally accredited*

Applying Contingency Regulations for Taught Postgraduate Programmes

Part I

The first step in considering student profiles will be to identify the number of “completed credits” following the rules set out in ‘Awarding “Contingency Credits”’.

Normal regulations regarding attempts and resits apply.

For Awards that normally have fewer than 80 credits, students must complete all credits for that award, and normal progression and award rules will apply.

Credits offered	Pre-Master’s Diploma	Postgraduate Diploma	Master’s and Master of Fine Arts	MRes (taught)	Professional Doctorates (taught)
Opportunity to complete all credits offered	Apply Normal Progression and Award Regulations	Apply Normal Progression and Award Regulations	Apply Normal Progression and Award Regulations	Apply Normal Progression and Award Regulations	Apply Normal Progression and Award Regulations
Opportunity to complete all credits not offered	Offer opportunity to achieve remaining credits at the next appropriate point without penalty.	Offer opportunity to achieve remaining credits at the next appropriate point without penalty.	Offer opportunity to achieve remaining credits at the next appropriate point without penalty.	Offer opportunity to achieve remaining credits at the next appropriate point without penalty.	Offer opportunity to achieve remaining credits at the next appropriate point without penalty.

Part II and Part III

The University will not apply “Contingency Credits” to Part II of Postgraduate Programmes.

Programme teams will be asked to consider submission dates for whole cohorts. If necessary, the University will amend students’ maximum end-dates as appropriate to account for the disruption without consideration by Special Cases Committee.