

# 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 Undergraduate Programmes

The first step in considering student profiles will be to identify the total number of credits including "contingency credits" that have been offered to the student.

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.

Total Number of Credits Offered by the Programme (this is not credits passed)			
Fewer than 80 Credits	Between 80 and 99 Credits	Between 100 and 119 Credits	120 Credits
Offer opportunity to achieve at least 80 credits at the next appropriate point without penalty	Apply Contingency Progression and Award Regulations	Normal Progression and Award Regulations, but the module discounted is the missing credits	Normal Progression and Award Regulations

### Contingency Progression and Award Regulations (Only for students who have been offered between 80-99 credits)

1. Consider how many credits a student has passed from the credits they have been offered;
2. Students who have passed 80 credits or more will be eligible to progress/award;
3. Students who have passed fewer than 80 credits will normally require resits;
4. Condonement is not permissible for these students;
5. Normal regulations regarding the number of attempts apply.

Students who only have 80 credits at their highest level of study cannot only use their highest level of study in the award calculation.

For student whose award is only based on one level of study, if they only have 80 credits they will qualify for an unclassified award.

### Bachelors Award Regulations

#### Progression:

- These students will be able to progress with at least 80 passed credits.
- For level 5 students in this category progressing to level 6, their final degree classification will use the marks for these credits rather than 100.

#### Students eligible for an award:

- Their classification will be based on the average of these credits at their level 6 given a weighting of 2, and their best 100 credits at the level 5 weighted at 1.

### Integrated Masters Students Award Regulations

#### Progression:

- These students will be able to progress with at least 80 passed credits.
- For level 5 or 6 students in this category progressing to level 6 or 7, their final degree classification will use the marks for these credits rather than 100.

#### Students eligible for an award:

Their classification will be based on the average of these credits at level 7 given a weighting of 3, their best 100 credits at level 6 weighted at 2, and their best 100 credits at level 5 weighted at 1.

### Certificate of Higher Education; Higher National Certificates; Diploma of Higher Education; Foundation Degree; Higher National Diplomas; top-up students; Graduate Diplomas

#### Award:

Students who have completed and passed more than 80 credits offered to them, but fewer than 100 credits at their highest level of study will be eligible for an unclassified award.