

**ASSESSMENT REGULATIONS FOR THE MASTER IN ARCHITECTURE (MArch)**  
**(For introduction in September 2014)**

<b>Approved by Academic Board</b>	
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**A. General**

1. These Assessment Regulations apply to the Master of Architecture course (MArch), approved and delivered by the University or by its collaborative partners, leading to awards or academic credit of the University. They apply to all assessments, at whatever point in a programme they are undertaken, that formally contribute to the recommendation of academic credit or an award of the University.
2. The regulations have been developed to apply specifically to the MArch which is structured with credit at levels 6 and 7 and falls outside the Assessment Regulations for Undergraduate and Taught Postgraduate Programmes of Study. The credit specification indicates the amount and level of academic credit expected to be gained by a student on a course leading to the award identified and is consistent with the Framework for Higher Education Qualifications and the higher education credit framework for England. The credit specification is attached as Appendix A.
3. Any exemption or variation from these Assessment Regulations must be approved in advance by or on behalf of the Academic Board of the University and set out in the Programme Specification for the course.
4. Students may only enrol on one course within a single standard academic period. Students may normally enrol only on units that form part of that course on which they are registered, as it is set out in the approved Programme Specification, and for which they have satisfied the necessary co- and pre-requisites and any other requirements. Where the approved Programme Specification explicitly permits, students may enrol on appropriate additional unit(s).

**Period of student registration**

5. The minimum time for which a student may be registered on a programme and gain the award to which it leads shall be not less than the minimum length specified for the programme in the programme specification, except where the provisions of the University's Scheme for the Admission of Students with Advanced Standing apply.
6. There shall be no maximum period of registration for a student on the MArch programme, subject to the judgement of the relevant Assessment Board about whether the units studied have been completed within a period of time that is consistent with ensuring the currency of the curriculum. There shall, however, be no guarantee about the length of time for which a programme or its constituent units shall be available.
7. Students shall be required to renew their registration on a programme annually. If a student does not renew his/her registration, the registration shall lapse. A student whose registration on

a programme has lapsed may be considered for re-admission to the same programme, as long as the lapse in registration was not a consequence of academic failure.

8. A student may apply to the Chair of the relevant Assessment Board to suspend his/her studies ('intercalate'). If the Chair of the Assessment Board considers that the reasons for the request are valid, the Chair may agree to a suspension of studies for a period of up to one year, taking account of the implications of the timing and duration of the suspension for the student's engagement with the programme and with assessment and re-assessment opportunities.

### **Practice credits**

9. Periods of assessed practical training, placement, supervised work experience, or clinical or professional practice, whether taken in the UK or abroad, which are additional to the academic credits required for the award may attract practice credits based on the benchmark of 120 credits representing not less than 36 weeks of student training, placement, work experience or clinical or professional practice normally undertaken within one academic year. Practice credits are not assigned to a level.
10. Where the assessment of practice is accommodated within the academic credit structure, it shall comply with the regulations that apply to academic credits generally. However, provision may be approved within the programme assessment arrangements for practice elements to be assessed on a pass/fail basis rather than being marked out of 100 in accordance with regulation B.3. In all cases, the arrangement that is to be used for assessment shall be approved and specified in the Programme Specification.
11. Practice credits that do not count as nor attract academic credit shall not contribute to the classification of a degree. Instead, they shall be governed by the scheme approved for them in the Programme Specification for the programme and shall be generally exempt from the provisions of these Regulations relating to assessment, re-assessment and progression.
12. Students' progression through their programme may be made conditional upon their having satisfactorily completed particular practice credits. Where this is the case, it shall be clearly stated in the Programme Specification and the students informed specifically of this progression condition.
13. Practice credits may be subject to the requirements of professional, statutory and regulatory bodies. Where this is the case, such requirements shall be stated in the Programme Specification.
14. Practice credits may not be used in lieu of the academic credits specified for academic awards but, where such practice periods are a specific programme requirement, they may contribute towards the student's overall eligibility for the award for which he/she is registered.
15. Provision may be made within the approved Programme Specification for a programme in accordance with arrangements approved by the Academic Board for the awarding of a Certificate of Practice Achievement. The Certificate shall provide a transcript of the elements making up the practice credits to students who satisfactorily complete all of the required practice credits associated with their programme. The award of such a Certificate shall be conditional

upon the student having met the requirements for the academic award to which the programme leads.

## **B. Assessment, progression and re-assessment**

### **Assessment**

1. Students must pass (see B.7 below) or otherwise be credited with the specified number and level of credits for any award for which they are eligible in order to gain that award. Awards shall only be granted to students who have demonstrated achievement of the learning outcomes for the course on which they are registered.
2. Students may normally take a maximum of 120 academic credits in a standard academic period for the course on which they are registered, and a maximum of 180 credits in a 12-month period.
3. The assessment scheme for a unit shall comprise an approved combination of summatively assessed elements and shall be determined with respect to the learning outcomes of that unit.
4. All elements of summative assessment within a unit shall be marked out of 100. Each element of assessment must achieve a minimum pass mark of 40. The weighted average mark for the unit shall then be calculated from the marks for the individual elements of summative assessment. The weighted average mark for the unit shall also be expressed as a mark out of 100. Marking criteria shall be set out in the approved Programme Specification for the course.
5. Summative assessment marks shall be subject to internal, and where appropriate external, moderation before final confirmation by the relevant unit assessment board, in accordance with the University's Procedures for the Verification, Marking and Moderation of Assessments.

### **Progression**

6. Students' progression through courses shall be determined by their performance in, and engagement with, the summative assessments in the units on which they are enrolled, and also by reference to a definition in the Programme Specification of the progression relationships between different academic levels. Subject to that definition and as long as students satisfy the requirements in A.4 above, they may enrol concurrently on units at different academic levels within their course.
7. A unit shall be passed when a student achieves a mark of 40 for each element of summative assessment within the unit.

### **Reassessment**

8. Students shall always be required to undertake re-assessment in units in which they have not achieved a mark of at least 40 for each element of summative assessment.
9. Where a student does not achieve a mark of at least 40 for each element of summative assessment within a unit, s/he shall be re-assessed only in those elements of assessment that s/he has failed, except where the approved Programme Specification for the course specifically

prescribes otherwise. The mark for any element of assessment in which a student is re-assessed shall be capped at 40.

10. No re-assessment shall be permitted to enable students to improve upon a unit mark above the pass level, except where they have been permitted under regulation B.15 to be re-assessed as if for the first time.
11. Students shall have an automatic right to one opportunity of re-assessment. Students may also have a second reassessment opportunity but this shall however be conditional upon the student engaging fully with the first reassessment opportunity and/or securing approval for non engagement from the relevant Exceptional Factors Panel.
12. Where students fail in up to and including 90 credits in a standard academic period for the course on which they are registered, they may be re-assessed between the end of that standard academic period and the beginning of the next, as long as the relevant unit assessment board determines that that the necessary access to facilities and/or support can be provided.
13. Where students fail in more than 90 credits in a standard academic period for the course on which they are registered, they will be required to be re-assessed with attendance in the next standard academic period.
14. The provisions of B.12 and B.13 shall apply, where appropriate, in the same way to students undertaking more than 120 credits in a 12 month period.
15. If it is established by the relevant Exceptional Factors Panel that a student's absence, failure to submit work or poor performance in all or part of an assessment for an award was due to illness or other exceptional factors found valid on production of acceptable evidence, the student shall have the right to be re-assessed as if for the first time in any or all of the elements of assessment, as specified by the unit assessment board. If an assessment affected by illness or other exceptional factors was itself a second attempt, the student shall be permitted to be re-assessed again as if for the second (or a further) time.
16. Students shall not be entitled to re-assessment in elements that are no longer current in the course for which they are registered. In cases where it is not practicable for a student to be re-assessed in the same elements and by the same methods as at the first or any subsequent attempt, the unit assessment board shall make such alternative arrangements as it considers appropriate.
17. All reassessed units shall count towards the maximum number of credits identified in B.2 above whether or not that reassessment involves attendance.

### **Repeat assessment**

18. A student who has failed any individual unit is entitled to repeat that unit with attendance on one occasion only.

## **C. Awards and classification**

### **Award and classification of Master of Architecture**

1. The approved Programme Specification for each course leading to the award of a Master of Architecture shall state explicitly the learning outcomes to be met by students in order to achieve the award.
2. To qualify for the award of a Master of Architecture, students must achieve passes in whole units to the required value of 120 credits at level 6, and 120 credits at level 7.
3. To qualify for the award of a Graduate Diploma, students must achieve passes in whole units to the credit value of 120 credits at level 6.

### **Classification of the award of Master of Architecture**

4. The approved Programme Specification shall state explicitly the criteria to be met by students in order to achieve the award of MArch.
5. The award may be made at Pass level, with Merit or with Distinction. The overall aggregate mark is calculated from the average of all units at levels 6 and 7 in respect of their relative weighting.
6. For an award to be made at Pass level, a student must pass all of the units that make up the specified number and level of credits for the award with an aggregate average of at least 40%.
7. For an award to be made with Merit, a student must pass all of the units that make up the specified number and level of credits for the award with an aggregate average of at least 60%.
8. For an award to be made with Distinction, a student must pass all of the units that make up the specified number and level of credits for the award with an aggregate average of at least 70%.

## APPENDIX A

<b>PROGRAMME / AWARD</b>	<b>CREDIT SPECIFICATION</b>	<b>CREDIT TOTAL</b>
Master of Architecture (MArch)	120 credits at level 6 120 credits at level 7	240
Graduate Diploma	120 credits at level 6	120