

Undergraduate Assessment Regulations

2022/23



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Major changes for 2022/23

These Assessment Regulations are reviewed annually, with changes approved by the Academic Board. Changes for 2022/23 are below.

Regulation	Amendment/Clarification
B10	New regulation to permit continuation at levels 3 and 4 on the basis of a level average of 40% and a minimum of 90 credits passed.
B17	New regulation to address how compensation is applied for students enrolled on 90 credits in a standard academic period.
B24	Amendment to the late submission window, from five working days to seven calendar days.
B36	Amendment to the permitted number of failed credits that can be reassessed during the summer reassessment period.
B37	Amendment to the minimum level of attainment for reassessment with attendance to a weighted level average of 20%.
B40	New regulation to introduce a fast-turnaround continuation recovery mechanism for students with deferred assessment or academic appeal covering the summer reassessment period.

About the Assessment Regulations

Manchester Met's Undergraduate Assessment Regulations provide rules and procedures for all assessed work in order to ensure all students are fairly and objectively assessed.



General

- A1.** These assessment regulations apply to all undergraduate programmes (with the exception of accelerated degrees, for which a bespoke set of assessment regulations apply), including integrated masters degrees, 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.
- A2.** The University's assessment regulations are updated annually to ensure ongoing appropriateness to institutional requirements and sector expectations. The latest version of the assessment regulations is applied to all current students for any given academic year, irrespective of their year of enrolment or the assessment regulations in place at that time.
- A3.** Exceptionally, the Chair of the academic board may approve temporary changes to the assessment regulations to mitigate the impact of events beyond the University's control.
- A4.** These regulations shall be applied so as to ensure equity of treatment of students regardless of their mode of study and the number of credits that they have studied over each contributing assessment period, including students engaging with Man Met Rise.
- A5.** The credit specification that is contained within the Curriculum and Assessment **Framework for Taught Programmes** indicates the amount and level of academic credit expected to be gained by a student on a programme leading to the award identified.
- A6.** Subject to any requirements of the validating and/or awarding body concerned, programmes leading to awards other than those of the University, but which the University has been licensed or approved to deliver, must be calibrated in accordance with the Regulations for the Academic Awards of the University.
- A7.** All Degree Apprenticeship programmes delivered in England are linked to an Institute for Apprenticeships standard. Each standard has a defined assessment plan, which sets out the approach to the compulsory end point assessment, including how it will be assessed. Where end point assessment is integrated into the degree programme, it must be successfully passed in order for the degree and the apprenticeship to be awarded. In all such instances, the assessment plan for the appropriate Degree Apprenticeship programme shall take precedence over these assessment regulations.
- A8.** Any exemption or variation from these assessment regulations must be approved in advance by or on behalf of the Education Committee and set out in the relevant programme specification.
- A9.** Students may only enrol on one programme within a single standard academic period. Students may normally enrol only on units that form part of the programme on which they are registered or university-wide Man Met Rise units. Where such requirements exist, students may only enrol on particular units where they have satisfied any necessary co-requisites, pre-requisites or any other programme-specific requirements.

Period of Student Registration

- A10.** The minimum time for which a student may be registered on a programme and gain the award to which it leads shall not be less than the length specified in the relevant programme specification, except where the provisions of the [Policy for the Recognition of Prior Learning](#) apply.
- A11.** For students enrolled on a course from 20/21 onwards, the maximum period of registration for a student shall be the standard duration of the course plus an additional two years. There shall be no guarantee about the length of time for which a programme or its constituent units shall be available.
- A12.** For students who commenced their course prior to 20/21, there shall be no maximum period of registration, subject to units having been completed within a period of time consistent with ensuring the currency of the curriculum. Judgements regarding currency are subject-specific and shall be made by Heads of Department and communicated to assessment boards. There shall be no guarantee about the length of time for which a programme or its constituent units shall be available.
- A13.** 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 readmission to the same programme, as long as the lapse in registration was not as a consequence of academic failure.
- A14.** A student may apply to the Programme Leader to **suspend his/her studies**. If the Programme Leader considers that the reasons for the request are valid, he/she may agree to a suspension 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 reassessment opportunities. Decisions regarding second or subsequent requests for suspension should be made by the relevant Head of Department.

Practice Credits

- A15.** Where periods of assessed practical training, placement, supervised work experience, clinical or professional practice, whether taken in the UK or abroad, contribute to a sandwich degree, they shall 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 an academic level.
- A16.** Where a student commences upon, but does not successfully complete, a period of placement or other activity which contributes formally to the credit



requirements of a sandwich degree, their enrolment shall revert to the standard degree. In such instances, there shall be no obligation for the University to provide a reassessment opportunity or alternative placement of equivalent length except where the student is granted deferred assessment as per regulation B48.

- A17.** Where the assessment of practice is accommodated within the academic credit structure, including assessed practice undertaken through Man Met Rise, it shall comply with the regulations that apply to academic credits generally. Provision may be approved for practice elements to be assessed on a pass/fail basis rather than being marked out of 100. In such cases, this should be clearly communicated to students.
- A18.** Practice credits that do not attract academic credit and/or are assessed on a pass/fail basis shall not contribute to the classification of an undergraduate degree.
- A19.** Practice credits that do not attract academic credit shall be generally exempt from the regulations relating to assessment, reassessment and continuation. Where continuation on a programme is conditional upon a student having satisfactorily completed particular practice credits, students must be informed specifically of this condition.
- A20.** Practice credits may be subject to the requirements of professional, statutory and regulatory bodies. Students must be informed specifically of any such requirements.
- A21.** 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 they are registered.

- A22.** Provision may be made within the approved programme specification for the award of a Certificate of Practice Achievement. The certificate shall provide a transcript of the elements making up the practice credits upon satisfactory completion. 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.

Assessment

- B1.** Students must pass 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 programme on which they are registered.
- B2.** Students engaging with Man Met Rise may undertake a maximum of 150 credits within a standard academic period. All other students shall undertake a maximum of 120 academic credits in a standard academic period for the programme on which they are registered. All students shall undertake a maximum of 180 credits within a 12-month period.
- B3.** 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.
- B4.** All elements of summative assessment within a unit shall be marked out of 100. 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.
- B5.** Unit marks are expressed as whole numbers, with standard rounding conventions applied to two decimal places. Unit marks with a weighted average of x.49 and below will be rounded down to the nearest integer. Those with a weighted average of x.5 and above will be rounded up to the nearest integer. There shall be no rounding applied in the determination of students' eligibility for compensation, continuation on to an integrated masters programme, or eligibility for a particular award classification.
- B6.** Summative assessment marks shall be subject to internal and, where appropriate, external moderation before consideration by the relevant assessment board, in accordance with the [Verification, Marking and Moderation Policy](#).
- B7.** All unit marks are subject to formal ratification by an assessment board. Ratification by an assessment board shall preclude any further consideration of the marks or awards at a later stage, except where a material error, failure to follow due process or serious academic or other misconduct is subsequently identified, or where a student submits a successful late request for deferred assessment.
- B8.** The University has in place a range of mechanisms and penalties for handling plagiarism and other forms of academic misconduct. Where serious academic misconduct is proven after a student's completion of study, the academic board retain the authority to retrospectively revoke an award.
- B9.** Students' continuation through programmes shall be determined by their performance in the summative assessments in the units upon which they are enrolled.
- B10.** Students at levels 3 and 4 must achieve a weighted level average of 40% and successfully complete, or pass by the application of compensation, 90 credits at the same level in order to continue to the next level.
- B11.** Students at level 5 and above must successfully complete, or pass by the application of compensation, all units at that level before continuing to the next level.
- B12.** Students may undertake up to 30 credits from the subsequent level of study through Man Met Rise prior to their continuation being confirmed by an assessment board.
- B13.** Students on Degree Apprenticeship programmes shall be permitted to enrol concurrently on units at different levels of academic study, where required due to the part-time duration of the programme specified in the assessment plan and its related funding requirements.
- B14.** With the exception of certain Degree Apprenticeship provision (detailed in B15, below), a unit shall be passed at level 3, 4, 5 and 6 when a student achieves a weighted average mark of 40% or more for the summative assessment(s) associated with the unit. At level 7 a unit shall be passed when a student receives a weighted average mark of 50% or more for the summative assessment(s) associated with the unit.

Continuation



- B15.** Where a unit within a Degree Apprenticeship programme contains either the whole or a part of the end point assessment, all elements relating to the end point assessment must achieve the pass mark of 40% in order for the unit to be passed, regardless of the unit's weighted average.
- B16.** Students shall receive compensated passes in whole units up to a total value of 30 credits at levels 3, 4, 5 and 6 where they achieve a weighted average mark in the marginal fail category (30% to 39%) for the summative assessment(s) within that unit, and have achieved an overall average of 40% or greater across the full 120 credits of the level of study. Students undertaking level 7 of an integrated masters programme shall receive compensated passes in whole units up to a total value of 30 credits at level 7 where they achieve a weighted average mark in the marginal fail category (40% to 49%) for the summative assessment(s) within that unit, and have achieved an overall average of 50% or greater across the full 120 credits of the level of study. For the purposes of determining whether a student is eligible for compensation, the level average should be calculated using uncapped marks.
- B17.** Where a student is only enrolled on 90 credits in a standard academic period, compensation may be applied on the basis of a weighted average across those 90 credits. However, compensation must be limited to a total of 90 credits across a bachelors degree and no more than 30 credits can be compensated at each of levels 5 and 6.
- B18.** Where a student at any level is eligible for compensation in units amounting to more than 30 credits, the unit(s) with the highest average mark(s) will usually be compensated up to the total of 30 credits. However, the units selected for compensation should be those most advantageous to the student. For example, if the highest compensable unit mark is for a 15-credit unit and the second highest is for a 30-credit unit, the 30-credit unit should be compensated even though it is the lower of the two. Where the application of compensation at Level 6 (or level 7 for integrated masters students) would have a detrimental impact on a student's final degree classification, the student shall be entitled to undertake reassessment. Compensation shall be applied on the first occasion that a student becomes eligible for it, subject to the above criteria.
- B19.** Students on integrated Degree Apprenticeship programmes shall not be permitted a compensated pass in any unit that contains the whole, or a component of their end point assessment. Each component of an integrated end point assessment must achieve a mark of 40% to secure a pass. Information on where an end point assessment occurs within a Degree Apprenticeship programme shall be provided within the approved programme specification.
- B20.** Students who receive a compensated pass in a unit shall be granted the credits associated with the unit. The mark that is recorded for the unit shall be the actual mark achieved.
- B21.** Students on level 5 of an integrated masters degree programme must pass each unit at level 5 and also secure a weighted average mark of 60% across the level. This average shall be calculated on the basis of students' uncapped marks. Students who pass each unit at level 5 but do not secure the necessary 60% may not continue to level 6 of an integrated masters programme and will be transferred to level 6 of an appropriate bachelors degree with honours. Students wishing to transfer from a bachelors degree to an integrated masters degree must have met the same 60% requirement at level 5. There shall be no opportunity for students on bachelors degrees to transfer to the integrated masters route after teaching at level 6 has concluded.
- B22.** Students who successfully complete level 6 of an integrated masters degree programme may be awarded a bachelors degree with honours instead of continuing to level 7. However, once students on integrated masters degree programmes have enrolled on level 7, they will be considered for the award of a bachelors degree with honours only if they fail to meet the requirements for the award of an integrated masters degree.
- B23.** Where students transfer between programmes, the assessment status of any unit(s) on the new programme that the student has already taken as part of a previous programme shall not change.

Late Submissions

- B24.** The University operates a late submission window at all levels of study, whereby a student who has failed to submit a summative assessment by the published deadline may submit within a defined period for a capped mark. Late submissions will be accepted up to seven days after the deadline. The mark for any assessment submitted during this period shall be capped at 40% (or 50% for students on Level 7 of an integrated masters programme). The overall unit mark will not automatically be capped, and application of a late cap at assessment level shall not be considered as a reassessment, nor shall it impact upon a student's reassessment opportunities elsewhere in the unit.
- B25.** Where one part of an assessment with multiple submission points is submitted late, the late cap shall be applied to the full assessment.
- B26.** The late submission window does not apply to reassessments or to time-constrained assessments, such as exams or tests.
- B27.** Where, following a late submission, a student has an approved request for an extension that covers the original submission period, the mark for the assessment will revert to the original, uncapped, grade.

B28. Students shall not be entitled to undertake reassessment in any element(s) with a capped mark of 40% (or 50% for students on Level 7 of an integrated masters programme) applied as a result of late submission.

Reassessment

B29. Where a level 3 or 4 student does not pass at least 90 credits and/or achieve a 40% level average as outlined in B10, they shall be reassessed in every failed assessment of every failed unit.

B30. Students at levels 5 or 6 shall always be required to undertake reassessment— or substitute a failed option unit for an alternative as per regulation B47— where they have not achieved a weighted average unit mark of at least 30%. They shall also be required to undertake reassessment where a marginal fail unit mark cannot be compensated as per regulation B16. Level 7 integrated masters students shall be required to undertake reassessment or substitute a failed option unit for an alternative where they have not achieved a weighted average unit mark of 40% or where compensation cannot be applied to a mark in the marginal fail category.

B31. Where a student does not achieve the weighted average mark that is required to secure a pass in a unit and cannot be considered for compensation, they shall be reassessed only in those elements of assessment within a unit that they have failed, except where the approved programme specification specifically prescribes otherwise. The mark for any unit in which a student is reassessed shall be capped at 40% for units at level 3, 4, 5 and 6, and 50% for units at level 7.

B32. For all reassessment, the highest mark achieved for each element in any attempt should be used when calculating the new weighted average mark.

B33. Where students at levels 3 or 4 are eligible to continue on the programme as per regulation B10, they may not be reassessed in any part of a unit. Where students have achieved a weighted average mark of 40% or higher in a unit at level 5 or 6, or a weighted average mark of 50% or higher in a unit at level 7, they may not be reassessed in any part of the unit, except where the programme specification prescribes otherwise, or where they make a successful request for deferred assessment as per regulation B48.

B34. No reassessment shall enable students to attain a unit mark above the pass level, except where they have been permitted under regulation B48 to be reassessed as if for the first time.

B35. Subject to the provisions of B37, students shall have the right to one reassessment opportunity in a unit. Students unable to redeem the initial failure following reassessment will fail the programme and be withdrawn from the University. Students shall not be entitled to reassessment in Man Met Rise units,

and shall instead revert to their substantive degree programme within the subsequent level of study.

B36. Where students fail in up to and including 60 credits in a standard academic period for the programme on which they are registered, they will be required to undertake reassessment between the end of that standard academic period and the beginning of the next, as long as the relevant assessment board determines that the necessary access to facilities and/or support can be provided. Students who have failed more than 60 credits and less than 120 credits will repeat the failed units without attendance the following academic year. They may request to repeat with attendance instead: any such request is subject to considerations regarding course level and unit availability.

B37. Where students fail in 120 credits within a standard academic period for the programme on which they are registered, they will be entitled to be reassessed contingent upon their having attained a weighted level average of 20%. Those students who meet this requirement for 120 credits of reassessment will be required to undertake reassessment with attendance in the next standard academic period.

B38. Where students have been granted deferred assessment in some or all of the failed units, the provisions in B36 and B37 shall not apply and the students shall be permitted to undertake summer reassessment irrespective of the number of credits failed.

B39. The provisions of B37 and B38 shall apply, where appropriate, in the same way to students undertaking more than 120 credits in a 12-month period.

B40. Where a level 3, 4 or 5 student has not passed the year and is either granted deferred assessment or has an academic appeal covering the summer reassessment period, they shall be allowed to carry no more than 30 failed credits into the new academic year. The reassessment(s) must take place close to the start of term. Where students have either applied for a deferred assessment or submitted an appeal after their respective deadlines, this option shall not be made available.

B41. Where a student has to repeat the year with attendance as per regulation B37 and a unit is no longer running, that student shall take the new equivalent unit or substitute it for another optional unit (which shall be capped as appropriate).

B42. Where a student is repeating the year without attendance, they shall be attached to the old units and curriculum, and will join the new version of the programme upon continuing to the next level.

- B43.** Where a student has failed 120 credits and is due to repeat a level of a course that has been taught out, the student can be transferred to a cognate programme where one exists. Any units on the new programme shall be capped as appropriate. Where no cognate programme exists, the assessment board shall have the authority to approve exceptional reassessment arrangements.
- B44.** All reassessed units shall count towards the maximum number of credits identified in regulation B2 whether or not that reassessment involves attendance.
- B45.** A student may only repeat units with attendance on one occasion. If, due to being granted deferred assessment, a student is permitted to repeat a unit again, it must be without attendance. This regulation takes precedence over B37.
- B46.** Where a student is capped at 0 as a penalty for academic misconduct, entitlement to reassessment shall be based on whether they have used the single permitted reassessment opportunity. Should misconduct have been proven on a student's reassessment attempt, no further assessment opportunity shall be offered unless it is subsequently established through the Assessment Mitigations Policy that the student is entitled to deferred assessment.
- B47.** Where students fail an optional unit within the programme on which they are registered, they may substitute the failed unit for an alternative optional unit or for a Man Met Rise unit. Students substituting a failed optional unit for a Man Met Rise unit shall undertake assessment in that unit as if for the first time. Students are entitled to substitute for an alternative optional unit once only within their programme.

Deferred Assessment

- B48.** If it is established through the Assessment Mitigations Policy that a student's absence, failure to submit work or poor performance in all or part of an assessment was due to illness or other mitigating factors found valid on production of acceptable evidence, the student shall have the right to be reassessed as if for the first time in any or all of the elements of assessment. If the assessment affected was itself a reassessment, the student shall be permitted to be reassessed again but the reassessment shall be capped.
- B49.** Where a student at Level 3 or 4 has passed the level, that student will not be permitted to undertake further assessment at that level, even on submission of a request for deferred assessment.
- B50.** Where a student has failed a unit and their entitlement to deferred assessment does not extend to all failed assessments, the unit mark should not be capped if the resit marks from the deferred assessment(s), combined with the marks from the original attempt(s) of the other assessment(s), gives a weighted average greater than 40% at levels 3-6 and 50% at level 7.
- B51.** A successful application for deferred assessment will entitle a student to additional reassessment attempts but shall not remove any cap applied as a penalty for academic misconduct.
- B52.** Where a student at level 6 (or level 7 if the student is enrolled on an integrated masters degree) has not completed one element of a 15 or 30-credit unit because of mitigating circumstances, the assessment board may allow the mark for the other assessment in the unit that the student has completed to stand as the mark for the unit as a whole, provided that, in the academic judgement of the board, the student has met the learning outcomes for the programme. In such cases, the student will not have a further assessment opportunity in the unit. The decision of the board to apply this regulation should not affect the classification.
- B53.** In cases where it is not practicable for a student to be reassessed in the same elements and/or by the same methods as at the first or any subsequent attempt, including for elements that are no longer current within the programme for which they are registered, the relevant assessment board shall make appropriate alternative arrangements. Any alternative (re)assessments must be approved by the External Examiner to ensure that they permit the unit learning outcomes to be achieved.
- B54.** Where appropriate, and subject to an approved personal learning plan (PLP), reasonable adjustments to assessments shall be made for students with a disability. Wherever possible, such reasonable adjustments shall enable the student to undertake the standard assessment task. Where the nature of a student's disability makes it impossible for a certain form of assessment to be used, the relevant Head of Department must ensure that any alternative assessment is of the same standard and presents a comparable level of challenge.



Award and Classification of Bachelors Degrees with Honours and Integrated Masters Degrees

C1. The approved programme specification for each programme leading to the award of a bachelors degree with honours or an integrated masters degree shall state explicitly the learning outcomes to be met by students in order to achieve the award.

C2. To qualify for the award of a bachelors degree with honours, students must achieve passes, or compensated passes, in whole units to the required credit value at each of levels 4, 5 and 6. To qualify for the award of an integrated masters degree, students must achieve passes, or compensated passes, in whole units to the required credit values at each of level 4, 5, 6 and 7.

C3. The classification that is awarded to a student shall be determined by applying whichever of the two classification methods set out in regulations C4 and C7 is more beneficial to the student.

C4. Method One: Weighted Average Classification
The classification shall be determined according to an overall weighted average mark (M), which shall be calculated for each student based on a contribution of 25% of the weighted average from units at level 5 (or level 6 for an integrated masters degree) combined with 75% of the weighted average from units at level 6 (or level 7 for an integrated masters degree). The weighted averages shall be formed by combining the marks for each unit at that level according to the credit values of the units. The resulting overall weighted average, expressed as a mark out of 100, shall then be applied to the following classification table to determine the class of degree to be awarded:

Overall weighted average mark (M)	Honours classification to be awarded
M = 70 - 100%	First Class
M = 60 - 69%	Class Two, Division One (Upper Second)
M = 50 - 59%	Class Two, Division Two (Lower Second)
M = 40 - 49%	Third Class

C5. Where students have undertaken units at level 5 or at level 6 with a total value of more than 120 credits, including through Man Met Rise, the weighted average shall be calculated using the marks from all core units and the highest scoring option unit up to a total value of 120 credits.

C6. Under no circumstances will marks awarded for learning by other institutions be included within Manchester Met award classifications. Where candidates for a bachelors degree with honours, including outgoing exchange students or students who have been exempted from credits through the Policy for the Recognition of Prior Learning, have

not undertaken 120 credits at level 5 of the same programme, a modified form of the method one classification shall be used, in which 120 credits at level 6 shall contribute 100% of the overall weighted average mark (M). The method two classification shall apply as in regulation C7.

C7. Method Two: Profiling Classification

i) Bachelors degree with honours
The classification shall be determined with reference only to the marks in level 6 units, according to the following classification table:

Credit profile (from 120 credits at level 6)	Together with minimum mean mark in level 6 units	Honours classification
At least 60 credits with marks $\geq 70\%$	68%	First Class
At least 60 credits with marks $\geq 60\%$	58%	Class Two, Division One (Upper Second)
At least 60 credits with mark $\geq 50\%$	48%	Class Two, Division Two (Lower Second)
At least 120 credits with marks of at least 40%	40%	Third Class

ii) Integrated masters (with Honours)
The classification shall be determined with reference only to the marks in level 7 units according to the following classification:

Credit profile (from 120 credits at level 7)	Together with minimum mean mark in level 7 units	Honours classification
At least 60 credits with marks $\geq 70\%$	68%	First Class
At least 60 credits with marks $\geq 60\%$	58%	Class Two, Division One (Upper Second)
120 credits with marks between 50% and $< 60\%$	50%	Class Two, Division Two (Lower Second)

C8. All non-Manchester Met credits undertaken by outgoing exchange students shall be benchmarked against the equivalent Manchester Met provision to ensure they are of an appropriate size and standard, and enable the Manchester Met learning outcomes to be achieved.

Bachelors degree at Pass level (‘Pass Degree’)

- C9.** Students who do not qualify for the award of bachelors degree with honours may, having exhausted all attempts, be awarded a pass without honours, contingent upon their passing of whole units to the value of 60 credits at level 6.
- C10.** Where students falling under regulation C8 have undertaken 120 credits at level 5 whilst registered on another programme in the University and transferred with full specific credit without being granted another academic award, the method one and method two classifications will be applied as specified in regulations C4 and C7 respectively, unless the approved programme specification specifies otherwise.

Awards other than the Bachelors Degree with Honours and the Integrated Masters Degree

- C11.** The approved programme specification for each programme leading to, or incorporating, awards other than the bachelors degree with honours and the integrated masters degree shall state explicitly the criteria to be met by students in order to achieve each award. (NB: The award of pass degree is covered under regulation C9.)
- C12.** To qualify for an award other than the bachelors degree with honours and the integrated masters degree, students must receive passes or compensated passes in whole units to the required credit value at each academic level and achieve the required learning outcomes for the award.
- C13.** Awards other than the bachelors degree with honours and the integrated masters degree may be made at pass level, with merit or with distinction. Pass degrees are excluded from this provision.
- C14.** For an award to be made at pass level, a student must pass or otherwise be credited with all of the units that make up the specified number and level of credits for the award.
- C15.** For an award to be made with merit, a student must achieve a weighted average of at least 60% in those units studied at the highest level for the specified award.
- C16.** For an award to be made with distinction, a student must achieve a weighted average of at least 70% in those units studied at the highest level for the specified award.
- C17.** Except where the relevant programme specification confirms otherwise, academic credit can only be counted once. A student who has been given an interim exit award and is successfully readmitted, whether to the same programme or to a different



programme for which the credit already completed will count towards the final award, must surrender their award back to the University prior to enrolment.

- C18.** Where an assessment board does not have enough evidence of the student's performance to decide upon the award for which the student was a candidate (or a lower award where one is available), but is satisfied that but for illness or other valid cause the student would have reached the standard required, it may make an aegrotat award. Where such an aegrotat award is made, a student shall be permitted to complete the work, within a period of one year, for the original classified award.
- C19.** Exceptionally, in cases where a student who has begun the final level of study for his or her programme is unable to be reassessed for a classified award, an assessment board shall have the discretion to make a classified award.

Appendix A

Programme / award	Credit specification
University Certificate	60 credits at level 4 or above
Certificate in Education	120 credits at level 4 or above
Certificate of Higher Education	Passed level 4
Diploma of Higher Education	Passed levels 4 and 5
Certificate in Professional Studies	60 credits at level 5 or level 6
University Diploma	60 credits at level 5 or level 6
Diploma in Professional Studies	120 credits at level 5 or level 6
Foundation Degree	Passed level 4 120 credits at level 5
Unclassified Bachelors Degree (Pass Degree)	Passed level 4 Passed level 5 60 credits at level 6
Bachelors Degree with Honours	Passed level 4 Passed level 5 120 credits at level 6
Bachelors Degree in the Sandwich Mode	Passed level 4 Passed level 5 120 credits at level 6 120 practice credits
Four Year Initial Teacher Training Bachelors Degree with Honours	120 credits at level 4 140 credits at level 5 160 credits at level 6 60 practice credits
Bachelor of Laws in Legal Practice	240 credits at level 6
Integrated Masters Programmes	Passed level 4 120 credits at level 5 120 credits at level 6 120 credits at level 7
Graduate Certificate	60 credits at level 6
Certificate in Management	60 credits at level 6
Graduate Diploma	120 credits at level 6
Diploma in Management Studies	120 credits at level 6
Graduate Diploma in Law (CPE)	240 credits at level 6

For further information and a glossary of terms, please refer to our website:

mmu.ac.uk/assessments

