

UNIVERSITY OF ESSEX

UNDERGRADUATE RULES OF ASSESSMENT

(Academic Year 2009-2010)

5. *Foundation Degrees*

5.1 PROGRESSION

5.1.1 In order to progress from Stage One to the Final Stage students must:

- a) achieve 120 credits at level 4. [NB where a student has a fail mark below 40 in a maximum of 15 credits' worth of non-core components it may be possible for a student to progress to the next stage of study in the circumstances set out in section 5.1.4]

and

- b) pass core modules and meet any additional course or module specific requirements outlined in the variations to the Rules of Assessment, including professional, statutory and regulatory body requirements.

End of Stage Examination Boards may also be used as progression boards for part-time students, and re-submission opportunities considered.

5.1.2 If a student does not meet the requirements to progress:

- a) where the student has failed a **maximum of 60 credits***, he/she must resit the necessary examinations and/or resubmit coursework, prior to the next academic Stage, in order to fulfil the requirement to progress. Marks will be capped at 40%.
- b) where the student has failed **more than 60 credits*** and has a year mark greater than 20%, he/she must repeat the Stage of study on a full-time basis for uncapped marks **or** resit the necessary examinations and/or resubmit coursework the following year (without attendance). Marks will be capped at 40%.
- c) where the whole **Stage mark is below 20%**, or where a student was absent from all examinations with no substantiated extenuating circumstances, he/she must withdraw from the University.

5.1.3 When the Board meets after re-sits/resubmissions are completed, the Board may consider the following options (Boards may offer no more than three opportunities to undertake the assessment for a module). Where appropriate the Board may offer more than one option to the student:

* Credits are awarded at the component level. On programmes where two 15-credit modules have been aggregated together into a 30-credit component, the number of credits which have been passed at the module level is used in the student's favour to determine whether reassessment can be offered instead of a repeat year.

- a) to repeat the Stage of study full-time for uncapped module marks
- or**
- b) where the student has failed **a maximum of 60 credits**^{*}, to repeat the Stage of study part-time, and marks will be capped at 40%¹
- or**
- c) to resit the necessary examinations and/or resubmit coursework the following year without attendance. Marks will be capped at 40%.
- or**
- d) where the student has not met the requirements to proceed having had three opportunities to undertake the assessment for a module, he/she would be required to withdraw from the University.
- or**
- e) where the whole **Stage mark is below 20%**, or where a student was absent from all examinations with no substantiated extenuating circumstances, to withdraw from the University.

5.1.4 Following reassessment, where a student has a fail mark below 40 in a maximum of 15 credits' worth of non-core components, the Board will treat the fail in the following way:

- a) Where the component aggregate mark is in the range 35%-39% and the mark for the stage is 45% or above, the student will be permitted to proceed to the next stage of study. The credits will be awarded.
- b) Where the component aggregate mark is in the range 20%-34% and the mark for the stage is 40% or above, the student will be permitted to proceed to the next stage of study. However, the credits will not be awarded and the student will not be permitted to fail any more credits towards their award. Where a student has not had three attempts at the assessment for the Stage, the Board will offer the student the choice of either undertaking reassessment in Stage One or proceeding to Stage Two carrying the fail.
- c) Students will not be permitted to transfer to a course which regards the failed components as core.

Students who, after reassessment, still fail to achieve sufficient marks in an optional module to progress may choose an alternative optional module during their repeat Stage.

¹ This option is only permissible where the student's UK immigration permission allows part-time study.

5.2 ELIGIBILITY FOR AN AWARD (final stage of Foundation Degree)

5.2.1 For the award of a Foundation degree, 240 credits must be attempted, of which 225 credits must be passed.

5.2.2 To be eligible for a foundation degree, students must:

- a) attempt 120 credits in the Final Stage and pass at least 105 credits at level 5 or above:
 - where only 105 credits are passed at Stage One, 120 credits must be passed in the Final Stage.
 - where 120 credits are passed in Stage One, a minimum of 105 credits must be passed at level 5 or above in the Final Stage, including any work-based learning credits (work placement credits).

and

- b) pass core modules and meet any additional requirements outlined in the variations to the Rules of Assessment, including professional, statutory and regulatory body requirements.

5.2.3 If a student does not meet the requirements for a Foundation Degree:

- a) where the student has failed **a maximum of 60 credits**^{*}, he/she may resit the necessary examinations and/or resubmit coursework. Marks will be capped at 40.
- b) where the student has failed **more than 60 credits**^{*} and has a year mark greater than 20%, he/she may repeat the Stage of study on a full-time basis for uncapped marks, **or** resit the necessary examinations and/or resubmit coursework the following year with the marks capped at 40%.
- c) where the whole **Stage mark is below 20%**, or where a student was absent from all examinations with no substantiated extenuating circumstances, he/she must withdraw from the University.
- d) if 120 credits have been achieved at level 4 or above, the student may be considered for the award of a Certificate of Higher Education.

^{*} Credits are awarded at the component level. On programmes where two 15-credit modules have been aggregated together into a 30-credit component, the number of credits which have been passed at the module level is used in the student's favour to determine whether reassessment can be offered instead of a repeat year.

5.2.4 When the Board meets after re-sits/resubmissions are completed, the Board may consider the following options (Boards may offer no more than three opportunities to undertake the assessment for a module). Where appropriate the Board may offer more than one option to the student:

- a) to repeat the Stage of study full-time for uncapped module marks
or
- b) where the student has failed **a maximum of 60 credits**^{*}, to repeat the Stage of study part-time, and marks will be capped at 40%³
or
- c) to resit the necessary examinations and/or resubmit coursework the following year without attendance and marks will be capped at 40%
or
- d) where the whole **Stage mark is below 20%**, or where a student was absent from all examinations with no substantiated extenuating circumstances, to withdraw from the University.
or
- e) where the student has not met the requirements for the award having had three opportunities to undertake the assessment for a module, he/she would be required to withdraw from the University.
or
- f) if 120 credits at level 4 or above have been achieved, the student may be considered for the award of a Certificate of Higher Education.

5.3 AWARD CLASSIFICATION

- 5.3.1 Foundation degree awards are classified on the completion of Stage Two, using an arithmetic average of Stage Two marks only (weighted according to the credit weighting of the modules) as follows:

70% and over	Distinction
60% - 69%	Merit
40% - 59%	Pass
under 40%	Fail

SENATE JANUARY 2010

³ This option is only permissible where the student's UK immigration permission allows part-time study.