

**ACADEMIC PARTNERSHIPS**

**UNDERGRADUATE RULES OF ASSESSMENT:**

**WRITTLE COLLEGE**

**Academic Year 2015-2016**

In respect of **Ordinary degrees (final year only – progression route from Foundation degree (or HE Diploma):**

**Eligibility for an Award (Final Stage)**

For the award of an Ordinary degree, a total of 60 credits must be passed.

To be eligible for an Ordinary degree, students must:

- a) Have gained 240 credits through the award of a Foundation degree, HE Diploma or equivalent, at levels 4/5.
- b) pass a minimum of 60 credits at level 6 in Stage Three (final year):  
**and**
- b) meet any additional course-specific requirements outlined in the variations to the Rules of Assessment, including professional, statutory and regulatory body requirements.

It is permissible for the student to study an additional 60 credits at level 5 during the final year. These credits will be additional to the award.

**If a student does not meet the requirements for an Ordinary degree:**

- a) where the student has failed **up to 15 credits at level 6**, he/she must undertake the necessary reassessment. Marks will be capped at 40%. Where a student is already repeating the Stage he/she must withdraw from the University (students may not resit at the end of a repeat Stage).
- b) where the student has failed **more than 30 credits at level 6** and has a year mark greater than 20%, he/she must repeat the Stage of study on a full-time basis for uncapped marks (no student may repeat more than one Stage of study), **or** resit the necessary examinations the following year without attendance with the marks capped at 40%.
- c) where a student has no substantiated extenuating circumstances, he/she must withdraw from the University in either of the following situations:
  - where the Stage mark for the 60 level 6 credits is below 20%;
  - where a student was absent from all examinations which were due to be sat in the most recent examination period.

**When the Board meets after re-sits/resubmissions are completed, the Board will consider the following options (Boards cannot offer more than three attempts at the assessment for the Stage):**

a) to repeat the Stage of study full-time for uncapped course marks (no student may repeat more than one Stage of study)

**or**

b) where the student has failed **up to 15 credits at level 6**, to repeat the Stage of study part-time, with marks capped at 40% (no student may repeat more than one Stage of study).

**or**

c) to undertake the necessary reassessment at the next available opportunity where the mark recorded will be capped at 40%

**or**

d) where a student has no substantiated extenuating circumstances, he/she must withdraw from the University in either of the following situations:

- where the stage mark is **below 20%**;

- where a student has undertaken none of the required reassessment.

**REVISED NOVEMBER 2010 and revised Sept 14 re: withdrawal**