

# UNIVERSITY OF ESSEX

## RULES OF ASSESSMENT FOR GRADUATE CERTIFICATES 2017-2018 (where offered as a stand-alone award)

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### HEALTH AND SOCIAL CARE

#### Graduate Certificate: Psychological Well-being Practitioner (Low Intensity)

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#### 1 PREAMBLE

- a) These rules should be read in conjunction with the relevant Programme Structure, Programme Specification and on-line Module Directory entries. The Module Directory will give detail of assessment arrangements. The Programme Structure will identify which modules are core for the Course.
  - b) A core module must be taken as part of the programme structure and passed, with no condonement of marks below a pass allowed.
  - c) It is for the Board of Examiners to determine whether the criteria for an award have been satisfied.
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#### 2 PASS MARK

- a) The pass mark for all modules of the Graduate Certificate is 40.
  - b) For the purposes of these rules taught module averages and the overall weighted average for the taught modules -will be rounded to the nearest whole number – i.e. 39.5 will count as 40, 39.4 as 39.
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#### 3 ELIGIBILITY FOR AN AWARD

To be awarded a pass in the Graduate Certificate a student should:

- a) Subject to (e), obtain 60 credits.
- b) Pass all the taught core modules.
- c) Pass all placement/work-based assessments
- d) Meet all the attendance requirements for the programme

#### 4 SECOND ATTEMPTS

##### Second attempts at the assessment for taught modules

- a) Students who have failed any taught module may have a second attempt at the assessment for the module(s);
- b) Where all individual components of assessment must be passed in order to pass the module only one opportunity to resubmit the failed component will be offered;
- c) The mark for the second attempt will count even where it is lower than the original mark;
- d) when a reassessment opportunity in a component leading to a numerical mark is offered the module aggregate will be calculated as follows:

- i) Where students are not required to pass all the individual components of a module, the maximum mark that will be recorded for a module as a result of a second attempt is 50;
- ii) Where students are required to pass all individual components of assessment, a pre-resubmission module aggregate will be calculated using the failed mark(s):
  - If the pre-resubmission module aggregate was below the pass mark then the resubmission can improve the module aggregate mark up to the pass mark only.
  - If the pre-resubmission module aggregate was above the pass mark then the resubmission cannot improve the module aggregate mark. The module aggregate is capped at the pre-submission aggregate.
  - Where the mark for the second attempt is lower than the mark for the first attempt, the final module aggregate will be that which is calculated using the mark of the most recent attempt.

**4.1** If a student fails a module on the second attempt at the assessment no further attempt is allowed and the student will be required to withdraw unless there are substantiated extenuating circumstances accepted by the Board of Examiners.

**4.2** Where the Board of Examiners permits a student to have a second attempt at the assessment for a module this only applies to any individual assignment/examination for the module that has been failed. A student cannot be permitted to retake a module unless permitted by the Board of Examiners because of substantiated extenuating circumstances.

### **4.3 Second attempts at clinical assessment**

- a) Only two failed clinical assessments are permitted to be retaken as a second attempt.
- b) If a student, who has already had two second attempts, fails a third clinical assessment, they will be required to withdraw, unless there are substantiated extenuating circumstances accepted by the Board of Examiners.

If a student fails a clinical assessment on the second attempt at the assessment no further attempt is allowed and the student will be required to withdraw, unless there are substantiated extenuating circumstances accepted by the Board of Examiners.

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## **5 ASSESSMENT PROCEDURES**

### **5.1 POWERS OF THE BOARD OF EXAMINERS**

A Board of Examiners Meeting shall be held with the purpose of:

- a) Confirming the taught module marks achieved to date, including any resit marks presented to the Board, and awarding credit.
- b) Confirming any opportunities for second attempts at the assessment for modules.
- c) Considering extenuating circumstances as necessary and their implications for results.
- d) Determining the award of any Graduate Certificate.
- e) Requiring any student whose performance is below that required to achieve an award to withdraw from the University.

## **5.2 EXTENUATING CIRCUMSTANCES**

Extenuating circumstances can only be considered by the Examination Board if the student has submitted an extenuating circumstances form by the agreed deadline. When substantiated extenuating circumstances are accepted by the Board of Examiners it may use its discretion to depart from the above rules where this is necessary to achieve a fair result.

## **5.3 DISCRETION**

Except in the case of extenuating circumstances, the Board of Examiners does not have powers of discretion in relation to the application of the rules of assessment.

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**End**

**SENATE July 2017**