

UNIVERSITY OF ESSEX

**RULES OF ASSESSMENT FOR FOUR YEAR FULL-TIME INTEGRATED MASTERS
AWARDS**

Academic Year 2018-2019
(cohort first registered in this Year)

1 PREAMBLE

The 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 Programme. Students will not normally be permitted to transfer onto an Integrated Masters programme after the start of Year Three.

2 PASS MARK

- a) The pass mark for modules in Years One, Two and Three is 40. The pass mark for modules in Year Four is 50. Credits are only awarded if the module is passed. In cases where failure with a mark of 40 (in Year 4) is condoned, the credits are not awarded.
- b) A core module is one which must be taken as part of the programme structure and passed, with no condonement of marks below a pass allowed.
- c) Appendix A to the Undergraduate Rules of Assessment will also give details of any variations which apply to Integrated Masters programmes, including those which apply to the final Year (Masters' level).

3 PROGRESSION

Progression from Year One

3.1 In order to progress from Year One to Year Two students must:

- a) achieve 120 credits at level 4
and
- b) pass at least 60 credits at the first attempt
and
- c) achieve a Year mark of 50 at the first attempt
and
- d) pass core modules and meet any additional programme or module specific requirements outlined in the variations to the Rules of Assessment, including professional, statutory and regulatory body requirements.

3.1.1 In order to be awarded a **Distinction** in Year One, students must meet at least one of the following criteria:

- Achieve an overall Year mark of 69.5, or;
- Achieve marks of 69.5 in at least 60 credits, with no credits below 59.5

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

- a) Where the student has a Year mark of less than 50-at the first attempt and/or has not passed at least 60 credits at the first attempt they will not be permitted to proceed on the integrated Masters programme. However, they can be considered for a transfer to an honours degree programme. The normal rules of assessment for progressing on a Three-Year honours programme will then apply.
- b) Where the student has a Year mark of at least 50 at the first attempt but the student has failed **a maximum of 60 credits**, they must undertake the necessary reassessment prior to the next academic Year in order to fulfil the requirement to progress. Marks will be capped at 40.
- c) Where a student has no substantiated extenuating circumstances, they must withdraw from the University in either of the following situations:
 - where the Year mark is **below 20**;
 - where a student was absent from all examinations which were due to be sat in the most recent examination period
 - where a student cannot complete their studies within the maximum period.

3.1.3 When the Board of Examiners meets after reassessments are completed, and the student has not met the requirements to proceed the Board will take the following action. (Boards cannot offer more than two opportunities to undertake the assessment for a module on the Integrated Masters programme). Where appropriate the Board will offer more than one option to the student.

- a) Where the student has not already had two opportunities to undertake the assessment for a module, to undertake the necessary reassessment in the following Year without attendance with marks capped at 40

or
- b) where the student has not already had two opportunities to undertake the assessment for a module, to repeat the Year of study part-time for uncapped module marks

or
- c) to consider the student for a transfer to a Three-Year honours degree programme

or
- d) where a student has no substantiated extenuating circumstances, they must withdraw from the University in either of the following situations:

- where the Year mark is **below 20**;
- where a student has undertaken none of the required reassessment;
- where a student cannot complete their studies within the maximum period.

Note: An undergraduate Board of Examiners will reinstate the module mark for a previous attempt at a failed module if it is higher than the mark for the most recent attempt. This will not apply where students are repeating an entire Year for uncapped marks. In such cases the marks achieved at the end of the repeat Year will stand.

3.2 Progression from Year Two

3.2.1 In order to progress from Year Two to Year Three students must:

- a) pass 120 credits at level 5 or above
and;
- b) pass at least 60 credits for the current Year at the first attempt.
and
- c) achieve a Year mark of 50% at the first attempt.
and
- d) pass core modules and meet any additional programme or module specific requirements outlined in the variations to the Rules of Assessment, including professional, statutory and regulatory body requirements.

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

- a) Where the student has a Year mark of less than 50 at the first attempt and/or has not passed at least 60 credits at the first attempt they will not be permitted to proceed on the Integrated Masters programme. However, they can be considered for a transfer to an honours degree programme. The normal rules of assessment for progressing on a Three-Year honours programme will then apply.
- b) Where the student has a Year mark of at least 50 but has failed **a maximum of 60 credits**, they must undertake the necessary reassessment, prior to the next academic Year, in order to fulfil the requirement to progress. Marks will be capped at 40.
- c) Where a student has no substantiated extenuating circumstances, they must withdraw from the University in either of the following situations:
 - where the Year mark is **below 20**;
 - where a student was absent from all examinations which were due to be sat in the most recent examination period;
 - where a student cannot complete their studies within the maximum period.

- d) If 120 credits at level 4 or above have been passed, the student will be considered for the award of a Certificate of Higher Education.

3.2.3 When the Board meets after reassessments are completed, and the student has not met the requirements to proceed the Board will take the following action. (Boards cannot offer more than two opportunities to undertake the assessment for a module on the Integrated Masters programme). Where appropriate, the Board will offer more than one option to the student.

- a) Where the student has not already had two opportunities to undertake the assessment for a module, to undertake the necessary reassessment the following Year without attendance with marks capped at 40;

or

- b) where the student has not already had two opportunities to undertake the assessment for a module, to repeat the Year of study part-time for uncapped module marks

or

- c) to consider the student for a transfer to a Three-Year honours degree programme;

or

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

- where the Year mark is **below 20**;

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

- where a student cannot complete their studies within the maximum period

or

- e) if 120 credits at level 4 or above have been passed, the student will be considered for the award of a Certificate of Higher Education.

Note: An undergraduate Board of Examiners will reinstate the module mark for a previous attempt at a failed module if it is higher than the mark for the most recent attempt. This will not apply where students are repeating an entire Year for uncapped marks. In such cases the marks achieved at the end of the repeat Year will stand.

3.3 Progression from Year Three

3.3.1 In order to progress from Year Three to Year Four students must:

- a) pass 120 credits in Year Three. At least 90 credits must be at Level 6.

and

- b) pass at least 60 credits for the current Year at the first attempt.

and

- c) achieve a Year mark of 55 at the first attempt
and
- d) pass core modules and meet any additional programme specific requirements outlined in the variations to the Rules of Assessment, including professional, statutory and regulatory body requirements.

3.3.2 If a student does not meet the requirements to progress to Year Four:

- a) Where the student has a Year mark of less than 55 at the first attempt and/or has not passed at least 60 credits at the first attempt they will not be permitted to proceed on the integrated Masters programme. However, they can be considered for a transfer to an honours degree programme. The normal rules of assessment for classifying degrees on a Three-Year honours programme will then apply.
- b) Where the student has a Year mark of at least 55 but has failed **a maximum of 60 credits**, they must undertake the necessary reassessment at the next available opportunity and/or repeat the Year of study part-time for uncapped module marks.
- c) Where a student has no substantiated extenuating circumstances, they must withdraw from the University in either of the following situations:
 - where the Year mark is **below 20**;
 - where a student was absent from all examinations which were due to be sat in the most recent examination period;
 - where a student cannot complete their studies within the maximum period.
- d) If 240 credits (including a minimum of 120 at level 5 or above) have been attempted, and 225 have been passed, the student will be considered for the award of a Diploma of Higher Education.

3.3.3 When the Board meets after reassessments are completed, and the student has not met the requirements to proceed the Board will take the following action. (Boards cannot offer more than two opportunities to undertake the assessment for a module on the Integrated Masters programme). Where appropriate the Board will offer more than one option to the student.

- a) Where the student has not already had two opportunities to undertake the assessment for a module, to undertake the necessary reassessment the following Year without attendance with marks capped at 40. This option cannot be offered where a student has already resat the exams without attendance

or
- b) where the student has not already had two opportunities to undertake the assessment for a module, to repeat the Year of study part-time for uncapped module marks

or
- c) to consider the student for a transfer to a Three-Year honours degree programme

or

- d) where a student has no substantiated extenuating circumstances, they must withdraw from the University in either of the following situations:
- where the Year mark is **below 20**;
 - where a student has undertaken none of the required reassessment;
 - where a student cannot complete their studies within the maximum period.
- e) If 240 credits (including a minimum of 120 at level 5) have been attempted and 225 have been passed, the student will be considered for the award of a Diploma of Higher Education.

Note: An undergraduate Board of Examiners will reinstate the module mark for a previous attempt at a failed module if it is higher than the mark for the most recent attempt. This will not apply where students are repeating an entire Year for uncapped marks. In such cases the marks achieved at the end of the repeat Year will stand.

4 ELIGIBILITY FOR THE MASTERS AWARD

4.1 Pass

To be awarded a pass in the Integrated Masters programme a student should:

- a) Obtain 480 credits including an attempt at 120 credits at Masters level (level 7).
- b) Pass all taught core modules.
- c) Pass at least 60 taught module credits in Year Four at the first attempt unless there are substantiated extenuating circumstances accepted by the Board of Examiners.
- d) Failure with a mark of 40 or more for up to 30 credits in non-core taught modules in Year Four, will be condoned provided the overall weighted average for all the taught modules in Year Four is 50.

Students must also meet any programme-specific requirements relating to the final year which will be published in Appendix A of the Undergraduate Rules of Assessment.

4.2 A Pass with Merit or Distinction

Pass with Merit

To obtain a Merit a student should:

- Have an overall weighted average mark of 60 or more across Year Two, Three and Four.
The weighting between the Years of Study will be as follows: 20% - Year 2, 30% - Year 3, 50% - Year 4;

Pass with Distinction

To obtain a Distinction a student should:

- Have an overall weighted average mark of 70 or more across Years Two, Three and Four.
The weighting between the Years of Study will be as follows: 20% - Year 2, 30% - Year 3, 50% - Year 4;

4.3 Students who do not meet the requirements for an Integrated Masters Degree

Where a student is either unable to complete his or her studies in Year Four, or does not achieve the required credits to be awarded a Masters award, the student will be considered for an undergraduate honours degree in accordance with the rules of assessment for Three-Year honours programmes.

Students will also be awarded a Postgraduate Certificate if they meet the criteria below.

4.3.1 To be awarded a POSTGRADUATE CERTIFICATE a student should:

- a) Attempt 60 taught module credits in Year Four at Masters level (level 7).
- b) Pass all taught core modules.
- c) Pass 15 credits at the first attempt in Year Four unless there are substantiated extenuating circumstances accepted by the Board of Examiners.
- d) Failure with a mark of 40 or more for up to 20 credits in Year Four, in non-core modules, may be condoned.

Dissertation or equivalent credits cannot be used to obtain a Postgraduate Certificate.

A Pass with Merit or Distinction

Where a student has more than 60 credits, the best credits compatible with the structure for the Postgraduate Certificate giving at least 60 credits will be used to calculate the overall weighted average mark.

Pass with Merit

To obtain a Merit, in addition to achieving the requirements for a Postgraduate Certificate, a student should:

- Have an overall weighted average mark for the 60 PG Certificate credits of 60 or more.

Pass with Distinction

To obtain a Distinction, in addition to achieving the requirements for a Postgraduate Certificate, a student should:

- Have an overall weighted average mark for the 60 PG Certificate credits of 70 or more.

5 REASSESSMENT IN YEAR FOUR

5.1 Reassessment for taught modules in Year Four

- a) Students may have a second attempt for module(s) that have been failed, up to a maximum of 60 taught module credits.
- b) No second attempt at the assessment for a module is permitted prior to the Board of Examiners meeting where marks are confirmed.
- c) The maximum mark that will be recorded for a module as a result of a second attempt is 50, unless there are substantiated extenuating circumstances accepted by the Board of Examiners.

- d) The Board of Examiners will reinstate the module mark for a previous attempt at a failed module if it is higher than the mark for the most recent attempt.

5.2 If a student fails a module on the second attempt at the assessment no further attempt is allowed unless there are substantiated extenuating circumstances accepted by the Board of Examiners.

5.3 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 repeat a module unless permitted by the Board of Examiners because of substantiated extenuating circumstances.

6 EXTENUATING CIRCUMSTANCES

Extenuating circumstances can only be considered by the Board of Examiners if the student has submitted an extenuating circumstances form by the agreed deadline. 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.

End

SENATE JULY 2018