

MARP2024-25

UG 1.2 STUDY ABROAD DEGREE AWARDS

- UG 1.2.1 Unless otherwise stated in course documentation, students are eligible for the award of 'Study Abroad' degree titles havi**cg**mpleted at least one full term of study abroad with a partner institution. Study for this may take place in person or online (including online study undertaken outside of the country of the partner institution).
- UG 1.2.2 Where a student ompletes less than one full term of study abroad, the options will be discussed on a case-case basis by the department with the student. Options may include a variation on the assessment for the student's programme of study in order to demonstrate the earning achieved commensurate with the Study Abroad element of their degree title. Any such variation must be approved by the faculty Associate Dean. In order to be awarded the credits from study abroad the assessment devised by the department and approved by an Associate Dean must be broadly comparable and proportionate and should demonstrate learning outcomes relevant to the study abroad experience.
- UG 1.2.3 For students entering programmes from the 202234 academicyear onwards all namedStudy Abroad programmes shall been fyears in length, with two exemptions detailed below. Studenton Four Year programmeshall normally study abroad in their third year of study. During the year abroad, students will take on aimetable of study (equivalent to 120 credits) of which a set number of credits a relevant subject areawill be 'brought back' and be included in the final degree classification calculation. The number of credits brought back will be either 30, 45 or 60 credits number of credits to be brought backor each programme will be included in programspecific published materialStudents mustagreewith their study abroad advisor in writing, in advance of departure which redits are designated as being brought back. Any remaining credits ot allocated to be brought backan be freely chosen in any subject area Students are advised to designate at least one bupoknodule per term/semester in case theiragreed optionsare not running at the partner, or are otherwise not available Failure to undertake study in relevant subject areas any deviation from the study plan as agreed with that udy abroad advisomay result in students being removed from the study abroad degree, and returned to the parent programme.

Note that programmes delivered by tlenchool of Global StudiesG\$ including the International Placement Year degree are subject to separate regulations. Details can be found in the published programme information supplied by SGS

- UG 1.2.4 Students on Integrated Masters programmes with a study abroad componing back all 120 credits from their studybroad period, and these creditsust be agreed in writing, in advance of departure with the Study Abroad advisor.
- UG 1.25 Only thedepartments of Accounting & Finance and Economics **dife**option to study abroad in the Michaelmas term of the '3year. Any new programmes proposed as exemptions to the four-year model must be approved by the body with delegated authority from Senate
- UG 2 STRUCTURE OF BACHELORS DEGREE PROGRAMMES AND INTEGRATED MASTERS DEGREE PROGRAMMES
- UG 2.1 Bachelors degreescomprise learning across levels 4, 5, and ormally with 120 credits of assessment at each level. Bachelors degreegrammes which provide a temp to

Foundation Degrees comprise learning at level 6 with 120 credits of assessment. Integrated Masters degrees comprise learning across levels 4, 5, 6 and 7, normally with 120 credits of assessment at each levelevel 4 learning is collectively referred to as Part I and is qualificatory, i.euccessful completion is required for progression to further study but obtained credit does not contribute to final classification of awards. Learning levels 5, 6 and, aspappriate, 7 are collectively referred to asart II and comprise all credit upon which final classification of awards is determined.

- UG 2.2 Undergraduate degree programmes and assessment arrangements for Part II are based on the principle that the load on students in terms of total teaching, learning and assessment activities should be equally distributed between each academic session i.e. normally four modules(equivalent to 120 credits) in the second year and four modulesin the third and/or final year.
- UG 2.3 A commensurate arrangement shall apply to students undertaking programmes of study that are divided into Part IIA and Part IIB. This shall not preclude the attribution of a differential assessment weighting betwe**mo**dulesstudied and assessed in the second year and those studied and assessed in the final year. The arrangement for each programme of study shall be published in <u>the Courses Handbook</u>, available online for staff and current students

UG 3 CRITERIA FOR AWARD

- UG 3.1 The pass mark for undergraduate honours degrees and other undergraduate awards shall be 9.0, unless otherwise stipulated in the Appendix 5 of the Undergraduate Assessment Regulation with credit for a module being awarded when the overall mark for the module is 9.0 or greater or the module has been condoned.
- UG 3.2 For students who entered thentegrated Mastersprogramme<u>from</u> 2021-22,credit for modulesis awarded as follows (or the module has been condo)ied
 - (i) for level 5 and level 6 modules when the overall mark for the module is 9.0 or greater;
 - (ii) for level 7 modules when the overall mark for the module is (20%) or greater.
- UG 3.3 In order to qualify for the overall award, students must have attained in full the minimum credit requirement for the programme (including credit for failed modules which have been condoned) and passed all contributory modules
- UG 3.4 A Pass Degree may be awarded with an aggregation score of 8.1 or above.
- UG 4 PROGRESSION
- UG 4.1 GENERAL
- UG 41.1 Each programme will have progression requirements detailed and approved through the programmes approval process. Examining bodies will determine whether a student has successfully met the progression requirements for a programme giving full countenance to exceptional circumstances as reported from the Exceptional Circumstances Committee reassessment and condonation opportunities as detailed below.

UG 41.2 In order to qualify to progress to the next stage of the programme, students must have attained in full the minimum credit requirement for the stage completed (including credit for failed modules which have been condoned).

- UG 4.2.4³ For the academic year 20201 <u>only</u>. After taking resits as required, a student who passes all subjects with the required aggregation scores qualifies to progress to Part II. Otherwise, if and only if the proposed major department requests a condonation, failures up to 40 credits may be not where the aggregation score is at leastfor0 major and minor subjects. If the department which recorded a fail mark is unwilling to accede to this request for condonation, the final decision will be made by the Part I Board of Examiners.
- UG 4.2.4b For students entering programmes from 20222 onwards: After taking resits as required, a student who passes all subjects with the required aggregation scores qualifies to progress to Part II. Otherwise, with permission from the major department, failures of up to 40 credits may be condoned where the aggregation score is at least 7.0 in each module failed. Failures below 7.0 cannot normally be condoned.
- UG 42.5 Students who have not passed all subjects, and whose failures have not been condoned after resit, will be offered, immediately following the examination board at which the student was considered, the choice of:
 - (a) one (and only one) further resit opportunity as an external candidate; or
 - (b) a repeat year.
- UG 42.6 Students opting for a repeat or restart year will:
 - (a) have fulltime student status;
 - (b) lose all credit, marks and grades gained in the original Part I year;
 - (c) have a compulsormeeting with their department, arranged by the department to discuss any support needs the student may have, and to be signposted to any other relevant services
 - (d) be placed on academic probation, with especially close monitoring of academic progress by the major department;
 - (e) otherwise be treated the same as any other Part I student;
 - (f) have one resit opportunity if necessary;
 - (g) not be allowed any further resit opportunity as an external candidate or another repeat year, except under exception calcumstances where approved by the Part I Resit Board.
- UG 42.7 The award of Certificate of Higher Education shall be made to students who have achieved 80 credits with a mark of 9.0 or more at level 4 or above and a further 40 credits with a mark of 7.0 or more at level 4 or above, but who have ended their studies

BScHonsManagement and Information Technologyr@viously BBA Management and Information Technology)

MSciHonsFinancial Mathematics

BSdHonsManagement and Information Technology

BAHonsAdvertising and Marketing

All Study Abroad (including North America/Australasia) degrees

- UG 4.3 PROGRESSION WITHIN PART II
- UG 43.1 To progress to the final year of a Bachelors with honours degreer part-time equivalent) all students must achieve, followin (G)-1.1D(g a)-8.4 (n)-0.6 Tc 0 TwPpeudenik Tc -0

- UG 57 Integrated Masters students who withdraw during the Level 7 final year of their programmes, or whose achievement at the end of that year does not qualify them to be awarded an Integrated Masters degree, may be awarded a classified Bachelors degree (BA, B**6**, BEng, etc.) with Honours, in accordance with the regulations for the corresponding Bachelors award.
- UG 58 Academic judgement does not constitute grounds for appleally ever, sudents who wish to challenge the process may do so under the procedure scale and the procedure scale and the procedure of the procedure
- UG 59 In addition to standard University classification requirements, certain degrees which carry professional accreditation have additional requirements. These are detailed in Appendix 5 of the Undergraduate Assessment Regulations
- UG 6 REASSESSMENT
- UG 6.1 PART I REASSESSMENT
- UG 61.1 A student who fails a Part I module will be required to undertake a reassessment for that module in order to be considered for progression to Part II. If the module aggregation score after reassessment is an improvement on the original score, the reassessment score will count; otherwise the original aggregation score will stand. The reassessment score will not be subject to a cap. Condonation will not be considered until after reassessment.
- UG 6.2 PART II NONTINAL YEAR REASSESSMENT
- UG 6.21 A student who fails a module will be required to undertake a reassessment for that module in order to be considered for progression to the next stage. If the module aggregation score after reassessment is an improvement on the original score, the reassessment score will count subject to a cap of 9.0 aggregation points; otherwise the original aggregation score will stand. The resulting aggregation score will count towards the overall average. Condonation will not be considered until after reassest.
- UG 6.3 PART II FINALEAR EASSESSMENT
- UG 6.31 A student who fails a module with a score below 7.0 will be required to undertake a reassessment for that module in order to be considered for the award of a degree. In addition, if more credits are failed than can be condoned or the overall average aggregation score is below 9.0, a student must resit either all failed modules or sufficient failed modules to ensure that condonation may be a possibility.
- UG 63.2 Where a student has undertaken a reassessment for a module and the module aggregation score after reassessment is an improvement on the original score, the reassessment score will count subject to a cap of 9.0 aggregation points; otherwise the original aggregation score will stand. The resulting aggregation score will counts with overall aggregation average used for degree classification.
- UG 63.3 The normal expectation is that condonation will be applied immediately where consistent with the regulations without the need for reassessmet/where a student wishes to undertake reassessment in one or more failed modules, they may do so provided they apply within five working days of results being made available.

UG 6.4 GENERAL PRINCIPLES

UG 7.3 PART II: NONFINAL YEAR STUDENTS

Three-year and four-year Bachelors programmes

UG 7.3.1 When the results of all reassessments relating to the second year of a-**t/rae** Bachelors Hons degree or to the second or third year of a **fyea**r Bachelors Hons degreeare available, the overall profile will be reviewed by the relevant examining bodies and up to 30 credits should normally be condoned where the aggregation score is between 7 and 9. No module may be condoned with an aggregation score of less than 7, nor may any module be condoned if a student has not attempted reassessment.

Integrated Mastersprogrammes

UG 7.3.2 When the results of all reassessments relating to the second or third year of an Integrated Masters degreære available, the overall profile will be reviewed by the relevant examining bodies. A maximum of 30 credits should normally be condoned in <u>either</u> the second or third year where the aggregation score is between 7 and 9. The total number condoned ove<u>r both</u>ears should not exceed 30 credits. No module may be condoned with an aggregation score of less than 7, nor may any module be condoned if a student has not attempted reassessment.

UG 7.4 PART II: FINAL YEAR STUDENTS

Three-year Bachelorsp

credits applies to all Integrated Masters programmes regardless of the total classified credit.

- UG 7.43b For students who entered the programme from 20**22** onwards: When the results of all assessments and reassessments relating to the final year of an Integrated Masters degree are available, the overall profile will be reviewed by the relevant examining bodies and the following should normally be condon**ept (**0 60 credits in total over the whole of Part II):
 - (i) a maximum of 30 credits for the ndinal yeas of Part II where the aggregation score is between 7.0 and 9.0;
 - (ii) a maximum of 30 credits for the final year of Part II where the aggregation score is between 9.0 and 12.0.

No module may be condoned with an aggregation score of less than 7.0 formation years and less than 9.0 for final year. The condonable maximum of 60 credits applies to all Integrated Masters programmes regardless of the total classified credit.

- UG 7.5 AWARD OF PASS DEGREE
- UG 75.1 For a pass degree, an examination board should normally condone an additional 30 credits to total of 60 credits maximum (for the whole of Part II) where the aggregation score is between 7 and 9. No module may be condoned with an aggregation score of lessthan 7.
- UG 7.6 EXCEPTIONS
- UG 76.1 The phrase "should normally" **th**is section(UG 7 means that condonation, where allowable and subject to the learning outcomes for the programme being met, must be granted unless the examiners believe that there is good reason not to do so. Any such reason must be described and justified in the examimaboard minutes. The final decision will be taken by Senate.
- UG 76.2 Where, for whatever reason, reassessment at Part II is not available before the end of the academic year, the examination board may condone credit even where the aggregation score is below the condonable threshold. For students not in their final year, where a student has failed more than 30 but not more than 45 credits, 15 credits may be set aside normally this will be for the module with the lowest fail mark. The student may progress to the next year of study, and will undertake an addittonal credits (uncapped) in that year.
- UG 76.3 Where a mark of zero has been applied to the whole module as a penalty for academic malpractice with no opportunity for reassessment, the exam board shall ordinarily exceptionally condone this mark provided that this does not lead to the student having more than the permitted number of condoned credits as specified in these regulations Where such condonation would lead to the maximum number of condoned credits being exceeded, the mark shall remain uncondoned, and the board of examiners shall dealwith the student accordingly.

- (b) fairness to the individual student claiming good cause must be balanced with fairness to other students and the integrity of the assessment as a whole;
- (c) in the event of the student having failed to attend an examination or examinations, or having failed to submit course material or other work for assessment at or by the due time, it will be determined whether the failure to attend or submit has been ju**ste** d by good cause;
- (d) in the event of the student having submitted work for assessment by examination or otherwise, it will be determined whether such work has been manifestly prejudiced by good cause. If such prejudice is established the work affected will normally be deemended to have been submitted.
- UG 8.8 Where it is determined that the evidence presented does not support the student's claim thatthey wereprevented by good cause from attending an examination or from) (6...2-)a(6eevverspubmitting work for assessment, the student will be awarded Grade N (an aggregaggresuo (e)8 (ure 6urhwc aa une6-)bl((0)-41.1(btD-6) 4(.0)-5).4((s)-3)4cd(s)41..3-()a)(2.9(a)700(-0902.9)(a)7(0(ye004tM.c)(u))i0i6s0(ts3x)1

- (b) Examining bodies will make an overall judgement of the student's work submitted for assessment, using as far as possible the standards and criteria applied in respect of the work of other students.
- (c) At module level where the student has:
 - (i) completed 33% or more of the total summative assessment required, the examining bodies can recommend an overall module result on the basis of work completed so long as that work is deemed to demonstrate attainment against substantial elements of tk -4.1 (r)-t mods gae lisheg(o)-4 -3.5 (

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APPENDIX: UNDERGRADUAGERADING TABLE VELS 4, 5 & 46)

Result	Broad	Grade	Aggregation	Primary level descriptors for attainment of intended learning outcomes
	descriptor		score	
Pass	Excellent	A+	24	Exemplary range and depth of attainment of intended learning outcomes, securdid dryminating command
		А	21	of a comprehensive range of relevant materials and analyses, and by deployment of considered judgemen
		A⁻	18	relating to key issues, concepts and procedures

APPENDIX: PERCENTAGE CONVERSION TABLE

APPENDIX: GUIDANCE FOR SCALING OF MARKS

- 1. All assessments and marking schemes should be created with the aim of ensuring that the resulting grades/marks give a good indication of the ability and application of the students. However, it is inevitable that on occasion this will not work as planned.
- 2. Reasons may include a misprinted examination paper, the interruption of an examination or, in a science laboratory, an instrumental malfunction not obvious at the time of the experiment; or it may simply be that examiners agree, using their academic judgment and with the benefit of hindsight, that an assessment, or part of an assessment, proved to be significantly harder or easier than expected.
- 3. In such cases it is appropriate to consider whether the marks should be scaled. Scaling may be of the overall mark for the module or of any assessment therein.
- 4. Although an unusual distribution of grades/marks is not of itself a sufficient reason for scaling to be applied, it may be an indication that something has gone wrong. For this reason, **f** the overall mean aggregation score for any module lies outside the range

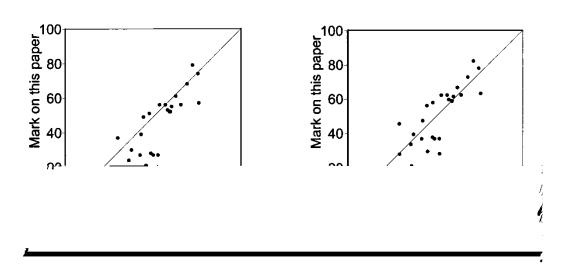
14.5-17.5 (or 58% to 68% for percentage marks) then examiness consider whether or not there is a case for the marks to be scaled. <u>Note</u> International and Regional Teaching Partnership provision the range outside which scaling must be considered is

13.5-17.0 (or 55% to 66.7%)

- 5. Where the possibility of scaling is being discussed, the precise method should also be discussed and should reflect both the nature of the assessment and the size of the cohort. Both the reason for scaling and the method used must be justified withim the tess of the examining body. If scaling is discussed and not used, the reason for not scaling must be recorded in the minutes. In all cases both the original and the scaled marks must be permanently recorded.
- 6. Where scaling is applied for the same module for at least part of its assessment on more than one occasion, the assessment practices of the module must be reviewed ap4 spth224 TD [arov mark must not be lower than tharf Student B. Common examvies of scaling2-1.9 (ls)-2.4 ()Tj -0.004

become scaled marks of 40%), or no condonable mark is turned into an uncondonable mark.

(d) For work marked in percentages, piecewise linear interpolation may be used, where each mark is plotted for each student against the against the assessments, as in the graphs below.



APPENDIX: ADDITIONAL REQUIREMENTS FOR PROFESSIONAL AWARDS

1. Certain awards within Lancaster University carry alongside the academic award professional accreditation from the Professional, Statutory or Regulatory Body (PSRB) associated with the academic discipline. In certain cases these PSRBs have the authority to set requirements above and beyond those required by Lancaster's regulations. These additional requirements are set out below.

PART I

- 2. LLB Law degrees
- 2.1 <u>LLBLaw</u>

LLB Law students are required to take all 120 Part I credits in their prescribed ptrbgramme. In order to comp1.7 (s)-2.4 (i.5 1.5 (r)-1.8 (.)B4-1.8(s)-2.4 (6.6 (I)-1.5.4 (e r)-1.7 (eq

- 2.4.1c For students who entered the programme from 20**22** onwards LLB Law (Placement Year) students are required to take all 120 Part I credits in their prescribed programme and for progression will follow the normal progression rules between Part I and Part II as laid out in UG 4.2.4.27.
- 3. BA (Hons) Social Work
- 3.1 When progressing from Part I to Part II, BA (Hons) Social Work students follow the standard progression rules as laid out in 4-2.2.7 above, except:
- 3.2 Students cannot progress to Part II if they fail to pass all SWK.115 assessment and all elements of the examination.
- 4. BA (Hons) Architecture
- 4.1 The PSRB accrediting bodies for the programme are the Architects Registration Board (ARB) and the Royal Institute of British Architects (RIBA).
- 4.2 In order to progress from Year 1 to Year 2 on the BA (Hons) Architecture, students must passall modules and subcomponents of assessment at a minimum pass (mp)-0.6 ps a

modules, for the degree in Applied Social Studies where the University criteria for condonation are met.

9.3 Where condonation is being considered for a Social Work student, a spesial re assessment panel made up of all markers will consider if the student has satisfactorily met the Social Work England Perofessional Standardend British Association of Social Workers (BASW)'s Professional Capabilities Framework in other work. If a student has not done so, they may not be condoned for a degree in Social Work. Students may have failed units condoned for a degree in Applied Social Studies where the University criteria for condonation are met.

Aegrotat degree

9.4 An Aegrotat degree cannot be awarded for the BA (Hons) Social Work, but may, if the student

11.1.1 In order to progress from Year 2 to Year 3 on the LLB Law (Study Abroad) programme,

APPENDIX 6MODULE COMBINATIONS FOR CONDONATION PURPOSES

1. Where a programme separately assesses modules with a credit value of 15 or less, for specified undergraduate programmes these may be combined to a maximum size of 30 credits for the consideration of condonation. Departments must propose such combinations to their faculty committee esponsible for approval. Faculty committees must notify the

- x MSci (Hons) Mathematics with Statistics
- x MSci (Hons) Mathematics with Statistics (Study Abroad)
- x BSc (Hons) Mathematics, Operational Research, Statistics and Economics (MORSE)
- x BSc (Hons) Mathematics, Operational Research, Statistics and Economics (MORSE) (Industry)
- x BSc (Hons) Natural Sciences
- x BSc (Hons) Natural Sciences (Study Abroad)
- x BSc (Hons) Natural Sciences
- x BSc (Hons) Natural Sciences (Study Abroad)
- x BA (Hons) Spanish Studies and Mathematics
- x BSc (Hons) Theoretical Physics with Mathematics
- x MSci (Hons) Theoretical Physics with Mathematics
- x MSci(Hons) Theoretical Phys3 (a)-2.9 (I0h)-5 4 (T)-5.8 (h)3i