

Progression and Award

All courses of the University follow the University's standard regulations, except where a course has an approved exemption to these regulations (this is normally related to a requirement set by an associated professional, statutory or regulatory body). Your Course Handbook/Course Specification should outline any exemptions that your course has to our standard regulations.

The information provided here relates to our **standard regulatory position**.

Module Boards and Progression and Award Boards: students are presented to a **Module Board** to confirm module marks and to a **Progression and Award Board** to consider progression (including repeat opportunities), eligibility for award (the course you are studying) and honours degree classifications. Both will implement any outcomes from Mitigation Panels and Academic Misconduct Boards when considering your profile, if applicable.

Progression

- When you have completed your level 4 or level 5 studies your profile will be presented to the Progression and Award Board where your eligibility to progress to the next level will be considered.
- To progress you must meet the criteria listed in section 4.3.1 of our regulations. On achievement of this profile for progression, you will be accredited with 120 credit points at that level. If you do not meet the criteria you will be considered for **re-assessment** or **repeating**.
- The Progression and Award Board can make a range of decisions about your progression or eligibility for award, depending on your profile. A full list of these decisions can be found in section 6.3.14 of the Regulations.

Eligibility for Award

- When you have completed the final level of your course (e.g. level 6 of an honours degree) the Progression and Award Board will consider your eligibility for an award for the course you registered on.
- Each award has a different set of requirements that you need to achieve (see section 4.3 of the regulations).
- In addition, all students are subject to/entitled to the following:
 - Students must submit in **all components**
 - Re-assessment will take place at component level
 - Students may be re-assessed in up to 100% of the credit for a level (if eligible).

Honours Degree Classification

- If you are on an honours degree the Progression and Award Board will confirm which classification you are eligible for, based on your results (First, Upper Second Class, Lower Second Class or Third Class).
- Classification for honours degrees are confirmed using the method referred to as '**Best 100**'.*
- In the 'Best 100' method the average of a student's marks in the **best 100 credits at level 5** (weighted at 25%) are added to the average of a student's marks in the **best 100 credits at level 6** (weighted at 75%) to create their final mark.
- Only credit-bearing modules studied at the University will count toward your classification.
- If your final overall weighted average mark is within **2% of a boundary classification** it will be upgraded, providing 50% or more of the credit you achieved at level 6 is in the higher classification band (see associated [Honours Degree Classification Upgrade Rule Factsheet](#)).

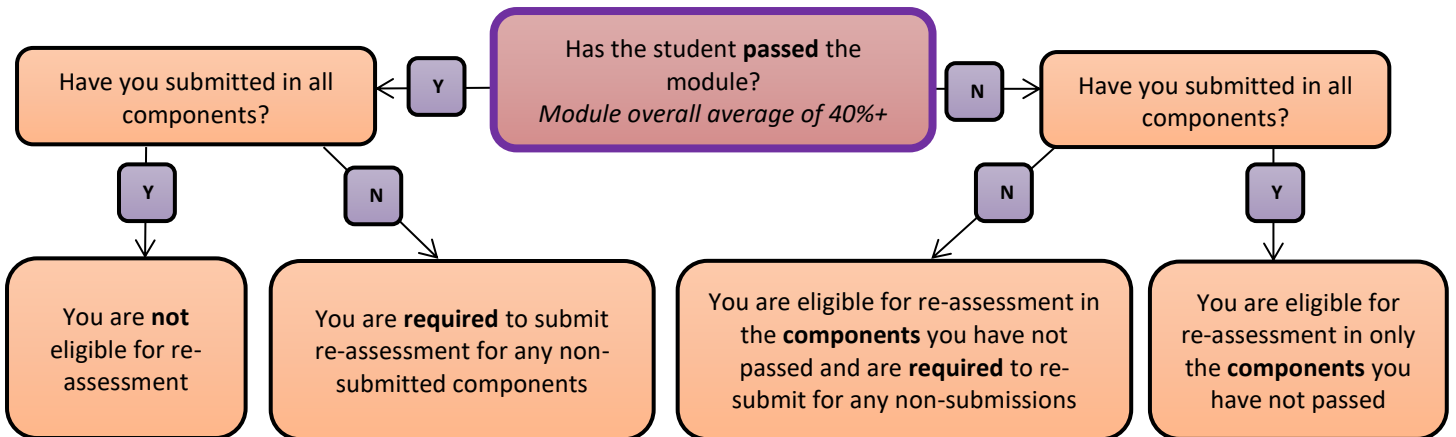
Merit and Distinction

- With the exception of honours degrees, all types of courses can award a merit or distinction.
- Merit and distinction are awarded in one of the two following ways:
 - An average across all modules of 60% for Merit and 70% for Distinction
 - A '*defined profile of achievement*'
- Your course documentation will confirm if the '*defined profile of achievement*' has been adopted by your course.

* If you commenced your studies prior to August 2012 you will also be classified by two former methods referred to as 'weighted average' or 'profiling' (the method with the most favourable outcome will be awarded). If this applies to you, or you are unsure of which method(s) will be applied to your profile, please contact your [Course Administrator](#)/Course Director.

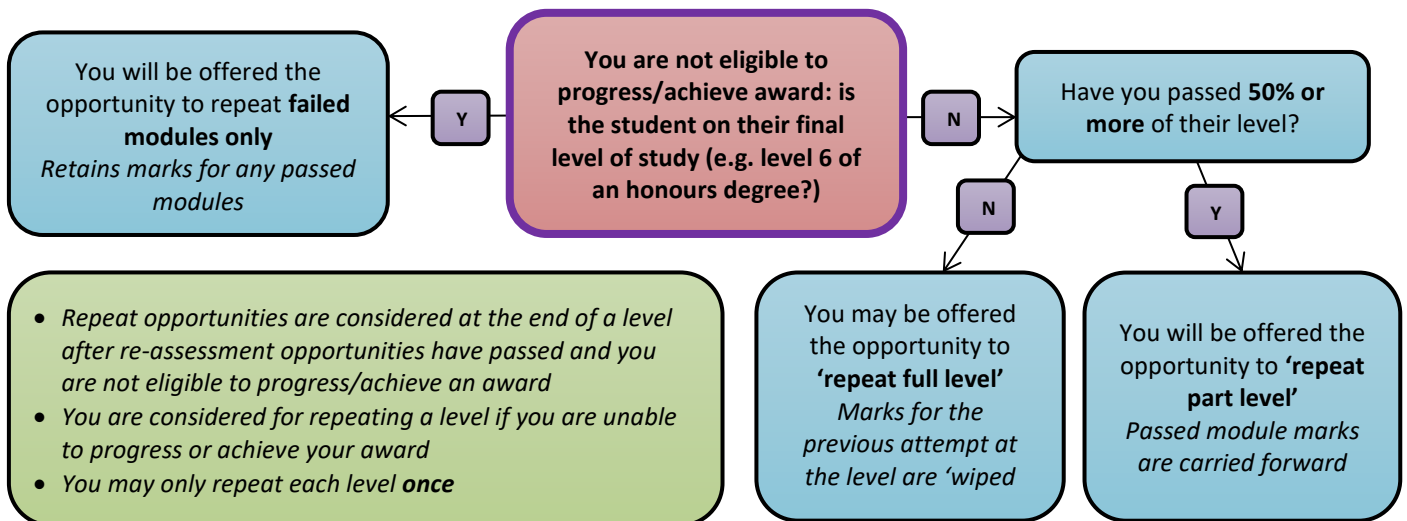
Progression and Award

RE-ASSESSMENT FLOW CHART



- **You must submit in all components** (a component is a piece of assessment within a module that counts towards progression, award eligibility and honours classification, if you are on an honours degree course)
- You cannot progress to the next level of study with a non-submission on your profile
- You are permitted to undertake re-assessment in all modules, where eligible
- The mark for a re-assessed component will be **capped at 40** (not the overall module score)
- Any components with a mark of 40 or more at the first attempt retain that mark (not eligible for re-assessment)

REPEATING FLOW CHART



- Repeat opportunities are considered at the end of a level after re-assessment opportunities have passed and you are not eligible to progress/achieve an award
- You are considered for repeating a level if you are unable to progress or achieve your award
- You may only repeat each level **once**

Contacts and Further Information

Academic Regulations

Guidance for Students

Course Handbook

Course Administrator

Course Director