

**UNIVERSITY OF ESSEX**  
**EDGE HOTEL SCHOOL**  
**HONOURS DEGREES**  
**(ACCELERATED DELIVERY MODE)**  
**UNDERGRADUATE RULES OF ASSESSMENT**

**Applicable to students starting in Academic Year 2023-24**

**Honours Degrees (Accelerated Delivery Mode)**

BA Hotel Management, BA Events Management with Hospitality

**Preamble**

- (a) These rules of assessment apply to the Edge Hotel School (EHS) Honours courses which are taught over an accelerated timeframe of 24 months. They should be read in conjunction with the relevant Course Structure, Programme Specification, and module outlines. The Course Structure will identify which modules are core for the course.
  
- (b) Students study a full Honours course (360 credits) over an accelerated timeframe of 24 months. Level 4 (120 credits) is delivered over an 8-month period, Level 5 (120 credits) is delivered over an 8-month period and Level 6 (120 credits) is delivered over an 8-month period.
  
- (c) Where a student cannot progress because they have failed to meet the requirements of the Professional Code of Conduct (PCC), they will be required to repeat the year either full or part-time as appropriate. Where the failure occurs in-year, the Board will require students to intermit for the remainder of the academic year and to return to repeat the same stage of study in the following academic year.

Where a student has achieved a Stage Mark below 20 at the point of failing to meet the PCC requirements, the student will not be withdrawn as would normally be the case in line with the standard Rules of Assessment.

At the point where the student is required to stop their studies and is withdrawn, the Board of Examiners will ratify any existing marks and issue any exit awards as appropriate.

- (d) Due to the accelerated timeframe of delivery for the EHS Honours degrees, the maximum periods of study are shorter than for those delivered over a standard timeframe, as shown in Table 1.1 below.

**Table 1.1: EHS Maximum Periods of Study**

<b>EHS qualification</b>	<b>Level</b>	<b>Minimum overall credits to be studied</b>	<b>Normal length of programme</b>	<b>Maximum period of study permitted</b>
BA Honours Degree	6	360 credits	2 years	4 years
BA Honours Degree (Top-Up)	6	120 credits	8 months	2 years

- (e) In all modules that contain a work-based learning/placement element, you are required to pass this PASS/FAIL element by completing the required placement hours in the Wivenhoe House Hotel (via 7.5-hour shifts scheduled by EHS). These hours must be completed before you can undertake the Professional Performance Assessment in the module.

<b>Module Code &amp; Title</b>	<b>Year &amp; Course of Study</b>	<b>Required No. of Hours</b>
EG201 – Delivering Hotel Operations 1	Level 4 - BA Hotel Management (N863OS)	240 hours

EG306 – Delivering the Customer Experience 1	Level 4 - BA Hotel Management (N863OS)	240 hours
EG203 – Delivering Hotel Operations 1	Level 5 - BA Hotel Management (N863OS) - BA Hotel Management (N863JD)	240 hours
EG308 – Delivering the Customer Experience 2	Level 5 - BA Hotel Management (N863OS) - BA Hotel Management (N863JD)	240 hours
EG211 – Delivering Event and Hospitality Operations 1	Level 4 - BA Events Management with Hospitality (N8N6)	240 hours
EG301 – Delivering the Customer Experience 1	Level 4 - BA Events Management with Hospitality (N8N6)	240 hours
EG213 – Delivering Event and Hospitality Operations 2	Level 5 - BA Events Management with Hospitality (N8N6)	240 hours
EG303 – Delivering the Customer Experience 2	Level 5 - BA Events Management with Hospitality (N8N6)	240 hours

If you are unable to complete the required placement hours per shift rota, you may be offered the opportunity to complete the requisite number of outstanding placement hours during the three scheduled Reading Weeks within the term. These hours must be completed before assessment for the module can be undertaken.

If you are unable to complete the required number of placement hours by the end of the term you will receive a FAIL for this element and will not be awarded credits for the module. If you have failed the placement element you will not be able to attempt the Professional Performance Assessment and will therefore receive a mark of 0 for this assessment and may be offered reassessment by the Board of Examiners.

If you are unable to complete the required number of placement hours during the reassessment period you will receive a FAIL for this element and will not be awarded

credits for the module. If you have still failed this placement element you will not be able to attempt the Professional Performance Assessment and will therefore receive a mark of 0 for this assessment and will be considered for further reassessment by the Board of Examiners for a capped mark.

If you have not completed the relevant placement hours, you will only be eligible for in-person reassessment in the next Academic Year. Except where there are accepted Extenuating Circumstances, reassessment without attendance or trailing reassessment in the next Academic Year can only be offered where you have completed your placement hours but have failed to achieve a Pass Mark of 40.

Marks for resubmissions will be subject to capping in the following way. A pre-resubmission Module Aggregate will be calculated using the failed mark(s):

- If the pre-resubmission Module Aggregate was under the Pass Mark then the Aggregate can improve up to the Pass Mark only.
- If the pre-resubmission Module Aggregate was over the Pass Mark then the Aggregate is capped at the pre-resubmission Aggregate.

If you have accepted Extenuating Circumstances and have completed at least 80% of the required placement hours by the end of the reassessment period, you may be permitted to undertake the remaining 20% of your required placement hours and the Professional Performance Assessment in the next Academic Stage alongside progressing into your next Stage of Study. This is known as trailing (see Table 1.3 below) and can only be permitted where you have failed a maximum of 30 non-core credits, including any failed credits carried from previous Stages of Study. This reassessment may be offered for an uncapped mark.

If you have accepted Extenuating Circumstances but have been unable to complete 80% of your placement hours by the end of the reassessment period, you will be considered for further reassessment by the Board of Examiners for an uncapped mark.

## Stage One

### Requirement to pass Stage One

- 1.1 To pass Stage One and proceed to Stage Two, you must:
  - (a) Pass all modules and achieve 120 credits at Level 4;
  - (b) Meet any professional, statutory and regulatory body requirements.
- 1.2 You may be allowed to proceed to the next Stage, following an attempt at reassessment, having passed a minimum of 90 credits, provided you have passed all the core modules for the Stage.
- 1.3 You can only fail 30 non-core credits across your degree. For example, if you fail 30 non-core credits in Stage One, you cannot fail any more credits in your degree. Carrying forward failed credits to following Stages is called condonement. Where credits are condoned, the module mark will still be used to calculate the Stage Mark. Table 1.2 sets out the possibilities for condonement across a Three Stage Honours Degree.

**Table 1.2: Condonement of non-core credits across a Three Stage Honours Degree**

Stage	Possibilities for condonement
One	Following compulsory reassessment failure may be condoned in up to 30 non-core credits.
Two	<ol style="list-style-type: none"><li>(a) If you have failed 30 credits in Stage One you must pass 120 credits in Stage Two.</li><li>(b) If you have failed 15 credits in Stage One, following reassessment, failure may be condoned in up to 15 non-core credits in Stage Two.</li><li>(c) If you passed 120 credits in Stage One (ie you had no failures), following reassessment, failure may be condoned in up to 30 non-core credits in Stage Two.</li></ol>

Final	<p>(a) If you have failed a total of 30 credits in the previous Stages, you must pass 120 credits in the Final Stage.</p> <p>(b) If you have failed a total of 15 credits in the previous Stages, failure may be condoned in up to 15 non-core credits in the Final Stage.</p> <p>(c) If you passed a total of 240 credits in Stages One and Two (ie you had no failures), failure may be condoned in up to 30 non-core credits in the Final Stage.</p>
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1.4 As an alternative to condonement, up to 30 non-core credits of reassessment can be carried forward to the next Stage of your course. Carrying forward the reassessment in failed credits to the following Stage is called trailing. Where credits are trailed, the mark for reassessment will be recorded as part of the previous Stage's marks. Trailing is only offered where the failed credits are eligible for condonement (see 1.3 above). You are only able to trail credits from one Stage into the next, i.e. Stage One credits can be trailed into Stage Two but cannot be subsequently trailed into the Final Stage. They will either need to be passed or condoned prior to progression to the Final Stage. Table 1.3 sets out the possibilities for trailing across a Three Stage Honours Degree.

**Table 1.3: Trailing of non-core credits across a Three Stage Honours Degree**

Stage	Possibilities for trailing
One	Trailed reassessment may be permitted in up to 30 failed non-core credits.
Two	<p>(a) If you are carrying 30 failed credits from Stage One you must pass 120 credits in Stage Two, no trailing will be permitted.</p> <p>(b) If you have failed 15 credits in Stage One, trailing may be permitted in up to 15 failed non-core credits in Stage Two.</p> <p>(c) If you passed 120 credits in Stage One, trailing may be permitted in up to 30 failed non-core credits in Stage Two.</p>

**Pass with Distinction**

- 1.5 To achieve a Distinction in Stage One, you must have the following, either:
- (a) A Stage Mark of 70 or above, or
  - (b) 60 Credits at 70 or above with a Stage Mark of 68 or 69.

**Reassessment: general principles**

- 1.6 If you have failed any module(s), after you have completed all your assessments, but you have a Stage Mark of 20 or above, you will need to take reassessment before you can progress to the next Stage of study. It is not possible to progress and take the reassessment or repeat the module while you are studying in the next Stage unless you have been offered trailing (see 1.4).
- 1.7 The Board of Examiners can permit up to two further attempts at any module. However, your module mark(s) for those further attempts will be capped at 40.
- 1.8 The Board of Examiners will offer you all the reassessment opportunities that are available to you. If you have a Tier 4 or Student Route visa, your immigration status will not have been taken into account by the Board and some options offered may not be available to you due to the Home Office rules and guidance.
- 1.9 If you have attempted the reassessment of a module in a resit period or without attending the University and your module mark is lower than your previous attempt, the Board of Examiners will use the previous higher mark to determine whether or not you can progress. However, if you repeat the Stage of study (either full-time or part-time), the marks you achieve during your repeat Stage will be the marks that are used by the Board of Examiners to determine whether or not you can progress. They will not take account of marks from a previous Stage or attempt, even if they are higher.
- 1.10 Following reassessment, if you have failed up to 30 non-core credits, but have attempted reassessment for each of the failed modules, you may progress with the failed credits or trail the reassessment in these failed credits into your next Stage of study. You must attempt reassessment before the Board of Examiners can consider your eligibility for condonement of failed credits.
- a) You can only fail a total of 30 non-core credits over your whole degree. Where credits are condoned, the module mark will still be used to calculate the Stage Mark.

- b) Where reassessment in failed credits are trailed into the next Stage of study, the mark for reassessment will be recorded as part of the previous Stage's mark.

### **Reassessment opportunities at the end of the Stage**

- 1.11 If you do not pass the Stage, but have a Stage Mark of 20 or above, you may be offered reassessment.
- 1.12 Where you have failed a maximum of 30 non-core credits, you must either:
  - (a) undertake the necessary reassessment in Stage One to fulfil the requirement to progress. The module aggregate mark will be capped at 40; or
  - (b) progress to Stage Two and trail the reassessment in your failed module/s. The module aggregate mark will be capped at 40.
- 1.13 Where you have failed core credits, or between 30 and 60 credits, you must undertake the necessary reassessment prior to the next Stage in order to fulfil the requirement to progress. The module aggregate mark will be capped at 40.
- 1.14 If you fail more than 60 credits you will be offered one or more of the following:
  - (a) A full-time repeat Stage for uncapped module marks;
  - (b) A part-time repeat Stage for up to 105 credits for uncapped module marks;
  - (c) Reassessment in the following Stage without attending the University for capped module marks.

### **Reassessment opportunities following the resit assessment period**

- 1.15 Following reassessment, if you do not meet the requirements to progress, but achieve a Stage Mark of 20 or above, you may be offered one or more of the following opportunities:



- (a) A full-time repeat Stage for uncapped module marks;
  - (b) A part-time repeat Stage for up to 105 credits for uncapped module marks;
  - (c) Reassessment without attending the University for capped module marks.
- 1.16 Following reassessment, if you still have not passed an optional module and you are repeating the Stage, either full or part-time, you can pick a different optional module.
- 1.17 You will not be allowed to progress to the next Stage if you have failed any core module.
- 1.18 Following an attempt at reassessment for all the required modules, if you have failed up to 30 non-core credits, the Board of Examiners will offer you one or more of the following opportunities:
- (a) If you have not had three attempts at the failed module(s), you can remain in Stage One and take reassessment (see 1.15 above);
  - (b) If you have not had three attempts at the failed module(s), you can progress to Stage Two and trail the reassessment in your failed module(s) (see Table 1.3 above);
  - (c) If you have not had three attempts at the failed module(s), you can progress to Stage Two carrying the failed non-core credits and have no further reassessment attempts at the failed module(s);
  - (d) If you have had three attempts at the module(s) but have still not achieved the pass mark, you can proceed to Stage Two carrying the failed non-core credits.
- 1.19 You can only fail 30 non-core credits across your degree (see Table 1.2 above). You will not be able to transfer onto a course where these failed credits are listed as core.

### **Withdrawal**

- 1.20 You will be required to leave the University if:
- (a) Your Stage Mark is less than 20; or
  - (b) You were required to take compulsory reassessment and you undertook none of the reassessment; or

- (c) You have failed the same module after three attempts and that module is either a core module or you need the module credits in order to progress to the next stage; or
- (d) You cannot complete your studies in your maximum period.

### **Extenuating Circumstances**

- 1.21 If you submit Extenuating Circumstances and they are accepted as valid, the Board of Examiners may be able to offer additional assessment opportunities, such as reassessment for uncapped module marks or voluntary reassessment, in line with the Extenuating Circumstances [Policy](#) and [guidelines](#).

## **Stage Two**

### **Requirement to pass Stage Two**

- 1.22 To pass Stage Two and proceed to the Final Stage, you must:
- (a) Pass all modules and achieve 120 credits at Level 5 or above;
  - (b) Meet any professional, statutory and regulatory body requirements.
- 1.23 You will need a minimum of 210 credits from Stage One and Stage Two to be allowed to proceed.
- 1.24 You can only fail 30 non-core credits across your degree (see Table 1.2 above). If you are carrying:
- (a) 15 non-core failed credits from Stage One, you can only fail an additional 15 non-core credits across both Stage Two and your Final Stage;
  - (b) 30 non-core failed credits from Stage One, you cannot fail any more credits.
- 1.25 You can only trail reassessment of failed non-core credits into your next Stage of study where these credits fall within the condonable range (see Table 1.2 above). If you are carrying:
- (a) no failed credits from Stage One, you can trail reassessment in up to 30 failed non-core credits into your next Stage of study;

- (b) 15 failed credits from Stage One, you can trail reassessment in 15 failed non-core credits into your next Stage of study;
- (c) 30 failed credits from Stage One, you cannot trail reassessment in any credits.

### **Reassessment: general principles**

- 1.26 If you have failed any module(s), after you have completed all your assessments, but you have a Stage Mark of 20 or above, you will need to take reassessment before you can progress to the next Stage of study. It is not possible to progress and take the reassessment or repeat the module while you are studying in the next Stage unless you have been offered trailing (see 1.4 above).
- 1.27 The Board of Examiners can permit up to two further attempts at any module. However, your module mark(s) for those further attempts will be capped at 40.
- 1.28 The Board of Examiners will offer you all the reassessment opportunities that are available to you. If you have a Tier 4 or Student Route visa, your immigration status will not have been taken into account by the Board and some options offered may not be available to you due to the Home Office rules and guidance.
- 1.29 If you have attempted the reassessment of a module in a resit period or without attending the University and your module mark is lower than your previous attempt, the Board of Examiners will use the previous higher mark to determine whether or not you can progress. However, if you repeat the Stage (either full-time or part-time), the marks you achieve during your repeat Stage will be the marks that are used by the Board of Examiners to determine whether or not you can progress. They will not take account of marks from a previous Stage or attempt, even if they are higher.
- 1.30 Following reassessment, if you have failed up to 30 non-core credits, but have attempted reassessment for each of the failed modules, you may progress with the failed credits or trail the reassessment in these failed credits into your next Stage of study. You must attempt reassessment before the Board of Examiners can consider your eligibility for condonement of failed credits.

- (a) You can only fail a total of 30 non-core credits over your whole degree. Where credits are condoned, the module mark will still be used to calculate the Stage Mark.
- (b) Where reassessment in failed credits are trailed into the next Stage of study, the mark for reassessment will be recorded as part of the previous Stage's mark.

### **Reassessment opportunities at the end of the Stage**

- 1.31 If you do not pass the Stage, but have a Stage Mark of 20 or above, you may be offered reassessment.
- 1.32 If you have failed core credits, or between 30 and 60 credits, you must undertake the necessary reassessment prior to the next Stage in order to fulfil the requirements to progress. The module aggregate mark(s) will be capped at 40.
- 1.33 If you have failed more than 60 credits, you will be offered one or more of the following:
  - (a) A full-time repeat Stage for uncapped module marks;
  - (b) A part-time repeat Stage for up to 105 credits for uncapped module marks;
  - (c) Reassessment without attending the University for capped module marks;
  - (d) If you are eligible for further reassessment in trailed module(s), you will be offered a final reassessment opportunity before the start of the next Stage.

### **Reassessment opportunities following the resit assessment period**

- 1.34 Following reassessment, if you do not meet the requirements to progress, but achieve a Stage Mark of 20 or above, you may be offered one or more of the following opportunities:
  - (a) A full-time repeat Stage for uncapped module marks;
  - (b) A part-time repeat Stage for uncapped module marks;

- (c) Reassessment without attending the University for capped module marks.
- 1.35 You will not be allowed to undertake further reassessment in a trailed module except where these are offered by the Board of Examiners due to valid and accepted Extenuating Circumstances.
- 1.36 Following reassessment, if you still have not passed an optional module and you are repeating the Stage, either full or part-time, you can pick a different optional module.
- 1.37 You will not be allowed to progress to the next Stage if you have failed any core module.
- 1.38 Following an attempt at reassessment for all the required modules, if you have failed up to 30 non-core credits, the Board of Examiners will offer the following opportunities:
- (a) If you have not had three attempts at the failed module(s), you can remain in Stage Two and take reassessment (see 1.34 above);
  - (b) If you have not had three attempts at the failed module(s), you can progress to the Final Stage whilst trailing the reassessment in your failed module(s) (see Table 1.3 above);
  - (c) Alternatively, if you have not had three attempts at the failed module(s), you can progress to the Final Stage carrying the failed non-core credits and have no further reassessment attempts at the failed module(s);
  - (d) If you have had three attempts at the module(s) but have still not achieved the pass mark, you can proceed to the Final Stage carrying the failed non-core credits.
- 1.39 You can only fail a total of 30 non-core credits across your degree (see Table 1.2 above). You will not be able to transfer onto a course where these failed credits are listed as core.

## **Exit Awards**

- 1.40 If you cannot complete your studies or you are withdrawn from the University for any reason, the Board of Examiners will consider you for an Exit Award.

- 1.41 If you have been awarded 120 credits at Level 4 or above, the Board of Examiners will consider you for a Certificate of Higher Education.
- 1.42 If you have attempted a minimum of 240 credits (with 120 credits at Level 5 or above) and you have been awarded 225 credits or more, the Board of Examiners will consider you for a Foundation Degree.
- 1.43 If you have attempted a minimum of 240 credits (with 120 credits at Level 5 or above) and you have been awarded 225 credits or more but have not met the Professional Code of Conduct, the Board of Examiners will consider you for a Diploma of Higher Education.

## **Withdrawal**

- 1.44 You will be required to leave the University if:
- (a) Your Stage Mark is less than 20; or
  - (b) You were required to take compulsory reassessment and you undertook none of the reassessment; or
  - (c) You have failed the same module after three attempts and that module is either a core module or you need the module credits in order to progress to the next Stage; or
  - (d) You cannot complete your studies in your maximum period.

## **Extenuating Circumstances**

If you submit Extenuating Circumstances and they are accepted as valid, the Board of Examiners may be able to offer additional assessment opportunities, such as reassessment for uncapped module marks or voluntary reassessment, in line with the Extenuating Circumstances [Policy](#) and [guidelines](#).

## **Final Stage**

### **Requirement to pass the Final Stage**

- 1.45 To pass the Final Stage, you must:

- (a) Pass all modules and achieve 120 credits in the Stage, with at least 90 credits at Level 6;
  - (b) Meet any professional, statutory and regulatory body requirements.
- 1.46 You can fail only a total of 30 non-core credits across your degree (see Table 1.2 above). Where credits are condoned, the module mark will still be used to calculate the Stage Mark and the Degree Mark. If you are carrying:
- (a) 15 non-core failed credits from the previous Stages, you can fail only an additional 15 non-core credits in your Final Stage.
  - (b) 30 non-core failed credits from the previous Stages, you cannot fail any more credits.

### **Reassessment: general principles**

- 1.47 If you have failed any module(s) after you have completed all your assessments, but you have a Stage Mark of 20 or above, you may need to take reassessment. All failed modules which are core must be reassessed. You must pass a minimum of 330 credits, with 90 credits at Level 6, to be awarded your degree.
- 1.48 The Board of Examiners can permit up to two further attempts at a module if the reassessment is required before you can be awarded your degree. This is called 'compulsory reassessment'. However, your module mark(s) for those further attempts will be capped at 40.
- 1.49 If you do not need to take reassessment in order to be awarded your degree, you may choose voluntary reassessment of one or more modules so as to retrieve these fails. In this circumstance you will be permitted only one further attempt at each module. Your mark(s) will be capped at 40 for each module.
- 1.50 The Board of Examiners will offer you all the reassessment opportunities that are available to you. If you are a Tier 4 student, your immigration status will not have been taken into account by the Board and some options offered may not be available to you due to the Home Office rules and guidance.
- 1.51 If you have attempted the reassessment of a module in the resit period or without attending the University and your module mark is lower than your previous attempt, the Board of Examiners will use the previous higher mark to determine whether or not you can progress. However, if you repeat the Stage

(either full-time or part-time), the marks you achieve during your repeat Stage will be the marks that are used by the Board of Examiners to determine whether or not you can progress. They will not take account of marks from a previous Stage or attempt, even if they are higher.

### **Compulsory reassessment at the end of the Stage**

- 1.52 If you do not meet the requirements to pass and complete your degree, but you achieve a Stage Mark of 20 or above, you may be offered reassessment. The reassessment offered to you will depend on how many credits you have failed in your Final Stage and whether you have any failed credits from previous Stages. You can fail a maximum of 30 non-core credits across the whole of your degree.
- 1.53 In the Final Stage you will be offered compulsory reassessment in the minimum number of credits you need to obtain your degree. Where appropriate, a combination of compulsory and voluntary reassessment will be offered. Your module mark(s) will be capped at 40. Table 1.4 below shows the reassessment opportunities available to you in your Final Stage.
- 1.54 If you need to take reassessment and cannot complete your degree you will be offered one or more of the following opportunities;
- (a) A full-time repeat Stage for uncapped module marks;
  - (b) A part-time repeat Stage for up to 105 credits for uncapped module marks;
  - (c) Reassessment in the following academic year without attending the University for capped module marks.
- 1.55 You will not be allowed to undertake further reassessment in a trailed module except where this is offered by the Board of Examiners due to valid and accepted Extenuating Circumstances.

**Table 1.4: Reassessment in the Final Stage; number of credits that will be offered**



<b>Number of failed non-core credits from previous Stages</b>	<b>Number of credits failed in the Final Stage</b>	<b>Reassessment you may be offered</b> <b>Note: All core modules that you have failed must be retaken</b>
None	45	15 credits compulsory; 30 credits voluntary.
	60	30 credits compulsory 30 credits voluntary
	75	45 credits compulsory 15 credits voluntary
	90	60 credits compulsory 30 credits voluntary
	105	75 credits compulsory 30 credits voluntary
15	30	15 credits compulsory 15 credits voluntary
	45	30 credits compulsory 15 credits voluntary
	60	45 credits compulsory 15 credits voluntary
	75	60 credits compulsory 15 credits voluntary
	90	75 credits compulsory 15 credits voluntary
	105	90 credits compulsory 15 credits voluntary
30	Between 15 and 105	All failed credits - compulsory

### **Voluntary reassessment at the end of the Stage**

1.56 If you have achieved the credits required to be awarded your degree, but have failed up to a total of 30 non-core credits in the Final Stage, you will be offered

voluntary reassessment in these credits for capped module marks. The highest mark you achieve for the failed module(s) will be used for your final degree classification up to a maximum mark of 40. This will be the only opportunity you will have to retrieve these fails.

### **Reassessment opportunities following the resit assessment period**

- 1.57 Following reassessment, if you do not meet the requirements to be awarded your degree but if you achieve a Stage Mark of 20 or above, you may be offered one or more of the opportunities below. The Board of Examiners will only offer you compulsory reassessment for the minimum number of credits needed to pass your degree but will allow you to undertake additional reassessment. For example, if you have failed 60 non-core credits in your Final Stage (having failed no other modules in earlier Stages) you will only be required to take reassessment in 30 credits but you may choose up to 60 credits.
- 1.58 You will be offered one or more of the following opportunities:
- (a) A full-time repeat Stage for uncapped module marks; or
  - (b) A part-time repeat Stage for up to 105 credits for uncapped module marks; or
  - (c) Reassessment without attending the University for capped module marks.

### **Exit Awards**

- 1.59 If you cannot complete your studies or you are withdrawn from the University for any reason, the Board of Examiners will consider you for an Exit Award.
- 1.60 If you have been awarded 120 credits at Level 4 or above, the Board of Examiners will consider you for a Certificate of Higher Education.
- 1.61 If you have attempted a minimum of 240 credits (with 120 credits at Level 5 or above) and you have been awarded 225 credits or more (including at least 105 credits at Level 5 or above), the Board of Examiners will consider you for a Foundation Degree which can be awarded at the level of Pass, Merit or Distinction in accordance with the Foundation Degree Rules of Assessment or

a Diploma of Higher Education (if you have not met the Professional Code of Conduct).

- 1.62 If you have been awarded 300 credits or more, with 60 credits at Level 6, the Board of Examiners will consider you for an Ordinary Degree, which is unclassified.

### **Withdrawal**

- 1.63 You will be required to leave the University if:
- (a) Your Stage Mark is less than 20; or
  - (b) You were required to take compulsory reassessment and you undertook none of the reassessment; or
  - (c) You have failed the same module after three attempts and that module is either a core module or you need the module credits in order to be awarded your degree; or
  - (d) You cannot complete your studies in your maximum period.

### **Extenuating Circumstances**

If you submit Extenuating Circumstances and they are accepted as valid, the Board of Examiners may be able to offer additional assessment opportunities, such as reassessment for uncapped module marks or voluntary reassessment, in line with the Extenuating Circumstances [Policy](#) and [guidelines](#).

### **Degree eligibility and classification**

- 1.64 To achieve a degree, you must attempt 360 credits and pass at least 330 credits across your degree with at least 90 credits at Level 6. All core modules must be passed.
- 1.65 Your marks from Stage Two and Stage Three are used to calculate an overall Degree Mark. Your Stage Two mark counts as 40% and your Stage Three mark counts as 60% (see 1.68 below). The Degree Mark is used to determine your degree class. This is set out in Table 1.5 below.

- 1.66 Your degree is classified using your Degree Mark. If your Degree Mark is within two marks of the next classification, you will receive the higher class if you have at least 120 of your credits across Stage Two and Stage Three in the higher class (as set out in Table 1.5 below).
- 1.67 Module Marks, Stage Marks and your Degree Mark are rounded to the nearest whole number, with half marks (ie .5) or more being rounded up.

**Table 1.5: Degree classification**

<b>Classification</b>	<b>Requirement to achieve this classification</b>
First Class Honours (1)	Either: (a) A Degree Mark of 70 or more; or (b) 120 credits (from Stages Two and Three) at 70 or above with a Degree Mark of 68 or 69.
Upper Second Class Honours (2.1)	Either: (a) A Degree Mark of 60 or more; or (b) 120 credits (from Stages Two and Three) at 60 or above with a Degree Mark of 58 or 59.
Lower Second Class Honours (2.2)	Either: (a) A Degree Mark of 50 or more; or (b) 120 credits (from Stages Two and Three) at 50 or above with a Degree Mark of 48 or 49.
Third Class Honours (3)	Meet the criteria for the award of an Honours degree (see 1.64 above) but without sufficient marks to obtain a Lower Second Class honours degree or higher.

## **Direct entry to the Final Stage of a University of Essex Three-Stage Degree**

### **Requirements and degree classification when progressing from a University of Essex validated Foundation Degree or Diploma of Higher Education**

- 1.68 If you are progressing from a University of Essex validated Foundation Degree or Diploma of Higher Education, you must pass at least 105 credits in Stage Two (the Final Stage of your Diploma or Foundation Degree). At least 210 credits must be passed over Stage Two and Stage Three. At least 90 credits must be passed at Level 6.
- 1.69 Your marks from Stage Two and Stage Three are used to calculate an overall Degree Mark. Your Stage Two mark counts as 40% and your Stage Three mark counts as 60%. The Degree Mark is used to determine your degree class. This is set out in Table 1.5 above. The degree classification requirements are the same as those for a Three-Stage Degree.

### **Requirements and degree classification when progressing from Foundation Degrees or Diplomas of Higher Education at other institutions or for direct entry to the Final Stage of a University of Essex Three-Stage Honours Degree**

- 1.70 If you have been given direct entry to the Final Stage of a University of Essex degree with a Level 5 award (including Foundation Degree or Diploma of Higher Education) awarded by another institution, you must pass 120 credits in Stage Three. At least 90 credits must be passed at Level 6.
- 1.71 If you have been given direct entry to the Final Stage of a University of Essex degree, you must pass 120 credits in Stage Three with at least 90 credits at Level 6.
- 1.72 In both of the circumstances described above, only module marks awarded in Stage Three will be used to calculate your final Degree Mark and classification. This is set out in Table 1.6 below.

#### **Table 1.6: Degree classification for direct entry to the Final Stage of a University of Essex Three Stage Honours Degree**

<b>Classification</b>	<b>Requirement to achieve this classification</b>
First Class Honours (1)	Either: (a) A Degree Mark of 70 or more; or (b) 60 credits at 70 or above with a Degree Mark of 68 or 69.
Upper Second Class Honours (2.1)	Either: (a) A Degree Mark of 60 or more; or (b) 60 credits at 60 or above with a Degree Mark of 58 or 59.
Lower Second Class Honours (2.2)	Either: (a) A Degree Mark of 50 or more; or (b) 60 credits at 50 or above with a Degree Mark of 48 or 49.
Third Class Honours (3)	Meet the criteria for the award of an Honours degree (see 1.68 or 1.70 above) but without sufficient marks to obtain a Lower Second Class honours degree or higher.

- 1.73 All other aspects of the rules apply to you when entering Stage Three with the exception of the eligibility requirements for the exit award of an Ordinary Degree (see 1.74 below).
- 1.74 If you have been given direct entry to Stage Three of a University of Essex degree with a Level 5 award (including Foundation Degree or Diploma of Higher Education) awarded by another institution, and you pass 100 credits or more in Stage Three including at least 60 credits at Level 6, the Board of Examiners will consider you for an Ordinary Degree, which is unclassified.

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