Late Submission of MSc Dissertations (EC981)

The University’s policy on late submission of coursework has been amended as follows:

*When a piece of work, constituting 100% of assessment for the course, has the status of an examination (e.g., a project or dissertation), and you feel you have extenuating circumstances, submissions beyond five days will be accepted for consideration by the relevant Extenuating Lateness Committee. You will need to submit an Extenuating Performance Form and any documentation along with the piece of work.*

For MSc economics students the only work affected is the EC981 dissertation.

**How does the new policy affect the mark awarded for a late dissertation?**

**Submission within five working days of the deadline**

The dissertation will be marked in accordance with the Extenuating Lateness policy. This means that a mark of zero will be awarded unless the department’s Extenuating Lateness Committee decides that the mark on the dissertation should be instated. Check the University’s policy on Extenuating Lateness for the criteria that will determine whether the mark will be instated. (The mark is recorded as zero unless the committee decides that it can be instated.)

**Submission more than five working days after the deadline**

A mark of zero for the dissertation will be recorded. In this case, it is *very important* that an Extenuating Performance Form is submitted to explain the reasons why the dissertation could not have been submitted earlier. The Board of Examiners (which meets in late June to determine degree classifications) will then decide whether the extenuating circumstances claim should be upheld, in the same way as it would if an examination had been missed. The Board of Examiners has considerable discretion in this regard. The decision that it makes will depend on the Board’s evaluation of the significance of the extenuating circumstances.

**VERY IMPORTANT –**

The presence of a zero mark for your dissertation (or a missed examination) can have severe implications for your degree: the rules of assessment state that no MSc degree should be awarded if any mark is below 40. Only if the extenuating circumstances can be shown to be of a most serious nature is the Board of Examiners likely to use its discretion in favour of a student who submits a dissertation after the deadline (or who is absent from an examination). Make every effort to ensure that you submit your dissertation before the deadline (and that you attend all your examinations).