

UNIVERSITY OF ESSEX

**RULES OF ASSESSMENT FOR FOUR YEAR FULL-TIME INTEGRATED MASTERS
AWARD IN MODERN LANGUAGES (Translation)**

**ACADEMIC YEAR 2019-2020
(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 correct for the Programme. Students will not normally be permitted to transfer onto an Integrated Masters programme after the end of the first term of Year Two.

2 PASS MARK

- a) The pass mark for modules in Year One, Two and Three is 40 but higher pass marks will be required in identified modules, as indicated in the rules of progression which are set out below. The pass mark for modules in Year Four is 50. Credits are only awarded if the module is passed. In cases where failure with of mark of 40 (at 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.

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 90 credits at the first attempt
and
- c) achieve a Year mark of 65 at the first attempt
and
- d) achieve a mark of 70 in at least one practical language module at the first attempt
and
- e) 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 65 at the first attempt, and/or failed to achieve 70 or above in a practical language module, and/or has not passed 90 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- or four-year honours degree programme will then apply¹.
- b) Where the student has a Year mark of at least 65 at the first attempt and achieved 70 or above in the practical language module, but the student has failed a **maximum of 30 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 substantial 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 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) To repeat the Year of study full-time for uncapped module marks.

or

- b) To consider the student for a transfer to a relevant three- or four-year honours degree programme¹.

or

- c) Where a student has no substantial 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 at the first attempt
and
- b) achieve a Year mark of 65 at the first attempt
and
- c) achieve a mark of 70 in at least one practical language module in Year 2 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 failed to achieve a Year mark of 65 and/or failed to achieve 70 in the practical language module the following options would be available:
 - i. Where the student has achieved 120 credits at level 5 or above they can transfer to an appropriate honours degree (three-year or four-years) programme in which they will be governed by the relevant Rules of Assessment.
 - ii. Where the student has failed a maximum of 30 non-core credits and has passed 120 credits in Year One, or has failed a maximum of 15 non-core credits and has passed 105 credits from Year One, they are able to transfer to an appropriate honours degree (three or four-year) programme and they must undertake the necessary reassessment prior to the next academic Year¹. The Student's reassessment will then be governed by the relevant three- or four-year Rules of Assessment. Where reassessment takes place the module aggregate mark will be capped at 40.
- b) Where the student has achieved a Year mark of 65 and 70 in the practical language module but has failed to achieve 120 credits at the first attempt, they are able to transfer to an appropriate honours degree (three or four-year) programme and they must undertake the necessary reassessment prior to the next academic Year. The Student's reassessment will then be governed by the relevant three- or four-year Rules of Assessment. Where reassessment takes place the module aggregate mark will be capped at 40.
- c) Where the student has failed more than 60 credits and has a Year mark greater than 20, they must repeat the year of study on a full-time basis for uncapped marks. The student can also apply to transfer to Year Two on an appropriate honours degree (three or four-year programme), if possible, to undertake the repeat study if they do not wish to remain on the integrated masters¹.

- d) Where a student has no substantial 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) Where the student has not met the requirements to proceed having had two opportunities to undertake the assessment for a module, they would be required to withdraw from the University.
- f) A student can be offered one of the following exit awards, if the relevant criteria has been met;
- i. 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.
 - ii. 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.

3.3 Progression from Year Three (Year Abroad) to Year Four

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

- a) Enrol onto and attempt to pass the equivalent of 120 Essex credits. At least 90 credits must be at Level 6. The best 75 of the marks obtained for individual modules will be used to create an average Year Mark which will be converted into an Essex Year Mark and validated. This Year Mark must be passed with a mark of 50.
- and
- b) achieve a mark of 60 in the Dissertation or equivalent module at the first attempt
- and
- c) 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:

Reassessment or repeat year is not normally available for a period of study abroad. Limited reassessment opportunities, if any, exist for the study abroad year and would not normally be available.

- a) Where the student has not passed the 90 study abroad credits at the first attempt and/or has not achieved 60 or above in their Dissertation or equivalent module they will not be permitted to proceed on the integrated Masters programme. However, they may be considered for a transfer to a three year honours degree programme and will proceed to the final year of this programme. The normal rules of assessment for a three honours degree programme will then apply.

- b) Where the student has passed the 90 study abroad credits but has not achieved 60 or above in their Dissertation or equivalent module, they will not be permitted to proceed on the integrated Masters programme. However, they may be considered for a four-year honours degree programme and will proceed to the final Year of this degree¹.
- c) Where the student has no substantial extenuating circumstances, they must withdraw from the University in either of the following situations:
 - Where the Year age 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 credits at level 5 or above) have been attempted, and 225 have been passed, the student will be considered for the award of the Diploma of Higher Education.

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 and the dissertation or equivalent.
- 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, in addition to achieving the requirements for a pass in the Integrated Masters, 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 in addition to achieving the requirements for a pass in the Integrated Masters 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.

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 STAGE FOUR

5.1 Reassessment for taught modules in Stage 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 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 substantial 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 substantial extenuating circumstances.

6.1 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](#). When extenuating circumstances are accepted, the Board of Examiners will use its discretion to determine what if any action should be taken in accordance with the powers set out in the Policy. Except in the case of accepted extenuating circumstances, Boards of Examiners do not have powers of discretion in relation to the application of the rules of assessment.

END

Senate July 2019

¹ This option is only permissible where the student's UK immigration permissions allow.