

# UNIVERSITY OF ESSEX

## RULES OF ASSESSMENT FOR FULL-TIME GRADUATE CERTIFICATES 2023-24

(where offered as a stand-alone award)

### HEALTH AND SOCIAL CARE

Graduate Certificate: Psychological Well-being Practitioner (Low Intensity)

Graduate Certificate: Specialist Adult Mental Health (Mental Health Well-being Practitioner)

#### 1. PREAMBLE

- a) These rules should be read in conjunction with the relevant Programme Structure, Programme Specification and online Module Directory entries. The Module Directory will give detail of assessment arrangements. The Programme Structure will identify which modules are core for the programme.
- b) A core module must be taken as part of the programme structure and passed, with no condonement of marks below a pass allowed.
- c) It is for the Board of Examiners to determine whether the criteria for an award have been satisfied.

#### 2. PASS MARK

- a) The pass mark for all modules of the Graduate Certificate is 40.
- b) For the purposes of these rules taught module averages and the overall weighted average for the taught modules -will be rounded to the nearest whole number – i.e. 39.5 will count as 40, 39.4 as 39.

### **3. ELIGIBILITY FOR AN AWARD**

To be awarded a pass in the Graduate Certificate a student should:

- a) Obtain 60 credits;
- b) Pass all the taught core modules;
- c) Pass all assessments;
- d) Meet all the attendance requirements for the programme.

#### **A Pass with Merit or Distinction**

##### **Pass with Merit**

To obtain a Merit, in addition to achieving the requirements for a Graduate Certificate, a student should:

- Have an overall weighted average mark for the 60 Graduate Certificate credits of 60 or more.

##### **Pass with Distinction**

To obtain a Distinction, in addition to achieving the requirements for a Graduate Certificate, a student should:

- Have an overall weighted average mark for the 60 Graduate Certificate credits of 70 or more.

### **4. REASSESSMENT**

#### **Reassessment for taught modules**

- a) There are three types of assessments within this course:
  - i) Clinical Assessments (OSCEs, Recordings, Presentations)
  - ii) Work-Board Assessments (Portfolios)
  - iii) Academic Assessments (Written Reflections)
  
- b) Students who have failed any taught module may have a second attempt at the assessment for the module(s);
  
- c) Where all individual components of assessment must be passed in order to pass the module only one opportunity to resubmit the failed component will be offered;
  
- d) Failed work will normally be resubmitted within four weeks of students receiving their marked work for the original attempt with the exception of the portfolio, which is typically resubmitted within around eight weeks instead of four;
  
- e) 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;
  
- f) When a reassessment opportunity in a component leading to a numerical mark is offered the module aggregate will be calculated as follows:
  - i) Where students are not required to pass all the individual components of a module, the maximum mark that will be recorded for a module as a result of a second attempt is 40;
  
  - ii) When presented to the Board of Examiners at the end of the year, marks for resubmissions will be subject to capping in the following way. Where students are required to pass all individual components of assessment, a pre-resubmission module aggregate will be calculated using the failed mark(s):

- If the pre-resubmission module aggregate was below the pass mark then the resubmission can improve the module aggregate mark up to the pass mark only.
- If the pre-resubmission module aggregate was above the pass mark then the resubmission cannot improve the module aggregate mark. The module aggregate is capped at the pre-resubmission aggregate.

For assessments submitted in-year and where the pre-resubmission module aggregate is not known, the mark for each resubmitted component will be capped at 40.

**4.1** If a student fails a module on the second attempt at the assessment no further attempt is allowed and the student will be required to withdraw unless there are extenuating circumstances accepted as valid by the Board of Examiners.

**4.2** 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 accepted extenuating circumstances.

### **4.3 Reassessment of clinical assessment and work-based assessments**

- a) In addition to the above, only two failed clinical assessments and two failed work-based assessments are permitted to be repeated as a second attempt.
- b) If a student who has already had two second attempts at a clinical assessment fails a third clinical assessment, they will be required to withdraw, unless there are extenuating circumstances accepted as valid by the Board of Examiners.
- c) If a student fails a clinical assessment on the second attempt at the assessment no further attempt is allowed and the student will be required to withdraw, unless

there are extenuating circumstances accepted as valid by the Board of Examiners.

- d) If a student, who has already had two second attempts at a work-based assessment, fails a third clinical assessment, they will be required to withdraw, unless there are extenuating circumstances accepted as valid by the Board of Examiners.
- e) If a student fails a work-based assessment on the second attempt at the assessment no further attempt is allowed and the student will be required to withdraw, unless there are extenuating circumstances accepted as valid by the Board of Examiners.

## **5. ASSESSMENT PROCEDURES**

### **5.1 Powers of The Board of Examiners**

A Board of Examiners Meeting shall be held with the purpose of:

- a) Confirming the taught module marks achieved to date, including any marks for reassessment-presented to the Board, and awarding credit;
- b) Confirming any opportunities for reassessment for modules;
- c) Considering extenuating circumstances as necessary and their implications for results;
- d) Determining the award of any Graduate Certificate;
- e) Requiring any student whose performance is below that required to achieve an award to withdraw from the University.

### **5.2 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 April 2023**

<b>Document Review Information</b>	
<b>Document owner</b>	Assessment Team
<b>Document author</b>	Assessment Team
<b>Document last reviewed by</b>	Claire Watts
<b>Date last reviewed</b>	23/08/2023
<b>Review frequency</b>	Annually