

University of Essex

Rules of Assessment for Part-Time (over 12 months) Taught Masters Top-Up Degree 2025-26

Kensington College of Business (KCB), United Kingdom (UK) / KCB Global, UK

- MSc Governance (Top-Up) in Board Effectiveness (12 months - part time, 90-credits) - blended delivery by KCB Global within the UK and internationally

1. Preamble

- a) Kensington College of Business (KCB) is the trading name of Kensington College Limited, a private further and higher education provided based in the United Kingdom. KCB Global is the trading name of London Education Foundation, a registered charity which runs alongside the parent commercial entity KCB.
- b) These rules apply to the part-time (12 months), 90-credits Masters Top-up programme named above, delivered by KCB trading as KCB Global. The rules should be read in conjunction with the relevant Programme Structure, Programme Specification and Module Outlines. The Module Outlines will give detail of assessment arrangements. The Programme Structure will identify which modules are core for the programme (see d) below).
- c) The MSc Governance (Top-Up) in Board Effectiveness programme is a Recognition of Prior Learning (RPL) progression route for students who have successfully completed the “Chartered Governance Institute of UK and Ireland (CGI), Chartered Governance Qualifying Programme (CGQP),” a professional qualification which has been deemed to be equivalent to 90 credits of RPL. Students who do not hold the CGI CGQP will be considered for admission to the Top-Up course on a case-by-case basis, based on whether their prior learning meets the 90-credit RPL requirement.

- d) A taught module is any assessed component excluding the dissertation, or equivalent, which for:
- the MSc Governance (Top-Up) in Board Effectiveness programme is the Focussed Dissertation (30 credits);
- e) A core module must be taken as part of the programme structure and passed, with no condonement of marks below a pass allowed.
- f) All Masters degrees and exit awards can be awarded with Distinction or Merit.
- g) 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 Masters degree is 50. Credits are only awarded if the module is passed. In cases where failure with a mark of 40 is condoned, the credits are not awarded however the module mark will still be used to calculate the overall weighted average for the taught modules and the overall weighted average.
- b) For the purposes of these rules, taught module averages, the overall weighted average for the taught modules and the mark for the dissertation or equivalent will be rounded to the nearest whole number – i.e. 49.5 will count as 50, 49.4 as 49.

4. Eligibility for the Award of the Masters Degree

4.1 Pass

4.1.1 To be awarded a pass in the accredited **Masters in Governance (Top-Up) in Board Effectiveness** a student should:

- a) Attempt 90 credits at Masters Level (Level 7) of which 60 must be passed, with the remaining credits condoned, subject to (c);
- b) Pass all the taught core modules and pass the dissertation or equivalent;
- c) Failure with a mark of 40 or more for up to 30 credits in non-core taught modules, may be condoned provided the overall weighted average for all the taught modules is 50.

4.1.2 A Pass with Merit or Distinction

Pass with Merit

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

- Have an overall weighted average mark of 60 or more.

Pass with Distinction

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

- Have an overall weighted average mark of 70 or more.

4.2 The Postgraduate Certificate

Where a student is either unable to complete their studies or does not achieve the required credits to be awarded a Masters, then the award of a Postgraduate Certificate will be considered. Students can be considered for the award of a Distinction and Merit for an exit award.

KCB Global will identify on the published programme structure which taught modules have to be passed in order to obtain a PG Certificate.

Dissertation or equivalent credits cannot be used to obtain a Postgraduate Certificate.

4.2.1 To be awarded a **Postgraduate Certificate** a student should:

- a) Attempt 60 taught module credits at Masters Level (Level 7) of which 40 must be passed, with the remaining credits condoned, subject to (b);
- b) Failure with a mark of 40 or more for up to 20 credits in non-core modules will be condoned.

A Pass with Merit or Distinction

Where a student has more than 60 credits, the best credits compatible with the structure for a 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

5.1 Reassessment for taught modules

- a) Students who have failed any taught module(s) may have a second attempt at the assessment for the module(s);
- b) Where a provisional mark for the first attempt at assessment indicates that a student has failed the module, the student will be permitted to undertake the second attempt at the failed module assessment component(s) in-year, prior to the next meeting of the Board of Examiners.
- c) The marks for the first and second attempts at reassessment will be presented to the Board of Examiners to ratify the fail of the first attempt and confirm the outcome of the second attempt.

- d) The maximum mark that will be recorded for a module as a result of a second attempt is 50, unless there are substantiated extenuating circumstances accepted by the Board of Examiners.
- 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.

5.1.2 If a student fails a module on the second attempt at the assessment no further attempt is allowed unless there are substantiated extenuating circumstances accepted by the Board of Examiners.

5.1.3 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.

5.1.4 A student cannot be permitted to repeat a module unless there are extenuating circumstances accepted as valid by the Board of Examiners.

5.2 Resubmission of Dissertation or equivalent

- a) Resubmission of dissertations or equivalent is only permitted in the following circumstances:
 - (i) Either substantiated extenuating circumstances accepted at the discretion of the Board of Examiners; or
 - (ii) Where the current Dissertation Module Aggregate Mark is at least 40 and the Board of Examiners judges that the work required to achieve a pass does not include any additional experimental or practical work.

b) Resubmission is subject to the following conditions:

- (i) A dissertation or equivalent must normally be re-submitted within two months of the formal notification of permission to resubmit; in cases of extenuating circumstances, this may be extended to a maximum of twelve months;
- (ii) A dissertation or equivalent which has been resubmitted because of a marginal fail shall be awarded no more than a maximum mark of 50; in the case of resubmission because of extenuating circumstances, the full range of marks shall be available to examiners.

6. Assessment Procedures

6.1 Powers of the Board of Examiners

6.1.1 The Board of Examiners shall have the following powers:

- a) Confirming the taught module marks achieved, including any marks for reassessment presented to the Board, and awarding credit;
- b) Confirming the mark for the dissertation or equivalent, including any mark for resubmission;
- c) Confirming any opportunities for reassessment for modules, including resubmission of the dissertation or equivalent, and any opportunities for condonement;
- d) Considering each student's marks profile so that they can be advised on the range of possible award outcomes, including whether it is possible for them to make use of dissertation or equivalent credits;
- e) Considering extenuating circumstances as necessary and their implications for results;

f) Determining the appropriate award for each student;

g) Requiring any student whose performance is below that required to achieve an award to withdraw from the University.

6.1.2 Students will be required to withdraw where the accumulation of further credit would not result in the achievement of any postgraduate award according to the Rules of Assessment.

7. 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

Document Review Information	
Document owner	Assessment Team
Document author	Charlotte Strohm
Document last reviewed by	Deanna Walker
Date last reviewed	03/02/2026
Review frequency	annually