

Partnership with Kaplan Singapore

Variations to Undergraduate Rules of Assessment

(With effect from Academic Year 2014/15 onwards)

The following principles for variations to the University's standard undergraduate Rules of Assessment have been approved by Senate. These apply to all current and future courses delivered in Singapore by Kaplan.

1. Module level Rules

- a. The Rules of Assessment in place at the time the Exam Board meets are applied for all students, regardless of when they started their course, as long as any revisions would not negatively impact students.
 - The Rules published for the current academic year will indicate clearly where a change has been implemented from a particular date only and will show which Rules apply to specific groups of students.
- b. Students whose preliminary module marks (after Kaplan Singapore marking and moderation) indicate they need to undertake reassessment in that module should be able to undertake reassessment before an Exam Board where their studies would otherwise be delayed unnecessarily.
 - The marks for these students for both their assessment and reassessment would be considered by the next Exam Board.

2. Rules that apply to a Stage of study

- a. Students whose preliminary Stage two marks (before going to an Exam Board) indicate they have passed all credits, should be able to progress to the final Stage before the Exam Board meets.
 - These students would be allowed to progress to Stage three (final Stage) modules, and their marks would be considered by the next Exam Board. Should the marks change at the Exam Board (for example following scaling) which meant the student had then failed, one of the following options would apply.
- b. Students who have failed a maximum of 30 Stage two credits (from modules of any status) should be allowed to progress into the final Stage and be allowed to undertake reassessment at the same time.
 - Students will be clearly advised where their eligibility for their chosen award is dependent on successfully passing previously failed modules. Students can opt to undertake reassessment before progressing if they wish to.

Students who have met the stage two requirements to progress, but have failed credits which could be condoned

- These students would be allowed to progress to the final Stage and undertake reassessment at the same time, to the maximum of three attempts permitted in total.
- Alternatively, students in this situation could opt not to progress to the final Stage until they had undertaken the first reassessment attempt.
- After the first attempt at reassessment, if not all credits had been passed, students could opt to:
 - continue with their final Stage modules and undertake the third and final attempt at the remaining failed modules; or
 - condone some or all failed modules and continue with the final Stage modules, undertaking reassessment at the same time; or
 - stop final Stage study, and take further reassessment or repeat relevant modules by joining a later cohort of students (if necessary).

Students who have failed a maximum of 30 Stage two credits (modules of any status – not only within the condonable range)

- Subject to no restrictions relating to pre-requisites, these students would be allowed to progress to the final Stage with their cohort.
 - Alternatively, students in this situation could opt not to progress to the final Stage until they had met the requirements to progress.
 - Depending on the outcome of reassessment, students may be allowed to condone modules where possible, undertake a final attempt at reassessment, and/or progress and continue with the final Stage.
 - Students would be advised as soon as it became clear that they had not yet satisfied the requirements of Stage two or met the requirements to pass their degree. They would be kept informed as to their situation on the course, what they needed to do to complete the award, and what their options were (for example completing an exit award).
 - If students are required to withdraw, or opt to withdraw, before meeting the requirements to progress from Stage two successfully or to pass their award, they would be considered for exit awards as applicable, and would be granted credits for any Stage two and final Stage modules they had completed.
 - At the end of the final Stage modules, students would be required to choose whether they wished to graduate, or if they wished to delay graduation to continue with any remaining permitted attempts at reassessment.
- c. Students who have failed more than 30 Stage two credits should be required to meet the requirements to progress before beginning their final Stage modules.

Senate April 2015