

RULES OF ASSESSMENT FOR TAUGHT MASTERS DEGREES 2017/2018

DEPARTMENT OF PSYCHOSOCIAL AND PSYCHOANALYTIC STUDIES

MA PSYCHODYNAMIC COUNSELLING (3 Years/36 months)

1 PREAMBLE

- a) In addition to the standard Rules of Assessment for students on Taught Masters Degrees, the following rules are applicable in relation to the MA Psychodynamic Counselling (36 months). These rules should be read in conjunction with the relevant Programme Structure, Programme Specification and Module Directory entries. The Module Directory will give detail of assessment arrangements. The Programme Structure will identify which modules are core for the course.
 - b) A taught module is any assessed component excluding the Level 7 dissertation. 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.
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2 PASS MARK

- a) The pass mark for modules in Year One is 40. Credits are only awarded if the module is passed. In cases where failure with a mark of 35-39 is condoned, the credits are not awarded.
 - b) All modules in Year Two and Three will be at Level 7. The pass mark for all Level 7 modules in Year Two and Three 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.
 - c) For the purposes of these rules taught module averages, the overall weighted average for the taught modules and the mark for the dissertation will be rounded to the nearest whole number - i.e. 39.5 will count as 40, but 39.4 will count as 39. 49.5 will count as 50, 49.4 as 49.
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3 PROGRESSION FROM YEAR ONE TO YEAR TWO

3.1 To progress from Year One to Year Two students must:

- a) Subject to (e), obtain 120 credits.
- b) Pass all the taught core modules.
- c) Obtain 90 credits at level 6 and the remaining credits at level 5.
- d) Pass at least 60 taught module credits at the first attempt unless there are substantiated extenuating circumstances accepted by the Board of Examiners.
- e) Failure with a mark of 35 or more for up to 30 credits in non-core taught modules, will be condoned provided the overall weighted average for Year One is 40.
- f) Embark on personal therapy

4 PROGRESSION FROM YEAR TWO TO YEAR THREE

4.1 To progress from Year Two to Year Three, students must:

- a) Complete a minimum of 40 clinical hours; and
- b) Complete a minimum of 40 therapy sessions within this academic year

ELIGIBILITY FOR AN AWARD

4.2 THE MASTERS DEGREE

4.2.1 Pass

To be awarded a pass in the Masters a student should:

- a) subject to (f), obtain 300 credits
- b) Pass all the taught core modules and the Level 7 dissertation;
- c) Pass at least 60 taught Level 7 module credits at the first attempt unless there are substantiated extenuating circumstances accepted by the Board of Examiners;
- d) Complete 150 clinical hours over the course of the degree;
- e) Complete a minimum of 40 therapy sessions in each year of the degree;
- f) In Year One, failure with a mark of 35 or more for up to 30 credits in non-core taught modules will be condoned provided the overall weighted average for the Year is 40. Failure in Level 7 modules in Years Two and Three with a mark of 40 or more, for up to a final total of 40 credits in non-core taught modules, will be condoned provided the overall weighted average for all the Level 7 taught modules in Years Two and Three is 50.

6.1 A Pass with Merit or Distinction

Results for a Pass with Merit or Distinction are calculated by two methods, known as 'Dominant Quality' and 'Arithmetic Average'. Students will receive the more favourable result of the two.

6.1.1 Pass with Merit

a) *Dominant Quality*

To obtain a merit a student should:

- i) Obtain 180 credits at Level 7 in Year Two and Three at the first attempt except in the case of substantiated extenuating circumstances accepted by the Board of Examiners;
- ii) Obtain 120 credits at Level 7 across Years Two and Three at 60 or above, which must include the dissertation;
- iii) Have no Level 7 module mark in Years Two and Three below 50.

b) *Arithmetic Average*

To obtain a merit a student should:

- i) Obtain 180 credits at Level 7 in Year Two and Three at the first attempt except in the case of substantiated extenuating circumstances accepted by the Board of Examiners;
- ii) Obtain 90 credits at 60 or above at Level 7 across Years Two and Three, which must include the dissertation;
- iii) Have an overall weighted average mark of 60 or more for Level 7 modules taken in Years Two and Three;
- iv) Have no Level 7 module mark below 50 in Years Two and Three.

6.1.2 Pass with Distinction

a) *Dominant Quality*

To obtain a distinction a student should:

- i) Obtain 180 credits at Level 7 in Year Two and Three at the first attempt, except in the case of substantiated extenuating circumstances accepted by the Board of Examiners;
- ii) Obtain 120 credits at 70 or above at Level 7 across Years Two and Three, which must include the dissertation;
- iii) Have no Level 7 module mark below 50 in Years Two and Three.

b) *Arithmetic Average*

To obtain a distinction a student should:

- i) Obtain 180 credits at Level 7 in Year Two and Three at the first attempt except in the case of substantiated extenuating circumstances accepted by the Board of Examiners;
- ii) Obtain 90 credits at 70 or above at Level 7 across Years Two and Three, which must include the dissertation;
- iii) Have an overall weighted average mark of 70 or more for Level 7 modules taken in Years Two and Three;
- iv) Have no Level 7 module mark below 50 in Years Two and Three.

7. EXIT AWARDS

- 7.1 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 Diploma, a Postgraduate Certificate, a Graduate Diploma or a Graduate Certificate will be considered. Students can be considered for the award of a distinction and merit for an exit award.

Departments will identify on the published programme structure which taught modules have to be passed in order to obtain these exit awards. In some cases it will be possible to obtain the necessary credits for a PG Diploma by using dissertation credits as well as taught module credits from Years Two and Three.

- 7.2 To be awarded a **POSTGRADUATE DIPLOMA** a student should:

- a) Normally complete and have been assessed for all the taught Masters modules
- b) Subject to (e), obtain 120 credits at Masters Level 7.
- c) Pass at least 60 taught module credits at Level 7 at the first attempt.
- d) Pass all taught core modules.
- e) Failure with a mark of 40 or more for up to 30 credits in non-core Level 7 modules will be condoned provided that the overall weighted average for the 120 Level 7 PG Diploma credits is 50.

Credits obtained for the Level 7 dissertation can be used when considering whether a Postgraduate Diploma can be awarded, provided that the above criteria have been met.

7.3 To be awarded a **POSTGRADUATE CERTIFICATE** a student should:

- a) Subject to (d), obtain 60 taught module credits at Masters Level 7
- b) Pass all taught core modules.
- c) Pass 15 Level 7 credits at the first attempt.
- d) Failure with a mark of 40 or more for up to 20 Level 7 credits, in non-core modules, will be condoned.

Level 7 Dissertation credits cannot be used to obtain a Postgraduate Certificate.

7.4 To be awarded a **GRADUATE DIPLOMA** a student should:

- a) Subject to (e), obtain 120 credits in Year One.
- b) Pass all the taught core modules In Year One.
- c) Obtain 90 credits at level 6 and the remaining credits at level 5 in Year One.
- d) Pass at least 60 taught module credits in Year One at the first attempt unless there are substantiated extenuating circumstances accepted by the Board of Examiners.
- e) Failure with a mark of 35 or more for up to 30 credits in Year One in non-core taught modules, will be condoned provided the overall weighted average for Year One is 40.

Level 7 credits cannot be used to obtain a Graduate Diploma.

7.5 To be awarded a **GRADUATE CERTIFICATE** a student should:

- a) Subject to (e), obtain 60 credits in Year One.
- b) Pass all taught core modules in Year One.
- c) Obtain 45 credits at level 6 and the remaining credits at level 5 in Year One.
- d) Pass 15 credits in Year One at the first attempt.
- e) Failure with a mark of 35 or more for up to 15 credits in Year One, in non-core modules, will be condoned.

Level 7 credits cannot be used to obtain a Graduate Certificate.

8 SECOND ATTEMPTS

8.1

- a) Students may have a second attempt for module(s) that have been failed, up to a maximum of 30 taught module credits in Year One, and 60 taught modules in total across Years Two and Three.
- b) No second attempt at the assessment for a module is permitted prior to the Board of Examiners meeting where marks are confirmed and is subject to departmental arrangements.
- c) The maximum mark that will be recorded for a module as a result of a second attempt is 40 in Year One and 50 in Years Two and Three, unless there are substantiated extenuating 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.

8.2 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.

8.3 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 retake a module unless permitted by the Board of Examiners because of substantiated extenuating circumstances.

8.4 Clinical Hours Requirements

- a) In order to receive accreditation, students must complete 150 clinical hours across the course of the degree.
- b) If a student has not completed the required clinical hours by the time modules have been completed, they will not be eligible to graduate. When determining eligibility for an award, the Board of Examiners may allow students to complete the required clinical hours within a specified period of months in order to complete the degree.

8.5 Re-submission of Dissertations

- a) Re-submission of Level 7 dissertations 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 original mark awarded is at least 40 and the Board of Examiners judges that the work required does not include any additional experimental or practical work.
 - b) Re-submission is subject to the following conditions:
 - i) A dissertation 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 which has been re-submitted because of a marginal fail shall be awarded no more than the minimum pass mark; in the case of re-submissions because of extenuating circumstances, the full range of marks shall be available to examiners.
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9 ASSESSMENT PROCEDURES

9.1 POWERS OF THE BOARD OF EXAMINERS

The Board of Examiners shall have the following powers:

- a) Confirming the taught module marks achieved, including any resit marks presented to the Board, and awarding credit.
- b) Confirming that the requirements for clinical hours and therapy sessions have been met.
- c) Confirming dissertation/project marks.
- d) Confirming any opportunities for second attempts at the assessment for modules, including resubmission of the dissertation.
- e) 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 credits.
- f) Considering extenuating circumstances as necessary and their implications for results.
- g) Determining the appropriate award for each student.
- h) Requiring any student whose performance is below that required to achieve an award to withdraw from the University.

9.1.1 An Interim Board of Examiners Meeting shall normally be held at the end of the taught module assessment or at the end of a stage of study for a part-time course.

9.1.2 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.

9.2 EXTENUATING CIRCUMSTANCES

Extenuating circumstances can only be considered by the Board of Examiners if the student has submitted an extenuating circumstances form by the agreed deadline. When substantial extenuating circumstances are accepted by the Board of Examiners it may use its discretion to depart from the rules of assessment where this is necessary to achieve a fair result.

9.3 EXAMINATION BOARD DISCRETION

Except in the case of Extenuating Circumstances (see 5.2 above), the Board of Examiners does not have powers of discretion in relation to the application of the rules of assessment.

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