

# UNIVERSITY OF ESSEX

## RULES OF ASSESSMENT FOR FULL-TIME POSTGRADUATE CERTIFICATES 2023-2024

(where offered as a stand-alone award)

### HEALTH AND SOCIAL CARE

PG Cert Psychological Well-being Practitioner (Low Intensity)

PG Cert Specialist Adult Mental Health (Mental Health Well-being Practitioner)

#### 1. PREAMBLE

- a) These rules apply to the programmes named above. 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 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 components is 50.
- b) For the purposes of these rules taught module averages will be rounded to the nearest whole number – i.e. 49.5 will count as 50, 49.4 as 49.
- c) All work placement/work-based assessments are assessed on a pass/fail basis. They are non-credit bearing but must be passed.

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

#### **The Postgraduate Certificate**

To be awarded a Postgraduate Certificate a student should:

- a) Obtain 60 credits at Masters level (level 7);
- b) Pass all taught modules that are core components of the Postgraduate Certificate;
- c) Pass all assessments;
- d) Meet 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 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.

## 4. REASSESSMENT

### 4.1 Reassessment for taught modules

- a) There are three types of assessments within this course:
  - i) Clinical Assessments (OSCEs, Recordings, Presentations)
  - ii) Work-Based 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 50;

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 reassessments submitted in-year and where the pre-resubmission module aggregate is not known, the mark for each resubmitted component will be capped at 50.

**4.2** 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.

### **4.3 Reassessment for clinical and work-based assessments**

- a) In addition to the above, only two failed clinical placements and two failed work-based assessments are permitted to be retaken 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 placement 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 work-based 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**

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 any opportunities for reassessment for modules, including resubmission of the dissertation or equivalent, and any opportunities for condonement;
- c) Considering extenuating circumstances as necessary and their implications for results;
- d) Determining the appropriate award for each student;
- e) Confirming the assessment for the clinical elements;

- f) Determining that the credit being presented for the award is current;
- g) Requiring any student whose performance is below that required to achieve an award to withdraw.

## 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