

# UNIVERSITY OF ESSEX

## UNDERGRADUATE RULES OF ASSESSMENT

Applicable to Students Studying at:

**AEGEAN OMIROS COLLEGE**

**Starting in Academic Year 2022-23**

**Three-Year Honours Degree (Standard)**

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## **1. PREAMBLE**

- 1.1.** These variations to the Rules of Assessment should be read in conjunction with the following documents:
  - (a) Principles of the Rules of Assessment framework
  - (b) Framework for University of Essex Undergraduate courses
  - (c) Extenuating Circumstances
  - (d) Board of Examiners Discretion
  - (e) Glossary of Terms
- 1.2.** These variations apply to all current and future “Standard” Three-Year Undergraduate courses delivered in Greece by Aegean Omiros College. The Standard course requirements to achieve a module pass mark are shown in 2.1.1. below. Please refer to Appendix A which outlines the courses which these Standard Rules of Assessment apply to.
- 1.3.** The Rules of Assessment in place at the time of the meeting of a Board of Examiners are applied for all students, regardless of when they started their course, provided that any revisions that have been made will not negatively impact students.

## **2. YEAR ONE**

### **2.1. Requirement to Pass Year One**

- 2.1.1.** To pass Year One and proceed to Year Two, you must pass all modules (by achieving an overall pass mark of 40 for the module) and achieve 120 credits in the Year at Level 4.
- 2.1.2.** Meet any [variation to the Rules of Assessment](#) which may apply to your course;
- 2.1.3.** You may be permitted to proceed from Year One to Year Two if, following an attempt at reassessment, you have passed a minimum of 90 credits and failed up to a maximum of 30 credits. Up to 30 failed credits can be carried forward from Year One to Year Two of your course so that you can undertake reassessment in these modules before the end of Year Two. Carrying forward the reassessment in failed credits to the following Year is called “trailing”. Where credits are trailed from Year One to Year Two, the mark for reassessment in the trailed credits will be recorded as part of your Year One marks. You are only able to trail credits from one Year into the Year that directly follows. i.e. Year One credits can be trailed into Year Two but cannot be subsequently trailed into the Final Year and so will need to be passed prior to progression to the Final Year. If you do not pass the trailed credits from Year One after the third attempt, then you will be required to withdraw from the course (see Section 2.7), given that all modules in the course are core (see Section 2.1.1 above).

### **2.2. Pass With Distinction**

- 2.2.1.** To achieve a Distinction in Year One, you must have the following, either:
- (a) A Year Mark of 70 or above; or
  - (b) 60 Credits at 70 or above with a Year Mark of 68 or 69.

### **2.3. Reassessment: General Principles**

- 2.3.1.** If you have failed any module(s) after you have completed all your assessments, but you have a Year Mark of 20 or above, you will need to take reassessment before you can progress to the next Year of

study. It is not possible to progress and take the reassessment or repeat the module while you are studying, in the next Year, unless you have been offered trailing (Section 2.5.1.2).

**2.3.2.** The Board of Examiners can permit up to two further attempts at any module. However, your Module Mark(s) for those further attempts will be capped at 40.

**2.3.3.** The Board of Examiners will offer you all the reassessment opportunities that are available to you.

**2.3.4.** If you have attempted the reassessment of a module in the resit period, without attending the College or by the end of the following Academic Year if you have trailed up to 30 failed credits (see Section 2.5.1.2) and your Module Mark is lower than your previous attempt, the Board of Examiners will use the previous higher mark to determine whether or not you can progress. However, if you repeat the Year (either full-time or part-time), the marks you achieve during your repeat year will be the marks that are used by the Board of Examiners to determine whether or not you can progress. They will not take account of marks from a previous year or attempt, even if they are higher.

**2.3.5.** Failing a module after having been offered all permitted reassessment attempts will lead to a requirement to withdraw.

#### **2.4. Compulsory Reassessment Opportunities at the End of the Year**

**2.4.1.** If you do not pass the Year, but have a Year Mark of 20 or above, you will be offered reassessment.

**2.4.2.** If you fail up to 60 credits you will be offered compulsory reassessment before the start of the next Year. Your Module Mark(s) will be capped at 40.

**2.4.3.** If you fail more than 60 credits you will be offered one or more of the following options:

- (a) A full-time repeat year for uncapped Module Marks;
- (b) A part-time repeat year for up to 105 credits for uncapped Module Marks;
- (c) Reassessment in the following Year without attending the College for capped Module Marks.

## **2.5. Compulsory Reassessment Opportunities Following the Resit Assessment Period**

**2.5.1.** Following reassessment, if you do not meet the requirements to progress, but achieve a Year Mark of 20 or above, you will be offered the following opportunities:

**2.5.1.1.** If you have failed more than 30 credits, you will be offered one or more of the following options:

- (a) A full-time repeat year for uncapped Module Marks;
- (b) A part-time repeat year for up to 105 credits for uncapped Module Marks;
- (c) Reassessment in the following Year without attending the College for capped Module Marks.

**2.5.1.2.** If you have failed up to 30 credits, you will be offered the following options:

- (a) If you have not had three attempts at the failed credits, you can remain in Year One and take reassessment (see 2.5.1.1 above).
- (b) Alternatively, if you have not had three attempts at the failed credits, you can progress to Year Two trailing the failed credits and take a further reassessment attempt at the trailed Year One credits before the end of the Autumn Term of Year Two. If you do not pass the final reassessment attempt (third attempt) you will be required to withdraw from the College (see 2.7.1(c) below), given the requirement to pass all modules (see 2.1.1 above).

**2.5.2.** With regards to 2.5.1.2(b) above, if, due to Extenuating Circumstances (see Section 2.8 below), you are unable to complete all your reassessment attempts in trailed Year One modules by the end of Year Two, you will be offered the following options:

- (a) Continue to Spring Term of Year Two trailing the failed Year One credits and undertake a further reassessment attempt at the trailed Year One credits before the end of the Spring Term of Year Two.

- (b) Cease Year Two study with immediate effect and undertake a further reassessment attempt at the trailed Year One credits, out of residence, during the remainder of the current Academic Year (Spring Term / Summer Term).

**2.5.3.** With regards to 2.5.2(a) and (b) above, if you do not pass the final reassessment attempt in the trailed Year One credits, you will be required to withdraw from the College (see 2.7.1(c) below), given the requirement to pass all modules (see 2.1.1 above).

## **2.6. Exit Awards**

**2.6.1.** If you cannot complete your studies or you are withdrawn from the College for any reason, the Board of Examiners will consider you for an Exit Award.

**2.6.2.** If you have been awarded 120 credits at Level 4, the Board of Examiners will consider you for a Certificate of Higher Education.

## **2.7. Withdrawal**

**2.7.1.** You will be required to leave the College if:

- (a) Your Year Mark is less than 20; or
- (b) You were required to take compulsory reassessment and you undertook none of the reassessment; or
- (c) You have failed the same module after three attempts; or
- (d) You cannot complete your studies in your maximum period.

## **2.8. Extenuating Circumstances**

**2.8.1.** 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](#).

### **3. YEAR TWO**

#### **3.1. Requirement to Pass Year Two**

- 3.1.1.** To pass Year Two and proceed to the Final Year, you must pass all modules and achieve 120 credits in the Year at Level 5 or above;
- 3.1.2.** Meet any [variation to the Rules of Assessment](#) which may apply to your course;
- 3.1.3.** You may be permitted to proceed from Year Two to the Final Year if, following an attempt at reassessment, you have passed a minimum of 90 credits and failed up to a maximum of 30 credits. Up to 30 failed credits can be carried forward from Year Two to the Final Year of your course so that you can undertake reassessment in these modules before the end of the Final Year. Carrying forward the reassessment in failed credits to the following Year is called “trailing”. Where credits are trailed from Year Two to the Final Year, the mark for reassessment in the trailed credits will be recorded as part of your Year Two marks and will need to be passed prior to the end of the Final Year, alongside Final Year modules (see Section 4.1.1.) in order to successfully complete the course and be eligible for the Bachelors award. If you do not pass the trailed credits from Year Two after the third attempt, then you will be required to withdraw from the course (see Section 3.6), given that all modules in the course are core (see Section 3.1.1 above).

#### **3.2. Reassessment: General Principles**

- 3.2.1.** If you have failed any module(s) after you have completed all your assessments, but you have a Year Mark of 20 or above, you will need to take reassessment before you can progress to the next Year of study. It is not possible to progress and take the reassessment or repeat the module, while you are studying in the next Year, unless you have been offered trailing (Section 3.4.1.2).
- 3.2.2.** The Board of Examiners can permit up to two further attempts at any module. However, your Module Mark(s) for those further attempts will be capped at 40.
- 3.2.3.** The Board of Examiners will offer you all the reassessment opportunities that are available to you.



**3.2.4.** If you have attempted the reassessment of a module in the resit period, without attending the College or by the end of the following Academic Year if you have trailed up to 30 failed credits (see Section 3.4.1.2) and your Module Mark is lower than your previous attempt, the Board of Examiners will use the previous higher mark to determine whether or not you can progress. However, if you repeat the Year (either full-time or part-time), the marks you achieve during your repeat year will be the marks that are used by the Board of Examiners to determine whether or not you can progress. They will not take account of marks from a previous year or attempt, even if they are higher.

**3.2.5.** Failing a module after having been offered all permitted reassessment attempts will lead to a requirement to withdraw.

### **3.3. Compulsory Reassessment Opportunities at the End of the Year**

**3.3.1.** If you do not pass the Year, but have a Year Mark of 20 or above, you will be offered reassessment.

**3.3.2.** If you fail up to 60 credits you will be offered compulsory reassessment before the start of the next Year. Your Module Mark(s) will be capped at 40.

**3.3.3.** If you fail more than 60 credits you will be offered one or more of the following options:

- (a) A full-time repeat year for uncapped Module Marks;
- (b) A part-time repeat year for up to 105 credits for uncapped Module Marks;
- (c) Reassessment in the following Year without attending the College for capped Module Marks.

### **3.4. Compulsory Reassessment Opportunities Following the Resit Assessment Period**

**3.4.1.** Following reassessment, if you do not meet the requirements to progress, but achieve a Year Mark of 20 or above, you will be offered the following opportunities:

**3.4.1.1.** If you have failed more than 30 credits, you will be offered one or more of the following options:

- (a) A full-time repeat year for uncapped Module Marks;
- (b) A part-time repeat year for up to 105 credits for uncapped Module Marks;
- (c) Reassessment in the following Year without attending the College for capped Module Marks.

**3.4.1.2.** If you have failed up to 30 credits, you will be offered the following options:

- (a) If you have not had three attempts at the failed credits, you can remain in Year Two and take reassessment (see 3.4.1.1 above).
- (b) Alternatively, if you have not had three attempts at the failed module(s), you can progress to the Final Year trailing the failed Year Two credits and take a further reassessment attempt at the trailed Year Two credits before the end of the Autumn Term of the Final Year. If you do not pass this final reassessment attempt (third attempt) you will be required to withdraw from the College (see 3.6.1(c) below), given the requirement to pass all modules (see 3.1.1 above).

**3.4.2.** With regards to 3.4.1.2(b) above, if, due to Extenuating Circumstances (see Section 3.7 below), you are unable to complete all your reassessment attempts in trailed Year Two modules by the end of the Autumn Term of the Final Year, you will be offered the following options:

- (a) Continue to the Spring Term of the Final Year trailing the failed Year Two credits and undertake a further reassessment attempt at the trailed Year Two credits before the end of the Spring Term of the Final Year.
- (b) Cease Final Year study with immediate effect and undertake a further reassessment attempt at the trailed Year Two credits, out of residence, during the remainder of the current Academic Year (Spring Term / Summer Term).

**3.4.3.** With regards to 3.4.2(a) and (b) above, if you do not pass the final reassessment attempt in the trailed Year Two credits, you will be

required to withdraw from the College (see 3.6.1(c) below), given the requirement to pass all modules (see 3.1.1 above).

### **3.5. Exit Awards**

**3.5.1.** If you cannot complete your studies or you are withdrawn from the College for any reason, the Board of Examiners will consider you for an Exit Award.

**3.5.2.** If you have been awarded 120 credits at Level 4 or above, the Board of Examiners will consider you for a Certificate of Higher Education.

**3.5.3.** If you have been awarded 240 credits (with 120 credits at Level 5 or above), the Board of Examiners will consider you for a Diploma of Higher Education.

### **3.6. Withdrawal**

**3.6.1.** You will be required to leave the College if:

- (a) Your Year Mark is less than 20; or
- (b) You were required to take compulsory reassessment and you undertook none of the reassessment; or
- (c) You have failed the same module after three attempts; or
- (d) You cannot complete your studies in your maximum period.

### **3.7. Extenuating Circumstances**

**3.7.1.** 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](#).

## **4. FINAL YEAR**

### **4.1. Requirement to Pass the Final Year**

- 4.1.1. To pass the Final Year, you must pass all modules and achieve 120 credits in the Year at Level 6;
- 4.1.2. Meet any [variation to the Rules of Assessment](#) which may apply to your course;

### **4.2. Reassessment: General Principles**

- 4.2.1. If you have failed any module(s) after you have completed all your assessments, but you have a Year Mark of 20 or above, you will need to take reassessment. You must achieve 360 credits to be awarded your degree.
- 4.2.2. The Board of Examiners can permit up to two further attempts at a module before you can be awarded your degree. This is called 'compulsory reassessment'. However, your Module Mark(s) for those further attempts will be capped at 40.
- 4.2.3. The Board of Examiners will offer you all the reassessment opportunities that are available to you.
- 4.2.4. If you have attempted the reassessment of a module in the resit period or without attending the College and your Module Mark is lower than your previous attempt, the Board of Examiners will use the previous higher mark to determine whether or not you can progress. However, if you repeat the Year (either full-time or part-time), the marks you achieve during your repeat year will be the marks that are used by the Board of Examiners to determine whether or not you can progress. They will not take account of marks from a previous year or attempt, even if they are higher.

### **4.3. Compulsory Reassessment Opportunities at the End of the Year**

- 4.3.1. If you do not meet the requirements to pass and complete your degree, but you achieve a Year Mark of 20 or above, you may be offered reassessment. The reassessment offered to you will depend on how many credits you have failed in your Final Year.

**4.3.2.** In the Final Year you will be offered compulsory reassessment in all failed modules, up to a maximum of 60 credits, before the new Academic Year begins. Your Module Mark(s) will be capped at 40.

**4.3.3.** If you need to take reassessment in more than 60 credits and cannot complete your degree you will be offered one or more of the following opportunities;

- (a) A full-time repeat year for uncapped Module Marks;
- (b) A part-time repeat year for up to 105 credits for uncapped Module Marks;
- (c) Reassessment in the following Year without attending the College for capped Module Marks.

#### **4.4. Compulsory Reassessment Opportunities Following the Resit Assessment Period**

**4.4.1.** Following reassessment, if you do not meet the requirements to be awarded your degree but if you achieve a Year Mark of 20 or above, you may be offered one or more of the following opportunities:

- (a) A full-time repeat year for uncapped Module Marks; or
- (b) A part-time repeat year for up to 105 credits for uncapped Module Marks; or
- (c) Reassessment in the following Year without attending the College for capped Module Marks.

#### **4.5. Exit Awards**

**4.5.1.** If you cannot complete your studies or you are withdrawn from the College for any reason, the Board of Examiners will consider you for an Exit Award.

**4.5.2.** If you have been awarded 120 credits at Level 4 or above, the Board of Examiners will consider you for a Certificate of Higher Education.

**4.5.3.** If you have been awarded 240 credits (with 120 credits at Level 5 or above), the Board of Examiners will consider you for a Diploma of Higher Education.

**4.5.4.** If you have been awarded 300 credits (with 60 credits at Level 6), the Board of Examiners will consider you for an Ordinary degree, which is unclassified.

#### **4.6. Withdrawal**

**4.6.1.** You will be required to leave the College if:

- (a) Your Year Mark is less than 20; or
- (b) You were required to take compulsory reassessment and you undertook none of the reassessment; or
- (c) You have failed the same module after three attempts; or
- (d) You cannot complete your studies in your maximum period.

#### **4.7. Extenuating Circumstances**

**4.7.1.** 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](#).

## **5. DEGREE ELIGIBILITY AND CLASSIFICATION**

- 5.1.** To achieve a degree, you must pass 360 credits across your degree with 120 credits at Level 6.
- 5.2.** Your marks from Year Two (Level 5) and the Final Year (Level 6) are used to calculate an overall Degree Mark. Your Year Two mark counts as 40% and your Final Year Mark counts as 60% (except for in the circumstances outlined in 5.5 and 5.6 below; see 5.7 also). The Degree Mark is used to determine your Degree Class. This is set out in Table 1 below.
- 5.3.** Your degree is classified using your Degree Mark. If your Degree Mark is within two marks of the next Classification you will receive the higher Class if you have at least 120 of your credits across Year Two and the Final Year in the higher Class (as set out in Table 1 below).
- 5.4.** Module Marks, Year Marks and your Degree Mark are rounded to the nearest whole number, with half marks (i.e. .5) or more being rounded up.

**Table 1: Degree Classification**

<b>Classification</b>	<b>Requirement to achieve this Classification</b>
First-Class Honours (1)	Either: (a) A Degree Mark of 70 or more; or (b) 120 credits (from Year Two and Final Year) at 70 or above with a Degree Mark of 68 or 69.
Upper Second-Class Honours (2.1)	Either: (a) A Degree Mark of 60 or more; or (b) 120 credits (from Year Two and Final Year) at 60 or above with a Degree Mark of 58 or 59.
Lower Second-Class Honours (2.2)	Either: (a) A Degree Mark of 50 or more; or (b) 120 credits (from Year Two and Final Year) at 50 or above with a Degree Mark of 48 or 49.
Third-Class Honours (3)	Meet the criteria for the award of an Honours Degree but without sufficient marks to obtain a Lower Second-Class Honours Degree or higher.

**Requirements and Degree Classification when progressing from Foundation Degrees or Diplomas of Higher Education at other institutions or for direct entry to the Final Year of a University of Essex validated Three-Year Degree**

- 5.5.** If you have been given direct entry to the Final Year of a University of Essex validated degree with a Level 5 award (including Foundation Degree or Diploma of Higher Education) awarded by another institution, you must pass 120 Level 6 credits in your Final Year.
- 5.6.** If you have been given direct entry to the Final Year of a University of Essex validated degree, you must pass 120 Level 6 credits in your Final Year.



- 5.7.** In both of the circumstances described above, only Module Marks awarded in your Final Year will be used to calculate your final Degree Mark and Classification. This is set out in Table 2 below.

**Table 2: Degree Classification for direct entry to the Final Year of a University of Essex validated Three-Year Degree**

<b>Classification</b>	<b>Requirement to achieve this Classification</b>
First-Class Honours (1)	Either: (a) A Degree Mark of 70 or more; or (b) 60 credits at 70 or above with a Degree Mark of 68 or 69.
Upper Second-Class Honours (2.1)	Either: (a) A Degree Mark of 60 or more; or (b) 60 credits at 60 or above with a Degree Mark of 58 or 59.
Lower Second-Class Honours (2.2)	Either: (a) A Degree Mark of 50 or more; or (b) 60 credits at 50 or above with a Degree Mark of 48 or 49.
Third-Class Honours (3)	Meet the criteria for the award of an Honours Degree but without sufficient marks to obtain a Lower Second-Class Honours Degree or higher.

- 5.8.** All other aspects of the Three-Year rules apply to you when entering the Final Year, with the exception of the eligibility requirements for the exit award of an Ordinary Degree (see 5.9).

- 5.9.** If you have been given direct entry to the Final Year of a University of Essex validated degree with a Level 5 award (including Foundation

Degree or Diploma of Higher Education) awarded by another institution, and you pass 100 credits or more in your Final Year including at least 60 credits at Level 6, the Board of Examiners will consider you for an Ordinary Degree, which is unclassified.

**Partnerships Team**

**8 December 2022**

<b>Document Review Information</b>	
<b>Document owner</b>	Assessment Team
<b>Document author</b>	Assessment Team
<b>Document last reviewed by</b>	Chantelle Whyborn
<b>Date last reviewed</b>	October 2023
<b>Review frequency</b>	Annually

## Appendix A

### Courses Covered by the Standard Rules of Assessment

BSc (Hons) Psychology Science
BSc (Hons) Computing (Artificial Intelligence)
BSc (Hons) Computing (Data Science)
BSc (Hons) Computing (Software Development)
BSc (Hons) Business Administration
BSc (Hons) Business Administration (Accounting and Finance)
BSc (Hons) Business Administration (Digital Marketing)
BSc (Hons) Business Administration (Logistics)
BSc (Hons) Shipping Management
BSc (Hons) Tourism and Hospitality Management (Customer Experience and Wellness Management)
BSc (Hons) Tourism and Hospitality Management
BSc (Hons) Tourism and Hospitality Management (Hotel Management)
BSc (Hons) Tourism and Hospitality Management (International Events Management)
BSc (Hons) Tourism and Hospitality Management (International Tourism Management)
BA (Hons) English Language Teaching
BA (Hons) Drama (Acting)