

**UNIVERSITY OF ESSEX**  
**UNDERGRADUATE RULES OF ASSESSMENT**  
**Academic Year 2017-2018**  
**(year cohort first registered)**

**4.1 *Four-Year Honours Degrees***

*These rules also cover students on 5-year courses which include a Preliminary Year, or an International Foundation Programme as a Preliminary Year, and also contain a Year Abroad or Placement Year in Year 3. Students who are on 4-year courses which involve a Preliminary Year, but do not include a Year Abroad or Placement Year must see the Three-Year Honours Degree Rules of Assessment.)*

**4.1 PROGRESSION FROM THE PRELIMINARY Year OF A COURSE**

*(students who have studied Level 3 modules)*

**4.1.1 In order to progress from the Preliminary Year to Year One a student must:**

- a) achieve 120 credits at level 3

**and**

- b) meet any additional course or module specific requirements outlined in the approved variations to the Rules of Assessment, including professional, statutory and regulatory body requirements.
- c) Where the student has not met the requirements to progress, the Examination Board will take one of the decisions set out in paragraphs 4.1.2 and 4.1.3 below. However, it is also open to a department to decide whether, notwithstanding the fail, the student should be offered admission into the first year.

End of Year Examination Boards may also be used as progression boards for part-time students, and re-submission opportunities considered

In order to be awarded a **Distinction** in the Preliminary Year, students must meet at least one of the following criteria:

- Achieve an overall year mark of 69.5 at the first attempt, or;
- Achieve marks of 69.5 in at least 60 credits at the first attempt, with no credits below 59.5

**4.1.2 If a student does not meet the requirements to progress:**

- a) where the student has failed a **maximum of 60 credits**, they must undertake the necessary reassessment prior to the next academic year in order to fulfil the requirement to progress. The module aggregate mark will be capped at 40.

- b) where the student has failed **more than 60 credits** and has a year mark greater than 20, they must repeat the Year of study on a full-time basis for uncapped marks **or** to undertake the necessary reassessment the following Year without attendance. The module aggregate mark will be capped at 40. Students on the International Foundation Programme who are studying under a Tier 4 licence will not be allowed to repeat the Year of study on a full-time basis, unless there are substantiated extenuating circumstances which are accepted by the Board of Examiners and the Board believes it is appropriate to offer a repeat Year. However, they will be given the opportunity to study a maximum of 105 credits part-time to retrieve the failure.
- c) where a student has no substantiated extenuating circumstances, they must withdraw from the University in either of the following situations:
- where the Year mark is **below 20**;
  - where a student was absent from all examinations which were due to be sat in the most recent examination period;
  - where a student cannot complete their studies within the maximum period.

**4.1.3 When the Board meets after resits/resubmissions are completed, the Board will consider the following options (Boards cannot offer more than three opportunities to undertake the assessment for a module). Where appropriate the Board will offer more than one option to the student:**

- a) to repeat the Year of study full-time for uncapped marks. Students on the International Foundation Programme who are studying under a Tier 4 licence will not be allowed to repeat the Year of study on a full-time basis, unless there are substantiated extenuating circumstances which are accepted by the Board of Examiners and the Board believes it is appropriate to offer a repeat Year. However, they will be given the opportunity to study a maximum of 105 credits part-time to retrieve the failure.
- or**
- b) where the student has failed **a maximum of 60 credits**, to repeat the Year of study part-time, with the module aggregate mark capped at 40.
- or**
- c) to undertake the necessary reassessment at the next available opportunity, with the module aggregate mark capped at 40.
- or**
- d) where the student has not met the requirements to proceed having had three opportunities to undertake the assessment for a module, they would be required to withdraw from the University.
- or**
- e) where a student has no substantiated extenuating circumstances, they must withdraw from the University in either of the following situations:
- where the year mark is **below 20**;

- where a student has undertaken none of the required reassessment;
- where a student cannot complete their studies within the maximum period.

Note: An undergraduate exam board 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. This will not apply where students are repeating an entire year for uncapped marks. In such cases the marks achieved at the end of the repeat year will stand.

## **4.2 Progression from Year One to Year Two of Four-Year Honours Degrees**

*(students who have studied Level 4 modules)*

### **4.2.1 In order to progress from Year One to Year Two students must:**

- a) achieve 120 credits at level 4. [NB where a student has a fail mark below 40 in a maximum of 30 credits' worth of non-core modules it is possible for a student to progress to the next year of study in the circumstances set out in section 4.2.4]  
**and**
- b) pass core modules and meet any additional course or module specific requirements outlined in the variations to the Rules of Assessment, including professional, statutory and regulatory body requirements;  
**and**
- c) achieve a minimum year mark of 50 on all courses with a compulsory year or term abroad.

End of Year Examination Boards may also be used as progression boards for part-time students, and re-submission opportunities considered

In order to be awarded a **Distinction** in Year One, students must meet at least one of the following criteria:

- Achieve an overall Year mark of 69.5 at the first attempt, or;
- Achieve marks of 69.5 in at least 60 credits at the first attempt, with no credits below 59.5

#### 4.2.2 If a student does not meet the requirements to progress:

- a) where the student has failed **a maximum of 60 credits**, they must undertake the necessary reassessment prior to the next academic Year in order to fulfil the requirement to progress. The module aggregate mark will be capped at 40.
- b) where the student has failed **more than 60 credits** and has a Year mark greater than 20, they must repeat the Year of study on a full-time basis for uncapped marks or undertake the necessary reassessment the following Year without attendance. The module aggregate mark will be capped at 40.
- c) where a student has no substantiated extenuating circumstances, they must withdraw from the University in either of the following situations:
  - where the Year mark is **below 20**;
  - where a student was absent from all examinations which were due to be sat in the most recent examination period;
  - where a student cannot complete their studies within the maximum period.
- d) where the student is on a course with a compulsory Year or term abroad and has passed all modules but has not achieved the minimum Year mark, the student may undertake reassessment in one or more modules (up to a maximum of 60 credits) in order to improve the Year mark. Although the marks achieved at the first attempt will remain on the student's record, the 'raw' marks achieved after reassessment (that is, the actual marks obtained) will be used to calculate whether the student has achieved the required Year mark. A student who has passed all modules but who has not achieved the minimum Year mark required for a course with a compulsory Year or term abroad may be permitted to transfer to a course which does not include a Year or term abroad instead of undertaking reassessment.

#### 4.2.3 When the Board meets after re-sits/resubmissions are completed, the Board will consider the following options (Boards cannot offer more than three opportunities to undertake the assessment for a module). Where appropriate the Board will offer more than one option to the student.

- a) to repeat the Year of study full-time for uncapped module marks  
**or**
- b) where the student has failed **a maximum of 60 credits**, to repeat the Year of study part-time, and the module aggregate mark will be capped at 40<sup>1</sup>  
**or**
- c) to undertake the necessary reassessment at the next available opportunity with the module aggregate mark capped at 40  
**or**

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<sup>1</sup> This option is only permissible where the student's UK immigration permission allows part-time study.

- d) where the student has not met the requirements to proceed having had three opportunities to undertake the assessment for a module, they would be required to withdraw from the University
- or**
- e) where a student has no substantiated extenuating circumstances, they must withdraw from the University in either of the following situations:
- where the Year mark is **below 20**;
  - where a student has undertaken none of the required reassessment;
  - where a student cannot complete their studies within the maximum period.
- or**
- f) where the student is on a course with a compulsory Year or term abroad and has failed to achieve the 50 Year mark, to consider the student for a transfer to a degree programme without a Year or term abroad

Note: An undergraduate exam board 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. This will not apply where students are repeating an entire Year for uncapped marks. In such cases the marks achieved at the end of the repeat Year will stand.

**4.2.4 Following an attempt at reassessment for all the required modules, where a student has a fail mark below 40 in a maximum of 30 credits' worth of non-core modules, the Board will treat the fail in the following way:**

- a) Where the module aggregate mark is in the range 35-39 and the mark for the Year is 45 or above, the student will be permitted to proceed to the next Year of study. The credits will be awarded.
- b) Where the module aggregate mark is in the range 20-34 and the mark for the Year is 40 or above, or the module aggregate mark is in the range 35-39 and the mark for the Year is in the range 40-44, the student will be permitted to proceed to the next Year of study. However, the credits will not be awarded. Where a total of 30 credits have been failed the student will not be permitted to fail any more credits towards their award. Where a total of 15 credits have been failed, the student will only be able to fail 15 non-core credits in the future. Where a student has not had three attempts at the assessment for the Year, the Board will offer the student the choice of either undertaking reassessment in Year One or proceeding to Year Two carrying the fail.
- c) Students will not be permitted to transfer to a course which regards the failed modules as core.

**4.2.5** Students who, after reassessment, still fail to achieve sufficient marks in an optional module to progress may choose an alternative optional module during their repeat Year.

### 4.3 Progression from Year Two of a 4-year course involving a Year Abroad or a Placement Year

#### 4.3.1 In order to progress from Year Two to Year Three (Placement Year or a Year Abroad) students must:

- a) achieve 120 credits at level 5 or above.
    - where only 90 credits have been passed at Year One, 120 credits must be passed in Year Two, Year Three and the Final Year.
    - where only 105 credits have been passed at Year One, a maximum of 15 non-core credits can be failed in Year Two or the Final Year.
- and**
- b) pass core modules and meet any additional course or module specific requirements outlined in the variations to the Rules of Assessment, including professional, statutory and regulatory body requirements.

#### 4.3.2 If a student does not meet the requirements to progress:

Where a student does not pass all modules the Board of Examiners will consider the following options:

- a) *Courses with a Year Abroad or a Placement Year* - where the student has failed a maximum of 30 non-core credits and has passed 120 credits in Year One, or has failed a maximum of 15 non-core credits has passed 105 credits from Year One, they must undertake reassessment but will be permitted to proceed to the Year Abroad/Placement Year. The module aggregate mark will be capped at 40.
- b) *Courses with a Year Abroad* - where the student has failed a core module or **a maximum of 60 credits** and they wish to remain on the four-year course, they must undertake the necessary reassessment, prior to the next academic Year. The module aggregate mark will be capped at 40. Subject to passing the module(s) after reassessment the student must apply to intermit for the next academic year with a view to proceeding to a period of study abroad one year later if places are available.<sup>2</sup>
- c) *Courses with a Placement Year* – where the student has failed a core module or **a maximum of 60 credits** and they wish to remain on the Four-Year course, they must undertake the necessary reassessment, prior to the next academic Year. The module aggregate mark will be capped at 40. Subject to passing the module(s) after reassessment the student may either proceed immediately to a placement Year or must apply to intermit for the next academic Year if the placement is no longer available. Students must have an approved placement in place at the time of the Board of Examiners.
- d) *Courses with a Year Abroad or a Placement Year* - where the student has failed a core module or **a maximum of 60 credits** and it is possible for the student to transfer to an appropriate Three-Year course the student will be offered the chance to transfer immediately and they must undertake the necessary reassessment prior to the next academic Year. The student's

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<sup>2</sup> On courses involving study of a language it may not be advisable to intermit for a year as this may affect the student's ability to maintain the language at the required level.

reassessment will then be governed by the Three-Year Rules of Assessment. Where reassessment takes place the module aggregate mark will be capped at 40.

- e) *Courses with a Year Abroad or a Placement Year* - where the student has failed **more than 60 credits** and has a year mark greater than 20, they must repeat the Year of study on a full-time or part-time basis for uncapped marks **or** undertake the necessary reassessment the following year without attendance with the module aggregate mark capped at 40. The student can also apply to transfer to Year Two of an appropriate three-year course, if possible, to undertake the repeat study if they does not wish to remain on the four-year course.
- f) where a student has no substantiated extenuating circumstances, they must withdraw from the University in either of the following situations:
  - where the Year mark is **below 20**;
  - where a student was absent from all examinations which were due to be sat in the most recent examination period;
  - where a student cannot complete their studies within the maximum period.
- g) If 120 credits at level 4 or above have been passed, the student will be considered for the award of a Certificate of Higher Education.
- h) if 240 credits (including a minimum of 120 at level 5) have been attempted and 225 have been passed, the student will be considered for the award of a Diploma of Higher Education.

**4.3.3 When the Board meets after re-sits/resubmissions are completed, the Board will consider the following options (Boards cannot offer more than three opportunities to undertake the assessment for a module). Where appropriate the Board will offer more than one option to the student.**

- a) to repeat the Year of study full-time for uncapped module marks on the four-year course or, if possible, on an appropriate three-year course.
- b) to repeat the Year of study part-time, on the four-year course or, if possible, on an appropriate three-year course, for uncapped module marks.<sup>3</sup>
- c) to undertake the necessary reassessment at the next available opportunity on the four-year course or, if possible, on an appropriate three-year course, where the mark recorded will be capped at 40.
- d) where a student has no substantiated extenuating circumstances, they must withdraw from the University in either of the following situations:
  - where the Year mark is **below 20**;
  - where a student has undertaken none of the required reassessment;
  - where a student cannot complete their studies within the maximum period.

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<sup>3</sup> This option is only permissible where the student's UK immigration permission allows part-time study.

If 120 credits at level 4 or above have been passed, the student will be considered for the award of a Certificate of Higher Education

- e) where the student has not met the requirements to proceed having had three opportunities to undertake the assessment for a module, they would be required to withdraw from the University.
- f) if 240 credits (including a minimum of 120 at level 5) have been attempted and 225 have been passed (including at least 105 credits at Level 5 or above), the student will be considered for the award of a Diploma of Higher Education.

**4.3.4 Where, following reassessment, the student has failed a maximum of 30 credits' worth of non-core credits and has passed 120 credits at Year One, or has failed a maximum of 15 credits' worth of non-core credits and has passed 105 credits at Year One, the Board will consider whether the student can transfer to an appropriate 3-year course and carry the failed credits.**

**4.3.5 In cases where the Board had originally permitted a student to commence their Year Abroad/Placement Year and undertake reassessment in a maximum of 30 credits' worth of non-core credits, the Board will treat a fail following reassessment as follows:**

- a) Where the student still has a fail mark below 40 in a maximum of 30 credits' worth of non-core modules and has passed 120 credits at Year One, or has a fail mark below 40 in a maximum of 15 credits' worth of non-core modules and has passed 105 credits at Year One, the Board will permit the student to remain on the 4-year course, continue with the Year Abroad/Placement Year and carry the failed credits.

Note: An undergraduate exam board 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. This will not apply where students are repeating an entire Year for uncapped marks. In such cases the marks achieved at the end of the repeat Year will stand.



#### **4.4 Progression from Year Two or Year Three of a 4-year course where all years are spent at Essex<sup>4</sup>**

##### **4.4.1 In order to progress from Year Two to Year Three and from Year Three to the Final Year of a 4-year course spent entirely at Essex, students must:**

- a) achieve 120 credits at level 5 or above in each Year [NB where a student has a fail mark below 40 in a maximum of 30 credits' worth of non-core modules it will be possible for a student to progress to the next Year of study following reassessment in the circumstances set out in 4.1.14 below]:
  - where a student has been permitted to proceed carrying fails in non-core credits following reassessment from either Year One, Two or Three, the total number of fails across all Years cannot exceed 30 credits.
  - where a student is permitted to proceed carrying the maximum number of 30 failed credits, the student must pass all credits in future Years.

**and**

- b) pass core modules and meet any additional course or module specific requirements outlined in the variations to the Rules of Assessment, including professional, statutory and regulatory body requirements

##### **4.4.2 If a student does not meet the requirements to progress in Years:**

- a) where the student has failed a **maximum of 60 credits**, they must undertake the necessary reassessment, prior to the next academic Year, in order to fulfil the requirement to progress. The module aggregate mark will be capped at 40.
- b) where the student has failed **more than 60 credits** and has a year mark greater than 20, they must repeat the Year of study on a full-time or part-time basis for uncapped module marks **or** undertake the necessary reassessment the following year without attendance with the module aggregate mark capped at 40.
- c) where the **Year mark is below 20**, or where a student was absent from all examinations with no substantiated extenuating circumstances, they must withdraw from the University.
- d) If 120 credits at level 4 or above have been passed, the student will be considered for the award of a Certificate of Higher Education.
- e) if 240 credits (including a minimum of 120 at level 5) have been attempted and 225 have been passed, the student will be considered for the award of a Diploma of Higher Education.

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<sup>4</sup> These are courses where Year Two, Three and Four count towards the degree classification.

**4.4.3 When the Board meets after re-sits/resubmissions are completed, the Board will consider the following options (Boards cannot offer more than three opportunities to undertake the assessment for a module). Where appropriate the Board will offer more than one option to the student.**

- a) to repeat the Year of study full-time for uncapped module marks.

**or**

- b) where the student has failed **a maximum of 60 credits**, to repeat the Year of study part-time for uncapped module marks

**or**

- c) to undertake the necessary reassessment at the next available opportunity where the mark recorded will be capped at 40.

**or**

- d) where the **Year mark is below 20**, or where a student was absent from all examinations with no substantiated extenuating circumstances, to withdraw from the University. If 120 credits at level 4 or above have been passed, the student will be considered for the award of a Certificate of Higher Education

**or**

- e) where the student has not met the requirements to proceed having had three opportunities to undertake the assessment for a module, they would be required to withdraw from the University.

**or**

- f) if 240 credits (including a minimum of 120 at level 5) have been attempted and 225 have been passed, the student will be considered for the award of a Diploma of Higher Education.

Note: An undergraduate exam board 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. This will not apply where students are repeating an entire Year for uncapped marks. In such cases the marks achieved at the end of the repeat Year will stand.

**4.4.4 Following an attempt at reassessment for all the required modules, where a student has a fail mark below 40 in a maximum of 30 credits' worth of non-core modules and has not failed more than 30 non-core credits in total across all Years, the Board will treat the fail in the following way:**

- a) where a student has not had three attempts at the assessment for the failed module the Board will offer the student the choice of either undertaking reassessment in their current Year or proceeding to the next Year carrying the fail.
- b) Where a student has already had three attempts at the assessment for the failed module the Board will permit the student to proceed to the next Year carrying the fail.

**4.5 Progression from Year Three to the Final Year of a Four-Year Course involving a Placement Year or a Year Abroad**

**4.5.1 In order to progress from Year Three to the Final Year on a degree including a Year Abroad students must:**

- a) enrol onto and attempt to pass the equivalent of 120 Essex credits. The best 75 of the marks obtained for individual modules will be used to create an average Year Mark which will be converted into an Essex Year Mark and validated. The Year Mark must be passed with a mark of 40.

**and**

- b) pass core modules and meet any additional course or module specific requirements outlined in the variations to the Rules of Assessment, including professional, statutory and regulatory body requirements.

**4.5.2 In order to progress from Year Three to the Final Year on a degree including a Placement Year students must:**

- a) achieve a pass in the Placement Year

**and**

- b) pass core modules and meet any additional course or module specific requirements outlined in the variations to the Rules of Assessment, including professional, statutory and regulatory body requirements.

**Distinctions for Placement Year Marks**

On some courses it will be possible to gain a Distinction for the Placement Year. Where these are offered, students must fulfil the course requirements as outlined in Appendix A of the Rules of Assessment.

**4.5.3 If a student does not meet the requirements to progress:**

Reassessment or repeat study is not normally available for a period of study abroad. Limited reassessment opportunities, if any, exist for a Placement Year and repeat study would not normally be available.

- a) where the Placement Year or Year Abroad has been failed the student will be offered the chance to transfer to the Final Year of an appropriate three-year course if this is possible.
- b) where the Placement Year or Year Abroad has been failed with a Year mark of 20 or above and the opportunity to undertake reassessment is available the student must undertake the

necessary reassessment and the module aggregate mark will be capped at 40. If the student fails the reassessment no further reassessment opportunity will be offered.

- c) If 120 credits at level 4 or above have been passed, the student will be considered for the award of a Certificate of Higher Education.
- d) if 240 credits (including a minimum of 120 at level 5) have been attempted and 225 have been passed, the student will be considered for the award of a Diploma of Higher Education.

#### **4.6 ELIGIBILITY FOR AN AWARD (Final Year of Four-Year Degree)**

**4.6.1** For the award of a Four-Year Honours degree, 480 credits must be attempted over the duration of the course, of which 450 credits must be passed. However, Boards of Examiners will offer one voluntary reassessment attempt in all failed final year modules no later than the start of the next academic year, provided the student has not already had three attempts at the assessment for the module. The module aggregate mark will be capped at 40.

#### **4.6.2 To be eligible for an Honours degree, students must <sup>4</sup>:**

- a) attempt 120 credits in the final Year and pass at least 90 credits at level 6:
    - where a maximum of 30 credits have been failed across Year One, Year Two and Year Three, 120 credits must be passed in the final year.
    - where 15 credits have been failed across Year One, Year Two and Year Three, a minimum of 105 credits must be passed in Year Four (Final year)
    - where 120 credits have been passed at both Year One, Year Two and Year Three, a minimum of 90 credits at level 6 must be passed in the final year.
- and**
- b) pass core modules and meet any additional course-specific requirements outlined in the variations to the Rules of Assessment, including professional, statutory and regulatory body, and placement-year requirements.

#### **4.6.3 If a student does not meet the requirements for an Honours degree<sup>5</sup>:**

- a) where the student has failed **a maximum of 60 credits**, or has failed a maximum of 90 credits but the Board determines that they can only be required to undertake compulsory reassessment in a maximum of 60 credits they must undertake the necessary reassessment/ repeat the Year of study part-time for uncapped module marks [NB where failure has occurred on a period of study abroad, resits / reassessment and / or a repeat Year / term may not be available.]
- b) where the student has failed **more than 60 credits and the Board determines that the student must undertake compulsory reassessment in more than 60 credits** and the student has a year mark greater than 20, they must repeat the Year of study on a full-time or part time basis for uncapped marks **or** undertake the necessary reassessment the following year without attendance with the module aggregate mark capped at 40. [NB where failure has occurred

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<sup>5</sup> Boards of Examiners will offer a voluntary reassessment opportunity to final year students who have met the requirements to graduate with an honours degree but have failed final year module(s), provided the students have not already had three attempts at the assessment for the module. In cases where students have not met the requirements to graduate the Board of Examiners will specify the minimum volume of compulsory reassessment that is required, and will offer a voluntary reassessment opportunity in the other failed final modules. However, students will not be permitted reassessment across the summer in more than 60 credits' worth of modules.

on a period of study abroad, resits / reassessment and / or a repeat Year / term may not be available.]

- c) where a student has no substantiated extenuating circumstances, they must withdraw from the University in either of the following situations:
- where the Year mark is **below 20**;
  - where a student was absent from all examinations which were due to be sat in the most recent examination period;
  - where a student cannot complete their studies within the maximum period.
- d) if 240 credits (including a minimum of 120 at level 5 or above) have been attempted and 225 have been passed, the student will be considered for the award of a Diploma of Higher Education.

**4.6.4 When the Board meets after re-sits/resubmissions are completed, the Board will consider the following options (Boards cannot offer more than three opportunities to undertake the assessment for a module, and no more than one opportunity to take exams without attendance). Where appropriate the Board will offer more than one option to the student<sup>6</sup>:**

- a) to repeat the Year of study full-time for uncapped module marks  
**or**
- b) where the student has failed **a maximum of 60 credits**, to repeat the Year of study part-time for uncapped module marks.<sup>7</sup> [NB this option is not available where students have failed credits during a period abroad.]  
**or**
- c) to undertake the necessary reassessment at the next available opportunity where the module aggregate mark recorded will be capped at 40. This option cannot be offered where a student has already resat the exams without attendance. [NB where failure has occurred on a period of study abroad, resits / reassessment and / or a repeat Year / term may not be available.]  
**or**
- d) where a student has no substantiated extenuating circumstances, they must withdraw from the University in either of the following situations:
- where the Year mark is **below 20**;
  - where a student has undertaken none of the required reassessment;
  - where a student cannot complete their studies within the maximum period.

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<sup>6</sup> Students cannot be offered further voluntary reassessment so Boards of Examiners will only offer reassessment to final year students who have not met the minimum criteria for the award on which they are studying. Furthermore, Boards will only offer reassessment in a sufficient number of modules to enable students to meet the minimum criteria for the award. For example, if a student has failed 60 credits' worth of non-core modules in the final year, they will only be offered reassessment in 30 credits.

<sup>7</sup> This option is only permissible where the student's UK immigration permission allows part-time study.

**or**

- e) where the student has not met the requirements for the award having had three opportunities to undertake the assessment for a module (Boards cannot offer more than one opportunity to take exams without attendance), they would be required to withdraw from the University.

**Or**

- f) if 240 credits (including a minimum of 120 at level 5) have been attempted and 225 have been passed, the student will be considered for the award of a Diploma of Higher Education.

Note: An undergraduate exam board 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. This will not apply where students are repeating an entire Year for uncapped marks. In such cases the marks achieved at the end of the repeat Year will stand.

#### **4.7 AWARD CLASSIFICATION FOR FOUR-YEAR HONOURS DEGREES**

(Students on Degrees with a preliminary Year need to refer to the Three-Year Honours Degree rules).

- 4.7.1** There are four different types of four-year degree course, each with its own requirements. For courses involving a full-year work placement as Year 3 (Model 1 below), the work placement has a credit value of 120 credits, and the student must pass the work placement to be eligible for the degree, but any marks awarded for the work placement do not count towards the class of degree. For courses involving a year of study abroad as Year 3 (Models 2 and 3 below), the year abroad has a total credit value of 120 credits, and the student must pass the Year to be eligible for the degree, but the marks awarded for the Year will be given a reduced credit weighting when calculating the class of degree.

##### **4.7.2 Model 1: Work placement year as Year Three.**

A student's degree class is based upon Year Two and Year Four marks. Year Two and Year Four marks are weighted 40 and 60 respectively and combined to give the Degree Mark.

**4.7.2.1 First Class Honours** will be awarded to a candidate who has:

- *Either* a Degree Mark of 70 or more; *or*
- 120 credits at 70 or more and a Degree Mark of at least 68.

**Upper Second Class Honours** will be awarded to a candidate who has:

- *Either* a Degree Mark of 60 or more; *or*
- 120 credits at 60 or more and a Degree Mark of at least 58.

**Lower Second Class Honours** will be awarded to a candidate who has:

- *Either* a Degree Mark of 50 or more; *or*
- 120 credits at 50 or more and a Degree Mark of at least 48.

**Third Class Honours** will be awarded to a candidate who meets the criteria for the award of an Honours degree (see 4.2 above) but who does not qualify for any other class of degree.

#### 4.7.3 **Model 2: Year abroad (normally as part of a language-related degree) as Year Three.**

A student's degree class is based upon Year Two, Year Three and Year Four marks. Year Two, Year Three and Year Four marks are weighted 30%, 20% and 50% respectively and combined to give the Degree Mark. When calculating the number of credits for purposes of degree classification, the mark obtained for the year abroad is counted as 90 credits, giving a total of 330 credits (120 from Year Two, 90 from Year Three, and 120 from Year Four) which may count towards the final classification.

**4.3.3.1 First Class Honours** will be awarded to a candidate who has:

- *Either* a Degree Mark of 70 or more; *or*
- 150 credits at 70 or more and a Degree Mark of at least 68.

**Upper Second Class Honours** will be awarded to a candidate who has:

- *Either* a Degree Mark of 60 or more; *or*
- 150 credits at 60 or more and a Degree Mark of at least 58.

**Lower Second Class Honours** will be awarded to a candidate who has:

- *Either* a Degree Mark of 50 or more; *or*
- 150 credits at 50 or more and a Degree Mark of at least 48.

**Third Class Honours** will be awarded to a candidate who meets the criteria for the award of an Honours degree (see 4.7 above) but who does not qualify for any other class of degree.

*Note:* The marks from the year of study abroad should only be able to improve a student's degree classification. Calculation of degree classification at the Final Year Examination Board should therefore be undertaken both *with* and *without* the year of study abroad (i.e. as *both* Model 2 *and* Model 1), and the higher classification result should be the one awarded.<sup>8</sup>

#### 4.7.4 **Model 3: Year abroad (normally on a degree which is not language-related) as Year Three.**

A student's degree class is based upon Year Two, Year Three and Year Four marks. Year Two, Year Three and Year Four marks are weighted 30%, 20% and 50% respectively and

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<sup>8</sup> This ruling, approved by Senate in April 2012, will stand until such time that any new rules relating to the weighting of the year abroad are approved for introduction. In cases where the degree classification is based on the courses studied at Essex and excludes the year abroad marks, the student would still remain on the four-year programme and the transcript of records for the year abroad and the year abroad marks would remain on the transcript for the student.

combined to give the Degree Mark. When calculating the number of credits for purposes of degree classification, the mark obtained for the year abroad is counted as 60 credits, giving a total of 300 credits (120 from Year Two, 60 from Year Three, and 120 from Year Four) which may count towards the final classification.

#### 4.3.4.1

**First Class Honours** will be awarded to a candidate who has:

- Either a Degree Mark of 70 or more; or
- 150 credits at 70 or more and a Degree Mark of at least 68.

**Upper Second Class Honours** will be awarded to a candidate who has:

- Either a Degree Mark of 60 or more; or
- 150 credits at 60 or more and a Degree Mark of at least 58.

**Lower Second Class Honours** will be awarded to a candidate who has:

- Either a Degree Mark of 50 or more; or
- 150 credits at 50 or more and a Degree Mark of at least 48.

**Third Class Honours** will be awarded to a candidate who meets the criteria for the award of an Honours degree (see 4.2 above) but who does not qualify for any other class of degree.

*Note:* The marks from the year of study abroad should only be able to improve a student's degree classification. Calculation of degree classification at the Final Year Examination Board should therefore be undertaken both *with* and *without* the year of study abroad (i.e. as *both* Model 3 *and* Model 1), and the higher classification result should be the one awarded.<sup>7</sup>

#### 4.7.5 Model 4: Four years studied at Essex

A student's degree class is based upon Year Two, Year Three and Year Four marks. Year Two, Year Three and Year Four marks are weighted 30%, 30% and 40% respectively and combined to give the Degree Mark.

**4.7.5.1 First Class Honours** will be awarded to a candidate who has:

- Either a Degree Mark of 70 or more; or
- 180 credits at 70 or more and a Degree Mark of at least 68.

**Upper Second Class Honours** will be awarded to a candidate who has:

- Either a Degree Mark of 60 or more; or
- 180 credits at 60 or more and a Degree Mark of at least 58.

**Lower Second Class Honours** will be awarded to a candidate who has:



- Either a Degree Mark of 50 or more; or
- 180 credits at 50 or more and a Degree Mark of at least 48.

**Third Class Honours** will be awarded to a candidate who meets the criteria for the award of an Honours degree (see 4.2 above) but who does not qualify for any other class of degree.

**4.7.6 For students given direct entry into the Final Year of an Essex Honours degree,** Final Year marks only will be used in calculating the Degree Mark. The degree class is calculated in the following way:

- **First Class Honours** will be awarded to a candidate who has:  
*Either* a Degree Mark of 70 or more; *or*  
60 credits at 70 or more and a Degree Mark of at least 68
- **Upper Second Class Honours** will be awarded to a candidate who has:  
*Either* a Degree Mark of 60 or more; *or*  
60 credits at 60 or more and a Degree Mark of at least 58
- **Lower Second Class Honours** will be awarded to a candidate who has:  
*Either* a Degree Mark of 50 or more; *or*  
60 credits at 50 or more and a Degree Mark of at least 48
- **Third Class Honours** will be awarded to a candidate who meets the criteria for the award of an Honours degree (see 3.2 above) but who does not qualify for any other class of degree.

End.

SENATE July 2019 (Change to 4.2.4 with immediate effect)

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