



Faculty of Humanities & Social Sciences

Department of Education

PGT Handbook

2023/24

MA in International Education and Globalisation

This handbook is available online or in alternative formats. Please contact education-pgt-admin@bath.ac.uk if required.

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NFAAR-PGT-VERSION

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Purpose and scope

Your handbook for academic year 2023/24 comprises the following three documents which should be read alongside each other:

1. University information
2. **Department handbook (this document)**
3. Your course specification

These documents were made available to you as pdf files at the beginning of the academic year. You are expected to familiarise yourself with the contents.

This handbook includes important information, about the Department and about your course, that you should be aware of whilst studying here.

This handbook can be provided in alternative formats. Please contact education-pgt-admin@bath.ac.uk.

The content of this handbook is accurate at the time of publication (25/09/2023) but information contained within may sometimes be subject to change after this handbook has been issued. You will be informed of any changes and issued with a revised version, if there are any material changes to the information in this handbook.

Please note that links to further information are embedded in the title of each section or in applicable text.

The Department

Introduction to the Department

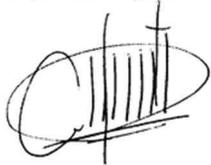
Welcome to the Department of Education at the University of Bath. We are delighted you have chosen to study with us. You have chosen a department that prides itself on its research-informed teaching and its close and productive pedagogical relationships with students. We have students from around the world studying on our undergraduate, postgraduate, and doctoral programmes. When students join our department, they become part of an international body of scholars who aim to address diverse educational challenges.

Our staff lead and collaborate in international research projects. Their research interests are organised into four clusters: Languages and Educational Practices (<https://www.bath.ac.uk/corporate-information/language-and-educational-practices-research-cluster-themes/>); the Internationalisation and Globalisation of Education (<https://www.bath.ac.uk/research-groups/internationalisation-and-globalisation-of-education/>); Educational Leadership, Management and Governance (<https://www.bath.ac.uk/research-groups/educational-leadership-management-and-governance/>); and Learning Pedagogy and Diversity (<https://www.bath.ac.uk/research-groups/learning-pedagogy-and-diversity/>). The Department also hosts the Centre for Research in Education in Asia (CREA) <https://www.bath.ac.uk/research-centres/centre-for-research-in-education-in-asia-crea/>. This centre works with an interdisciplinary global network of researchers, universities and centres focusing on this geographical

area. Throughout the academic year the clusters, centres and researchers offer lectures and research seminars to showcase their research activities. We hope you will join us for some of these sessions.

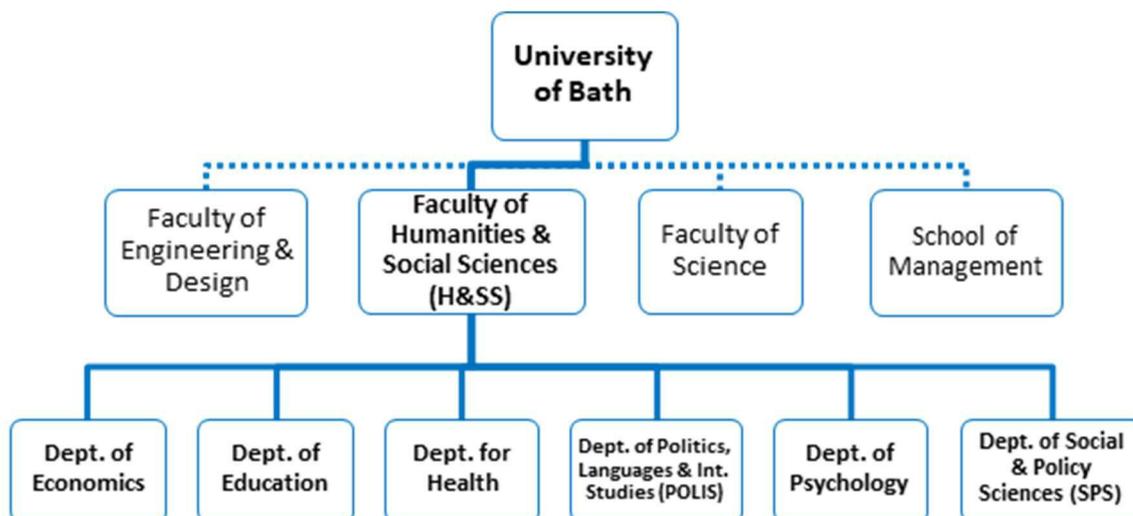
The Department of Education is based within the [Faculty of Humanities & Social Sciences](#) (HSS). The Faculty is one of three Faculties and one School in the University and comprises six academic [Departments: Economics, Education, Health, Politics, Languages & International Politics, Psychology](#) and [Social & Policy Sciences](#). These departments also provide an interesting context for educational researchers and there are seminars and symposia from colleagues in related areas that are of interest to educational scholars. The University of Bath is [ranked 4th](#) in the subject area **Education** in the [Guardian University Guide 2023](#).

I hope that you find your time with us stimulating, productive and rewarding.



Andres Sandoval-Hernandez
Head of the Department of Education

Departmental information including course teams



Faculty H&SS Taught Programmes administration.

Undergraduate and Postgraduate Taught (Masters) programmes are delivered by academic staff in departments, with administrative support provided by our Taught Programmes Team. Our Taught Programmes Team consists of expert Managers, Officers, Administrators and Administrative Assistants, located in Hub Offices across our Faculty buildings – 3 East, 1 West North, 1 West and 10 West.

Our Taught Programmes Team is responsible for all aspects of administrative support for all taught programmes in the Faculty, ensuring that services are efficient and effective, and adapt to changing circumstances. We provide students with support and advice from registration to graduation and support academic teaching staff in our departments.

Our duties include:

- managing administrative processes of the Faculty's taught programmes
- acting as a central point of contact for staff and students seeking advice
- offering programme-related operational support for academic teaching staff in departments

It is important that you get to know the administrators who look after your particular programme, as they can often provide invaluable guidance on various aspects of the programme. If your administrator is unavailable then please speak to any other of our other administrators listed on our [Taught Programmes Team webpage](#), all of whom will be very happy to help you. If you have any problems, then please contact one of the Programmes Officers or Managers.

Emails are managed via shared mailboxes to deal with enquiries from students and academic staff and these are regularly monitored by designated members of the team.

Unit tutors

For most units of study you will have two or more unit tutors. Any questions that you have about your units of study should be directed in the first instance to your unit tutors. They should be your first point of contact for any matters regarding the unit, including feedback on assignment outlines, drafts, or final assignments. Each unit of study also has a Unit Convenor who coordinates the unit overall. This person also contributes to teaching on the unit.

Director of Studies for the MA IEG programme

The Director of Studies, Dr Pedro Pineda Rodriguez (pcpr20@bath.ac.uk), has responsibility for academic matters relating to the MA IEG programme. The Deputy Director of Studies, Dr Tristan Bunnell (tb541@bath.ac.uk), is responsible for student issues. This includes SSLC, requests for extensions, etc.

Dissertation supervisors

Dissertation supervisors will be appointed in Semester 2, after you have submitted your Dissertation Proposal Form. Supervision of MA IEG Dissertations will take place between May and September. Please note that supervisors are likely to take some annual leave in July or August.

Personal tutoring

When you join the University, you are assigned a Personal Tutor who is a member of academic staff. They will act as a personalised point of contact within your department, supporting your academic and personal development.

Your Tutor should arrange to meet with you on three occasions during your first semester and offer at least one meeting per semester on an ongoing basis for the remainder of your studies. This includes when away on placement or study year abroad. Your Personal Tutor can provide information and guidance about:

- your transition into the University community and your academic studies
- unit choices, placement opportunities and future career plans
- sources of support with any personal matters or situations involving your health and wellbeing
- providing you with a reference for work experience, internships, your placement, further studies, or career

Dr. Janina Iwaniec, Senior Lecturer, will be liaising with the student to organise tutoring meetings. These meetings will not be integrated with their curriculum and assessment.

Your personal tutor has particular responsibility for helping you to achieve two of the programme aims:

- Transferable skill 14: 'responding to career opportunities and challenges'
- Intellectual and professional skill 8: 'assess your own learning needs and enhance your future professional practice in international education and globalisation'.

Please consult the timetable/structure for personal tutoring on the MA IEG Moodle Hub (<https://moodle.bath.ac.uk/course/view.php?id=56552>).

Contact information

For the Department of Education at the University of Bath, including key contact information for academic staff and professional services, as well as links to places with regular updates, you can refer to the following resources:

1. Department of Education Contact Information: General contact for the Department of Education can be accessed via the University of Bath's main switchboard at +44 (0)1225 388388.

2. Academic Staff: Detailed profiles and contact information for academic staff in the Department of Education can be accessed at [Department of Education Academic Staff](<https://www.bath.ac.uk/teams/departments-of-education-academic-staff/>).

3. Professional Services and Student Support:

- For immediate concerns regarding health or welfare on campus, contact Security at 01225 383999 or via email at security-office@bath.ac.uk. Security can facilitate contact with Student Support if necessary.

- Student Support is available daily, including weekends and holidays, at 01225 383838 or by email at studentsupport@bath.ac.uk.

- The Be Well - Talk Now service offers 24/7 phone/text support, accessible anytime.

- Additional student support information is available on the [Student Support web pages](<https://www.bath.ac.uk/campaigns/student-support-at-the-university-of-bath/>).

- The SU Advice service operates seasonally and can be contacted via suadvice@bath.ac.uk.

- Information for students during the Easter vacation, including activities, can be found on the university's official communication channels.

- General health advice can be sought from the NHS 111 online service.

- Emotional support is available 24/7 from Samaritans at 116 123.

4. Updates and News:

- For regular updates, news, events, and insights related to the Department of Education, you can visit their official blog: [Department of Education Blog](<https://blogs.bath.ac.uk/education/about-us/>). This blog provides information about current research projects, departmental news, and other relevant updates.

ADMINISTRATIVE CONTACTS

Taught Programmes Team hub office 10 West 1.05

Psychology and Education (UG and PGT Programmes)

How to contact us in person

The Taught Programmes Team hub office is open between 9am and 4pm from Monday to Friday for in-person enquiries.

We ask that students and staff do not enter the office unless you are invited in. Please use our hatch for student and staff enquiries.

We are currently operating 'hybrid working' in the team which means that we will work some of our time on campus in the office and some of it from home each week.

How to contact us remotely

You can contact us using our shared mailboxes with your enquiries. We are happy to take your calls on Teams if you would like to talk to us, however we may not be able to answer immediately if, for example, we are in a meeting. You can use our shared mailboxes to email us and book in a time when we can call you back.

Do you have an urgent enquiry?

If your enquiry is urgent, we advise sending an email to the relevant shared mailbox which will be monitored between 9am and 5pm from Monday to Friday.

Programme	Administrators + Teams/Phone	Mailbox
MA International Education and Globalisation	Heather Kubiak: 01225 38 3237	education-pgt-admin@bath.ac.uk

ACADEMIC CONTACTS

Member of staff	Responsibility	Room	Ext. No.	Email
Dr Pedro Pineda Rodriguez	Director of Studies Academic aspects of your study on the programme	1WN 3.23	5881	pcpr20@bath.ac.uk
Dr Tristan Bunnell	Deputy Director of Studies Student issues (including requests for extensions, SSLC)	1 WN 4.11	5371	tb541@bath.ac.uk

The MA IEG teaching team

Member of staff	Responsibility	Room	Ext. No.	Email
Dr Nicola Savvides	Unit Convenor for <i>Research Methods in International Education and Globalisation</i> Unit Convenor for the <i>Dissertation</i>	1WN 3.23	5881	ns915@bath.ac.uk

	Unit Tutor for <i>Education in an International and Global Context</i>			
Elisabeth Barratt Hacking	Unit Tutor for <i>Learning and Culture</i>	1WN 4.8a	6768	edsecbh@bath.ac.uk
Dr Pedro Pineda Rodriguez	Director of Studies for MA IEG Unit Convenor for <i>Leading Educational Innovation in International Education and Globalisation</i>	1WN 3.17B	TBC	pcpr20@bath.ac.uk
Dr Tristan Bunnell	Deputy Director of Studies for MA IEG Unit Convenor for <i>Education, Globalisation and Change for IEG</i> Unit Tutor for <i>Education in an International and Global Context</i> Unit Convenor for the <i>Complementary Programme</i>	1WN 4.11	5371	tb541@bath.ac.uk
Dr Shona McIntosh	Unit Convenor for <i>Education in an International and Global Context</i> Unit Convenor for <i>Learning and Culture</i>	1WN 3.04	4324	spm25@bath.ac.uk
Michael Fertig	Unit Tutor for <i>Leading Educational Innovation in International Education and Globalisation</i>	1WN 4.5	5204	edsmf@bath.ac.uk

	Unit Tutor for <i>Education, Globalisation and Change for IEG</i>			
Dr Rita Chawla-Duggan	Unit Tutor for <i>Learning and Culture</i>	1WN 4.12	5987	edsrcd@bath.ac.uk
Prof Lizzi Milligan	Unit Convenor for <i>Education and International Development for IEG</i>	1WN ?		emam25@bath.ac.uk
Dr Predrag Lazetic	Unit Tutor for <i>Research Methods in International Education and Globalisation</i>	1WN 4.06	TBC	pl330@bath.ac.uk
Dr Brendan Higgins	Unit Tutor for <i>Education, Globalisation and Change for IEG</i>	1WN 3.9	3279	jbh35@bath.ac.uk
Professor Mary Hayden	Unit Tutor for <i>Education in an International and Global Context</i>	1WN 4.16	6347	M.C.Hayden@bath.ac.uk
Nai Lang	Graduate Teaching Assistant across the IPT units	-	-	nl352@bath.ac.uk

Please note that other Department of Education staff may be involved with Dissertation supervision and guest inputs into sessions.

The best way to contact staff is by email.

External Examiners

External Examiners are appointed for a course or set of courses and are important in assuring academic quality and standards. Please note that it is not appropriate for students to contact an External Examiner directly. If you have any queries or concerns, please contact your Director of Studies in the first instance.

Dr. Helen Young, serving as an External Examiner, is associated with London South Bank University where she focuses on her research interests in the social sciences. Her profile on the university's People Finder directory highlights her academic involvement and areas of expertise, which would contribute significantly to her role as an External Examiner, ensuring academic standards and integrity in the programs she reviews. For more detailed information about Dr. Young's professional background and academic contributions, you can visit her profile directly on LSBU's website

<https://peoplefinder.lsbu.ac.uk/researcher/80451/dr-helen-young>.

The University's expectations of students

University regulations

When you registered with the University you agreed to abide by the Regulations for Students. These are important documents which set out the roles and responsibilities of both you as a student and the University. **You are expected to familiarise yourself with these.**

Attendance expectations

You are expected to be in attendance and participate in all scheduled learning and teaching activities required by your course. If you are ill or are likely to be ill for more than three days, please contact:

For issues related to attendance due to illness or other reasons that may prevent participation in scheduled learning and teaching activities, it is important to promptly notify the appropriate departmental contact. If you are likely to be absent for more than three days due to illness, please contact the relevant lecturer of your unit.

For any matters related to the curriculum or specific administrative inquiries, Tristan Bunnell, Deputy Director, can be contacted via his email: tb541@bath.ac.uk.

Always ensure to follow the specific guidance provided by your department or course handbook regarding attendance and participation to maintain compliance with university policies.

Learning and Teaching delivery

Timetables

Using [MyTimetable](#), you can access your personal timetable and download it into an electronic calendar. MyTimetable updates regularly, so should there be a change to your timetable, it will be reflected.

Any ad hoc changes to your teaching schedule will be conveyed to you via the Announcement forums on Moodle and /or relayed by email using course and unit mailing lists.

Learning resources, Moodle, and recorded lectures

Students enrolled in the MA International Education and Globalisation (MA IEG) programme should consult the Moodle platform for comprehensive and up-to-date information on each of their units as well as resources available through the Hub. On Moodle, accessible at <https://moodle.bath.ac.uk/>, you can find a variety of essential learning materials.

The MA IEG Hub <https://moodle.bath.ac.uk/course/view.php?id=56552> serves as a gateway to a wealth of resources, including Programme Handbooks that outline the course structure, policies, and requirements. Within the Hub, students will discover key documents for their academic journey, such as assignment deadlines and the Dignity and Respect Policy.

Additionally, forums for peer interaction and resource sharing are available to enhance the learning experience.

Option choices

If your course has option choices, then information about [how and when to choose your optional units](#) can be found online. If applicable, you will receive an email notification at the relevant point in the year when online unit selection is available. If you want to discuss your option choices, please contact your Director of Studies.

Department prizes

A book voucher of 67 pounds will be awarded to the student with the best grade, a further one for the best grade of students for whom English is not their home language, and another one for collegial behaviour based on a student survey.

Research ethics

You are expected to approach all of your studies on the programme in an ethical manner; this is especially important when undertaking educational research for your studies. The University of Bath expects its researchers to act with honesty, integrity, accountability, openness, minimal risk to participants, collaborators and themselves, and sensitivity to cultures and environments ([University of Bath Research Integrity and Ethics](#)). The research that you do for your MA IEG Dissertation will have ethical implications. For this reason, we require you to obtain ethical approval for your research. **You must therefore obtain ethics approval when planning your research before you collect any data.** When you have been allocated a Dissertation supervisor, you must complete your MA Ethical Approval Form. This can be found in the Dissertation Moodle course at: <https://moodle.bath.ac.uk/course/view.php?id=56558>.

Before completing the form, please read the guidelines published by the British Educational Research Association (BERA), which are also available on the Dissertation Moodle page. Please also discuss the ethical implications of your research with your supervisor/ tutor who may ask you to make some revisions to the form before agreeing to sign it. Please then upload the approved (signed) MA Ethics Approval Form to the Dissertation submission point in the Dissertation Moodle course.

Your completed Dissertation should include discussion of ethical issues and how they were managed, together with your reflections and evaluation in relation to this aspect of your research.

Please also note that when undertaking research as part of your studies the requirements of the Data Protection Act will be relevant.

Student Representation

Mechanisms for student representation are designed to enable you to be an active partner in continually improving your learning and teaching experience. The main ways in which your feedback will be sought will be through:

- Staff/Student Liaison Committees (SSLCs) ([Academic and Faculty Reps](#))
- surveys and evaluations
- [the Students' Union](#)

Assessment

Assessment Regulations

The University's New Framework for Assessment: Assessment Regulations: Phases 2 & 3 for postgraduate taught programmes ('NFAAR-PGT') specifies the rules governing progression from one stage of your programme to the next as well as for the award of degrees. The rules cover all areas of assessment, including supplementary assessment and the extent to which failure may be condoned.

If at any time you are in doubt about how NFAAR-PGT provisions apply to your work, please consult your Director of Studies.

This section highlights areas of the University's assessment framework for the type of programme you are undertaking. It explains the regulations that govern your assessment and outlines how the University makes decisions concerning your progression through your programme and award. Complete information is available in the [NFAAR-PGT document](#).

The full NFAAR-PGT, and definitions of terms used in it, are available online.

YOUR PROGRAMME AND HOW YOU ARE ASSESSED

Within a programme of study, there are *compulsory units* (i.e., those units in a programme which must be taken by every student registered on the programme), and there may also be *optional units* (i.e. those units students may choose from a range of options).

In the Programme and Unit Catalogues, there are links to the relevant appendices of the NFAAR-PGT which state exactly how the assessment rules operate for each stage of your programme.

The following points will help you to understand how the assessment rules relate to your specific programme, such as pass marks, averaging of marks and dealing with any failures:

Firstly, there are several references below to the persistent generic rules on the extent of any failures of units permitted overall. The rules are that you can only (1) fail and retrieve units, or (2) marginally fail units and have them condoned, **within set limits**. Breaking these rules results in failure of the programme.

Your programme has one Designated Essential Unit (DEU) which you must pass to gain the award you seek; even marginal failure in this unit cannot be condoned.

- Your programme is divided into stages and follows the general principle that all stage assessment must be successfully completed before progression to the next stage is permitted. This means that, if you are required to undertake supplementary assessment, you will have to do so before you can progress further. You must also never break one of the persistent generic rules.
- Your programme has units that constitute the Taught Stage(s) Credits in a separate phase before the period in which you will do the Dissertation/Project type unit(s), as indicated in the table showing the structure of your programme.
- Should you fail to qualify for the award of the degree of Master, you may be considered for the award of a related Postgraduate Diploma or Postgraduate Certificate (subject to your having met the requirements for one of those awards).

The normal pass mark for a unit is 40%. In some units, you might need to achieve a threshold mark in one or more component assessments in order to pass the unit overall. Particular rules apply to failure of units of the 'Taught type', or in the 'taught' stages. They are as follows:

- If you fail any DEUs, you will have to undertake supplementary assessment – unless you have failed so many DEUs that you fail outright, or the attempted retrieval would break the rule on how much failure can be retrieved.
- If you fail any non-DEU units badly (i.e., achieve less than 35%), you will have to undertake supplementary assessment – unless you have failed so many units that you fail outright or the attempted retrieval would break the rule on how much failure can be retrieved.
- If you fail only non-DEU units marginally (i.e., achieve 35%-39%), you might be able to progress without supplementary assessment. Whether you do progress will depend on the total credit value of the failed units.

Dissertation/Project units have their own special rule on failure: only cases of marginal failure (i.e., 35%-39%) will be given permission for attempted retrieval through supplementary assessment, and any resubmission that is permitted for marginal failure must be made within a specified period. Ultimately, you must pass a Dissertation/Project

unit (or have an average of at least 40% for them if there are more than one) for satisfactory completion of the requirements for Dissertation/Project elements.

Your unit results are combined as follows to make overall assessment/award decisions:

- The Taught Stage(s) Average (TSA) will be calculated by taking the credit-weighted average of marks for all units required to contribute to the taught stage(s), or by taking the credit-weighted average of marks for all units defined as of 'Taught type' required to contribute to the programme.
- The Dissertation/Project Average (DPA) will be calculated by taking the credit-weighted average of marks for the unit(s) required to contribute to the Dissertation/Project stage(s), or by taking the credit-weighted average of marks for the unit(s) defined as of 'Dissertation/Project type' required to contribute to the programme.
- The Overall Programme Average (OPA) will be calculated by taking the credit-weighted average of marks for all units required to contribute to the programme.

CALCULATING YOUR DEGREE OUTCOME

A Board of Examiners will decide at appropriate points whether you are continuing to meet the requirements for the programme (including not breaking persistent generic rules whereby you can only fail and retrieve, or marginally fail and have condoned, units within set limits), and/or whether you have met all the requirements for your target award or any alternative that might be available. The outcomes will depend on both your performance in individual units and your overall performance. Generally, if you pass each of your units, you will progress and, in due course, be recommended for an award.

If you fail units beyond certain credit values, or you fail some too badly, you might break one of the persistent generic rules whereby you can only fail and retrieve, or marginally fail and have condoned, units within set limits, and this will result in failure of the programme – without any opportunity for supplementary assessment. (Further information on supplementary assessment is provided below.)

The criteria for making awards with distinction or with merit are described in the relevant NFAAR-PGT rules (paras. 78-80).

Supplementary assessment

'Supplementary assessment' is the term normally used for an opportunity given to a student to retrieve failure before starting the next stage of a programme, or by the end of the programme if it is a single-stage programme or the failed units are not Stage Required Units (SRUs).

[Academic year dates](#), including the supplementary assessment period, can be found online.

Each unit's method of supplementary assessment is shown in the online Unit Catalogue.

At supplementary assessment, students will normally have the opportunity to gain credit for units they successfully passed and to have the mark gained reported to them for feedback purposes, but a maximum mark of 40% will be awarded and used in the Overall Stage Average, the Overall Programme Average, the Taught Stage(s) Average, and any award calculation.

If you pass all your supplementary assessments, you will be able to progress onto the next stage of your programme and/or, as appropriate, be considered for an award. If you do not pass them all, the outcome will depend on your overall performance including consideration of the rules about passing particular types of units and the persistent generic rules (as set out above).

[Exit awards](#)

If you leave the University early, without completing your course, you may be eligible for an exit award. You will find information on these awards in your course specification.

[Switching courses](#)

If you are considering transferring to a different course, where this would be permitted, you should speak to your Director of Studies in the first instance. In certain circumstances you may be able to or may be required to transfer onto a specific alternative course, known as a Designated Alternative Course/Programme (DAC/P) if you have not met the criteria to remain on your current course of study.

Academic Registry have also published [further information and guidance on assessment arrangements](#). This also includes a link to the [University's Academic Integrity Training and Test](#). **All students will be unable to progress beyond the next progression point in their studies until they pass the test.** The test has a pass mark of 85% but you can take the test as many times as you need to.

[Individual Mitigating Circumstances \(IMCs\)](#)

We acknowledge that you may experience circumstances that disrupt your assessment attempt or performance. Submitting an IMC claim allows you to report any conditions which prevented you from taking assessment or significantly impaired your performance. If accepted an IMC recognises that your assessment was affected.

You are expected to familiarise yourself with the information available about IMCs

including the process for submission, the evidence requirements, how claims are considered and what can (and cannot) happen if a claim is accepted as valid.

[Coursework](#)

Students will normally receive the following information about an assessment task:

- *its weighting in calculating the mark for the unit*
- *the assessment criteria, and any grade criteria relevant to the subject*

- *the timing, nature, and extent of feedback they can expect and whether this is to be accompanied by the return of assessed work*

Students will receive clear and accurate information which sets out the expectations of the assessment task(s). This will normally include:

- *the requirements of the assessment task(s)*
- *the word limit/range, and the penalty for non-compliance. If a penalty policy is not stated in writing the University default policy will apply*
- *any specific requirements of professional, regulatory, or statutory bodies*
- *any special presentation or referencing preferences/requirements*
- *the date for submission of the work*
- *the dates when any further detailed information about the individual task(s) will be communicated and how they will be communicated*
- *for in-class tests, information on the conditions under which the test will be conducted (e.g., open-book) or other specific requirements*
- *whether the work is to be submitted anonymously]*

Coursework tasks will normally have a word limit or word range. This, and the penalty for not adhering to this, will be confirmed when you receive an assignment. Markers may stop reading/marking your work at the point it exceeds the word/page limit.

[Coursework extensions](#)

If you find you are facing circumstances that are preventing you from submitting on time you can request an extension to your deadline before the work is due. Short extensions are often granted but occasionally there may be a better measure to support you depending on your individual circumstances and the type of assessment. You will need to give a brief explanation of how your circumstances are impacting on your ability to complete on time. Extension requests require evidence to confirm what has happened and when.

Please be aware that an extension request needs to be submitted before the original deadline. You can request an extension in [SAMIS](#) under “Student Tasks”, more information is available on [your programme Moodle page](#).

Late submission of coursework

To ensure fairness to all students, you will be expected to hand in all assessed coursework and dissertations/projects by a specified date and time, and [there are penalties for submitting work after the specified deadline](#). **If you are experiencing difficulties completing work on time, please seek help before the deadline.**

[Examinations](#)

There are no exam type assessments on this programme.

Marking and feedback

We have in place processes to ensure that assessment is conducted and marked in a fair and rigorous manner which upholds the academic standards of the University. You can find further information [on such processes, and their purpose, on our website.](#)

Everything related to marking and feedback, including Grade Descriptors, Assessment Criteria, and Learning Outcomes for unit assessment, along with the department's feedback policy, can be found within the MA IEG Hub

<https://moodle.bath.ac.uk/course/view.php?id=56552>. This comprehensive resource is designed to provide students with all the necessary information regarding the assessment process. For any queries or clarifications regarding these materials or policies, students should reach out to the designated unit convenor or Director of Studies or Deputy Director of Studies.

Your course

[Programme and Unit Catalogue](#)

This is where you will find details about individual units for the current academic year. The catalogues also provide links to the relevant assessment regulations.

[Course Specification](#)

Course Specifications set out important key information about your course, including the award title, the intended learning outcomes, and the structure of the course, as well as regulations for meeting the requirements for any exit awards and any agreed exemptions from your Assessment Regulations. You are expected to be familiar with this document and its contents.