

Appendix 16: BEP procedures for CPD award classification

1. In all cases, the Board of Examiners for Programmes must:
 - a. Proceed to make decisions for the award of a Certificate of Higher Education, a Diploma of Higher Education, or a Foundation degree, according to the normal credit-accumulation criteria, since these awards are not classified or graded and all learning contract units (LCUs) must have been passed.
 - b. For all other awards (Bachelor degree with honours, Postgraduate Certificate, Postgraduate Diploma, or Master degree), bring forward any Part 2 and any Part 3 IMC-flagged units (*i.e.*, those units not given deferred assessment), noting that, in respect of IMC-affected units:
 - No CPD framework programme result can have been admitted with a failing mark (*i.e.*, non-P1/P2);
 - Therefore, only the extent of impaired passing can be in question in CPD framework programmes.
 - c. For Bachelor degree with honours programmes, evaluate the evidence in relation to classification parameters (using the scenarios/boundaries spreadsheet — see Figure 15, below):
 - By calculating award classification from marks achieved in all (including IMC-affected) units in the normal way.
 - By considering the extent of any lowering influence of IMC-affected units from Part 2 and/or Part 3, as appropriate.
 - d. For Postgraduate Certificate, Postgraduate Diploma, or Master degree programmes, evaluate the evidence in relation to award grade parameters (using the scenarios/boundaries spreadsheet — see Figure 16, below):
 - By calculating award classification from marks achieved in all (including IMC-affected) units in the normal way.
 - By considering the extent of any lowering influence of IMC-affected units from Part 2 and/or Part 3, as appropriate.
2. Subject to the provisions of para. 1 of this Appendix, and after due consideration of the valid IMCs' significant effects on assessment, the following detailed IMC criteria will be applied in sequence in relation to award classification or grading, as appropriate:
 - a. For Bachelor degree with honours programmes, in cases where the evidence before, and the judgement of, the Board of Examiners support it, the Board of Examiners for Programmes making a classification decision for an individual student *may* promote the student's award to the class above (as defined in Appendix 3: Concepts & terms within & outside the NFA).
 - b. For Postgraduate Certificate, Postgraduate Diploma, or Master degree programmes, in cases where the evidence before, and the judgement of, the Board of Examiners support it, the Board of Examiners for Programmes making a classification decision for an individual student *may* promote the student's award to the grade above (as defined in Appendix 3: Concepts & terms within & outside the NFA and subject to no more than the equivalent of an uplift of 10% of the marks for the programme as a whole).
 - c. In very many cases, the evidence before, and the judgement of, the Board of Examiners will indicate that the IMCs have had too slight an influence on the overall outcome for a promotion of class/grade to be appropriate: the Board of Examiners for Programmes making a classification decision for an individual student will therefore

make the classification/grade decision according to the unadjusted, normal classification/grade criteria.

Figure 14: BEP procedures for IMC-related award classification in CPD framework programmes

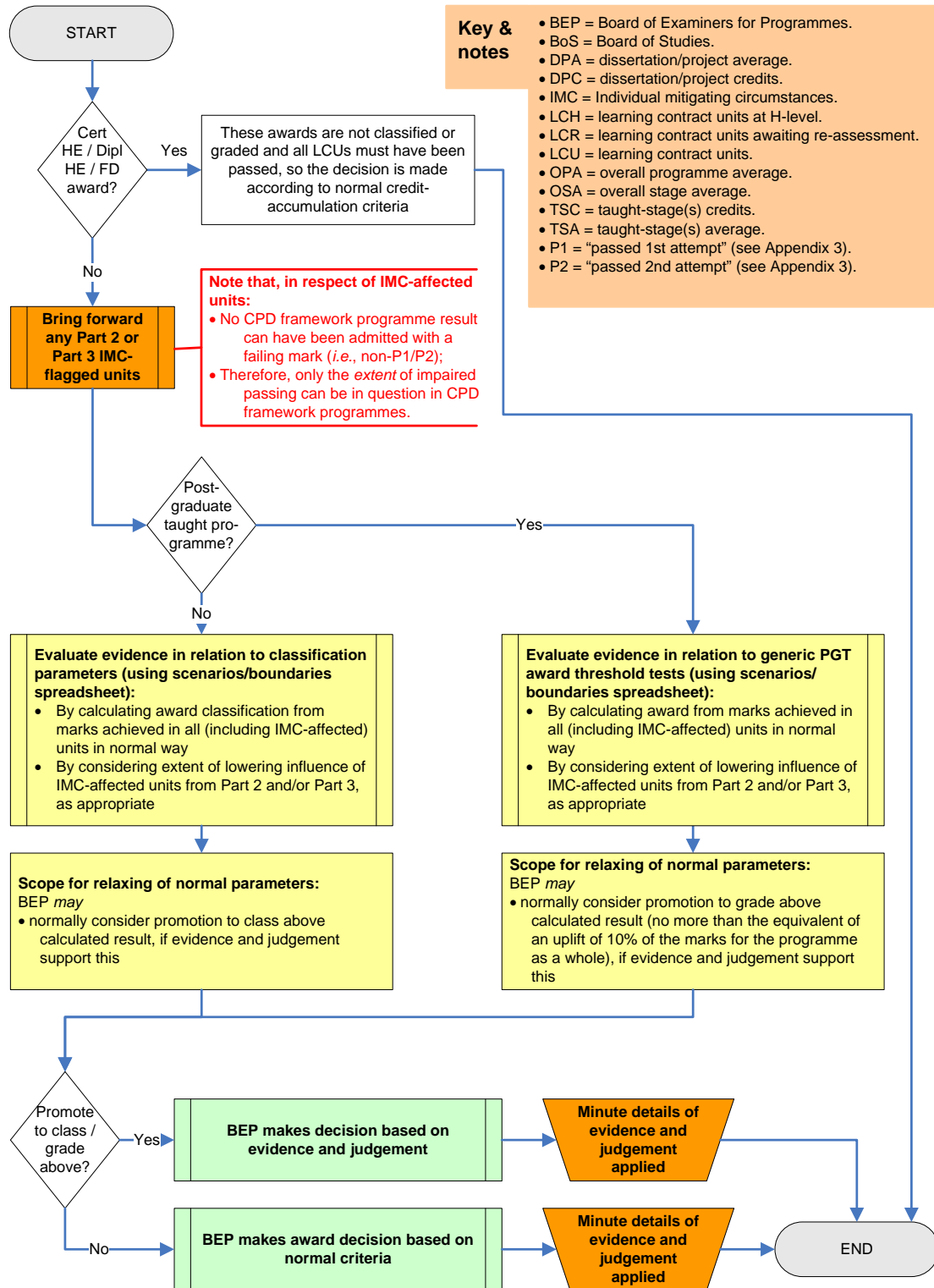


Figure 15: Example of BEP IMC-related CPD UG Part 3 award classification scenarios/boundaries

Stage-based award classification scenarios and boundaries for IMC-affected units																																																																																																																																			
Stage		Scenario 1: Stage marks as achieved										Scenario 2: IMC units with plausible marks (manual)			Boundary 1: IMC units at 40% if failed		Boundary 2: IMC units at 100%																																																																																																																		
Stage weighting	01	Unit code (if helpful)	Unit level	DEL?	Pass/Fail Unit?	Unit credits	Unit mark (%)	IMC-affected?	Unit contrib to stage	Mark contrib to stage	Mark contrib to programme	Manual entry of plausible alternative marks for IMC-affected units	Merging plausible marks with achieved marks	Mark contrib to stage	Mark contrib to programme	Unit marks if IMCs at 40%	Mark contrib to stage	Mark contrib to programme	Unit marks if IMCs at 100%	Mark contrib to stage	Mark contrib to programme																																																																																																														
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Programme summary					
Stage	Weighting	Scenario 1	Scenario 2	Boundary 1	Boundary 2
Stage 1	01	0.00%	0.00%	0.00%	0.00%
Stage 2	32	15.07%	16.00%	15.07%	20.80%
Stage 3	68	32.98%	34.34%	32.98%	41.14%
OPA		48.50%	50.34%	48.50%	61.94%

IMPORTANT NOTES:

- Scenario 1 represents actual marks achieved.
- Scenario 2 represents outcomes which might plausibly have been achieved by the student in the judgement of the examiners, for the purpose of testing proximity to classification boundaries - not for changing or recording other marks.
- Boundary 1 represents actual marks achieved where not affected by IMCs, or uniform marks of 40% where units were affected by IMCs and show an achieved mark < 40%.
- Boundary 2 represents actual marks achieved where not affected by IMCs, or uniform marks of 100% where units were affected by IMCs, regardless of whether the student could possibly have reached that standard in the particular unit.

Figure 16: Example of BEP IMC-related CPD PGT Part 3 award classification scenarios/boundaries

Award classification scenarios and boundaries for IMC-affected units																					
Total programme credits		Scenario 1: Marks as achieved												Scenario 2: IMC units with plausible marks (manual)				Boundary 1: IMC units at 40% if failed		Boundary 2: IMC units at 100%	
Taught stage(s) credits (TSCs)		Unit code (if helpful)	Unit level	DEU?	Pass/Fail Unit?	Unit credits	Unit mark (%) OR "Pass" OR "Fail"	IMC affected?	Unit contrib to taught stage(s) credits	Mark contrib to taught stage(s) credits	Mark contrib to programme	Manual entry of plausible alternative marks for IMC-affected units	Merging plausible marks with achieved marks	Mark contrib to taught stage(s) credits	Mark contrib to programme	Unit marks if IMCs at 40%	Mark contrib to taught stage(s) credits	Mark contrib to programme	Unit marks if IMCs at 100%	Mark contrib to taught stage(s) credits	Mark contrib to programme
90																					
60																					
49.50%																					
51.70%																					
49.70%																					
61.70%																					
Master, PG Dipl or PG Cert? Master		Scenario 1: Marks as achieved												Scenario 2: IMC units with plausible marks (manual)				Boundary 1: IMC units at 40% if failed		Boundary 2: IMC units at 100%	
Dissert'n/project credits (DPCs)		Unit code (if helpful)	Unit level	DEU?	Pass/Fail Unit?	Unit credits	Unit mark (%) OR "Pass" OR "Fail"	IMC affected?	Unit contrib to Dissert'n/project credits	Mark contrib to Dissert'n/project credits	Mark contrib to programme	Manual entry of plausible alternative marks for IMC-affected units	Merging plausible marks with achieved marks	Mark contrib to Dissert'n/project credits	Mark contrib to programme	Unit marks if IMCs at 40%	Mark contrib to Dissert'n/project credits	Mark contrib to programme	Unit marks if IMCs at 100%	Mark contrib to Dissert'n/project credits	Mark contrib to programme
30																					
79.00%																					
79.00%																					
79.00%																					
79.00%																					

Programme summary					
<ul style="list-style-type: none"> The tables on the right will be automatically completed for the relevant averages based on marks entered in the stage grids above. Table 1 provides the TSA/GPA and OPA percentages, highlighting which are most applicable for Master, PG Dipl and PG Cert qualification aims. Note that all and only the specific units for a given programme and qualification aim should be entered for a calculation to be performed - e.g. the range of units leading to a Master outcome cannot be used to determine whether a PG Diploma outcome is possible. Table 2 provides INDICATIVE grade outcomes based only on the percentages in the equivalent relevant cells of Table 1. Some validation checks for data entry are provided below (next page). 					
Table 1	Scenario 1	Scenario 2	Boundary 1	Boundary 2	IMPORTANT NOTES:
TSA	49.50%	51.70%	49.70%	61.70%	Scenario 1 represents actual marks achieved.
OPA	79.00%	79.00%	79.00%	79.00%	Scenario 2 represents outcomes which might plausibly have been achieved by the student in the judgement of the examiners, for the purpose of testing proximity to classification boundaries - not for changing or recording other marks.
OPA	79.00%	79.00%	79.00%	79.00%	Boundary 1 represents actual marks achieved where not affected by IMCs, or uniform marks of 40% where units were affected by IMCs and show an achieved mark <40%.
OPA	79.00%	79.00%	79.00%	79.00%	Boundary 2 represents actual marks achieved where not affected by IMCs, or uniform marks of 100% where units were affected by IMCs, regardless of whether the student could possibly have reached that standard in the particular unit.
Table 2	Scenario 1	Scenario 2	Boundary 1	Boundary 2	
PG Dipl	Pass	Pass	Pass	Pass	
PG Cert	Pass	Pass	Pass	Pass	

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