

UNIVERSITY OF BATH
COVID-19 NO-DETRIMENT MEASURES 2019/20:

UNDERTAKING YOUR ASSESSMENTS

6 MAY 2020

NOTE: *This document was created for, and applied to, the 2019/20 academic year.*

You can find out more about the no-detriment measures at:

<https://www.bath.ac.uk/publications/covid-19-no-detriment-measures-for-taught-student-outcomes/>.

Your assessment timetable is available at <https://www.bath.ac.uk/guides/assessment-period-timetable-summer-2020/>.

General guidance on your alternative assessments and study skills can be found at <https://www.bath.ac.uk/guides/student-guide-to-assessment-2019-20-semester-2-assessment-period/>

Departments have redesigned your assessments to ensure they remain a fair and appropriate test of your learning in an online environment, and to give you the opportunity to fully demonstrate your knowledge and skills.

We advise you to engage with your assessments as much as you can, and to try and complete them if you feel able to. Our no-detriment measures will be in place to support you whether or not you are able to complete all your semester 2 assessments right now. Our priority is helping you to feel confident that your outcomes will accurately reflect your knowledge and the work you've put in.

What no-detriment measures apply to assessment?

We have introduced a series of no-detriment measures to make sure we can take difficulties you may have during this assessment period into account.

These include measures for if you fail your unit and need to do reassessment. If you have to retake a failed semester 2 assessment, this reassessment will be treated as a first attempt. In effect, this means that you will not be penalized for submitting if your overall unit performance turns out have been significantly impacted.

No-detriment also applies to the submission of your assessment. This is described in the section below. Your department will tell you whether your assessment is an "examination" or a "coursework".

Should I submit an Individual Mitigating Circumstances (IMC) Claim?

Individual Mitigating Circumstances (IMCs) is the University term for circumstances which temporarily prevent students from undertaking assessment, or which significantly impairs their performance – for example, bereavement or serious illness. The "flag" of having an IMC against a

unit's assessment gives academics additional flexibility when making decisions about your reassessment options, progression into the next stage of your course, or classification.

Our no-detriment measures mean we will treat all your 2019/20 semester 2 assessments with this flexibility, as though they already have IMCs. These apply automatically without requiring action from you, meaning you don't have to apply for COVID-19 disruption-related IMCs to capture things like moving to online teaching, illness, technical challenges, caring responsibilities, bereavement, or leaving campus.

We are keeping IMCs in use this semester, however, in case you want to tell us that a specific assessment was significantly affected. This could be for COVID-19 or non-COVID 19 related reasons (for example, bereavement, illness, caring responsibilities). Whilst this is not needed to allow you to benefit from the no detriment measures—that is automatic—it will allow you to flag any specific concerns which the University might be able to help you with. We want to ensure you have the right level of support to do the best you can at your assessments and to be aware of the different options available to you. It may be that applying for an IMC will help us to support you in some way.

If you do decide you want to submit an IMC for a particular assessment:

- The definitions of valid circumstances in [What are IMCs?](#) apply. Technical issues are not valid IMCs; these will be dealt with by general no-detriment measures.
- You should use the normal form and meet the normal timescales. You can find more information on [our IMC pages](#). The [SU Advice and Support Centre](#) will be able to talk through your options with you, so please contact them if you have any questions or concerns.
- We have waived the requirement for formal evidence (for example, a note from a doctor) due to the circumstances and the pressures on the NHS and other health services. You should just make sure to tell us what happened and how it affected your assessment.

In summary, this semester **you do not have to submit an IMC in order to have IMC-related decision-making applied to your academic outcomes**. No-detriment measures apply without your needing to take any additional action.

What happens if I am unable to complete my examination by the submission deadline?

You will be able to defer your assessment without penalty. This means that you will be able to take an assessment in the supplementary assessment period in August as if it was the first time you were taking it (i.e. you will receive a new first attempt, so your mark will not be capped). There will be:

- No penalties for not submitting an alternative examination (take-home or open-book) that is due during the assessment period. Your non-submission will automatically become a deferred assessment to be taken in the supplementary assessment period.
- No need to let us know in advance if you know you want to defer. If you don't submit an assessment it will automatically become a deferred assessment, to be taken in the supplementary examination period.

Though it is not required, we strongly encourage you to let your Director of Studies know if you will need to defer your assessment. They will be able to give you advice and/or direct you to pastoral support if you are having difficulties.

If you do need to defer some or all of your assessments due to your circumstances, this will have different implications depending on your academic programme and where you are in terms of

progress in your degree. For example:

- If you are a student due to graduate this year, and you have deferred some or all of your assessments, the classification safety-net will not apply to you. However, if you have otherwise completed your programme requirements, we will consider your award and classification under our other no-detriment measures, which include consideration of your degree classification in light of the COVID-19 disruption. If you subsequently wish to take your deferred assessment and have your award reconsidered under the classification safety net, you will be able to do so in the supplementary period.
- If you are a continuing student looking to progress into your next year, and you have deferred assessment, it may be that we need to wait to consider what is possible until after you have completed your assessments in the supplementary assessment period. If you still have failed or deferred assessment at that point, and your programme allows, the examination board for your programme may allow you to continue into your next year of study and complete the required assessment alongside your further study and assessments.

What happens if I am unable to complete my coursework by the submission deadline?

For coursework assessments, you will be able to apply for an extension to your submission deadline as you normally would, using the normal form. We will not require you to give a reason with evidence—but you do need to tell us that you need an extension to the submission deadline before your coursework is due.

Your department will give you a reasonable, no-detriment extension to your submission deadline that takes into account the difficult circumstances.

Normal penalties set out in [QA16](#) will apply for late submission (you haven't submitted by the original or extension deadline) or non-submission. We will still consider your results for the assessment in line with the no-detriment measures.

If you have an extension on coursework and that extension goes beyond the end of the assessment period then it is very likely that we will need to make decisions about your progression or award at our examination boards in September. No-detriment measures will apply to our eventual consideration of your results, but we will not be able to make decisions until that later point, which may delay your progression or graduation.

If you find that you cannot submit your coursework, even with an extension, you should speak to your Director of Studies before the submission deadline.

What if I have technical issues?

The Student Guide to Assessment has further information about this topic, describing both what you can do and what we will do to support you: <https://www.bath.ac.uk/guides/student-guide-to-assessment-2019-20-semester-2-assessment-period/>

Our no-detriment measures for assessment and for overall consideration of your results are designed to take into account general disruption when working on your assessments.

Will I be able to make an academic appeal?

As normal, you will be able to appeal a decision of the Board of Studies (for example, regarding your progression or classification). We will ensure that our processes take the Covid-19 disruption into account, and will tell you more about this before you receive your Board of Studies decisions.