

QA3 Annex C

Programme design information relating to assessment under the provisions of the New Framework for Assessment: Assessment Regulations: Phase 1 for first-degree programmes

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Assessment in the programme context

Scheme of study and scheme of assessment

1. For the purposes of describing clearly and completely a scheme of study and a scheme of assessment for a programme that is fully compliant with the NFAAR-UG, it will be sufficient to indicate:
 - a. How the specific programme is subdivided into parts and stages.
 - b. Which units are designated essential units.
 - c. Whether any placements are standard or enhanced.
 - d. The status of any study abroad period (as substituting for, or supplementing, normal academic study).
 - e. How any designated alternative programmes are related to the programme in question.
2. For programmes fully compliant with the NFAAR-UG, clear reference to the centrally-maintained description of the regulations and a succinct tabular definition of the specific programme details will satisfactorily meet points 1.a–d above. An illustration is provided in [Appendix 1: Scheme of study and scheme of assessment details](#)~~Appendix 1: Scheme of study and scheme of assessment details~~.
3. In any case where an exemption from a specific provision of the NFAAR-UG has been approved for a specific programme, the owning academic department/school must ensure that the scheme of study and/or scheme of assessment include full and clear explanation of the special provisions approved for that programme.

Defining parts and stages

4. The structure of each programme of study for the purpose of setting out its summative assessment will be described in terms of parts and stages, such that:
 - a. Completion of each stage is determined by the outcomes of summative assessment that is progress assessment and/or final assessment as described below (b–d).
 - b. Summative assessment in Part 1 will normally be progress assessment and will be used only to determine the student's fitness to proceed to the next stage of the programme.
 - c. Summative assessment in Part 2 will normally be progress assessment and final assessment and will contribute to the calculation for an award in due course as well as being used to determine the student's fitness to proceed to the next stage of the programme.
 - d. Summative assessment in Part 3 will normally be used alongside Part 2 results to determine the student's fitness to receive the award associated with the programme.
5. Frequently occurring programme structures are illustrated in these terms in Appendix 2: Examples of programme structures. In accordance with normal programme and unit creation and modification procedures, upon the recommendation of academic departments/schools and having regard for broad types of programmes, other allocations of parts and stages may be approved.
6. Neither a part nor a stage will be shorter in duration than one semester.
7. Normally, any supplementary assessments to be undertaken by students who have failed to meet the requirements for progression to the next stage of a programme will occur, and must be satisfactorily completed, before progression to the next stage is permitted. However, where an academic stage is followed by a placement stage, or by a study-abroad

stage where the study is supplementary to (rather than substituting for) academic study in the University, any supplementary assessment requirements from the academic stage must be satisfactorily completed before progression is permitted to the next *academic* stage, thus normally allowing progression to the placement or study-abroad stage. Programme regulations may prescribe in their schemes of study and schemes of assessment any performance standards relating to particular units and/or placement/study-abroad opportunities that will determine the circumstances in which progression to the placement or study abroad period will *not* be permitted. A diagrammatic representation of this is given in [Appendix 3: Stage progression](#)~~Appendix 3: Stage progression~~.

8. Where an academic stage is followed by a placement stage, or by a study-abroad stage where the study is supplementary to (rather than substituting for) academic study in the University, a student who is required to repeat the pre-placement/study-abroad stage will be allowed to go on an *arranged* placement/study-abroad period, unless programme regulations state that this is not permitted. The student will then be required to complete the pre-placement/study-abroad stage successfully after the placement/study-abroad stage, with a view then to qualifying to proceed to the next academic stage of the programme. Programme regulations may prescribe in their schemes of study and schemes of assessment any performance standards relating to particular units and/or placement/study-abroad opportunities that will determine the circumstances in which progression to the placement or study abroad period will *not* be permitted. A diagrammatic representation of this is given in [Appendix 3: Stage progression](#)~~Appendix 3: Stage progression~~.

Assessment weightings in the calculation of averages

9. Within each stage of a programme, the contribution of a unit's assessment to the calculation of the overall stage average will normally be directly proportional to the credit-values of the units concerned, with the exception of standard or enhanced placement units as described below.
10. The contributions of units to progression and degree-award decisions will be according to their place in the relevant stage of a programme, rather than the assigned level of the unit: FHEQ 4, 5, 6 and 7 (~~i.e.~~ Certificate (C), Intermediate (I), Honours (H), and Master (M)).
11. Contributions from Part 2 and Part 3 of each programme's summative assessments will normally be aggregated in the calculation for a degree award according to the following general principles:
 - a. In three-year full-time first degree programmes leading to Bachelor awards with honours, and in the programme leading to Master of Architecture with honours, Part 2 will count for 32% and Part 3 for 68% of the overall programme average.
 - b. In four-year full-time integrated first degree programmes leading to classified Master awards with honours, the earlier stage of Part 2 will count for 16%, the later stage of Part 2 for 34%, and Part 3 for 50% of the overall programme average.
 - c. In programmes containing standard placements, there will be no contribution from the placement to the overall programme average.
 - d. In first degree programmes leading to Bachelor awards with honours containing enhanced placements totalling the equivalent of one academic year in duration in Part 2, the placement(s) will count for one quarter and the academic periods for three-quarters of the Part 2 contribution.
 - e. In integrated first degree programmes leading to classified Master awards with honours containing enhanced placements totalling the equivalent of one academic year in duration in Part 2, the placement(s) will count for one half and the academic period(s) for one half of the earlier stage of Part 2 contribution (16%), with the later stage of Part 2 remaining at 34%, of the overall programme average.
 - f. Study periods abroad that are taken in substitution for normal academic periods of study will be treated as the weighted equivalent of the normal academic period.

- g. Study periods abroad that are taken as supplementary to the normal academic periods of study required in a programme will be treated as standard or enhanced placements for the purpose of establishing part and stage weightings.
 - h. Project-based study units undertaken in a professional context will be considered not as standard or enhanced placement units but as normally weighted academic units.
12. The descriptions in para. 11 above are not an exhaustive list of examples. Frequently occurring part and stage weightings are illustrated in these terms in [Appendix 4: Part and stage weightings in overall programme averages](#)~~Appendix 4: Part and stage weightings in overall programme averages.~~

Designated essential units

- 13. In accordance with normal programme and unit creation and modification procedures, upon the recommendation of academic departments/schools and having regard for broad types of programmes, units may be classed as designated essential units for specified programmes. (Designated essential units (DEUs) are those which must be passed in order to qualify to proceed with a programme or to receive its normal award at the end. Marginal failure in such units cannot be condoned.)
- 14. Any designated essential units will be clearly specified in the scheme of study for that programme.

Coexistent and stand-alone programmes

- 15. In accordance with normal programme and unit creation and modification procedures, upon the recommendation of academic departments/schools and having regard for broad types of programmes, some programmes may be classed as coexistent programmes. In the absence of such decisions, all programmes will be classed as stand-alone.

Standard and enhanced placements

- 16. In accordance with normal programme and unit creation and modification procedures, upon the recommendation of academic departments/schools and having regard for broad types of programmes, placements will be classed as standard or enhanced for assessment purposes. In the absence of such decisions, all placements will be classed as standard. The relevant distinguishing feature is that while all placement units must include a mechanism for assessing appropriately the learning outcomes of the placement, the enhanced variety also carries 'assessed work in relation to the placement that contributes directly and non-trivially to the degree classification'.
- 17. Any enhanced placements will be clearly specified in the scheme of study for that programme.

Study abroad

- 18. Periods of study abroad will be defined as substituting for, or as being supplementary to, normal academic study. Any such periods will be clearly specified in the scheme of study for that programme.
- 19. Periods of study abroad that substitute for normal academic study in the programme will be treated as being such normal academic study for the purposes of progress and final assessment.
- 20. Periods of study abroad that are supplementary to normal academic study in the programme will be treated as placement periods and will be classed as standard or enhanced for assessment purposes.

Exit awards

- 21. With effect from the 2014/15 academic year, exit awards of Certificate of Higher Education (CertHE) and Diploma of Higher Education (DipHE) will be available for award from programmes covered by the NFAAR-UG. In accordance with normal programme and unit

creation and modification procedures, upon the recommendation of academic departments/schools and having regard for broad types of programmes, programmes may be exempted from such award provisions. Credit achieved through a placement or study abroad cannot contribute to either award, unless explicitly stated otherwise in the relevant Programme Regulations.

Appendix 1: Scheme of study and scheme of assessment details

Figure 1: Table showing a hypothetical four-year sandwich programme

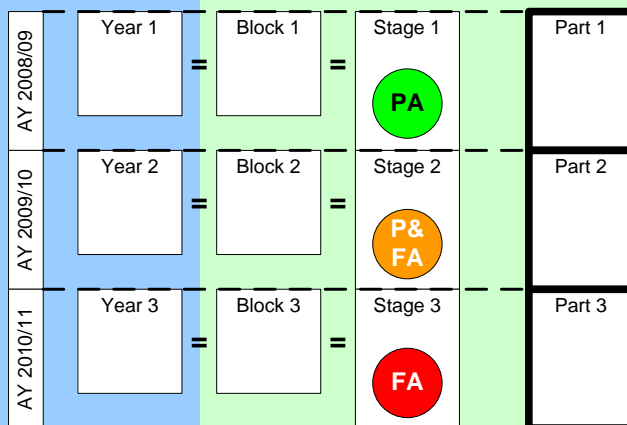
Programme code		UXXX-AKB01							
Programme title		Sustainable Development Sciences							
Award type		Bachelor of Science with honours							
Award title		Sustainable Development Sciences							
Mode of Attendance		Thick sandwich							
Length		4 years							
State if coexistent M-level programme		-							
State any designated alternative programme(s)		UXXX-AFB04 Sustainable Development Sciences (3-yr full-time) leading to BSc (Ordinary) award							
Approving body and date of approval		Board of Studies for the Faculty of ... 16 January 2008							
Part	Stage	Normal period of study for this Mode		Unit code	Unit title	Unit status	Credits	DEU status	Placement or Study Abroad status
1	1	Yr 1	AY	XX10346	Full unit title as formally approved	C	24	DEU	
		Yr 1	AY	XX10348	Full unit title as formally approved	C	12	DEU	
		Yr 1	Sem 1	XX10416	Full unit title as formally approved	C	12	-	
		Yr 1	Sem 2	XX10206	Full unit title as formally approved	C	6	-	
		Yr 1	Sem 2	XX10104	Full unit title as formally approved	C	6	-	
2	2	Yr 2	AY	XX20236	Full unit title as formally approved	C	24	DEU	
		Yr 2	AY	XX20358	Full unit title as formally approved	C	12	-	
		Yr 2	Sem 1	XX20421	Full unit title as formally approved	C	6	-	
		Yr 2	Sem 1	XX20333	Full unit title as formally approved	C	6	DEU	
		Yr 2	Sem 2	XX20543	Full unit title as formally approved	C	12	-	
	3	Yr 3	AY	XX20919	Full unit title as formally approved	C	60	-	Enhanced
3	4	Yr 4	Sem 1	XX30421	Full unit title as formally approved	O Take 12 credits	12	DEU	
		Yr 4	Sem 1	XX30406	Full unit title as formally approved		12	DEU	
		Yr 4	Sem 1	XX30203	Full unit title as formally approved	O Take 12 credits	12	-	
		Yr 4	Sem 1	XX30101	Full unit title as formally approved		12	-	
		Yr 4	Sem 1	XX30543	Full unit title as formally approved	C	6	-	
		Yr 4	Sem 2	XX30358	Full unit title as formally approved	C	30	DEU	
Assessment weightings and decision references									

Stage	Weighting within programme	NFAAR-UG decisions reference See: http://www.bath.ac.uk/registry/nfa/index.htm
Stage 1	0%	Main assessment: Appendix 11 Supplementary assessment: Appendix 12
Stage 2	24%	Main assessment: Appendix 19 Supplementary assessment: Appendix 20
Stage 3	8%	Main assessment: Appendix 19 Supplementary assessment: Appendix 20
Stage 4	68%	Main assessment: Appendix 27 Supplementary assessment: Appendix 28

Appendix 2: Examples of programme structures

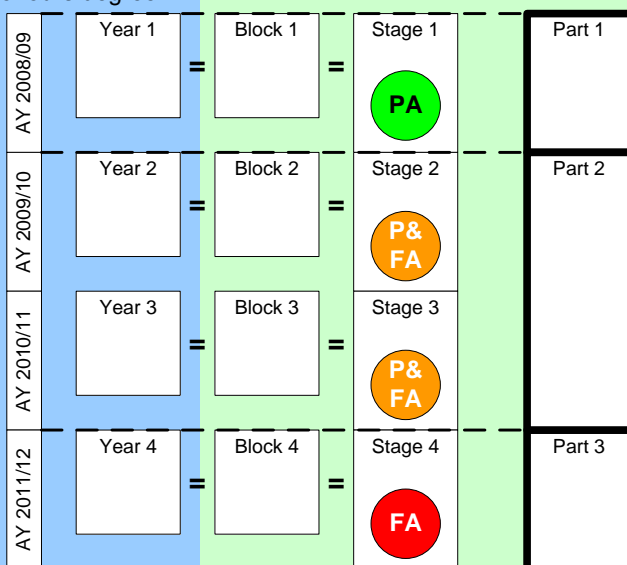
Figure 2: Parts and stages in typical Bachelor with honours programmes

Traditional description of three-year full-time programme leading to a hypothetical Bachelor with honours degree



More precise description of three-year full-time programme leading to a hypothetical Bachelor with honours degree, for SAMIS (blocks) and assessment purposes (parts and stages)

Traditional description of four-year thick sandwich programme leading to a hypothetical Bachelor with honours degree



More precise description of four-year thick sandwich programme leading to a hypothetical Bachelor with honours degree, for SAMIS (blocks) and assessment purposes (parts and stages)

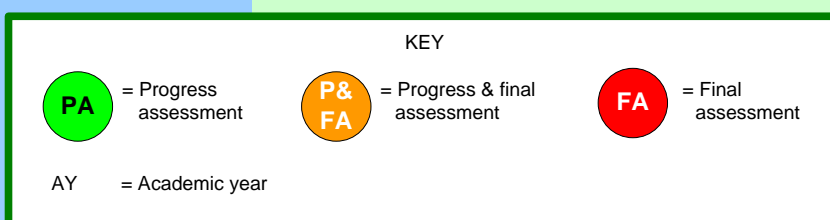


Figure 3: Equivalent parts and stages in full-time and part-time programmes

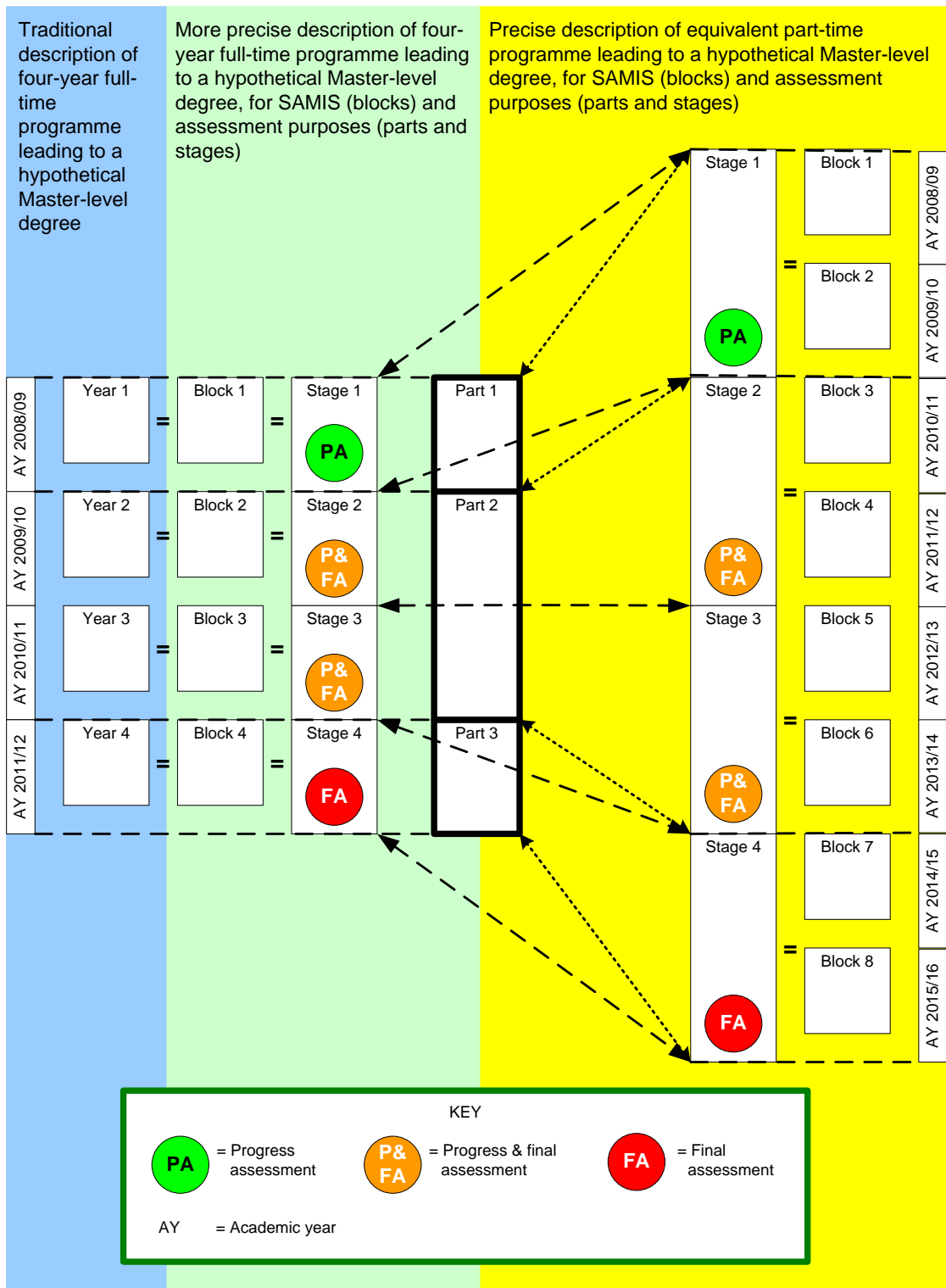
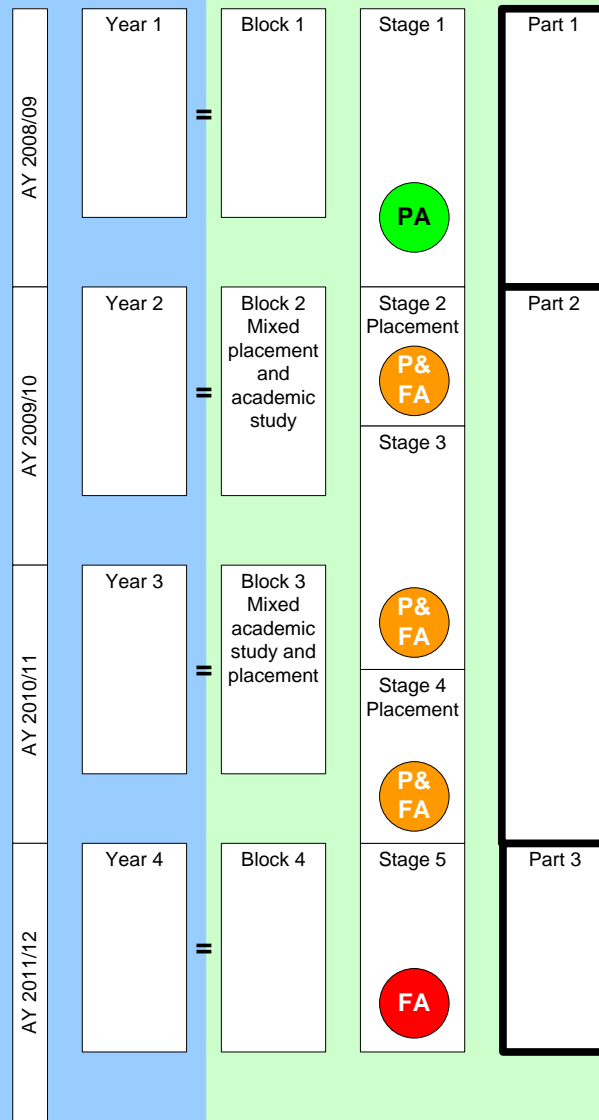


Figure 4: Parts and stages in a typical thin-sandwich programme

Traditional description of four-year full-time thin-sandwich programme leading to a hypothetical Bachelor with honours degree

More precise description of four-year full-time thin-sandwich programme leading to a hypothetical Bachelor with honours degree, for SAMIS (blocks) and assessment purposes (parts and stages)



KEY

= Progress assessment
 = Progress & final assessment
 = Final assessment

AY = Academic year

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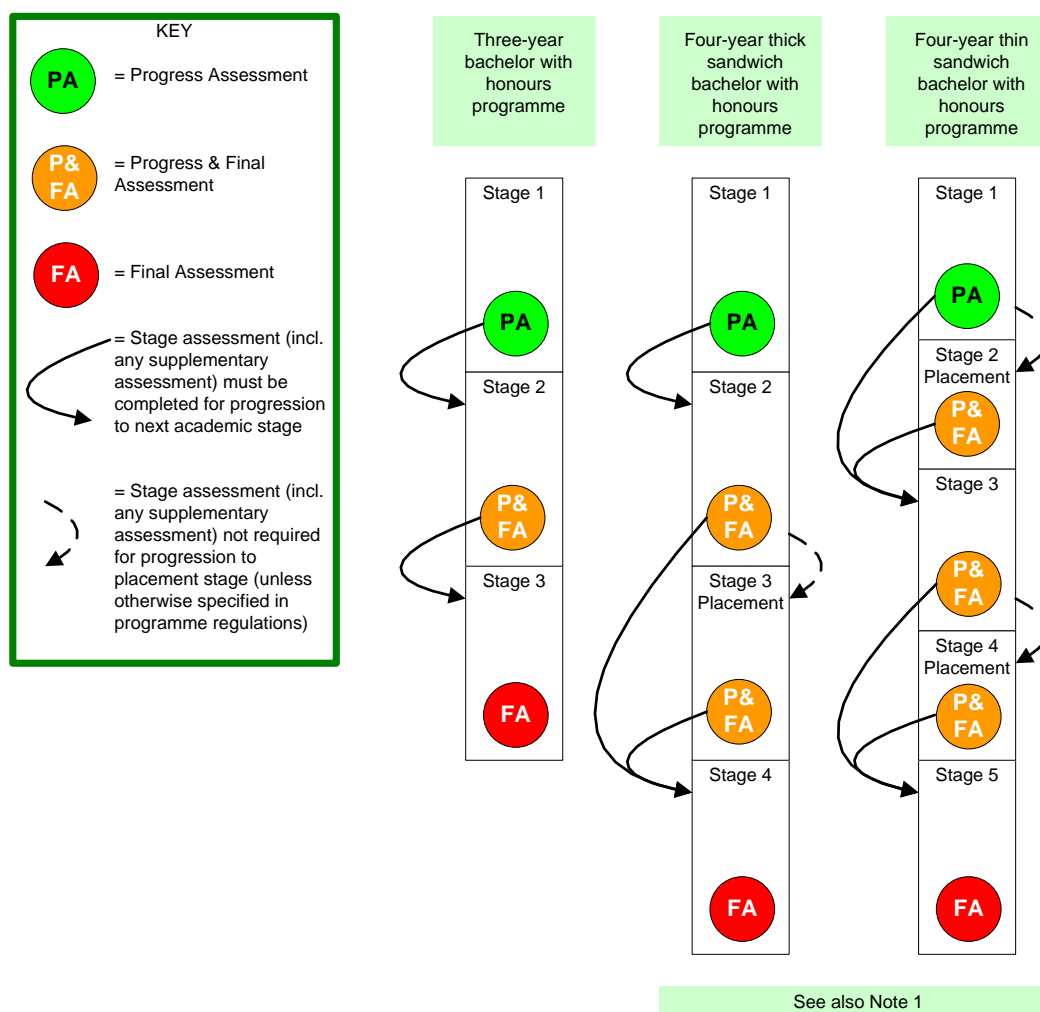
Appendix 3: Stage progression

Figure 5: Stage progression, and placements or study abroad

Stage progression, distinguishing the requirements relating to academic stages from those relating to placement stages

In accordance with the provisions of para. 7, unless otherwise specified in particular programme regulations, it is not required that stage assessment (incl. any supplementary assessment) from an academic stage be successfully completed before a student embarks on a placement period. Programme regulations may specify such requirements, and if they are specified must detail the procedures and judgements that will be used to determine progression.

Subject only to arrangements made to deal with any mitigating circumstances, it is required that all academic stage assessment, and any placement stage assessment, be successfully completed to permit progression to the next academic stage of a programme.



Note 1: In accordance with the provisions of para. 8, unless otherwise specified in particular programme regulations, successful completion of the stages of a programme of the types illustrated here could be achieved out-of-sequence. For example, in the four-year thick sandwich bachelor with honours programme, successful completion could run:

Stage 1 passed → Stage 2 failed and to be repeated → Stage 3 passed → Stage 2 repeated and passed → Stage 4 passed.

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Appendix 4: Part and stage weightings in overall programme averages

Figure 6: Part and stage weightings (first degree Bachelor with honours or Master of Architecture with honours)

Awards with Part 3 at Bachelor level with honours or Master of Architecture with honours				
Type of award	Part 1	Part 2	Part 3	
	Stage 1	Stage 2	Stage 3	Stage 3
3-year full-time programme	-	32%	68%	

Type of award	Part 1	Part 2		Part 3
	Stage 1	Stage 2	Stage 3	Stage 4
4-year full-time thick-sandwich programme with standard Stage 3 placement	-	32%	-	68%
4-year full-time programme with standard Stage 3 (supplementary) study year abroad	-	32%	-	68%
4-year full-time thick-sandwich programme with enhanced Stage 3 placement	-	24%	8%	68%
4-year full-time programme with enhanced Stage 3 (supplementary) study year abroad	-	24%	8%	68%

Type of award	Part 1	Part 2			Part 3
	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5
4-year full-time thin-sandwich programme with standard Stage 2 & 4 placements	-	-	32%	-	68%

Figure 7: Part and stage weightings (integrated first degree classified Master with honours)

Awards with Part 3 at Master level with classified honours						
Type of award	Part 1	Part 2			Part 3	
	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
4-year full-time programme	-	16%	34%	50%		
4-year full-time thin-sandwich programme with semester-long Stage 4 project placement at 30 credits	-	16%	34%	50%		
4-year full-time thick-sandwich programme with enhanced Stage 3 placement & distance learning units	-	16%	34%	50%		
4-year full-time programme with Stage 3 (substituting) study year abroad	-	16%	34%	50%		

Type of award	Part 1	Part 2				Part 3
	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
4-year full-time thin-sandwich programme with enhanced Stage 3 & 5 placements	-	12%	4%	30%	4%	50%

Type of award	Part 1	Part 2			Part 3
	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5
5-year full-time thick-sandwich programme with standard Stage 3 placement	-	16%	-	34%	50%
5-year full-time thick-sandwich programme with enhanced Stage 3 placement	-	8%	8%	34%	50%