

UNDERGRADUATE ASSESSMENT REGULATIONS

Contents

About these assessment regulations.....	2
Course-level assessment rules.....	5
Assessment rules for all continuing (non-final) stages.....	9
Assessment rules for all final stages.....	19
Appendix 1: Calculating the Overall Course Average.....	23
Appendix 2: Higher OSA requirements for coexistent undergraduate Masters courses.....	25
Appendix 3: Trailing supplementary assessment attempts.....	26
Appendix 4: Variations for courses with 30 credit stages.....	28

Additional information that should be read alongside these regulations, including agreed exemptions, can be found on the University website at <https://www.bath.ac.uk/publications/undergraduate-assessment-regulations/>

About these assessment regulations

Version and usage

1. This is version 24-25.1 of the *Undergraduate Assessment Regulations (UGAR)*, published on 30 August 2024. These regulations were originally approved by Senate on 19 April 2023, with clarifying amendments agreed on delegated authority by Education Quality & Standards Committee (EQSC). A version history is available on the University website.
2. These assessment regulations wholly replace use of *New Framework for Assessment: Assessment Regulations: Phase 1 for first-degree programmes* by all undergraduate courses, from academic year 2023-24 onward. All assessment rules for undergraduate Individual Mitigating Circumstances (IMCs) are contained within these assessment regulations, replacing use of *Individual Mitigating Circumstances & Assessment* by all undergraduate courses, from academic year 2023-24 onward.

Scope and content

3. This document sets out the rules for assessment of undergraduate courses, including unit outcomes, progression, and award eligibility and classification. Courses making awards under these assessment regulations will state this in course specifications, along with details of exemptions that have been agreed by EQSC under the delegated authority of Senate. Exemptions are also published on the University website.
4. These assessment regulations are organised by general rules that apply to all stages of a course, rules for determining outcomes in continuing (non-final) stages, rules for determining outcomes in final stages, and further award rules. Appendices within this document provide further rules and references for these regulations:
 - a. Appendix 1: Calculating the Overall Course Average
 - b. Appendix 2: Higher OSA requirements for coexistent undergraduate Masters courses
 - c. Appendix 3: Trailing supplementary assessment attempts
 - d. Appendix 4: Variations for courses with 30 credit stages
5. Within these assessment regulations, when reference in a rule is made to “IMCs”, this indicates that the presence of agreed Individual Mitigating Circumstances (IMCs) for a unit or units allows for alternative outcomes within prescribed limits. When applying the regulations to determine outcomes for students with agreed IMCs on a unit or units, or when determining whether to do so, the Board of Examiners for Courses (BEC) will use evidence-based academic judgement. This will normally

include comparing the marks in units affected by IMCs with marks achieved in comparable, unaffected units.

6. Within these assessment regulations, when reference in a rule is made to “Coexistent undergraduate Masters courses”, this indicates a rule variation for those types of courses. Course specifications will state if a course is a coexistent undergraduate Masters course.

Limitations

7. Penalties imposed because of late submission of assessments, disciplinary, or academic misconduct processes may affect normal outcomes under these assessment regulations.
8. Student visa conditions may affect normal outcomes under these assessment regulations.

Academic appeals

9. Students wishing to make an academic appeal against a decision of the Board of Studies should refer to Regulation 17 of the University’s *Regulations for Students* and guidance available on the University website.

Application of these assessment regulations

10. Boards of Examiners apply these assessment regulations according to procedures set out in the University’s Quality Assurance framework and do so under the delegated authority of Senate.
11. Further information relevant to these assessment regulations can be found in:
 - a. Guidance published on the University website.
 - b. The University’s quality assurance framework, which includes information about academic decision-making through Boards of Examiners and Boards of Studies; external examining; the setting and marking of assessment; accreditation of prior learning; principles and process for agreeing IMCs; and academic misconduct and its penalties.
 - c. The University’s *Academic Framework* for course design, which includes definitions of the University’s credit framework including overall credit requirements for levels of award, and FHEQ level of unit requirements.
 - d. The University’s *Regulations for Students*, which include rules for the maximum period for completion of study and assessment.
 - e. Approved course specifications for individual courses, which contain detail of requirements for study and award, as well as any agreed exemptions from assessment regulations for the course.

- f. Approved unit descriptions, which contain detail of summative assessment requirements and weightings, and any additional unit requirements.
- g. University Ordinances.

Course-level assessment rules

Unit requirements and the award of credit

12. Course requirements and the units to be taken are described in the approved and published course specification.
13. A student is required to take all units specified for the course and for the intended award. Additional or extra-curricular units beyond those specified for the course may not be substituted to meet course requirements and eligibility for the intended award.
14. Boards of Examiners for Units (BEUs) normally apply these assessment regulations following each formal assessment period in order to determine unit outcomes. All unit outcomes are provisional until agreed by a Board of Studies at the end of a stage.
15. A student will be awarded a mark of 0 for any summative assessment they do not attempt in a unit.
16. A unit will be passed when the specified unit requirements have been met. There is normally a requirement to achieve a unit mark or unit reassessment mark equal to or more than the unit pass mark. A unit may have additional requirements or express the unit outcome as either a Pass or Fail. Additional requirements to pass units are detailed in the Unit Description.
17. A unit mark is the mean of all marks at first attempt (included deferred first attempts) for summative assessments for the unit, calculated using the approved summative assessment weightings in the agreed unit description and rounded to the nearest integer (zero decimal places).
18. The pass mark for a unit is determined by the academic (FHEQ) level of the unit:
 - a. Units at FHEQ levels 4, 5 and 6: 40%.
 - b. Units at FHEQ level 7: ¹ 40% or 50%.
19. **IMCs:** The presence of an agreed IMC against a unit outcome will never in itself permit summative assessment marks or a calculated unit mark to be changed. A student may be eligible for deferred assessment in failed units with IMCs, which may result in changed outcomes (see para. 36).

¹ The FHEQ level 7 pass mark is currently 40%, changing to 50% from academic year 2026-27 onward. This will represent a change in numeric description of the equivalent academic standard. Certain courses will change earlier:

- 2024-25 onward: MPharm FHEQ level 7 unit pass mark is 50%
- 2025-26 onward: MArch FHEQ level 7 unit passmark is 50%

20. For unit credit to be achieved in a continuing (non-final) stage, the unit must be passed, or condoned where eligibility rules for condonement allow. For unit credit to be achieved in a final stage, the unit must be passed.
21. Unit credit is not divisible. Partial credit for partial completion of a unit's summative assessment requirements is not permitted.
22. Once a unit's credit has been achieved there is no opportunity or requirement to retake the unit or any of its assessment, except if repeating a stage in its entirety.

Stages and Overall Stage Average (OSA)

23. Progression throughout an undergraduate course is described through stages, with a stage normally corresponding to a course year of study.
24. Boards of Examiners for Courses (BECs) normally apply these assessment regulations at the end of each stage. All outcomes are provisional until agreed by a Board of Studies.
25. A student's overall performance in a stage is represented by the calculated Overall Stage Average (OSA).
26. The OSA is the credit-weighted mean of the unit marks in the stage. The OSA is calculated and presented to two decimal places. Pass/Fail units do not contribute to OSA calculations but must be passed for stage requirements to be met.
27. A student who has met stage requirements is not permitted to repeat the stage, nor permitted to repeat individual units or assessments within the stage.
28. When a student repeats a stage it must be repeated in full and all unit marks from the previous stage attempt will be voided. Previous unit marks will not be included in full or in part when calculating the OSA. The new unit marks achieved during the repeated stage will be the outcomes recorded on the transcript and will be used in calculation of the OSA and, where applicable, the Overall Course Average (OCA).
29. A student who has otherwise met stage requirements may not normally progress to the next stage or continue on their degree course if the maximum period for completion of study and assessment would be exceeded.

Supplementary assessment

30. The need to take supplementary assessment (reassessment or deferred assessment) is established by the Board of Studies following a recommendation by the BEC.
31. Supplementary assessment is only possible for failed units. A student is not permitted to undertake any supplementary assessment when a unit has been passed or condoned, even if the unit has an agreed IMC.
32. Supplementary assessment will normally be taken in the supplementary assessment period. Exceptionally, if a student is permitted under these assessment regulations

to trail supplementary assessment, suspend for supplementary assessment, or to commence placement/study abroad prior to supplementary assessment, then the BEC may determine that it is both practical and in the best interests of the student for them to take supplementary assessment when the unit runs for the next cohort in the next academic year (next Semester 1 or 2 assessment periods). The BEC must ensure this is operationally possible, in consultation with the unit-offering department as appropriate. Students will be advised by their departments of the timing for any supplementary assessments.

33. All supplementary assessment attempts must normally take place before the maximum period for completion of study and assessment for the course is exceeded. If undertaking supplementary assessment would cause the maximum period to be exceeded, the student will not normally be permitted to undertake the supplementary assessment.
34. The presence or absence of an agreed IMC against a student's failed unit outcome will inform the type of supplementary assessment requirements for the unit.

Reassessment for a failed unit without an IMC

35. Reassessment is the term used for supplementary assessment of a failed unit without an IMC.
 - a. Reassessment provides an opportunity for a student to demonstrate that they can meet the relevant unit learning outcomes to the required pass standard or (where eligible) condonement threshold through further attempts at summative assessment (para. 64).
 - b. Reassessment is only permitted in failed assessment(s) within a failed unit.
 - c. Following reassessment, a unit reassessment mark will be calculated for a unit. A unit reassessment mark is the mean of all marks for summative assessments which were passed at first attempt (including deferred assessment attempts) for the unit, and all marks obtained through reassessment at further attempts for summative assessments for the unit. The unit reassessment mark is calculated using the approved summative assessment weightings in the agreed unit description and rounded to the nearest integer (zero decimal places).
 - d. Following reassessment, only the unit reassessment mark for a unit will be used by the Board of Examiners for Courses when determining whether a student has passed the unit or is eligible to be condoned in the unit for credit. The original failing unit mark will be retained and will be used when calculating the OSA and, where applicable, the OCA.
 - e. An agreed IMC may be subsequently applied to a reassessment attempt. In such cases, where the reassessment is failed and condonement of the failed

unit is not permitted, deferred assessment in any failed assessments will be at the same attempt as the affected attempt.

Deferred assessment for a failed unit with an agreed IMC

36. Deferred assessment is the term used for supplementary assessment of a failed unit with an agreed IMC.
- a. Deferred assessment provides an opportunity for a student to undertake all failed assessments in a failed unit with an agreed IMC as if for the first time at that attempt. Deferred assessment will therefore, where possible, take the same form as the original assessment.
 - b. If a failed unit has an agreed IMC, all failed assessments in the unit must be undertaken as deferred assessment. Deferred assessment will not be required or permitted for any passed assessments within the unit.
 - c. The mark(s) from the deferred assessment(s) will replace the original failed assessment mark(s) and will be used to recalculate a unit mark. The unit mark(s) will be used when determining whether a student has passed the unit or is eligible to be condoned in the unit for credit and for calculating the OSA and, where applicable, the OCA.
 - d. An agreed IMC will be considered to have been resolved following deferred assessment for the unit, and any record of the IMC will be removed from the unit mark. A new agreed IMC may be possible if the deferred attempt is affected; in such a case, further deferred assessment is possible only if the unit with an agreed IMC has not yet been passed or condoned.

Academic integrity

37. A student must pass the University's mandatory academic integrity test as required to be eligible for progression from the first stage of their course or for any award.

Maximum period for completion of study and assessment

38. A student must complete all study and assessment within the maximum period for completion of study and assessment for their course. The normal maximum period is set out in the *Regulations for Students*. Course specifications will specify any agreed course exemptions from this normal maximum.
39. A Board of Studies may, in exceptional circumstances, make a recommendation to Senate to agree arrangements for a student who would otherwise exceed the maximum period for completion of study and assessment for the course.

Assessment rules for all continuing (non-final) stages

40. All of the following core conditions must be met in order for a student to meet the requirements of a continuing (non-final) stage of 60 credits:
- Condition A:** All units taken within the stage must be passed or condoned (where condonement is permitted by Conditions B, C and D).
 - Condition B:** The Overall Stage Average (OSA) must be at least 40.00%, or (for a coexistent undergraduate Masters course) must meet any higher progression requirement that may be specified for that stage.
 - Condition C:** Units designated Must Pass Units (MPUs) must be passed and cannot be condoned.
 - Condition D:** A maximum of 20 credits may be condoned.
 - Condition E:** Reassessment attempts may be permitted in units worth up to a total of 30 credits.
 - Condition F:** Only one reassessment attempt is allowed for each failed assessment in a failed unit, except in limited circumstances.
41. A student who has not met one or more of the core conditions may be required to take supplementary assessment, repeat the stage, or withdraw from the course. Further rules in this section, including rules for where there are agreed IMCs, describe eligibility and limits on these conditions, and means of progression from one stage to the next.
42. A student is permitted to progress to the next stage once the requirements of the current stage have been met.
43. In limited circumstances a student may progress to the next stage without having first met the requirements of the current stage (see para. 48). A student may not progress by more than one stage while the requirements of the previous stage are not yet met.
44. Some courses have stages of 30 credits. Variances for the rules of these stages are set out in **Appendix 4: Variations for courses with 30 credit stages**.
45. A student who has no further eligibility under the core conditions to meet the requirements of a continuing (non-final) stage will be required to withdraw from the course. If there is no Designated Alternative Course (DAC) for the course or a student does not meet DAC requirements, the student will be required to withdraw from the University.

Meeting the core conditions

Condition A: All units taken within the stage must be passed or condoned (where condonement is permitted by Conditions B, C and D).

46. In order to meet the requirements of a continuing (non-final) stage, all units in the stage must be passed (as outlined in section **Unit requirements and the award of credit**) or condoned. Conditions B, C and D stipulate the limits on condonement and the eligibility criteria for failed units to be condoned; these criteria include the OSA and the total credit from passed units in the stage.
47. **IMCs:** The requirement for all units in a continuing (non-final) stage to be passed or condoned applies even if one or more units in the stage have agreed IMCs. The presence of units with agreed IMCs may, however, permit an increase in the maximum number of credits that can be condoned and/or may affect the eligibility criteria for units to be condoned. Conditions B, C and D set out the conditions and limitations on this IMC-related discretion.
48. A student with units that have not all been passed or condoned following the main and supplementary assessment periods will normally be required to repeat the whole stage (teaching and assessment), provided they have made only one attempt at that stage (or at a closely related stage, as specified in the course specification).
The exceptions are:
 - a. **Suspension for further supplementary assessment:** In limited circumstances, a student with up to 20 credits of units that have not all been passed or condoned following their main and supplementary assessments will be permitted to suspend for further supplementary assessment of the failed units (see further detail under Condition F).
 - b. **Trailing supplementary assessment with agreed IMCs:** In limited circumstances, a student who for IMC-related reasons has outstanding assessment attempts in up to 15 credits of units following the supplementary assessment period will be permitted to progress to the next stage (see further detail under Condition E).

Condition B: The Overall Stage Average must be at least 40.00%, or (for a coexistent undergraduate Masters course) must meet any higher progression requirement that may be specified for that stage.

Paras. 49-55 outline the normal rules that comprise Condition B. Paras. 56-58 outline the further decision-making options available to a BEC if one or more units have agreed IMCs.

49. A student must achieve an OSA of at least 40.00% to meet the requirements of the stage.

50. **Coexistent undergraduate Masters courses:** Coexistent undergraduate Masters courses specify an OSA requirement higher than 40.00% for their stage requirement to progress from Stages 1 and 2. In such cases, Condition B requires this higher OSA requirement to be achieved to meet the requirements of the stage and for progression to the next stage. Higher OSA requirements are detailed in **Appendix 2: Higher OSA requirements for coexistent undergraduate Masters courses.**
51. **Coexistent undergraduate Masters courses:** A student who has not met the OSA requirement for a stage of a coexistent undergraduate Masters course will not be permitted to remain on, or attempt supplementary assessment for, the coexistent course. The student will be required to move to the designated alternative course (DAC) set out in the course specification. The BEC will determine whether:
- a. the student has met the stage requirements of the DAC and may progress to the next stage; or
 - b. the student must undertake supplementary assessment or repeat the stage in order to meet the stage requirements of the DAC.
52. A student whose OSA is less than 40.00% will not be eligible for unit condonement and will not be permitted to undertake supplementary assessment.
53. A student whose OSA is between 30.00% and 39.99% will be required to repeat the current stage (second attempt at a stage; see para. 28), provided they have not already repeated that stage (or a closely related stage, as specified in the course specification).
- a. If a student is required to repeat the current stage, this must normally take place before progression to the next stage is permitted.
 - b. A student may be allowed to repeat the current stage after the next stage, in the following limited circumstances:
 - i. If the next stage is a placement, or the next stage is a study abroad stage where the study is supplementary to (rather than substituting for) academic study in the University; and
 - ii. If the placement or study abroad activity is already arranged, and non-progression would disrupt the already-agreed arrangementsAny agreed exemptions from this rule for specific courses will be detailed in the course specification.
 - c. After such a next stage as described in para. 53.b is completed, a student must then repeat and meet the requirements of the previous stage before further progression is permitted. Course specifications may contain more detail about the circumstances in which progression to the placement or study abroad period will not be permitted.

- d. A student who does not meet the requirements of a stage that has been repeated (second attempt at the stage) will be required to withdraw from the course. If there is no Designated Alternative Course (DAC) for the course or a student does not meet DAC requirements, a student will be required to withdraw from the University.
54. A student whose OSA is less than 30.00% will be required to withdraw from the University and will be considered for an exit award.
55. A student whose OSA is less than 30.00% and who is not eligible for an exit award will be required to withdraw from the University without award.

OSA requirements with agreed IMCs

56. **IMCs, coexistent undergraduate Masters courses only:** The BEC may disregard a higher OSA requirement for stage requirements and progression (including progression with condonement) on a coexistent undergraduate Masters course if the BEC makes an evidence-based academic judgement that it is reasonable that the student would have met this higher OSA requirement in the absence of IMCs. The BEC may however determine to retain the higher OSA requirement if the evidence of academic achievement in units without IMCs does not support this action, or if this requirement cannot be reasonably waived due to accreditation, or regulatory/professional body requirements.
57. **IMCs:** The BEC may disregard the OSA requirement of 40.00% (or higher OSA, if applicable, for a coexistent undergraduate Masters course) for eligibility for supplementary assessment (paras. 51 and 52) if the BEC makes an evidence-based academic judgement that the student is reasonably likely to meet this OSA requirement as a result of the required deferred assessment. The BEC may however determine to retain the OSA requirement for supplementary assessment eligibility if the evidence of academic achievement in units without IMCs, or the quantity of supplementary assessment required, does not support this action, or if this requirement cannot be reasonably waived due to accreditation, or regulatory/professional body requirements.
58. **IMCs:** The BEC may permit a student with an OSA of less than 30.00% to repeat the stage as for the same attempt (disregarding the requirement of para. 54) if the BEC makes an evidence-based academic judgement that it is reasonable that the student would have achieved an OSA of at least 30.00% in the absence of IMCs. The BEC may however determine to retain the OSA requirement for eligibility to repeat the stage if the evidence of academic achievement in units without IMCs does not support this action, or if this requirement cannot reasonably be waived due to accreditation, or regulatory/professional body requirements.

Condition C: Units designated Must Pass Units (MPUs) must be passed and cannot be condoned.

59. Must Pass Units (MPUs) must be passed. Failed MPUs are not eligible for condonement.
60. An MPU must be passed within the current stage, and progression is not possible until the MPU is passed.
61. **IMCs:** An MPU must be passed, even if the unit has an agreed IMC. The BEC may not condone failed MPUs with agreed IMCs, but may require deferred assessment (see Condition E).
62. **IMCs:** Supplementary assessment for failed MPUs with agreed IMCs may not normally be trailed into the next stage (see Condition E) as the MPU must normally be passed within the stage. Where a failed MPU with agreed IMCs may exceptionally be trailed into the next stage, this will be indicated in the course specification. A list of MPUs that may be trailed into the next stage is also published on the University website.

Condition D: A maximum of 20 credits may be condoned.

Paras. 63-67 outline the rules that comprise Condition D. Paras. 68-69 outline the further decision-making options available to the BEC if one or more units have agreed IMCs.

63. Credit may be awarded for up to 20 credits of unit failure (condonement), provided that there is higher level performance in other units in the stage to compensate for this failure. Condonement is therefore only permitted if certain conditions are met relating to the OSA and the total credit from passed units in a stage. Units that are MPUs cannot be condoned and must always be passed.
64. A failed unit will be condoned if all of the following overall achievement and individual unit criteria are met:
 - a. At least 40 credits of units in the stage have been passed; and
 - b. Condition B (OSA requirement) has been met; and
 - c. The unit is not an MPU; and
 - d. The unit mark (or where relevant the unit reassessment mark) is in the mark range for condonement (35%-39% inclusive); and
 - e. The maximum condonement limit of 20 credits within a continuing (non-final) stage will not be exceeded.
65. The BEC will consider eligibility for condonement when considering progression.
66. When a failed unit is condoned, the unit credit is awarded. The unit mark will be used when calculating the OSA.

67. If it is possible to condone a failed unit, the unit will be condoned and unit credit will be awarded, with no further supplementary assessment permitted.

Condonement eligibility with agreed IMCs

68. **IMCs:** The condonement criteria listed in para. 64.b,64.c and 64.d apply regardless of whether any units have agreed IMCs. While the BEC may use its discretion to disregard the OSA threshold for eligibility for supplementary assessment (as outlined in para. 57), it may not disregard the rule that condonement is only permitted if the OSA is at least 40.00%.
69. **IMCs:** Provided that a student has passed 30 credits or more and has met Condition B, the BEC may consider whether it should condone up to a maximum of 10 additional credits of units with agreed IMCs. In addition to the 20 credits that may be condoned for all students (subject to the conditions described in para. 64), the BEC may condone an additional 10 credits of non-MPU unit(s) with agreed IMCs with marks in the condonable range if the BEC judges that it is plausible that a student would have passed units of at least 40 credits in the absence of IMCs. The BEC may however determine to retain the 20 credit limit for condonement if the evidence of academic achievement in units without IMCs does not support this action, or if this requirement cannot reasonably be waived due to accreditation, or regulatory/professional body requirements.

Condition E: Reassessment attempts may be permitted in units worth up to a total of 30 credits.

Paras. 70-72 outline the rules that comprise Condition E. Paras. 73-81 outline the further decision-making options available to the BEC if one or more units have agreed IMCs.

70. A student who has passed 30 or more credits and meets the OSA requirements in Condition B may be permitted reassessment attempts in up to 30 credits of failed units. A student who has failed more than 30 credits and meets the OSA requirements in Condition B will be required to repeat the whole stage (see para. 28), provided they have not already repeated that stage (or a closely related stage, as specified in the course specification).
71. A student who has failed more than 30 credits and has already repeated that stage (or a closely related stage, as specified in the course specification) will be considered for an exit award. A student who is not eligible for an exit award will be required to withdraw from the course. If there is no Designated Alternative Course (DAC) for the course or a student does not meet DAC requirements, a student will be required to withdraw from the University.
72. If a student has not yet met the requirements of the stage, they must normally meet the requirements before progression to the next stage is permitted. A student may however be allowed to complete supplementary assessment during the next stage, if

the next stage is a placement, or the next stage is a study abroad stage where the study is supplementary to (rather than substituting for) academic study in the University. Any agreed exemptions from this rule for specific courses will be detailed in the course specification.

Supplementary assessment with agreed IMCs

73. IMCs: If more than 30 credits have been failed, the BEC will normally require the student to repeat the whole stage as for the same attempt. Exceptionally, however, the BEC may permit supplementary assessment in up to 40 credits of failed units: the 30 credits of supplementary assessments that are permitted for all students, plus an additional 10 credits of deferred assessments for failed units with agreed IMCs. The BEC will only permit this additional supplementary assessment if:

- a. The BEC determines it is reasonable that the student would have passed at least 30 credits in the absence of IMCs; and
- b. At least 20 credits of units in the stage have been passed; and
- c. Either the OSA is at least 40.00%, or the BEC makes an evidence-based academic judgement that the OSA is likely to be at least 40.00% following required deferred assessment; and
- d. The BEC is reasonably confident that if the student subsequently succeeds in this extended range of supplementary assessment, their progression to the next stage will be on a sound basis. The BEC may determine not to permit further supplementary assessment if the evidence of academic achievement in units without agreed IMCs does not support this action, or if this requirement cannot reasonably be waived due to accreditation, or regulatory/professional body requirements.

74. IMCs: If the BEC permits additional supplementary assessment instead of requiring a repeat of the stage (see para. 73), before the supplementary requirements are determined:

- a. The BEC may condone up to a maximum of 10 additional credits of units with agreed IMCs in addition to the 20 credits of units that may be condoned for all students, if the evidence of academic achievement in units without agreed IMCs supports this action, and provided that all of the following criteria are met:
 - i. At least 20 credits of units in the stage have been passed; and
 - ii. The OSA is at least 40.00%; and
 - iii. The unit is not an MPU; and
 - iv. The unit mark (or where relevant the unit reassessment mark) is in the mark range for condonement (35%-39% inclusive).

- b. The BEC may however determine not to condone some or all eligible units with agreed IMCs if the evidence of stage academic achievement in units without IMCs does not support this action, or if this requirement cannot reasonably be waived due to accreditation, or regulatory/professional body requirements.
- c. The BEC will require supplementary assessment to be carried out in all uncondoned units, including all failed units that do not have agreed IMCs.

Trailing assessment (IMCs)

75. IMCs: A student may be eligible for further supplementary assessment attempts for a failed unit; when this is the case, the unit's assessment attempts will be deemed to be incomplete pending further supplementary assessment. A student's assessment attempts may remain incomplete after their main and supplementary assessments for the following IMC-related reasons:

- a. The first assessment attempt for one or more units had agreed IMCs, and the resulting deferred first attempt was also failed (with or without further agreed IMCs); and/or
- b. The first assessment attempt for one or more units was failed with no agreed IMCs, and the resulting reassessment attempt, which had agreed IMCs, was also failed.

76. IMCs: A student whose assessment attempts remain incomplete for one of the reasons given in para. 75 may be permitted to progress to the next stage before meeting Condition A, subject to the following limitations:

- a. A maximum of 15 credits of units may have their incomplete assessment attempt(s) trailed into the next stage.
- b. Assessment attempts for MPUs cannot normally be trailed into the next stage, even if assessment attempts for MPUs remain incomplete for one of the the reasons given in para. 75. Where a failed MPU with agreed IMCs may exceptionally be trailed into the next stage, this will be indicated in the course specification. A list of MPUs that may be trailed into the next stage is also published on the University website.
- c. The maximum period for completion of study and assessment will not be exceeded.

77. IMCs: If a BEC determines that a student is eligible to trail their incomplete assessment attempt(s) into the next stage on meeting the conditions given in paras. 75 and 76, the student will choose (by a deadline to be set by the BEC) whether to:

- a. Take the incomplete assessment attempt(s) in up to 15 credits of failed units while undertaking the requirements of the next stage; or

- b. Suspend their studies to undertake the required incomplete assessment attempt(s).
78. If a student does not communicate their choice by the deadline, by default the student will trail their incomplete assessment attempt(s) into the subsequent stage.
79. Where a course has specific rules relating to trailing and progression to placements or study abroad units/stages, these agreed exemptions will be described in the course specification.
80. Detailed guidance for BEC considerations at subsequent decision points is in **Appendix 3: Trailing supplementary assessment.**
81. **IMCs:** If a student's assessment attempts remain incomplete after their main and supplementary assessments, but not all of the conditions outlined in paras. 75 and 76 are fulfilled, the student must suspend their studies and complete the assessment requirements for these units during a period of suspended registration.

Condition F: Only one reassessment attempt is allowed for each failed assessment, except in limited circumstances.

82. Students are normally permitted only two attempts to pass a unit (unless repeating a whole stage of a course):
- a. a first attempt at the unit's assessment(s); and
 - b. a reassessment (second) attempt at all failed assessment(s) within a failed unit that is not eligible for condonement.
83. Only one reassessment attempt is therefore normally allowed to pass each failed assessment item. However, in limited circumstances, a student whose units have not all been passed or condoned following supplementary assessment will be permitted to suspend, and to undertake a third attempt to pass these assessments while in suspense.

Suspend for further supplementary assessment

84. The conditions for a student to suspend for further supplementary assessment are as follows:
- a. The student must have achieved an OSA of at least 40.00%.
 - b. The student must have passed units worth at least 40 credits.
 - c. At least one of the units must have been failed without eligibility for condonement.
 - d. The conditions for trailing supplementary assessment attempts for IMC reasons (see paras. 75 and 76) have not been met.

- e. The student must have made no more than one reassessment attempt so far for each failed unit.
85. If the student wishes to suspend study for further supplementary assessment, any non-MPU units eligible for condonement will be condoned. The student therefore only needs to retrieve units with marks below the condonement threshold.
86. A student who has been given the opportunity to suspend study to attempt supplementary assessment in the remaining failed unit(s) may instead choose to repeat the whole stage, provided that they have not already repeated that stage (or a closely related stage, as specified in the course specification), and subject to the provisions of paras. 53.a, 53.b and 53.c.
87. If a student is permitted and chooses to suspend for further supplementary assessment, they must normally suspend their registration at the same time. However, a student may be permitted to undertake this further supplementary assessment without suspending their registration, in the following limited circumstances:
- a. If the next stage is a placement or study abroad stage where the study is supplementary to (rather than substituting for) academic study in the University; and
 - b. If the placement or study abroad activity is already arranged, and non-progression would disrupt the already-agreed arrangements.
88. **Coexistent undergraduate Masters courses:** It is not possible to suspend and undertake further supplementary assessment for coexistent undergraduate Masters courses. If, for a student on a coexistent undergraduate Masters course, Condition A has not yet been met following supplementary assessment, the BEC will consider their eligibility to transfer to a DAC. The BEC will then consider the DAC progression decision for the student, including consideration of suspension for supplementary assessment.

Assessment rules for all final stages

Overall Course Average (OCA)

89. The Overall Course Average (OCA) is the weighted mean of all Overall Stage Averages (OSAs) stages that contribute to the final degree award. **Appendix 1: Calculating the Overall Course Average** details the OSA weightings contributing to the OCA for a range of different types of undergraduate course design.
90. The OCA is calculated and presented to two decimal places.

Degree award eligibility conditions

91. The requirements of the final stage, which must be met in order to be eligible for a degree award, are:
- a. All MPUs must be passed; and
 - b. At least 40 credits of units in the final stage must be passed; and
 - c. The OCA must be 38.00% or greater.
92. To be eligible for the intended award a student must meet the following conditions within the maximum period for completion of study and assessment:
- a. All continuing (non-final) stage requirements have been met; and
 - b. All final stage requirements have been met; and
 - c. The University's academic integrity test has been passed as required.
93. **IMCs:** The conditions listed in paragraphs 91 and 92 also apply even if one or more units have agreed IMCs. If a student has not met all the final stage requirements and degree award eligibility conditions, the BEC may not make an award decision until any permitted supplementary assessment has been undertaken, regardless of whether any units have agreed IMCs.

Supplementary assessment and exit award conditions

94. There is no requirement or opportunity to take further supplementary assessment once the eligibility conditions for the intended award have been met. There is no exception to this rule even if one or more units have agreed IMCs.
95. If a student has not yet met the conditions for the intended award, they will be eligible for supplementary assessment in up to 30 credits of failed units if:
- a. A minimum of 30 credits of units in the final stage have been passed; and
 - b. The OCA is 38.00% or greater; and
 - c. The maximum period for completion of study and assessment is not or will not be exceeded.

96. A student who has not passed at least 30 credits of units in the final stage at the end of the final stage, and/or has an OCA less than 38.00%, will be considered for transfer to any DAC if they meet the conditions described in the course specification, and will be considered for an award from that alternative course. This also applies for a student who has not passed at least 40 credits of units in the final stage following supplementary assessment.
97. If a student does not meet the conditions for an award from any DAC, they will be considered for an exit award. If the student does not meet the conditions for a degree award or an exit award, they will be required to withdraw from the course and from the University without award.

Final stage discretion where one or more units have agreed IMCs

98. **IMCs:** If a student has an OCA less than 38.00%, and has agreed IMCs for one or more failed units, they will be eligible for supplementary assessment in up to 30 credits of failed units to attempt to meet the requirements of the final stage (see para. 91) if:
- the BEC makes an evidence-based academic judgement that the OCA is likely to be at least 38.00% following any deferred first assessment attempts; and
 - a minimum of 30 credits of units in the final stage have been passed; and
 - The maximum period for completion of study and assessment is not or will not be exceeded.
99. **IMCs** If a student has agreed IMCs for more than 30 credits of failed units, the BEC will normally require the student to repeat the whole stage as for a first attempt, provided that they have not already repeated that stage (or a closely related stage, as specified in the course specification).
100. **IMCs:** Exceptionally, if a student has failed more than 30 credits of units, at least 20 credits of which are units with agreed IMCs, the BEC may permit supplementary assessment to be taken in up to 40 credits of failed units. The BEC will only permit supplementary assessment to be undertaken for more than 30 credits of failed units if the BEC considers it reasonable that the student would have achieved an OCA of at least 38.00% and would have passed at least 30 credits of final stage units in the absence of IMCs. The BEC may determine not to permit further supplementary assessment to be undertaken for more than 30 credits of failed final stage units if the evidence of academic achievement in units without agreed IMCs does not support this action, or if this requirement cannot reasonably be waived due to accreditation, or regulatory/professional body requirements.
101. **IMCs:** A student who has not met the requirements of the final stage following supplementary assessment may have agreed IMCs for one or more supplementary assessment attempts. Where this is the case, the student may be permitted to suspend to make any further incomplete deferred assessment

attempts. The conditions for a student to suspend for further deferred assessment are as follows:

- a. the BEC makes an evidence-based academic judgement that the requirements of the final stage are likely to be met following deferred assessment attempts; and
- b. The maximum period for completion of study and assessment is not or will not be exceeded.

Degree classification criteria

102. Subject to the limits of the maximum period for completion of study and assessment, in the absence of any relevant agreed IMCs, and provided that a student has met all the criteria laid out in para. 92, the degree classification for the intended award will be determined as follows:

- a. **First Class Honours (1st)**
An OCA of at least 70.00%.
OR
An OCA of at least 68.00% and has gained unit marks of at least 70% in at least 30 credits of final stage units.
- b. **Second Class Honours Upper Division (2:1)**
An OCA of at least 60.00%.
OR
An OCA of at least 58.00% and has gained unit marks of at least 60% in at least 30 credits of final stage units.
- c. **Second Class Honours Lower Division (2:2)**
An OCA of at least 50.00%.
OR
An OCA of at least 48.00% and has gained unit marks of at least 50% in at least 30 credits of final stage units.
- d. **Third Class Honours (3rd)**
An OCA of at least 40.00%.
- e. **Unclassified Honours**
An OCA of at least 38.00%.

Degree classification criteria and agreed IMCs

103. **IMCs:** In considering the degree classification for a student with units with agreed IMCs, where the units with IMCs contribute to the calculation of the OCA, the BEC will:

- a. Calculate the degree classification as outlined in para. 102.

- b. Make an evidence-based academic judgement (see para. 104) about the extent to which the marks gained in units with agreed IMCs might have lowered the OCA.
 - c. Consider promotion by one degree class to the next classification above the calculated result (as outlined in para. 102), if evidence and judgment in relation to overall academic achievement support this.
104. **IMCs:** In exercising academic judgement about whether there is an evidence base to support a classification uplift by one degree class, the BEC will consider a range of alternative scenarios, which may include as appropriate:
- If the student had gained the same marks in units with IMCs as they achieved in other comparable units that were unaffected.
 - If the student had gained the pass mark in any failed units with IMCs.
 - If the student had achieved the unlikely scenario of gaining a unit mark of 100% in any or all of units with IMCs.
105. If no action is determined to be appropriate, the degree classification will remain as calculated.
106. Promotion by one degree class to the next degree classification above the calculated result due to IMCs will not change unit marks, nor change the calculated OSAs and OCA.

Aegrotat awards

107. University Ordinances set out the limited circumstances and criteria for the exceptional award of an *aegrotat* Degree, Diploma or Certificate.

Appendix 1: Calculating the Overall Course Average

1. The Overall Course Average (OCA) is the weighted mean of the Overall Stage Averages (OSAs) for each stage that contributes to the final degree award.
2. The OCA is calculated and presented to two decimal places.
3. For example, if a student on a 3-year Bachelor with Honours degree course has OSAs of 65.13% for Stage 1, 62.77% for Stage 2 and 67.39% for their Final Stage, their OCA would be calculated as follows:

$$OCA = (0 \times 65.13\%) + (0.32 \times 62.77\%) + (0.68 \times 67.39\%) = 65.91\%$$

4. The OSA weightings for the most common types of undergraduate course are listed below. Some courses will use different OSA weightings to calculate the OCA and these are published in the agreed course specification.

Bachelor with Honours

Type of course	Stage 1	Stage 2	Final Stage
3-year full-time course	0%	32%	68%

Type of course	Stage 1	Stage 2	Stage 3	Final Stage
4-year thick-sandwich course with standard Stage 3 placement or study abroad	0%	32%	0%	68%
4-year thick-sandwich course with enhanced Stage 3 placement or study abroad	0%	24%	8%	68%

Type of course	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Final Stage
4-year thin-sandwich course with standard Stage 2 and 5 30 credit placements	0%	0%	16%	16%	0%	68%

Integrated undergraduate Master with Honours

Type of course	Stage 1	Stage 2	Stage 3	Final Stage
4-year full-time course	0%	16%	34%	50%
4-year full-time thick-sandwich course with enhanced Stage 3 placement & distance learning units	0%	16%	34%	50%

Type of course	Stage 1	Stage 2	Stage 3	Final Stage
4-year full-time course with Stage 3 (substituting) study abroad	0%	16%	34%	50%

Type of course	Stage 1	Stage 2	Stage 3	Stage 4	Final Stage
5-year thick-sandwich course with standard Stage 3 placement or study abroad	0%	16%	0%	34%	50%
5-year thick-sandwich course with standard Stage 4 placement or study abroad	0%	16%	34%	0%	50%
5-year thick-sandwich course with enhanced Stage 3 placement	0%	8%	8%	34%	50%

Integrated undergraduate Master with Honours (Faculty of Engineering & Design courses only)

Type of course	Stage 1	Stage 2	Stage 3	Final Stage
4-year full-time course	0%	20%	40%	40%

Type of course	Stage 1	Stage 2	Stage 3	Stage 4	Final Stage
5-year thick-sandwich course with standard Stage 3 placement or study abroad	0%	20%	0%	40%	40%
5-year thick-sandwich course with standard Stage 4 placement or study abroad	0%	20%	40%	0%	40%

Bachelor with Honours

Type of course	Stage 1	Stage 2	Stage 3	Stage 4 (30 credits)	Final Stage (30 credits)
4-year thin-sandwich course placements	0%	0%	0%	32%	68%

MArch (Hons)

Type of course	Stage 1	Stage 2 (30 credits)	Final Stage (30 credits)
2-year full-time course	0%	32%	68%

Appendix 2: Higher OSA requirements for coexistent undergraduate Masters courses

1. Coexistent undergraduate Masters courses may specify an OSA higher than 40.00% for their stage requirements and progression from Stages 1 and 2. In such cases, Condition B requires the higher OSA requirement to be met.
2. The higher OSA requirements for the Stages 1 and 2 of a coexistent undergraduate Masters course are:
 - a. Stage 1: 50.00%
 - b. Stage 2:
 - i. 55.00% for coexistent undergraduate Masters courses in the Departments of Chemistry (except Natural Sciences MSci courses) and Computer Science.
 - ii. 60.00% for coexistent undergraduate Masters courses in any other academic departments and Natural Sciences MSci courses.

Appendix 3: Trailing supplementary assessment attempts

1. This appendix details the BEC process for determining student outcomes when a stage's requirements have not yet been met and a student is trailing supplementary assessment attempts into the subsequent stage. See also paras. 75–81, main document.
2. A student who trails assessment attempt(s) will move into the subsequent stage of their course. At the end of the subsequent stage, they must meet the requirements of both stages to proceed further. A student is not permitted to progress more than one stage beyond the stage where requirements have not yet been met (“the trailed stage”); this includes placement/study abroad stages unless there is an agreed exemption.
3. A student may be permitted to attempt current stage supplementary assessment while trailed stage supplementary assessment attempts are still pending.
4. A student may not repeat the current stage until the trailed stage is completed.
5. The following criteria will be applied in sequence at the end of the subsequent stage into which the student has trailed assessment attempts:
 - a. If a student has not yet made the trailed assessment attempts the BEC will:
 - i. not make a trailed stage decision.
 - ii. consider the current stage requirements and may permit a student to take current stage supplementary assessment if applicable under the current stage requirements.
 - iii. not permit a student who meets the current year requirements to progress until the requirements of the trailed stage have been met.
 - iv. review student achievement at the next BEC.
 - b. If a student has made trailed assessment attempts:
 - i. The BEC will make a trailed stage decision. This decision will be as per supplementary assessment requirements. If a student:
 - fails the trailed assessment but is eligible for further supplementary assessment then the student is not permitted progress to any further stages (including placement/study-abroad stages). It may be necessary to suspend further study so that the student can attempt to meet the trailed stage further supplementary assessment in a suspension year.
 - fails the trailed assessment and must repeat the stage. The student may not progress to any further stages (including placement stages) before repeating the trailed stage.

- meets the requirements of the trailed stage, the BEC will recommend student progression from the trailed stage.
- ii. The BEC will then make a current stage decision dependent on the outcome of the trailed stage outcome.
- If the trailed stage is now passed current stage decision making will follow the normal parameters set out in these assessment regulations.
 - If the trailed stage is failed, the BEC will
 - consider the current stage requirements and permit a student to take current stage supplementary assessment if applicable under the current stage requirements.
 - not permit a student who meets the current year requirements to progress until the trailed stage requirements have been met.
6. If a student reaches the end of the current stage with agreed IMCs for failed units with trailed assessment attempts, and has not yet had an opportunity to attempt the deferred assessment requirements, the student will normally be required to suspend for deferred assessment prior to progression to the next stage.
7. The rules above may not cover all scenarios. Academic Registry will provide specific case guidance as needed.

Appendix 4: Variations for courses with 30 credit stages

1. These regulations describe the University's standard size of stage, which consists of units totalling 60 credits. Some courses exceptionally contain 30 credit stages.
2. The table below illustrates 30 credit stage credit quanta for condonement, supplementary assessment, trailing supplementary assessment, suspension for further supplementary assessment and the discretionary options possible where there are agreed IMCs.

Non final stage	60 credit stage	30 credit stage
Credit required to pass stage of study (Condition A)	60	30
Maximum amount of credit that can be condoned (Condition D)	20	10
Maximum amount of credit that can be reassessed (Condition E)	30	15
Maximum amount of credit that can be trailed (Condition E)	15	10
Maximum of supplementary assessment that can be taken during a period of suspension for reassessment	20	10
IMCs: Maximum amount of additional condonable credit (see para. 69)	10	5
IMCs: Maximum amount of additional supplementary assessment (see para. 73)	10	5
Final stage	60 credit stage	30 credit stage
Credit required to be passed for award	40	20
Amount of credit to be passed to permit reassessment	At least 30 (but less than 40)	At least 15 (but less than 20)
IMCs: Minimum amount of IMC failed credit required before additional supplementary assessment is permitted (see para. 100)	20	10
IMCs: Maximum amount of additional supplementary assessment (see para.100)	10	5