

UNIVERSITY OF BEDFORDSHIRE

ACADEMIC REGULATIONS

SECTION 5a: ASSESSMENT REGULATIONS FOR UNDERGRADUATE TAUGHT STUDIES

Contents

Document record	2
Marks	2
Courses with approved variations	3
1 Introduction	4
2 Marks	4
3 Assessment Submission	5
4 Elements of assessment and passing units.....	5
5 Progression between stages	7
Progression criteria	8
Progress to next level	8
Progression with compensation	8
Progression with outstanding resit(s).....	8
Progression with trailing unit(s).....	9
6 Final Stage assessment and award.....	10

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Sports Therapy & Rehabilitation BSc (Hons)
Social Work BSc
Special care of the Newborn Short Course
Telecommunications & Network Engineering BEng (Hons)

1 Introduction

- 1.1 Our academic regulations provide the regulatory framework for assessment processes. They are approved and amended by Academic Board. The way in which we implement these academic regulations is set out in the [Academic Quality Framework](#). The Framework also covers the quality assurance processes designed to complement, and be read in conjunction with, these academic regulations.

2 Marks

- 2.1 University marking scheme (see [Appendix A](#))
- 2.2 Your overall unit mark will be calculated using our grading scheme (See [Appendix B](#)).
- 2.3 Marking takes into account poor use of technical English.
- 2.4 Some units are approved through the course approval process to be graded on a pass/fail basis.
- 2.5 We mark each assessment element using whole numbers. If there are several components in an assessment, we aggregate the marks and round the overall calculation. We use the convention that 0.5 and above is rounded up, below that is rounded down to the nearest whole number.
- 2.6 We do not use your attendance to award marks or to contribute to marks awarded unless this is a requirement of your course.
- 2.7 We confer credit if you successfully complete a credit bearing unit at level 3 and above.
- 2.8 If you pass a unit, you cannot resit any assessment components or retake the

- 2.11 The Examination Board approves the grades you receive for each assessment submitted.

3 Assessment Submission

- 3.1 You must submit your assessment using the prescribed process for submission and by the published deadline for submission.
- 3.2 If you fail to submit your assessment as outlined in (3.1), you will achieve a fail grade and we will apply the academic regulations for failed assessment (4) below.
- 3.3 If you are not able to submit your assessment by the deadline, please refer to our [policy](#) on extensions and mitigation.
- 3.4 If through ill-health or other personal circumstances, you may be eligible for a longer extension or mitigation. If your situation does not improve, we may refer you to our [fitness to study policy](#).

4 Elements of assessment and passing units

- 4.1 If you fail a unit because you did not submit an assessment, we will allow you a resit

- 4.7.1 Centrally timetabled invigilated examinations are excluded from early resit opportunity because these are held in scheduled exam weeks at the end of the Semester.
- 4.7.2 You do not have to take your early resit opportunity whilst you are still studying on the unit. You can take your resit at the next designated opportunity once you have completed your unit.
- 4.7.3 To be eligible for early resit opportunity, you must have achieved a mark of at least 20% on your failed assessment. If you do not submit your assessment, you will not be eligible for an early resit opportunity.
- 4.7.4 If you achieve a mark that is lower than 20%, you will resit the assessment at the next available opportunity as designated in the Academic Calendar.
- 4.7.5 If you have extenuating circumstances and cannot submit in the early resit opportunity, you should take your resit at the next designated opportunity.
- 4.7.6 Students who have applied for mitigation against their first attempt may submit in the early resit opportunity, permitting there is enough time.
- 4.7.7

4.13.1 You are compensated for the failure

4.14 If you are required to retake a dissertation/major project unit, you and your supervisor must agree what modifications to your topic and/or research methodology you must make.

4.15 For ease of reference, the following table summarises the capping of marks applied to each submission:

Attempt number	Description	Assessment mark capped?
1	First submission	No
2	Resit opportunity	Yes
3	Retake first submission	No (Yes if trailing a retake due to academic concern/offence)
4	Retake resit opportunity	Yes

5 Progression between stages

The following regulations do not apply to short courses

5.1 Your undergraduate course consists of a set of stages, each relates to a level of study. You must have

- 6.7 If you leave your course or are required to leave by the Examination Board or through disciplinary or other reasons, you may be eligible for an intermediate award. This will be considered at the next Examination Board after you have left your course.
- 6.8 The Examination Board will use credit you have achieved at a higher level to contribute to a lower-level award if you have insufficient credit to be awarded an intermediate award. However, the higher-level credit cannot be used to calculate an enhancement to your final award.
- 6.9 Learners on non-integrated degree apprenticeships who fail their end point assessment after receiving their award will have their award title altered to remove the apprenticeship standard.

Calculating honours degrees

have been awarded 60 credits or more in the higher classification category, you will be upgraded to the higher classification.

Appendix B - University Grading Scheme

Grade letter	Mark Band %	Grade Descriptor	Award Classification	
			Honours degree	Foundation degree
A+	80-100	Outstanding	First (1 st)	Distinction
A	75-79	Excellent		
A-	70-74			
B+	67-69	Commendable	Upper Second (2:1)	Merit
B	64-66			
B-	60-63			
C+	57-59			

P
A
S
S