



4. These regulations apply to all taught postgraduate courses offered at the University of Suffolk, with the exception of the Postgraduate Certificate in Education, the Professional Graduate Certificate in Education and Integrated Master's courses for which separate regulations exist. Any exceptional exemptions or variations to these regulations for individual courses (for example to meet the requirements of national apprenticeship standards and/or Professional, Statutory or Regulatory Bodies (PSRBs) in relation to assessment) are subject to approval by the Quality Committee via the submission of a variation request form. For new courses, approval for the variation should be sought prior to the course validation event. A central record of all approved variation request forms is maintained by Registry Services and details of all approved variations are published as an annex to these regulations, with footnotes included in the relevant paragraphs to show where variations should be applied.

5. Enrolment on individual validated credit-bearing modules, for example for Continuing Professional Development (CPD) purposes, is permitted where assurance is obtained that students are ready for that level of study and meet any pre-requisites for the module. The assessment of the module will be undertaken in accordance with these regulations, unless any variations have been approved in accordance with the procedure outlined in paragraph 4 above. Upon successful completion of the module(s), students will receive a transcript/record of achievement identifying credit gained and the level of achievement in relation to the FHEQ. Credit-bearing CPD modules may subsequently contribute towards a University of Suffolk certificate,

The structure and timing of the delivery of teaching and assessment will be approved at the point of validation for individual programmes and laid out in the Student Handbook for the course.

**Mode of study**

9. As approved through validation, courses will normally provide opportunities for study by part-time, full-time or a combination of these modes.

11. Where a student intercalates in accordance with the *Additional Time due to Extenuating Circumstances Policy* (normally for a maximum duration of one academic year), the period of intercalation counts as part of the maximum period of registration.

### **Programme structure and credit requirements**

credit deficit, and they therefore are unable to successfully complete their studies on that course).

- b. Requisite modules are those modules that students must take as part of their programme of study (for example because there is no optionality built into the programme), but it is not compulsory that they pass the module (i.e. if they fail the module, they may be able to take an alternative module within the validated programme to make up the credit deficit).
- c. Optional modules are those modules which students can select to complete as part of their overall programme of study. Where optional modules are an integral part of a course, students will be required to select a specified number of optional modules from a prescribed list.

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references the sources from the which the material is derived and the extent to which the student has used the work of others including collaborators.

25.













### **Failure to pass a module (leading to referral and reassessment)**

54. In cases of non-completion of coursework or non-attendance at examinations, the student will have the opportunity to be reassessed once only in the components not completed.<sup>13</sup> The maximum mark attainable for the components upon reassessment will be 50%. The overall module outcome will be determined in the normal way (see 'marking of modules' above).<sup>14</sup>

55. Where a student submits work but fails to achieve an overall pass mark for the module (50% or above, with at least 45% for all non-core components and at least 50% for all core components), the module outcome will be recorded as a referral and the student will have the opportunity to be reassessed once only in those components of assessment with a mark below 50%.<sup>15</sup> In such cases of reassessment, the maximum mark attainable for the reassessed component will be 50%. The overall module outcome will be determined in the normal way (see marking of modules).<sup>16</sup> Where students have passed a component of assessment, they cannot re-take it in an attempt to achieve a higher mark.

### **Failure in a module (after reassessment opportunity)**

56. If, after the reassessment attempt, the overall module mark is still not of pass standard (i.e. 50% or above) and/or individual component marks remain below 45% (for non-core components) or below 50% (for core components), with consideration of the student's academic profile, the relevant Assessment Board may either:

- a) permit the student a third attempt at the component(s) of assessment not already passed, where the component mark is 40% or above;
- or
- b) permit the student to retake the module with attendance, subject to the student having demonstrated sufficient engagement with their studies.<sup>17</sup>

In either case, the student will be permitted **one attempt only** at the component(s) of assessment that they have not already successfully completed (i.e. those components with a mark below 50%), subject to the restrictions noted in paragraph 58 of the Academic Regulations.



3	Third attempt / retake / replacement module first submission	No	Yes
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accordance with paragraphs 54, 55, 56 and 59 above, and as summarised in paragraph 59 above.



- a. Where there are no previous referrals or deferrals for the outstanding component(s) of assessment, the student will have the opportunity to take the component(s) with the full range of marks available. The overall module outcome will be determined in the normal way (see 'marking of modules' above).
- b. Where there are previous deferrals for the outstanding component(s) of assessment, if the deferral relates to a first attempt at the component(s), the student will have the opportunity to be re-assessed in the component(s) with the full range of marks available. The overall module outcome will be determined in the normal way (see 'marking of modules' above). If the deferral relates to a previously referred piece of work, the student will be given a further opportunity to re-submit the assessment under the terms of the original referral (i.e. with marks capped at the pass mark at either component and/



78. Where the Postgraduate Diploma is the intended award, the Assessment Board may

documentation and the student has met the validated requirements for the award. The Assessment Board may recommend the exit award of the Master of Arts with Merit or with Distinction in accordance with

### **Posthumous and Aegrotat awards**

89. In the event of a student's death, the relevant Assessment Board may award a Master's degree, postgraduate diploma or postgraduate certificate posthumously. The normal requirements for the award and any classification (as specified in paragraphs 75 to 80) must be met. Where the student has not met the normal requirements for the award, consideration may be given to an Aegrotat award.

90. In exceptional circumstances where a student is unable to complete their programme of study through illness or other valid cause, an Aegrotat award may be recommended where, based on the student's academic profile, the Assessment Board has enough evidence of the student's performance to recommend the award and is satisfied that the student would have reached the standard required for that award. Aegrotat awards will normally reflect the FHEQ level of study at which the student had achieved credit wheB60056( )] TJ ET Q q 0. 1 62.424 617.5 Tm31.51 Tm 0 g 0(t)-

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**Approved Variations for****MSc Advanced Clinical Practice [degree apprenticeship]**

- Grading for each component of the integrated End Point Assessment (EPA) will be on the basis of Pass, Merit, Distinction, or Fail. The two assessment components carry equal weighting and both must be passed in order to pass the EPA. Both assessments must be achieved at the same grade for the higher grade to be awarded, as set out in the table below (reference paragraph 41)

<b>Component 1</b>	<b>Component 2</b>	<b>Overall EPA grade</b>
Distinction	Distinction	Distinction
Distinction	Merit	Merit
Distinction	Pass	Merit
Merit	Distinction	Merit
Merit	Merit	Merit
Merit	Pass	Pass
Pass	Distinction	Merit
Pass	Merit	Pass
Pass	Pass	Pass

- If either component of the EPA is referred at first attempt, the overall EPA grade will be capped at Pass. (reference paragraphs 54 and 55)
- Only one resubmission opportunity is allowed per component of the EPA. No third attempts or retakes are permitted for either component or the EPA as a whole. (reference paragraph 56)
- The Assessment Board may recommend the award of the Master's degree with Merit or with Distinction, where at least 120 credits, or two-thirds of the credit undertaken for the award, have been passed at first attempt without any infringements or referrals and there are at least 60 credits with marks attached on which the calculation can be re WWhich the calculation



**Approved Variations for  
MSc Diagnostic Radiography (Pre-registration)**

- The External Examiner must be registered on the Health and Care Professions Council (HCPC) Register as a Radiographer (ep)5fhe.a()-7redesedsc paeiep en-GB ET Q EMC /Span <</M

- It is not possible for students to retake the practice placement modules or be given a third attempt unless there are substantiated extenuating circumstances accepted by the Assessment Board. (reference paragraph 56)
- Students on the MSc 0.000008871 0 595.32 841.92 re W\* n BT /F1 11.04 Tf 1 0 0 1 400.3 768.

**Approved Variations for  
MSc Adult Nursing (Pre-registration)**

- The External Examiner must be a registrant on the relevant part of the Nursing and Midwifery Council (NMC) Register. (reference paragraph 3)
- The MSc Adult Nursing (Pre-registration) is a 2-year full-time course. While the expectation is for the student to achieve the award in 2 years, the maximum registration period permitted will be 5 years. (reference paragraph 10)
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- It is not possible for students to retake the practice placement modules or be given a third attempt unless there are substantiated extenuating circumstances accepted by the Assessment Board. (reference paragraph 56)
- The Assessment Board will require students to retake al(r)-3(e )-2Kemstgraduate Awards