



UNIVERSITY  
*of York*

# RULES FOR PROGRESSION AND AWARD 2023/24

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GUIDE TO ASSESSMENT, STANDARDS, MARKING  
& FEEDBACK



## PROGRESSION AND AWARD RULES 23/24

# Progression and Award Rules 23/24

These rules have been considered and approved by the Standing Committee on Assessment<sup>1</sup> (SCA) and University Teaching Committee (UTC) after consultation with Chairs of Boards of Examiners and relevant staff for individual programmes. Queries related to these rules should be sent to [SCA@york.ac.uk](mailto:SCA@york.ac.uk).

## 1. Introduction

This section sets out the rules relating to assessment, progression and award under the modular scheme at the University of York (UoY). The rules apply to all undergraduate programmes (including Integrated Masters) and taught postgraduate programmes being studied in the academic year 2023/24 except where exemptions have been granted. Previous versions of the Guide to Assessment, Standards, Marking and Feedback can be found on the [Guide to Assessment webpage](#).

### 1.1. Applicable programmes

Sections follow which outline the specific requirements for the following programmes:

#### ***Undergraduate and Foundation***

- [FC - Foundation Certificate \(IPC\)](#)
- [FD - Foundation Degree](#)
- [FY - Foundation Year \(Stage 0 Physics and Engineering\)](#)
- [UCH - University Certificate and Certificate of Higher Education](#)
- [UCC - Bachelors Programmes \(CITY College\)](#)
- [UG - Undergraduate Bachelors](#)
- [UGH - UG Bachelors Programmes \(Stage 3 entry\)](#)
- [UGM - Undergraduate Integrated Masters](#)

#### ***Graduate and Postgraduate:***

- [GC - Graduate Certificate](#)
- [GD - Graduate Diploma](#)
- [GSS - LLB in Law: Senior Status \(Graduate Senior Status\)](#)
- [LJD - LLM in Law \(Juris Doctor\)](#)
- [PCC - Postgraduate \(CITY College\)](#)
- [PGC - Postgraduate Certificate \(PGcert\)](#)
- [PGD - Postgraduate Diploma \(PGDip\)](#)
- [PGT - Postgraduate Masters](#)
- [PM - Pre-Masters \(IPC\)](#)
- [PYM York-Maastricht SUBLIM \(York-only\)](#)
- [YO - York Online Programmes](#)

### 1.2. Further details

Details of award, stage and module requirements for those involved in programme design, approval and review are available on the [Frameworks for Programme Design from 2023/24](#).

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<sup>1</sup> Professor Mike Bentley led the SCA working group and was lead author in the production of the Progression and Award Rules completed in 2022/23 academic year.

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### 1.3. Glossary of terms

A glossary of terms can be found on the [Guide to Assessment webpage](#).

## 2. Overview of Progression and Award in the Modular Scheme

### 2.1. Scope

The University operates a modular scheme for taught programmes, with modules allocated a certain credit value based on notional student workload, and assigned to levels based on their academic content and outcomes. The following regulations apply to all taught programmes conducted by the University of York.

- Exceptions to the award regulations are permitted in order to meet the requirements of Professional Statutory or Regulatory Bodies (PSRBs). Exceptions require UTC approval and are recorded in the Programme Specifications. This may include higher pass marks and lower thresholds of compensation. Programme documentation should make it clear what the consequences are if a student meets normal UoY progression rules but fails to meet the PSRB requirements. These consequences may include transfer to a non-accredited programme of study or termination of the student's study.
- Exceptions to the award regulations are also permitted in the case of the York Online Programmes where approved by UTC. These exceptions are identified on a case-by-case basis below. If an exception has not been stated, then the following regulations also apply to the York Online Programmes.

### 2.2. Expectations

To be eligible for an award of the University of York a student must undertake an approved programme of study, obtain a specified number of credits at the appropriate level(s), and meet any other requirements of the award as specified in [Regulation 3: Regulations for awards relating to taught programmes of study](#), and other University regulations (eg payment of fees). Credit will be awarded upon passing a module's assessment(s). Some credit may be awarded where failure has been compensated by achievement in other modules, providing that it can be demonstrated that the programme's learning outcomes have still been achieved. Some opportunities for reassessment are available.

### 2.3. Stage requirements

Some programmes are divided into stages. Where this is the case, the following applies:

- A student must satisfy the requirements for each stage of their programme (a stage is equivalent to a year's full-time study for UG programmes) before progressing to the next stage.
- If a student does not meet the stage requirements, having exhausted all reassessment opportunities, they will be required to leave the University; students may be eligible for a lower exit award.
- Students undertaking an integrated masters who do not meet the stage requirements, may be eligible to transfer to the related bachelor's programme.
- Students who undertake study abroad or a work placement as additional credit and do not achieve that credit, will be permitted to transfer to the relevant variant of the programme.
- Students who undertake study abroad or a work placement as replacement credit and do not achieve that credit may either be able to retake the year at York, or may be required to leave the University or may be eligible for a lower exit award.

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### 2.4. Credit levels

Modules are classified in the following manner:

- C-Level - Certificate
- I-Level - Intermediate
- H-Level - Honours
- M-Level - Masters
- D-Level - Doctorate

For overall credit volume for award requirements and an overview of the relationship between stages and credit levels see Table 2 of the [Undergraduate Programme Design Policy](#) and Table 1 of the [Taught Postgraduate Programme Design Policy](#).

### 2.5. Summative assessment

All Module and Programme Learning Outcomes ('PLOs') should be summatively assessed in order to obtain an indication of a student's success in meeting the assessment criteria used to gauge the intended learning outcomes of a module or programme. Credit will be awarded upon passing a module's assessment(s) enabling progression between stages (if applicable) and the award of qualification(s).

### 2.6. Numerical marking

Each module should carry one numerical mark rounded to the nearest integer on the relevant University mark scale, unless the module is designated as pass/fail ([see 2.10](#)). Where a module assessment is made up from a number of components, the normal expectation is that the fixed weightings to be applied to each component mark should be specified in advance and made known to the students. Module marks are then calculated as the weighted mean of the component marks. Schools/Departments who would like to apply an alternative approach must obtain the permission of the Chair of the SCA.

### 2.7. Undergraduates marking scale

The University mark scale applied at undergraduate level (for modules level 3/HE level 0 to level 6 (H)) is as follows:

- |                              |        |
|------------------------------|--------|
| ● First-class Honours        | 70-100 |
| ● Upper second-class Honours | 60-69  |
| ● Lower second-class Honours | 50-59  |
| ● Third-class Honours        | 40-49  |
| ● Fail                       | 0-39*  |

\* Note fail marks of 30-39 are designated as marginal fails and are potentially compensatable. Marginal fails on pass/fail modules are outright fails. Marks of 0-29 are outright fails.

Note that components on H level modules taught as part of taught postgraduate programmes will be combined into a single integer mark. This mark will be converted into a pass/fail mark, where marks greater than or equal to 40 will represent a pass.

### 2.8. Postgraduate marking scale

The University mark scale applied for masters level modules used in postgraduate programmes, including integrated masters programmes (level 7/M) is as follows:

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- Distinguished performance at postgraduate level 70-100
- Good performance at postgraduate level 60-69
- Satisfactory performance at postgraduate level 50-59
- Fail 0-49\*

\* Note that fail marks of 40-49 on an M-level module are considered marginal fails and potentially compensatable. Marginal fail marks on pass/fail modules are outright fails. Marks of 0-39 are outright fails.

### 2.9. Pass mark, marginal fail and outright fail

The pass mark for a given module will be determined by the standard of the module, rather than by the programme on which the student is enrolled. The pass mark for all Honours-level modules is 40 and Masters-level modules is 50, regardless of the programme to which it is contributing or the year in which they are taken.

### 2.10. Pass/fail marks

Modules may only be marked on a pass/fail basis with the permission of UTC. Approval of such modules will only be granted where there is a convincing rationale for this approach (for example, competency based modules in professional/vocational subjects). Such modules will not contribute to the calculation of the final degree classification and failure in these modules cannot be compensated, though reassessment may be possible.

### 2.11. Non-compensatable marks

In exceptional circumstances (eg PSRB requirements), the UTC may approve that particular modules be non-compensatable and/or not available for reassessment. The risks related to such modules, and possible alternatives must be fully considered (see the [Framework for Programme Design](#)).

### 2.12. Award Mark

#### 2.12.1 Staged Programmes

Where a programme is divided into stages, every stage of that programme generates a credit-weighted total mark alongside the profile of module marks. This credit-weighted total mark is used for the purpose of progression between stages. Where more than one stage's mark contributes to a final award mark, the credit-weighted mean average for each stage is used (in ratios set out in the rules for each relevant programme below) to calculate the final award mark which is rounded to the nearest integer.

#### 2.12.2. Non-staged Programmes

Where a programme is not divided into stages, the award mark is calculated using the credit-weighted mean average across all modules, including (where applicable) the CPM, this award mark is rounded to the nearest integer.

### 2.13. Progression processes

#### 2.13.1 On-campus programmes progression processes

The progression processes are run in the following order: assessment, compensation, reassessment, compensation. If a student achieves the necessary credits for progression or award after any one of these processes, they will progress to the following stage or achieve the requisite award. If, following the application of the compensation rules, a student has not met the overall progression or award requirements then they are eligible for reassessment in line with the reassessment rules for their

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programme. If, however, they fail to qualify for compensation or reassessment after failure due to the high load of failed credits, or due to not meeting the compensation rules even after reassessment, they will be deemed to have failed the stage.

### **2.13.2 York Online programmes**

The York Online programmes do not have formal progression requirements. Opportunities to achieve credit are run in the following order: assessment, reassessment, compensation. Compensation of credits takes place at the end of the student's programme only. If, at the end of their programme, a student achieves the necessary credits via any one of these processes, they will achieve the requisite award. If, however, they fail to qualify for compensation due to the high load of failed credits, they will be unable to achieve the intended award. Students who fail modules outright at reassessment, or who exceed the compensation allowance for their programme, may continue to study, but only for a lower exit award for which they are still able to achieve enough credit in their remaining period of study. In such cases, the student should be advised on the award(s) for which they might be eligible following ratification of the failed module(s). Where a student cannot achieve a lower exit award, their registration will be discontinued.

## **2.14. Exceptional circumstances and academic misconduct**

The Exceptional Circumstances, York Online Fit to Sit/Submit and Academic Misconduct policies are applied at the component level and are not relevant to the application of these Rules.

## **2.15. Programme Transfers**

A student should only be considered for transfer to a different programme if they have met the progression requirements plus any additional programme requirements relating to the new programme of study. This may entail having made particular module selections to meet PSRB or later pre-requisite requirements, where these are essential to meet the overall programme learning outcomes. Requests to transfer must be approved by the receiving school/department and by Special Cases.

## **2.16. Additional credit**

A student may only register for more additional credit than is required by their programme (eg more than 120 credits per year for UG and 180 for PGT) where this is expressly approved as part of the programme specification, or with explicit permission from Special Cases. Where additional credit is taken, it cannot be included in the calculation of any progression decisions or degree classifications, and as such it must be clear to both the student and the school/department which credit is additional and which is included in calculations of progression and award at the outset of the module.

## **2.17. Discontinuation of Registration**

Where a student is not permitted a reassessment opportunity (ie, cannot meet the specified progression requirements through reassessment as defined above) and there are no exceptional circumstances, the student's registration will be discontinued. In such a case, they may be eligible for a lower exit award (see progression and award rules of specific programme). This regulation does not apply to the York Online programmes (see 2.13.2).

# **3. Confirmation of Results**

## **3.1. The role of Senate**

Senate delegates the authority to the Standing Committee on Assessment, to ratify the recommendations of Boards of Studies or Graduate School Boards. [Ordinance 6.5](#) provides additional information.

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### **3.2. Recommendations to SCA**

Recommendations from Boards of Examiners for progression and awards are submitted to SCA for approval on behalf of Senate. It is essential that schools/departments complete the official results lists with the signatures of the Chair of the Board of Examiners and the External Examiner(s), immediately after their Board of Examiners has ratified the results. Full details of the deadline dates and procedures are circulated annually to schools/departments by the Progression and Awards Team.

### **3.3. Conveying results**

Results released to students are provisional until ratified by the Exam Board and SCA on behalf of Senate. Students should be informed of this for any results released before such ratification has taken place.

### **3.4. Certificates**

Certificates are issued when enrolment is terminated at the end of a qualification. If a student subsequently re-registers for a higher stage of a programme there is no requirement to surrender the previous award document.

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# FC - Foundation Certificate (International Pathway College)

These award and progression rules apply only to the Foundation Certificate programmes of the International Pathway College.

### FC1 Definitions

#### **FC1.1 Module Mark**

Following completion of all assessments for a module, the total mark will be calculated to the nearest integer on a scale of 0-100. This integer mark is used for all subsequent calculations.

#### **FC1.2 Module Credit**

All modules have a credit value. Students will be awarded the credit by achieving the module pass mark or through compensation (see FC3).

#### **FC1.3 Module Pass Mark**

Except where specified otherwise (see FC1.7) the module pass mark is 40.

#### **FC1.4 Marginal Fail**

A module failed by a margin of 10 marks or fewer.

#### **FC1.5 Outright Fail**

A module failed by a margin of more than 10 marks. A fail on a “pass/fail” module is also treated as an outright fail.

#### **FC1.6 Award Mark**

After successful completion of the Certificate, a credit-weighted average is calculated, called the Award Mark.

#### **FC1.7 English Language Modules**

Where the programme contains English language modules, the level shall be mapped to the Common European Framework of Reference and the standard pass mark (FC1.3) will not apply. Foundation Certificate programmes may include such a module to determine whether a student has met any specified English Language requirements for progression. The mark for such modules do not count towards the award mark.

### FC2 Award and Progression Criteria

#### **FC2.1 Award of Certificate**

To be awarded the Certificate, a student must be awarded all the credits<sup>2</sup> specified for that programme, either through achieving the module pass mark or through compensation (see FC3).

#### **FC2.2 Progression onto a University of York undergraduate programme**

In addition to having passed the Certificate, progression to Stage 1 of the specific undergraduate programme may require additional progression criteria, such as having achieved a minimum mark in specific modules and/or a minimum credit-weighted average mark across all, or some, modules.

### FC3 Compensation

#### **FC3.1 Criteria**

If a student fails one or more modules, they may still be awarded the credit, as long as:

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<sup>2</sup> Foundation Certificate Programmes usually comprise 80 or 120 credits.



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- a. they have failed no more than 40 credits in the stage; and
- b. there are no outright fails.

### ***FC3.2 Non-compensatable modules***

Compensation is not possible for any module designated as a “pass/fail” module, or as a “non-compensatable” module.

## **FC4 Reassessment**

### ***FC4.1 Reassessment for credit***

If a student has failed one or more modules, and cannot be awarded the credit through compensation, they will be offered a reassessment opportunity.

### ***FC4.2 Non-credit reassessment***

When a student has passed a module and been awarded the credit, a reassessment opportunity may still be offered in a module if it is required in order for the student to meet any additional programme-specific progression criteria. This will only be offered if the student has not been reassessed in that module component previously.

### ***FC4.3 Reassessment limit***

Reassessment for a module is only allowed on one occasion, regardless of whether or not the reassessment is for credit (see FC4.1 and 4.2).

### ***FC4.4 Non-reassessable modules or components***

Where a module, or component of a module is designated as non-reassessable, reassessment opportunities will not be offered for that module.

### ***FC4.5 Student Choice***

If a student is offered a reassessment opportunity, they may elect not to take that opportunity, in which case decisions about progression or award should be based upon the first mark for that assessment.

## **FC5 Treatment of Module Marks after Reassessment**

### ***FC5.1 For the purpose of awarding the module credits***

The module mark(s) capped at the pass mark following reassessment will be used to determine if the student passes the module(s).

### ***FC5.2 For the purpose of additional progression criteria***

The module mark(s) following reassessment will be used to determine if the student passes the module(s). If the additional criteria simply require a pass for the module or assessment, the relevant mark will be capped at the pass mark. If, however, the additional progression criteria, require a higher grade in the particular assessment or module, the uncapped mark may be used simply for progression purposes.

### ***FC5.3 Award mark***

The module mark following reassessment will be capped at 40 for the purpose of calculating the final award mark.

### ***FC5.4 For the purpose of compensation***

If, following reassessment, the student has still failed one or more modules, the compensation rules in FC3 will be applied. For this purpose, the module mark following reassessment will be used.

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# FD - Foundation Degrees

## FD1 Definitions

### ***FD1.1 Module Mark***

Following completion of all assessments for a module, the total mark will be calculated to the nearest integer on a scale of 0-100. This integer mark is used for all subsequent calculations.

### ***FD1.2 Module Credit***

All modules have a credit value. Students will be awarded the credit by achieving the module pass mark or through compensation (see FD3).

### ***FD1.3 Module Pass Mark***

The module pass mark is 40 for C-level, I-level and H-level modules.

### ***FD1.4 Marginal Fail***

A module failed by a margin of 10 marks or fewer.

### ***FD1.5 Outright Fail***

A module failed by a margin of more than 10 marks. A fail on a “pass/fail” module is also treated as an outright fail.

## FD2 Progression and Award Criteria

### ***FD2.1 Progression***

Progression from Stage 1 to Stage 2 requires all 120 credits specified for that stage of the programme to have been awarded.

### ***FD2.2 Award of Foundation Degree***

Awarding of a foundation degree requires all 120 credits specified for Stage 2 of the programme to have been awarded.

## FD3 Compensation

### ***FD3.1 Criteria***

If a student fails one or more modules in a stage, they may still be awarded the credit, as long as:

- a. they have failed no more than 40 credits in the stage; and
- b. there are no outright fails

### ***FD3.2 Non-compensatable modules***

Compensation is not possible for any module designated as a “pass/fail” module, or as a “non-compensatable” module.

### ***FD3.3 PSRB Requirements***

Foundation degrees that are accredited by professional, statutory and regulatory bodies (PSRB) may have specific, additional, requirements regarding compensation, including specifying that particular modules are non-compensatable. See the programme handbook/specification for details.

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### FD4 Reassessment

#### ***FD4.1 Reassessment***

If a student has failed one or more modules, and cannot be awarded the credit through compensation, they may, subject to the conditions below, be offered a reassessment opportunity. Reassessment for a module is only allowed on one occasion.

#### ***FD4.2 Purpose***

The purpose of reassessment is to enable the student to be awarded the credit for failed modules, either through passing the module or meeting the criteria for compensation.

#### ***FD4.3 Reassessment Limits<sup>3</sup>***

Students will only be offered a reassessment opportunity for failed module(s) if the total number of failed credits in the stage does not exceed 80 credits for Stage 1, or 60 credits for Stage 2.

#### ***FD4.4 Student Choice***

If a student is offered a reassessment opportunity for a module and elects not to take the opportunity, the first attempt module mark will be used to calculate their progression towards an award. It is not possible for a student to revoke that decision or choose to take the reassessment at a later date.

### FD5 Treatment of Module Marks after Reassessment

#### ***FD5.1 For the purpose of awarding the module credits***

The module mark(s) capped at the pass mark following reassessment will be used to determine if the student passes the module(s).

#### ***FD5.2 For the purpose of compensation***

If, following reassessment, the student has still failed one or more modules, the compensation rules in FD3 will be applied. For this purpose the module mark following reassessment will be used.

### FD6 Classification

#### ***FD6.1 Criteria***

Foundation degrees are not classified, and are awarded on a pass/fail basis.

#### ***FD6.2 Progression to Bachelors Degree***

Students who, having completed the foundation degree, proceed to a bachelors degree through direct entry to Stage 3, will have the bachelors degree classification calculated entirely on the Stage 3 marks - [see UGH](#).

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<sup>3</sup> PSRB may have specific additional requirements that result in different reassessment limits being applied. See the programme handbook/specification for details.

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### FY - Foundation Year (Stage 0)

These award and progression rules apply only to Stage 0 (the foundation stage) of undergraduate programmes that contain a foundation year. Successful completion of Stage 0 (the foundation year) will result in progression onto Stage 1 of the relevant [Bachelors](#) or [Integrated Masters](#) programmes respectively.

#### FY1 Definitions

##### ***FY1.1 Module Mark***

Following completion of all assessments for a module, the total mark will be calculated to the nearest integer on a scale of 0-100. This integer mark is used for all subsequent calculations.

##### ***FY1.2 Module Credit***

All modules have a credit value. Students will be awarded the credit by achieving the module pass mark or through compensation (see FY3).

##### ***FY1.3 Module Pass Mark***

For all Stage 0 modules on these programmes, the pass mark is 60.

#### FY2 Progression

##### ***FY2.1 Criteria***

Progression from Stage 0 to Stage 1 of the programme requires that all 120 credits specified for the programme have been awarded, either through achieving the module pass mark or through compensation (see FY3).

#### FY3 Compensation

##### ***FY3.1 Criteria***

If a student fails one or more modules in Stage 0, they may still be awarded the credit, as long as:

- a. they have failed no more than 40 credits in the stage;
- b. there are no marks below 55; and
- c. the rounded credit-weighted mean over all modules in the stage, including the failed modules, is at least 60.

##### ***FY3.2 Non-compensatable modules***

Compensation is not possible for any module designated as a “pass/fail” module, or as a “non-compensatable” module.

#### FY4 Reassessment

##### ***FY4.1 Reassessment***

If a student has failed one or more modules, and cannot be awarded the credit through compensation, they may, subject to the conditions below, be offered a reassessment opportunity. Reassessment for a module is only allowed on one occasion.

##### ***FY4.2 Purpose***

The purpose of reassessment is to enable the student to be awarded the credit for failed modules, either through passing the module or meeting the criteria for compensation. Reassessment is not offered for any other purpose.

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### ***FY4.3 Non-reassessable modules or components***

Where a module, or component of a module is designated as non-reassessable, reassessment opportunities will not be offered for that module.

### ***FY4.4 Reassessment Limit***

Students will only be offered a reassessment opportunity for failed module(s) if the total number of failed credits in stage 0 does not exceed 80 credits.

### ***FY4.5 Student Choice***

If a student is offered a reassessment opportunity for a module with a mark of 55 or more and elects not to take the opportunity, the first attempt module mark will be used to calculate progression decisions. It is not possible for a student to revoke that decision or choose to take the reassessment at a later date.

## **FY5 Treatment of Module Marks after Reassessment**

### ***FY5.1 For the purpose of awarding the module credits***

The module mark(s) capped at the pass mark following reassessment will be used to determine if the student passes the module(s).

### ***FY5.2 For the purpose of compensation***

If, following reassessment, the student has still failed one or more modules, the compensation rules in FY3 will be applied. Where the reassessment is taken the module mark following reassessment will be used.

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# UCH - University Certificate and Certificate of Higher Education

These award and progression rules apply only to the University Certificate and Certificate of Higher Education programmes. University Certificate programmes normally comprise 60 credits and Certificate of Higher Education programmes usually comprise 120 credits.

## UCH1 Definitions

### ***UCH1.1 Module Mark***

Following completion of all assessments for a module, the total mark will be calculated to the nearest integer on a scale of 0-100. This integer mark is used for all subsequent calculations.

### ***UCH1.2 Module Credit***

All modules have a credit value. Students will be awarded the credit by achieving the module pass mark or through compensation (see UCH3).

### ***UCH1.3 Module Pass Mark***

Except where specified otherwise the module pass mark is 40.

### ***UCH1.4 Marginal Fail***

A module failed by a margin of 10 marks or fewer.

### ***UCH1.5 Outright Fail***

A module failed by a margin of more than 10 marks. A fail on a “pass/fail” module is also treated as an outright fail.

## UCH2 Award and Progression Criteria

### ***UCH2.1 Award of University Certificate***

To be awarded the University Certificate, a student must be awarded all 60 credits specified for that programme, either through achieving the module pass mark or through compensation (see UCH3). This is an unclassified award.

### ***UCH2.2 Award of Certificate of Higher Education***

To be awarded the Certificate of Higher Education, a student must be awarded all 120 credits specified for that programme, either through achieving the module pass mark or through compensation (see UCH3). This is an unclassified award.

### ***UCH3.2 Progression from University Certificate to Certificate of Higher Education***

Having met the criteria for award of the University Certificate, students may opt to continue in order to complete a Certificate of Higher Education.

## UCH3 Compensation

### ***UCH3.1 Compensation in a University Certificate***

If a student fails one or more modules, they may still be awarded the credit, as long as:

- a. they have failed no more than 20 credits; and
- b. there are no outright fails;

### ***UCH3.2 Compensation in a Certificate of Higher Education***

If a student fails one or more modules, they may still be awarded the credit, as long as:

- a. they have failed no more than 40 credits;
- b. there are no outright fails; and

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- c. the rounded credit-weighted mean over all modules, including the failed modules, is at least 40.

### ***UCH3.3 Application of compensation rules in stages***

Students who progress from the University Certificate to a Certificate of Higher Education will have the compensation rules applied in stages. That is, a student who has progressed from a University Certificate to a Certificate of Higher Education will only be eligible for compensation of up to 20 credits of modules in that second stage and only if they have no outright fails.

### ***UCH3.4 Non-compensatable modules***

Compensation is not possible for any module designated as a “pass/fail” module, or as a “non-compensatable” module.

## **UCH4 Reassessment**

### ***UCH4.1 Reassessment***

If a student has failed one or more modules, and cannot be awarded the credit through compensation, they may, subject to the conditions below, be offered a reassessment opportunity. Reassessment for a module is only allowed on one occasion.

### ***UCH4.2 Purpose***

The purpose of reassessment is to enable the student to be awarded the credit for failed modules, either through passing the module or meeting the criteria for compensation.

### ***UCH4.3 Reassessment Limit for University Certificate***

Students will only be offered a reassessment opportunity for failed module(s) if the total number of failed credits does not exceed 40 credits.

### ***UCH4.4 Reassessment Limit for Certificate of Higher Education***

Students will only be offered a reassessment opportunity for failed module(s) if the total number of failed credits does not exceed 80 credits.

### ***UCH4.5 Progression from University Certificate to Certificate of Higher Education***

Students who progress from the University Certificate to a Certificate of Higher Education will have the reassessment limits applied in stages. That is, they will only be offered a reassessment opportunity for failed modules in the second Certificate of Higher Education stage if the total number of failed credits in that second stage does not exceed 40 credits

### ***UCH4.6 Student Choice***

If a student is offered a reassessment opportunity for a module and elects not to take the opportunity, the first attempt module mark will be used to calculate their progression towards an award. It is not possible for a student to revoke that decision or choose to take the reassessment at a later date.

## **UCH5 Treatment of Module Marks after Reassessment**

### ***UCH5.1 For the purpose of awarding the module credits***

The module mark(s) capped at the pass mark following reassessment will be used to determine if the student passes the module(s).

### ***UCH5.2 For the purpose of compensation***

If, following reassessment, the student has still failed one or more modules, the compensation rules in UCH3 will be applied. For this purpose, the module mark following reassessment will be used.

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### *Undergraduate Awards*

## **UCC - Bachelors programmes (Undergraduate CITY College)**

### **UCC1 Definitions**

#### ***UCC1.1 Module Mark***

Following completion of all assessments for a module, the total mark will be calculated to the nearest integer on a scale of 0-100. This integer mark is used for all subsequent calculations.

#### ***UCC1.2 Module Credit***

All modules have a credit value. Students will be awarded the credit by achieving the module pass mark or through compensation (see UCC3).

#### ***UCC1.3 Module Pass Mark***

The module pass mark is 40 for C-level, I-level and H-level modules. For M-level modules the pass mark is 50.

#### ***UCC1.4 Marginal Fail***

A module failed by a margin of 10 marks or fewer.

#### ***UCC1.5 Outright Fail***

A module failed by a margin of more than 10 marks. A fail on a “pass/fail” module is also treated as an outright fail.

#### ***UCC1.6 Stage Average***

After completion of the stage (see UCC2) a credit-weighted stage average is calculated<sup>4</sup> and used for the degree-classification calculation.

#### ***UCC1.7 Honours Degree Classification Bands***

- First class                      70-100
- Upper-second class        60-69
- Lower-second class        50-59
- Third class                      40-49

### **UCC2 Progression and Award Criteria**

#### ***UCC2.1 Progression***

Progression from Stages 1 or 2 to the next stage requires all 120 credits specified for that stage of the programme to have been awarded.

#### ***UCC2.2 Award of Honours Degree***

Awarding of an honours degree requires all 120 credits specified for Stage 3 of the programme to have been awarded.

#### ***UCC2.3 Ordinary Degree***

If the criteria for an honours degree have not been met, an Ordinary Degree will be awarded if 60 credits in Stage 3 have been awarded.

### **UCC3 Compensation**

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<sup>4</sup> The Stage Average is not rounded to an integer.



## PROGRESSION AND AWARD RULES 23/24

### ***UCC3.1 Criteria***

If a student fails one or more modules in a stage, they may still be awarded the credit, as long as:

- a. they have failed no more than 40 credits in the stage; and
- b. there are no outright fails.

### ***UCC3.2 Non-compensatable Modules***

Compensation is not possible for any module designated as a “pass/fail” module, or as a “non-compensatable” module.

## **UCC4 Reassessment**

### ***UCC4.1 Reassessment for credit***

If a student has failed one or more modules, and cannot be awarded the credit through compensation, they may, subject to the conditions below, be offered a reassessment opportunity. The purpose of reassessment for credit is to enable the student to be awarded the credit for failed modules, either through passing the module or meeting the criteria for compensation.

### ***UCC4.2 Reassessment Limits***

Students will only be offered a reassessment opportunity for failed module(s) if the total number of failed credits in the stage does not exceed 80 credits (for Stage 1) or 60 credits (for Stages 2 or 3). Reassessment for a module is only allowed on one occasion.

### ***UCC4.3 Student Choice***

If a student is offered a reassessment opportunity for a module and elects not to take the opportunity, the first attempt module mark will be used to calculate their progression towards an award. It is not possible for a student to revoke that decision or choose to take the reassessment at a later date.

### ***UCC4.4 Not-for-credit reassessment***

Where a student has been awarded all the credits, but some modules have been compensated, they may be offered a reassessment opportunity in those compensated modules, as long as they have not previously been offered such a reassessment. This “not-for-credit” reassessment is optional and the results have no impact on the student’s progression, award mark or degree classification.

## **UCC5 Treatment of Module Marks after Reassessment**

### ***UCC5.1 For the purpose of awarding the module credits***

The module mark(s) capped at the pass mark following reassessment will be used to determine if the student passes the module(s).

### ***UCC5.2 For the purpose of compensation***

If, following reassessment, the student has still failed one or more modules, the compensation rules in UCC3 will be applied. For this purpose, the module mark following reassessment will be used.

### ***UCC5.3 For the purpose of degree classification***

In the calculation of stage averages used for degree classification. Where the reassessment is taken, the module mark following reassessment will be used, but it will be **capped** at 40 for C-level, I-level, H-level modules and 50 for M-level modules.

## PROGRESSION AND AWARD RULES 23/24

### UCC6 Calculation of degree classification

#### **UCC6.1 Principles of Classification**

- a. Classification of degrees is based on the marks obtained during the student's best attempt at the assessment (capped at pass mark where a reassessment has taken place) - see UCC5.3.
- b. The classification of degrees is performed numerically, based only on module marks, without any further academic judgement.
- c. Stage 1 marks (and Stage 0 marks, if applicable) do not count towards degree classification.
- d. Only honours degrees are classified.

#### **UCC6.2 Classification**

The total award mark will be calculated using the stage averages for Stages 2 and 3, weighted in the ratio 2:3. The classification is determined by the position of this award mark, rounded to the nearest integer, on the classification scale (see UCC 1.7).

#### **UCC6.4 Borderline Cases**

If the **unrounded** award mark, calculated in the ratio 2:3, falls within a band two marks below a classification boundary, then:

- a. The award mark is recalculated using the Stages 2 and 3 marks in the alternative ratios 1:1 and 1:2
- b. If, and only if, either recalculated award mark, rounded to the nearest integer, lies in a higher classification band, then the next highest classification will be awarded.

#### **UCC6.5 Mark below 39.5 but awarded all required credits**

In the event that the rounded award mark falls below 39.5, but the student has met the criteria for award through being awarded all required credits, then the award mark will be set to 39.5 and a third-class honours degree will be awarded.

## PROGRESSION AND AWARD RULES 23/24

### UG - Bachelors Programmes

#### UG1 Definitions

##### **UG1.1 Module Mark**

Following completion of all assessments for a module, the total mark will be calculated to the nearest integer on a scale of 0-100. This integer mark is used for all subsequent calculations.

##### **UG1.2 Module Credit**

All modules have a credit value. Students will be awarded the credit by achieving the module pass mark or through compensation (see UG3).

##### **UG1.3 Module Pass Mark**

The module pass mark is 40 for C-level, I-level and H-level modules. For M-level modules the pass mark is 50.

##### **UG1.4 Marginal Fail**

A module failed by a margin of 10 marks or fewer.

##### **UG1.5 Outright Fail**

A module failed by a margin of more than 10 marks. A fail on a “pass/fail” module is also treated as an outright fail.

##### **UG1.6 Stage Average**

After completion of the stage (see UG2) a credit-weighted stage average is calculated<sup>5</sup> and used for the degree-classification calculation.

##### **UG1.7 Capstone project module (CPM)**

Modules which act as the culmination of a programme and typically lead to a substantial piece (or pieces) of independent work.

##### **UG1.8 Honours Degree Classification Bands**

First class	70-100
Upper-second class	60-69
Lower-second class	50-59
Third class	40-49

#### UG2 Progression and Award Criteria

##### **UG2.1 Progression**

Progression from Stages 1 or 2 to the next stage requires all 120 credits specified for that stage of the programme to have been awarded.

##### **UG2.2 Award of Honours Degree**

Awarding of an honours degree requires all 120 credits specified for Stage 3 of the programme to have been awarded.

##### **UG2.3 Ordinary Degree**

If the criteria for an honours degree have not been met, an Ordinary Degree will be awarded if at least 60 credits at H-level in Stage 3 have been awarded.

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<sup>5</sup> The Stage Average is not rounded to an integer, and it is stored to a high precision.

## PROGRESSION AND AWARD RULES 23/24

### UG3 Compensation

#### ***UG3.1 Compensation criteria***

If a student fails one or more modules in a stage, they may still be awarded the credit, as long as:

- a. they have failed no more than 40 credits in the stage; and
- b. there are no outright fails.

#### ***UG3.2 Non-compensatable module***

Compensation is not possible for any module designated as a “pass/fail” module, or as a “non-compensatable” module.

### UG4 Reassessment

#### ***UG4.1 Reassessment***

If a student has failed one or more modules, and cannot be awarded the credit through compensation, they may, subject to the conditions below, be offered a reassessment opportunity. Reassessment for a module is only allowed on one occasion.

#### ***UG4.2 Purpose***

The purpose of reassessment is to enable the student to be awarded the credit for failed modules, either through passing the module or meeting the criteria for compensation. Reassessment is not offered for any other purpose.

#### ***UG4.3 Reassessment Limits***

Students will only be offered a reassessment opportunity for failed module(s) if the total number of failed credits in the stage does not exceed 80 credits for Stage 1 or 60 credits for Stages 2 or 3.

#### ***UG4.4 Student Choice***

If a student is offered a reassessment opportunity for a module and elects not to take the opportunity, the first attempt module mark will be used to calculate their progression towards an award. It is not possible for a student to revoke that decision or choose to take the reassessment at a later date.

#### ***UG4.5 Capstone Modules (CPM)***

Undergraduate Capstone Modules will be included in standard award rules (ie eligible for compensation and reassessment subject to the overall number of credits passed in other modules) unless PSRB or other approved requirements do not permit compensation. In cases where they are non-compensatable, they are only reassessable as a marginal fail (30-39 for UG) with students expected to revise and resubmit within specified timeframe and mark to be capped at the pass mark (see section TBD).

### UG5 Treatment of Module Marks after Reassessment

#### ***UG5.1 For the purpose of awarding the module credits***

The module mark(s) capped at the pass mark following reassessment will be used to determine if the student passes the module(s).

#### ***UG5.2 For the purpose of compensation***

If, following reassessment, the student has still failed one or more modules, the compensation rules in UC3 will be applied. For this purpose, the module mark following reassessment will be used.

## PROGRESSION AND AWARD RULES 23/24

### **UG5.3 For the purpose of degree classification**

In the calculation of stage averages used for degree classification. Where the reassessment is taken the module mark following reassessment will be used, but it will be **capped** at 40 for C-level, I-level, H-level modules and 50 for M-level modules.

## UG6 Calculation of degree classification

### **UG6.1 Principles of Classification**

- a. Classification of degrees is based on the marks obtained during the student's best attempt at the assessment (capped at pass mark where a reassessment has taken place) - see UG5.3.
- b. The classification of degrees is performed numerically, based only on module marks, without any further academic judgement.
- c. Stage 1 marks (and Stage 0 marks, if applicable) do not count towards degree classification.
- d. Only honours degrees are classified.

### **UG6.2 Classification**

The total award mark will be calculated using the stage averages for Stages 2 and 3, weighted in the ratio 2:3. The classification is determined by the position of this award mark, rounded to the nearest integer, on the classification scale (see UG1.8).

### **UG6.3 Borderline Cases**

If the unrounded award mark, calculated in the ratio 2:3, falls within a band two marks below a classification boundary, the following procedure is followed:

- a. The award mark is recalculated using the Stages 2 and 3 marks in the alternative ratios 1:1 and 1:2;
- b. If, and only if, either recalculated award mark, rounded to the nearest integer, lies in a higher classification band, then the next highest classification will be awarded.

### **UG6.5 Mark below 39.5 but awarded all required credits**

In the event that the rounded award mark falls below 39.5, but the student has met the criteria for award through being awarded all required credits, then the award mark will be set to 39.5 and a third-class honours degree will be awarded.

## UG7 First-class degrees with distinction

### **UG7.1 Principles**

The decision to award first class degrees with distinction is based only and always on:

- a. The final award mark, as recorded in the student record system, rounded to the nearest integer.
- b. Individual module marks, rounded to the nearest integer, as recorded in the student record system.

### **UG7.2 Governance and decision making**

- a. Board of Studies decides on criteria and publishes them.
- b. Board of Examiners applies criteria once module marks have been finalised.
- c. External examiners are asked to confirm that the Board of Studies published criteria have been used in the awards and approve that the process followed is rigorous and fair.

## PROGRESSION AND AWARD RULES 23/24

- d. SCA approves the decision on behalf of Senate having sight of the module marks, the award mark and the published criteria.

### ***UG7.3 Criteria***

**Compulsory criterion:** A minimum final award mark specified by the Board of Studies. This minimum should be at least 75%.

### **Optional criteria\***

A department may additionally specify any of the following criteria:

- a. A module mark of at least 70 in a specified minimum number of credits (counting only modules contributing to the final award mark).
- b. For a bachelor degree, no more than 30 credits with a module mark below 65. Only modules contributing to the final award mark should be considered.
- c. A specified minimum mark in a capstone module (where applicable).

No other criteria will be permitted.

### ***UG7.4 Supporting statement***

Any Board of Examiners wishing to recommend the award of a first-class Honours degree with distinction should submit a supporting statement together with the programme's published criteria for such awards, to the Progression and Awards team for submission to SCA /Senate. These recommendations must be submitted attached to the standard pass list, which should also indicate the recommendation of a distinction for the candidates affected.

## PROGRESSION AND AWARD RULES 23/24

### UGH - Bachelors Programmes (Stage 3 entry)

These rules apply to students who enter the Bachelors programme at Stage 3 (Honours year), for example having completed a University of York Foundation Degree.

#### UGH1 Definitions

##### ***UGH1.1 Module Mark***

Following completion of all assessments for a module, the total mark will be calculated to the nearest integer on a scale of 0-100. This integer mark is used for all subsequent calculations.

##### ***UGH1.2 Module Credit***

All modules have a credit value. Students will be awarded the credit by achieving the module pass mark or through compensation (see UGH3).

##### ***UGH1.3 Module Pass Mark***

The module pass mark is 40 for C-level, I-level and H-level modules. For M-level modules the pass mark is 50.

##### ***UGH1.4 Marginal Fail***

A module failed by a margin of 10 marks or fewer.

##### ***UGH1.5 Outright Fail***

A module failed by a margin of more than 10 marks. A fail on a “pass/fail” module is also treated as an outright fail.

##### ***UGH1.6 Stage Average***

After completion of the stage (see UGH2) a credit-weighted stage average is calculated and used for the degree-classification calculation.

##### ***UGH1.7 Capstone project module (CPM)***

Modules which act as the culmination of a programme and typically lead to a substantial piece (or pieces) of independent work.

##### ***UGH1.8 Honours Degree Classification Bands***

First class	70-100
Upper-second class	60-69
Lower-second class	50-59
Third class	40-49

#### UGH2 Progression and Award Criteria

##### ***UGH2.1 Award of Honours Degree***

Awarding of an honours degree requires all 120 credits specified for Stage 3 of the programme to have been awarded.

##### ***UGH2.2 Ordinary Degree***

If the criteria for an honours degree have not been met, an Ordinary Degree will be awarded if at least 60 credits at H-Level in Stage 3 have been awarded.

## PROGRESSION AND AWARD RULES 23/24

### UGH3 Compensation

#### ***UGH3.1 Criteria***

If a student fails one or more modules in a stage, they may still be awarded the credit, as long as

- a. they have failed no more than 40 credits in the stage; and
- b. there are no outright fails;

#### ***UGH3.2 Non-compensatable Modules***

Compensation is not possible for any module designated as a “pass/fail” module, or as a “non-compensatable” module.

### UGH4 Reassessment

#### ***UGH4.1 Reassessment***

If a student has failed one or more modules, and cannot be awarded the credit through compensation, they may, subject to the conditions below, be offered a reassessment opportunity. Reassessment for a module is only allowed on one occasion.

#### ***UGH4.2 Purpose***

The purpose of reassessment is to enable the student to be awarded the credit for failed modules, either through passing the module or meeting the criteria for compensation. Reassessment is not offered for any other purpose.

#### ***UGH4.3 Reassessment Limits***

Students will be offered a reassessment opportunity for failed module(s) as long as there are no more than 60 credits of failed modules.

#### ***UGH4.4 Student Choice***

If a student is offered a reassessment opportunity for a module and elects not to take the opportunity, the first attempt module mark will be used to calculate their progression towards an award. It is not possible for a student to revoke that decision or choose to take the reassessment at a later date.

### UGH5 Treatment of Module Marks after Reassessment

#### ***UGH5.1 For the purpose of awarding the module credits***

The module mark(s) capped at the pass mark following reassessment will be used to determine if the student passes the module(s).

#### ***UGH5.2 For the purpose of compensation***

If, following reassessment, the student has still failed one or more modules, the compensation rules in UGH3 will be applied. For this purpose, the module mark following reassessment will be used.

#### ***UGH5.3 For the purpose of degree classification***

In the calculation of the stage average used for degree classification. Where the reassessment is taken the module mark following reassessment will be used, but it will be capped at 40 for C-level, I-level, H-level modules and 50 for M-level modules.



## PROGRESSION AND AWARD RULES 23/24

### UGH6 Calculation of degree classification

#### ***UGH6.1 Principles of Classification.***

- a. Classification of degrees is based on the marks obtained during the student's best attempt at the assessment (capped at pass mark where a reassessment has taken place) - see UGH5.3.
- b. The classification of degrees is performed numerically, based only on module marks, without any further academic judgement.
- c. Only Stage 3 marks are used for the purpose of classification.
- d. Only honours degrees are classified.

#### ***UGH6.2 Classification***

The total award mark will be calculated using the credit-weighted stage 3 average (see UGH1.6). The classification is determined by the position of this stage average, rounded to the nearest integer, on the classification scale (see UGH 1.7). There are no secondary criteria applied (eg there are no borderline criteria).

## PROGRESSION AND AWARD RULES 23/24

# UGM - Integrated Masters Programmes

## UGM1 Definitions

### ***UGM1.1 Module Mark***

Following completion of all assessments for a module, the total mark will be calculated to the nearest integer on a scale of 0-100. This integer mark is used for all subsequent calculations.

### ***UGM1.2 Module Credit***

All modules have a credit value. Students will be awarded the credit by achieving the module pass mark or through compensation (see UGM3).

### ***UGM1.3 Module Pass Mark***

The module pass mark is 40 for C-level, I-level and H-level modules. For M-level modules the pass mark is 50.

### ***UGM1.4 Marginal Fail***

A module failed by a margin of 10 marks or fewer.

### ***UGM1.5 Outright Fail***

A module failed by a margin of more than 10 marks. A fail on a “pass/fail” module is also treated as an outright fail.

### ***UGM1.6 Stage Average***

After completion of the stage (see UGM2) a credit-weighted stage average is calculated<sup>6</sup> and used for the degree-classification calculation.

### ***UGM1.8 Capstone project module (CPM)***

Modules which act as the culmination of a programme and typically lead to a substantial piece (or pieces) of independent work.

### ***UGM1.7 Integrated Masters Degree Classification Bands***

- First class 70-100
- Upper-second class 60-69
- Lower-second class 50-59

## UGM2 Progression and Award Criteria

### ***UGM2.1 Progression***

Progression from Stages 1,2,3 to the next stage requires all 120 credits specified for that stage of the programme to have been awarded. Because the pass mark for the final award for integrated masters programmes is 50, there are additional requirements for progression in the later stages of the programme (see below).

### ***UGM2.2 Additional Requirement for Progression to Stage 3<sup>7</sup>***

To progress to Stage 3, the credit-weighted mean over all modules in Stage 2, rounded to the nearest integer, must be at least 55. First-attempt module marks, or capped module marks following reassessment, whichever is the greater, will be used for this purpose.

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<sup>6</sup> The Stage Average is not rounded to an integer, and it is stored to a high precision.

<sup>7</sup> Students who do not meet this criterion will be transferred to the corresponding Bachelors programme, and considered for progression on that programme instead - see Award and Progression Rules - Bachelors Programmes

## PROGRESSION AND AWARD RULES 23/24

### **UGM2.3 Additional Requirement for Progression to Stage 4<sup>8</sup>**

To progress to Stage 4, the credit-weighted mean over all modules in Stages 2 and 3, rounded to the nearest integer, must be at least 50. First-attempt module marks, or capped module marks following reassessment, whichever is the greater, will be used for this purpose.

### **UGM2.4 Award of Integrated Masters Degree**

Awarding of the degree requires all 120 credits specified for Stage 4 of the programme to have been awarded.

### **UGM2.5 Award of Bachelors Degree**

If the criteria for award of an integrated masters degree have not been met at the end of Stage 4, the student will then be considered for the award of a bachelors degree, based on the results in stages 1-3 following [Award and Progression Rules - Bachelors Programmes](#)

## UGM3 Compensation

### **UGM3.1 Criteria**

If a student fails one or more modules in a stage, they may still be awarded the credit, as long as:

- a. they have failed no more than 40 credits in the stage; and
- b. there are no outright fails.

### **UGM3.2 Non-compensatable modules**

Compensation is not possible for any module designated as a “pass/fail” module, or as a “non-compensatable” module.

## UGM4 Reassessment

### **UGM4.1 Reassessment**

If a student has failed one or more modules, and cannot be awarded the credit through compensation, they may, subject to the conditions below, be offered a reassessment opportunity. Reassessment for a module is only allowed on one occasion.

### **UGM4.2 Purpose**

The purpose of reassessment is to enable the student to be awarded the credit for failed modules, either through passing the module or meeting the criteria for compensation. Reassessment is not offered for any other purpose.

### **UGM4.3 Reassessment Limits**

Students will only be offered a reassessment opportunity for failed module(s) if the total number of failed credits in the stage does not exceed 80 credits (for Stage 1) or 60 credits (for Stages 2, 3 or 4). An exception is made in the case of a failed 80-credit CPM (see UGM4.4).

### **UGM4.4 Reassessment of 80-credit Capstone Project Modules (CPM)**

Where an 80-credit CPM has been failed, reassessment will be allowed, but only if (a) it is a marginal fail and (b) no other modules have been failed in the stage. In the case of a marginal fail of the CPM, reassessment is permitted. In this case, the student will be given the opportunity to make amendments (see section TBD) to enable them to reach a pass threshold. There will only be one such reassessment opportunity. In the case of an outright fail of the CPM, there is no reassessment opportunity.

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<sup>8</sup> If this criterion is not met, the student will then be considered for the award of a Bachelors degree, based on the results in stages 1-3 following Award and Progression Rules - Bachelors Programmes

## PROGRESSION AND AWARD RULES 23/24

### **UGM4.5 Student Choice**

If a student is offered a reassessment opportunity for a module and elects not to take the opportunity, the first attempt module mark will be used to calculate their progression towards an award. It is not possible for a student to revoke that decision or choose to take the reassessment at a later date.

## **UGM5 Treatment of Module Marks after Reassessment**

### **UGM5.1 For the purpose of awarding the module credits**

The module mark(s) capped at the pass mark following reassessment will be used to determine if the student passes the module(s).

### **UGM5.2 For the purpose of compensation**

If, following reassessment, the student has still failed one or more modules, the compensation rules in UGM3 will be applied. For this purpose, the module mark following reassessment will be used.

### **UGM5.2 For the purpose of degree classification**

In the calculation of stage averages used for degree classification. Where the reassessment is taken, the module mark following reassessment will be used, but it will be **capped** at 40 for C-level, I-level, H-level modules and 50 for M-level modules.

## **UGM6 Calculation of degree classification for integrated masters**

### **UGM6.1 Principles of Classification.**

- a. Classification of degrees is based on the marks obtained during the student's best attempt at the assessment (capped at pass mark where a reassessment has taken place) - see UGM5.2.
- b. The classification of degrees is performed numerically, based only on module marks, without any further academic judgement.
- c. Stage 1 marks (and Stage 0 marks, if applicable) do not count towards degree classification.
- d. Integrated masters degrees with honours are classified degrees.

### **UGM6.2 Classification**

The total award mark will be calculated using the stage averages for Stages 2, 3 and 4, weighted in the ratio 2:3:3. The classification is determined by the position of this award mark, rounded to the nearest integer, on the classification scale (see UGM 1.7).

### **UGM6.3 Borderline Cases**

If the unrounded award mark, calculated in the ratio 2:3:3, falls within a band two marks below a classification boundary, the following procedure is followed:

- a. The award mark is recalculated using the Stages 2, 3 and 4 marks in the alternative ratios 1:1:1 and 1:2:2.
- b. If, and only if, either recalculated award mark, rounded to the nearest integer, lies in a higher classification band, then the next highest classification will be awarded.

### **UGM6.4 Mark below 50 but awarded all required credits**

In the event that the rounded award mark falls below 50, but the student has met the criteria for award through being awarded all required credits, then the award mark will be set to 49.5 and a lower-second class honours degree will be awarded.

## **UGM7 First-class degrees with distinction**

### **UGM7.1 Principles**

The decision to award first class degrees with distinction is based only and always on:

## PROGRESSION AND AWARD RULES 23/24

- a. The final award mark, as recorded in the student record system, rounded to the nearest integer.
- b. Individual module marks, rounded to the nearest integer, as recorded in the student record system.

### **UGM7.2 Governance and decision making**

- a. Board of Studies decides on criteria and publishes them.
- b. Board of Examiners applies criteria once module marks have been finalised.
- c. External examiners are asked to confirm that the Board of Studies published criteria have been used in the awards and approve that the process followed is rigorous and fair.
- d. SCA approves the decision on behalf of Senate having sight of the module marks, the award mark and the published criteria.

### **UGM7.3 Criteria**

Compulsory criterion:

- A minimum final award mark specified by the Board of Studies. This minimum should be at least 75%.

### **Optional criteria\***

- A module mark of at least 70 in a specified minimum number of credits (counting only modules contributing to the final award mark).
- For an integrated masters degree, no more than 40 credits with a module mark below 65. Only modules contributing to the final award mark should be considered.
- A specified minimum mark in the CPM.

No other criteria will be permitted.

### **UGM7.4 Supporting statement**

Any Board of Studies wishing to recommend the award of a first-class Honours degree with distinction should submit a supporting statement together with the programme's published criteria for such awards, to the Progression and Awards team for submission to SCA /Senate. These recommendations must be submitted attached to the standard pass list, which should also indicate the recommendation of a distinction for the candidates affected.

## PROGRESSION AND AWARD RULES 23/24

### Graduate & Postgraduate Awards

## GC - Graduate Certificate

### GC1 Definitions

#### **GC1.1 Module Mark**

Following completion of all assessments for a module, the total mark will be calculated to the nearest integer on a scale of 0-100. This integer mark is used for all subsequent calculations.

#### **GC1.2 Module Credit**

All modules have a credit value. Students will be awarded the credit by achieving the module pass mark or through compensation (see GC3).

#### **GC1.3 Module Pass Mark**

The module pass mark is 40 for C-level, I-level and H-level modules. For M-level modules the pass mark is 50.

#### **GC1.4 Marginal Fail**

A module failed by a margin of 10 marks or fewer.

#### **GC1.5 Outright Fail**

A module failed by a margin of more than 10 marks. A fail on a “pass/fail” module is also treated as an outright fail.

#### **GC1.6 Capstone project module (CPM)**

Modules which act as the culmination of a programme and typically lead to a substantial piece (or pieces) of independent work.

#### **GC1.7 Taught module**

A part of the programme comprising non-CPM modules.

### GC2 Award Criteria

#### **GC2.1 Award of Graduate Certificate**

Awarding of the certificate requires all 60 credits specified for the programme to have been awarded.

#### **GC2.2 Graduate certificates are awarded on a pass/fail basis**

The award of merit or distinction is not available for graduate certificates.

### GC3 Compensation

#### **GC3.1 Criteria**

If a student fails one or more modules, they may still be awarded the credit, as long as

- a. they have failed no more than 20 credits; and
- b. there are no outright fails;

#### **GC3.2 Non-compensatable modules**

Compensation is not possible for any module designated as a “pass/fail” module, or as a “non-compensatable” module.

## PROGRESSION AND AWARD RULES 23/24

### GC4 Reassessment

#### ***GC4.1 Reassessment***

If a student has failed one or more modules, and cannot be awarded the credit through compensation, they may, subject to the conditions below, be offered a reassessment opportunity. Reassessment for a module is only allowed on one occasion.

#### ***GC4.2 Purpose***

The purpose of reassessment is to enable the student to be awarded the credit for failed modules, either through passing the module or meeting the criteria for compensation. Reassessment is not offered for any other purpose.

#### ***GC4.3 Reassessment Limits***

Students will only be offered a reassessment opportunity for failed module(s) if the total number of failed credits does not exceed 20 credits.

#### ***GC4.4 Student Choice***

If a student is offered a reassessment opportunity for a module and elects not to take the opportunity, the first attempt module mark will be used to calculate their progression towards an award. It is not possible for a student to revoke that decision or choose to take the reassessment at a later date.

### GC5 Treatment of Module Marks after Reassessment

#### ***GC5.1 For the purpose of awarding the module credits***

The module mark(s) capped at the pass mark following reassessment will be used to determine if the student passes the module(s).

#### ***GC5.2 For the purpose of compensation***

If, following reassessment, the student has still failed one or more modules, the compensation rules in GC3 will be applied. For this purpose, the module reassessment mark will be used.

## PROGRESSION AND AWARD RULES 23/24

# GD - Graduate Diploma

### GD1 Definitions

#### **GD1.1 Module Mark**

Following completion of all assessments for a module, the total mark will be calculated to the nearest integer on a scale of 0-100. This integer mark is used for all subsequent calculations.

#### **GD1.2 Module Credit**

All modules have a credit value. Students will be awarded the credit by achieving the module pass mark or through compensation (see GD3).

#### **GD1.3 Module Pass Mark**

The module pass mark is 40 for C-level, I-level and H-level modules. For M-level modules the pass mark is 50.

#### **GD1.4 Marginal Fail**

A module failed by a margin of 10 marks or fewer.

#### **GD1.5 Outright Fail**

A module failed by a margin of more than 10 marks. A fail on a “pass/fail” module is also treated as an outright fail.

#### **GD1.6 Capstone project module (CPM)**

Modules which act as the culmination of a programme and typically lead to a substantial piece (or pieces) of independent work.

#### **GD1.7 Taught module**

A part of the programme comprising non-CPM modules.

### GD2 Award Criteria

#### **GD2.1 Award of Graduate Diploma**

Awarding of the diploma requires all 120 credits specified for the programme to have been awarded.

### GD3 Compensation

#### **GD3.1 Criteria**

If a student fails one or more modules, they may still be awarded the credit, as long as

- a. they have failed no more than 40 credits; and
- b. there are no outright fails.

#### **GD3.2 Non-compensatable modules**

Compensation is not possible for any module designated as a “pass/fail” module, or as a “non-compensatable” module.

### GD4 Reassessment

#### **GD4.1 Reassessment**

If a student has failed one or more modules, and cannot be awarded the credit through compensation, they may, subject to the conditions below, be offered a reassessment opportunity. Reassessment for a module is only allowed on one occasion.



## PROGRESSION AND AWARD RULES 23/24

### **GD4.2 Purpose**

The purpose of reassessment is to enable the student to be awarded the credit for failed modules, either through passing the module or meeting the criteria for compensation. Reassessment is not offered for any other purpose.

### **GD4.3 Reassessment Limits**

Students will only be offered a reassessment opportunity for failed module(s) if the total number of failed credits does not exceed 60 credits.

### **GD4.4 Student Choice**

If a student is offered a reassessment opportunity for a module and elects not to take the opportunity, the first attempt module mark will be used to calculate their progression towards an award. It is not possible for a student to revoke that decision or choose to take the reassessment at a later date.

## **GD5 Treatment of Module Marks after Reassessment**

### **GD5.1 Awarding the module credits**

For this purpose, capped reassessment mark will be used.

### **GD5.2 Compensation**

If, following reassessment, the student has still failed one or more modules, the compensation rules in GD3 will be applied. For this purpose, the reassessment mark for the module will be used.

### **GD5.3 Award of merit or distinction**

The following applies only for the purpose of calculations for the award of merits and distinctions (see GD6):

- a. For a marginal fail, the first-attempt module mark will be retained and used for this purpose.
- b. For an outright fail, the module mark following reassessment will be used, but it will be capped at pass mark (40 for C-level, I-level, H-level modules and 50 for M-level modules.)

## **GD6 Merits and distinctions for Graduate Diploma**

### **GD6.1 Principles**

- a. Classification of degrees is based on the marks obtained during the student's **best attempt** at the assessment (capped at pass mark where a reassessment has taken place) - see GD6.3.
- b. Decisions on the award of merits or distinctions are performed numerically, based on module marks, without any further academic judgement.

### **GD6.2 Merit**

To be eligible for the award of a Graduate Diploma with merit, the student must have achieved a rounded credit weighted mean of at least 60 over all modules.

### **GD6.3 Distinction**

To be eligible for the award of a Graduate Diploma with distinction, the student must have achieved a rounded credit weighted mean of at least 70 over all modules.

## **GD7 Stage programmes**

Where a staged approach is taken to a programme (ie, students register for a Certificate before progressing to a Diploma, etc.), the assessment rules are cumulative to ensure parity. For example, if a student undertakes 20 credits of reassessment during the 60 credits of the Certificate stage, they will only have 20 credits of reassessment available to them during the 60 credits of the Diploma stage.

## PROGRESSION AND AWARD RULES 23/24

### GSS - LLB in Law (Senior Status)

#### GSS1 Definitions

##### **GSS1.1 Module Mark**

Following completion of all assessments for a module, the total mark will be calculated to the nearest integer on a scale of 0-100. This integer mark is used for all subsequent calculations.

##### **GSS1.2 Module Credit**

All modules have a credit value. Students will be awarded the credit by achieving the module pass mark or through compensation (see GSS3).

##### **GSS1.3 Module Pass Mark**

The module pass mark is 40 for C-level, I-level and H-level modules. For M-level modules the pass mark is 50.

##### **GSS1.4 Marginal Fail**

A module failed by a margin of 10 marks or fewer.

##### **GSS1.5 Outright Fail**

A module failed by a margin of more than 10 marks. A fail on a “pass/fail” module is also treated as an outright fail.

##### **GSS1.6 Stage Average**

After completion of the stage (see GSS2) a credit-weighted stage average is calculated and used for the degree-classification calculation.

##### **GSS1.7 Classification Bands**

First class	70-100
Upper-second class	60-69
Lower-second class	50-59
Third class	40-49

#### GSS2 Progression and Award Criteria

##### **GSS2.1 Progression**

Progression from Stage 1 to Stage 2 requires all 120 credits specified for that stage of the programme to have been awarded.

##### **GSS2.2 Award of Honours Degree**

Awarding of an honours degree requires all 120 credits specified for Stage 2 of the programme to have been awarded.

##### **GSS2.3 Accredited programmes**

Professional Statutory and Regulatory Bodies (PSRB) may have additional requirements, such as higher pass marks and lower thresholds of compensation. It is possible that a student meets the progression and award criteria specified in GSS2 to GSS6, but fails to meet the PSRB requirements.

## PROGRESSION AND AWARD RULES 23/24

### GSS3 Compensation

#### **GSS3.1 Criteria**

If a student fails one or more modules in a stage, they may still be awarded the credit, as long as:

- a. they have failed no more than 40 credits in the stage; and
- b. there are no outright fails.

#### **GSS3.2 Non-compensatable modules**

Compensation is not possible for any module designated as a “pass/fail” module, or as a “non-compensatable” module.

### GSS4 Reassessment

#### **GSS4.1 Reassessment**

If a student has failed one or more modules, and cannot be awarded the credit through compensation, they may, subject to the conditions below, be offered a reassessment opportunity. Reassessment for a module is only allowed on one occasion.

#### **GSS4.2 Purpose**

The purpose of reassessment is to enable the student to be awarded the credit for failed modules, either through passing the module or meeting the criteria for compensation. Reassessment is not offered for any other purpose.

#### **GSS4.3 Reassessment Limits**

Students will only be offered a reassessment opportunity for failed module(s) if the total number of failed credits in the stage does not exceed 80 credits in Stage 1 or 60 credits in Stage 2.

#### **GSS4.4 Student Choice**

If a student is offered a reassessment opportunity for a module and elects not to take the opportunity, the first attempt module mark will be used to calculate their progression towards an award. It is not possible for a student to revoke that decision or choose to take the reassessment at a later date.

### GSS5 Treatment of Module Marks after Reassessment

#### **GSS5.1 For the purpose of awarding the module credits**

The module mark(s) capped at the pass mark following reassessment will be used to determine if the student passes the module(s).

#### **GSS5.2 For the purpose of compensation**

If, following reassessment, the student has still failed one or more modules, the compensation rules in GSS5.3 will be applied. For this purpose, the module mark following reassessment will be used.

#### **GSS5.3 For the purpose of degree classification**

In the calculation of stage averages used for degree classification:

- a. Where the reassessment was for a marginal fail, the first-attempt module mark will be retained and used for this purpose.
- b. Where the reassessment was for an outright fail, the module mark following reassessment will be used, but it will be capped at 40 for C-level, I-level, H-level modules.

## PROGRESSION AND AWARD RULES 23/24

### GSS6 Calculation of degree classification

#### **GSS6.1 Principles of Classification.**

- a. Classification of degrees is based on the marks obtained during the student's best attempt at the assessment (capped at pass mark where a reassessment has taken place) - see GSS5.3.
- b. The classification of degrees is performed numerically, based only on module marks, without any further academic judgement.

#### **GSS6.2 Classification**

The total award mark will be calculated using the stage averages for Stages 1 and 2, weighted in the ratio 2:3. The classification is determined by the position of this award mark, rounded to the nearest integer, on the classification scale (see GSS 1.7).

#### **GSS6.3 Borderline Cases**

If the unrounded award mark, calculated in the ratio 2:3, falls within a band two marks below a classification boundary, then:

- a. The award mark is recalculated using the Stages 1 and 2 marks in the alternative ratios 1:1 and 1:2
- b. If, and only if, either recalculated award mark, rounded to the nearest integer, lies in a higher classification band, then the next highest classification will be awarded.

#### **GSS6.4 Mark below 40 but awarded all required credits**

In the event that the rounded award mark falls below 40, but the student has met the criteria for award through being awarded all required credits, then the award mark will be set to 39.5 and a third-class honours degree will be awarded.

### GSS7 First-class degrees with distinction

#### **GSS7.1 Principles**

The decision to award first class degrees with distinction is based only and always on:  
The final award mark, as recorded in the student record system, rounded to the nearest integer.  
Individual module marks, rounded to the nearest integer, as recorded in the student record system.

#### **GSS7.2 Governance and decision making**

- a. Board of Studies decides on criteria and publishes them.
- b. Board of Examiners applies criteria once module marks have been finalised.
- c. External examiners are asked to confirm that the Board of Studies published criteria have been used in the awards and approve that the process followed is rigorous and fair.
- d. SCA approves the decision on behalf of Senate having sight of the module marks, the award mark and the published criteria.

#### **GSS7.3 Criteria**

**Compulsory criterion:** A minimum final award mark specified by the Board of Studies. This minimum should be at least 75%.

#### **Optional criteria\***

- a. A module mark of at least 70 in a specified minimum number of credits (counting only modules contributing to the final award mark).
- b. No more than 30 credits with a module mark below 65. Only modules contributing to the final award mark should be considered.
- c. A specified minimum mark in the CPM (where applicable).

## PROGRESSION AND AWARD RULES 23/24

**No other criteria will be permitted.**

### ***GSS7.4 Supporting statement***

Any Board of Examiners wishing to recommend the award of a first-class Honours degree with distinction should submit a supporting statement together with the programme's published criteria for such awards, to the Progression and Awards team for submission to SCA /Senate. These recommendations must be submitted attached to the standard pass list, which should also indicate the recommendation of a distinction for the candidates affected.

## PROGRESSION AND AWARD RULES 23/24

### LJD - LLM in Law Juris Doctor<sup>9</sup>

#### LJD1 Definitions

##### ***LJD1.1 Module Mark***

Following completion of all assessments for a module, the total mark will be calculated to the nearest integer on a scale of 0-100. This integer mark is used for all subsequent calculations.

##### ***LJD1.2 Module Credit***

Students will be awarded the credit either by achieving the module pass mark or through compensation, where allowed (see LJD3).

##### ***LJD1.3 Module Pass Mark***

The module pass mark is 40 for C-level, I-level and H-level modules. For M-level modules the pass mark is 50.

##### ***LJD1.4 Marginal Fail***

A module failed by a margin of 10 marks or fewer is called a Marginal Fail.

##### ***LJD1.5 Outright Fail***

A module failed by a margin of more than 10 marks is called an Outright Fail. A fail on a “pass/fail” module is also treated as an outright fail.

##### ***LJD1.6 Award Mark***

After completion of the stage a credit-weighted stage average is calculated<sup>10</sup> and used as the award mark (see LJD2 and LJD6.2).

#### LJD2 Progression and Award Criteria

##### ***LJD2.1 Stages and Progression***

The LLM in Law (Juris Doctor) programme consists of three stages. Progression across stages 1 and 2 is governed by the rules for the LLB in Law (Senior Status). In order to proceed to stage 3 of the programme students must achieve a credit-weighted mean over all modules rounded to the nearest integer of at least 50 for the LLB in Law (Senior Status). Module marks following reassessment capped at the pass mark will be used for this purpose.

##### ***LJD2.3 Award of LLM in Law (Juris Doctor)***

Awarding of the degree requires all 160 Level-7 credits specified for the programme to have been awarded following progression from stage 2.

##### ***LJD2.4 Award of LLB in Law (Senior Status)***

If the criteria for award of LLM in Law (Juris Doctor) have not been met at the end of the programme, a student will receive the LLB in Law (Senior Status) based on the results in stages 1 and 2, following [Award and Progression Rules - LLB in Law \(Senior Status\)](#).

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<sup>9</sup> Amended October 1st 2023 due to error in award rules.

<sup>10</sup> The stage average is not rounded to an integer.

## PROGRESSION AND AWARD RULES 23/24

### LJD3 Compensation

#### **LJD3.1 Criteria**

If a student fails one or more modules in a stage, they may still be awarded the credit, as long as:

- a. they have failed no more than 40 credits in the stage; and
- b. there are no outright fails;

#### **LJD3.2 Non-compensatable Modules**

Compensation is not possible for any module designated as a “pass/fail” module, or as a “non-compensatable” module.

### LJD4 Reassessment

#### **LJD4.1 Reassessment**

If a student has failed one or more modules, and cannot be awarded the credit through compensation, they may, subject to the conditions below, be offered a reassessment opportunity. Reassessment for a module is only allowed on one occasion.

#### **LJD4.2 Purpose**

The purpose of reassessment is to enable the student to be awarded the credit for failed modules, either through passing the module or meeting the criteria for compensation. Reassessment is not offered for any other purpose.

#### **LJD4.3 Reassessment Limits**

Students will only be offered a reassessment opportunity for failed module(s) if the total number of failed credits does not exceed 60 credits in stage 3. See GSS4.3 for the limits on reassessment for the LLB in Law (Senior Status).

#### **LJD4.4 Student Choice**

If a student is offered a reassessment opportunity for a module and elects not to take the opportunity, the first attempt module mark will be used to calculate their award. It is not possible for a student to revoke that decision or choose to take the reassessment at a later date.

### LJD5 Treatment of Module Marks after Reassessment

#### **LJD5.1 For the purpose of awarding the module credits**

The module mark(s) capped at the pass mark following reassessment will be used to determine if the student passes the module(s).

#### **LJD5.2 For the purpose of compensation**

If, following reassessment, the student has still failed one or more modules, the compensation rules in LJD3 will be applied. For this purpose, the module mark(s) capped at the pass mark following reassessment will be used to determine if the student passes the module(s).

#### **LJD5.3 For the purpose of the award of merit or distinction**

The following applies only for the purpose of calculations for the award of merits and distinctions (see LJD6). Where a reassessment is taken the mark will be capped at module pass mark (see LJD1.3).

## PROGRESSION AND AWARD RULES 23/24

### LJD6 Award Marks, Merits and distinctions for LLM in Law (Juris Doctor)

#### **LJD6.1 Principles**

- a. Calculations for this purpose are always based on the marks obtained during the student's best attempt at the assessment (capped at pass mark where a reassessment has taken place) - see LJD5.3.
- b. Decisions on the award of merits or distinctions are performed numerically, based on module marks, without any further academic judgement.

#### **LJD6.2 Award Mark**

The award mark for the LLM in Law (Juris Doctor) will be calculated using the stage average for Stage 3..

#### **LJD6.3 Merit**

To be eligible for the award of a merit, the student must have achieved:

- a. a rounded credit weighted mean of at least 60 over all modules taken in stage 3 of the programme, and
- b. a mark of at least 60 in the Capstone Project Module (where applicable).

#### **LJD6.4 Distinction**

To be eligible for the award of a Masters degree with distinction, the student must have achieved:

- a. a rounded credit weighted mean of at least 70 over all modules taken in stage 3 of the programme, and
- b. a mark of at least 70 in the Capstone Project Module (where applicable).

#### **LJD6.5 Award Mark below 49.5 but awarded all required credits**

In the event that the rounded award mark falls below 50, but the student has met the criteria for award through being awarded all required credits, then the award mark will be set to 49.5 and the LLM will be awarded.



## PCC - Postgraduate Masters programmes (CITY College)

### PCC1 Definitions

#### ***PCC1.1 Module mark***

Following completion of all assessments for a module, the total mark will be calculated to the nearest integer on a scale of 0-100. This integer mark is used for all subsequent calculations.

#### ***PCC1.2 Module credit***

Students will be awarded the credit either by achieving the module pass mark or through compensation, where allowed (see PCC3)

#### ***PCC1.3 Module pass mark***

The module pass mark is 50 for M-level modules. For H-level modules, the pass mark is 40. H-level modules will be marked on a pass/fail basis.

#### ***PCC1.4 Marginal fail***

An M-level module failed by a margin of 10 marks or fewer.

#### ***PCC1.5 Outright fail***

An M-Level module failed by a margin of more than 10 marks. A fail on a “pass/fail” module is also treated as an outright fail.

#### ***PCC1.5 Capstone project module (CPM)***

The large-credit project/dissertation module.

#### ***PCC1.6 Taught stage***

The part of the programme comprising non-CPM modules.

### PCC2 Award criteria

#### ***PCC2.1 Award of Masters***

Award of the Masters degree requires that a student has been awarded all required credits for both the taught modules and the CPM (where applicable).

#### ***PCC2.2 Postgraduate Diploma (PGDip) and Postgraduate Certificate (PGCert).***

- a. A student who has been awarded 60 credits as part of the programme, but fewer than 120 credits, will be considered for a PGCert.
- b. A student who has been awarded 120 credits in the taught stage, but does not wish to proceed to the CPM, will be considered for a PGDip
- c. A student who, having completed the Masters programme, has not gained sufficient credit to meet the criteria for award of Masters degree, but has been awarded at least 120 credits on the programme (which can include the CPM), will be considered for a PGDip

### PCC3 Compensation

#### ***PCC3.1 Criteria***

If a student fails one or more modules in the taught stage, they may still be awarded the credit, as long as, for taught-stage modules:

- a. there are no more than 40 failed credits; and
- b. there are no outright fails.

## PROGRESSION AND AWARD RULES 23/24

### ***PCC3.2 Compensation of taught modules***

Compensation is only allowed between taught modules. The CPM cannot be compensated and the CPM mark cannot be used to compensate taught modules.

### ***PCC3.3 Non-compensatable Modules***

Compensation is not possible for any module designated as a “pass/fail” module, or as a “non-compensatable” module.

## **PCC4 Reassessment of taught modules**

### ***PCC4.1 Reassessment for credit***

If a student has failed one or more modules, and cannot be awarded the credit through compensation, they may, subject to the conditions below, be offered a reassessment opportunity. The purpose of reassessment for credit is to enable the student to be awarded the credit for failed modules, either through passing the module or meeting the criteria for compensation.

### ***PCC4.2 Reassessment Limits***

Students will only be offered a reassessment opportunity for failed module(s) if the total number of failed credits in the taught stage does not exceed 60 credits. Reassessment for a module is only allowed on one occasion.

### ***PCC4.3 Student Choice***

If a student is offered a reassessment opportunity for a module and elects not to take the opportunity, the first attempt module mark will be used to calculate their progression towards an award. It is not possible for a student to revoke that decision or choose to take the reassessment at a later date.

### ***PCC4.4 Not-for-credit reassessment***

Where a student has been awarded all the credits, but some modules have been compensated, they may be offered a reassessment opportunity in those compensated modules, as long as they have not previously been offered such a reassessment. This “not-for-credit” reassessment is optional and the results have no impact on the student’s progression, award mark or degree classification.

## **PCC5 Reassessment of capstone project module (CPM)**

### ***PCC5.1 Marginal Fail of CPM***

In the case of a marginal fail of the CPM, reassessment is permitted. In this case, the student will be given the opportunity to make amendments to enable them to reach a pass threshold.<sup>11</sup> The mark for the resubmitted CPM will be capped at the pass mark (50). There will only be one such reassessment opportunity.

### ***PCC5.2 Outright Fail of CPM***

In the case of an outright fail of the CPM, there is no reassessment opportunity.

## **PCC6 Treatment of module marks after reassessment**

### ***PCC6.1 For the purpose of awarding the module credits***

The module mark(s) capped at the pass mark following reassessment will be used to determine if the student passes the module(s).

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<sup>11</sup> See [14.7 of Policy on Assessment, Examiners, Marking and Feedback 2023/24](#)

## **PROGRESSION AND AWARD RULES 23/24**

### ***PCC6.2 For the purpose of compensation***

If, following reassessment, the student has still failed one or more taught modules, the compensation rules in PCC3 will be applied. For this purpose, the module reassessment mark will be used.

### ***PCC6.3 For the purpose of the award of merit or distinction***

The following applies only for the purpose of calculations for the award of merits and distinctions (see PGT7). Where the reassessment is taken, the module mark following reassessment capped at 50 for M-level modules will be used.

## **PCC7 Merits and distinctions for Masters degrees**

### ***PCC7.1 Principles***

- a. Calculations for this purpose are always based on the marks obtained during the student's best attempt at the assessment (capped at pass mark where a reassessment has taken place) - see PCC6.3.
- b. Decisions on the award of merits or distinctions are performed numerically, based on module marks, without any further academic judgement.

### ***PCC7.2 Merit***

To be eligible for the award a Masters degree with merit, the student must have achieved:

- a. a rounded credit weighted mean of at least 60 over all modules, and
- b. a mark of at least 60 in the Capstone Project Module (where applicable).

### ***PCC7.3 Distinction***

To be eligible for the award a Masters degree with distinction, the student must have achieved:

- a. a rounded credit weighted mean of at least 70 over all modules, and
- b. a mark of at least 70 in the Capstone Project Module (where applicable).

## PROGRESSION AND AWARD RULES 23/24

### PGC - Postgraduate Certificate (PGCert)

This section applies to students enrolled on a Postgraduate Certificate programme. Rules relating to lower exit awards of a Postgraduate Certificate are contained in the section for each programme for which they are available.

#### PGC1 Definitions

##### ***PGC1.1 Module Mark***

Following completion of all assessments for a module, the total mark will be calculated to the nearest integer on a scale of 0-100. This integer mark is used for all subsequent calculations.

##### ***PGC1.2 Module Credit***

All modules have a credit value. Students will be awarded the credit by achieving the module pass mark or through compensation (see PGC3).

##### ***PGC1.3 Module Pass Mark***

The module pass mark is 50 for M-level modules. For H-level modules, the pass mark is 40. H-level modules will be marked on a pass/fail basis.

##### ***PGC1.4 Marginal Fail***

An M-level module failed by a margin of 10 marks or fewer.

##### ***PGC1.5 Outright Fail***

An M-Level module failed by a margin of more than 10 marks. A fail on a “pass/fail” module is also treated as an outright fail.

##### ***PGC1.6 Capstone project module (CPM)***

Modules which act as the culmination of a programme and typically lead to a substantial piece (or pieces) of independent work.

##### ***PGC1.7 Taught module***

A part of the programme comprising non-CPM modules.

##### ***PGC1.8 Doctoral module***

A module which is ordinarily delivered at (Level 8/D). On a Postgraduate Certificate programme, such a module should be marked on the same University mark scale as level 7 (M) modules. Where one or more level 8 (D) modules forms part of an approved taught postgraduate programme they should be treated as level 7 (M) modules for purposes of calculating progression, compensation, reassessment, award and merit/distinction.

#### PGC2 Award Criteria

##### ***PGC2.1 Award of Postgraduate Certificate***

The award of the postgraduate certificate requires all 60 credits specified for the programme to have been awarded.

##### ***PGC2.2 Postgraduate certificates are awarded on a pass/fail basis***

The award of merit or distinction is not available for postgraduate certificates.

## PROGRESSION AND AWARD RULES 23/24

### PGC3 Compensation

#### ***PGC3.1 Criteria***

If a student fails one or more modules, they may still be awarded the credit, as long as:

- a. they have failed no more than 20 credits; and
- b. there are no outright fails.

#### ***PGC3.2 Non-compensatable***

Compensation is not possible for any module designated as a “pass/fail” module, or as a “non-compensatable” module.

### PGC4 Reassessment

#### ***PGC4.1 Reassessment***

If a student has failed one or more modules, and cannot be awarded the credit through compensation, they may, subject to the conditions below, be offered a reassessment opportunity. Reassessment for a module is only allowed on one occasion.

#### ***PGC4.2 Purpose***

The purpose of reassessment is to enable the student to be awarded the credit for failed modules, either through passing the module or meeting the criteria for compensation. Reassessment is not offered for any other purpose.

#### ***PGC4.3 Reassessment Limits***

Students will only be offered a reassessment opportunity for failed module(s) if the total number of failed credits does not exceed 20 credits.

#### ***PGC4.4 Student Choice***

If a student is offered a reassessment opportunity for a module and elects not to take the opportunity, the first attempt module mark will be used to calculate their progression towards an award. It is not possible for a student to revoke that decision or choose to take the reassessment at a later date.

### PGC5 Treatment of Module Marks after Reassessment

#### ***PGC5.1 For the purpose of awarding the module credits***

The module mark(s) capped at the pass mark following reassessment will be used to determine if the student passes the module(s).

#### ***PGC5.2 For the purpose of compensation***

If, following reassessment, the student has still failed one or more modules, the compensation rules in PGC3 will be applied. For this purpose, the module mark following reassessment will be used.

## PROGRESSION AND AWARD RULES 23/24

### PGD - Postgraduate Diploma (PGDip)

This section applies to students enrolled on a Postgraduate Diploma programme. Rules relating to lower exit awards of a Postgraduate Diploma are contained in the section for each programme for which they are available.

#### PGD1 Definitions

##### ***PGD1.1 Module Mark***

Following completion of all assessments for a module, the total mark will be calculated to the nearest integer on a scale of 0-100. This integer mark is used for all subsequent calculations.

##### ***PGD1.2 Module Credit***

All modules have a credit value. Students will be awarded the credit by achieving the module pass mark or through compensation (see PGD3).

##### ***PGD1.3 Module Pass Mark***

The module pass mark is 50 for M-level modules. For H-level modules, the pass mark is 40. H-level modules will be marked on a pass/fail basis.

##### ***PGD1.4 Marginal Fail***

An M-level module failed by a margin of 10 marks or fewer.

##### ***PGD1.5 Outright Fail***

An M-Level module failed by a margin of more than 10 marks. A fail on a “pass/fail” module is also treated as an outright fail.

#### PGD2 Award Criteria

##### ***PGD2.1 Award of Postgraduate Diploma***

The award of the diploma requires at least 120 credits specified for the programme to have been awarded.

##### ***PGD2.2 Award of lower-exit Postgraduate Certificate (PGCert)***

1. A student who has been awarded 60 credits as part of the programme, but fewer than 120 credits, will be considered for a PGCert.
2. The title of any PGCert so awarded will be that specified in the programme document and in accordance with (3) to (5) below.
3. The programme document may specify more than one named lower-exit award for PG Cert that may be obtained by a student (for example, the same name of award as for the full PGDip programme where the student has completed particular required modules but a different, potentially more general, name of award if certain core modules have not been passed).
4. Where different named awards are specified in programme documentation, at least one of those named lower exit awards must allow for the award of a PGCert on the basis of any 60 credits that are part of that programme.
5. Where the award of any particular lower exit PGCert has been made dependant on the completion of specific modules in the relevant programme document, that PGCert will not be awarded unless the student has:
  - a. been awarded the required number of credits; and
  - b. completed those modules so specified in the Programme Document

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### PGD3 Compensation

#### ***PGD3.1 Criteria***

If a student fails one or more modules, they may still be awarded the credit, as long as:

- a. they have failed no more than 40 credits; and
- b. there are no outright fails.

#### ***PGD3.2 Non-compensatable modules***

Compensation is not possible for any module designated as a “pass/fail” module, or as a “non-compensatable” module.

### PGD4 Reassessment

#### ***PGD4.1 Reassessment***

If a student has failed one or more modules, and cannot be awarded the credit through compensation, they may, subject to the conditions below, be offered a reassessment opportunity. Reassessment for a module is only allowed on one occasion.

#### ***PGD4.2 Purpose***

The purpose of reassessment is to enable the student to be awarded the credit for failed modules, either through passing the module or meeting the criteria for compensation. Reassessment is not offered for any other purpose.

#### ***PGD4.3 Reassessment Limits***

Students will only be offered a reassessment opportunity for failed module(s) if the total number of failed credits does not exceed 60 credits.

#### ***PGD4.4 Student Choice***

If a student is offered a reassessment opportunity for a module and elects not to take the opportunity, the first attempt module mark will be used to calculate their progression towards an award. It is not possible for a student to revoke that decision or choose to take the reassessment at a later date.

### PGD5 Treatment of Module Marks after Reassessment

#### ***PGD5.1 For the purpose of awarding the module credits***

The module mark(s) capped at the pass mark following reassessment will be used to determine if the student passes the module(s).

#### ***PGD5.2 For the purpose of compensation***

If, following reassessment, the student has still failed one or more taught modules, the compensation rules in PGT3 will be applied. For this purpose, the module reassessment mark will be used.

#### ***PGD5.3 For the purpose of the award of merit or distinction***

The following applies only for the purpose of calculations for the award of merits and distinctions (see PGD6). Where the reassessment was for an outright fail or marginal fail, the reassessment mark capped at 50 will be used.

### PGD6 Merits and distinctions for Postgraduate Diploma

#### ***PGD6.1 Principles***

- a. Calculations for this purpose are always based on the marks obtained during the student’s best attempt at the assessment (capped at pass mark where a reassessment has taken place) - see

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PGD5.3.

- b. Decisions on the award of merits or distinctions are performed numerically, based on module marks, without any further academic judgement.

### ***PGD6.2 Merit***

To be eligible for the award of a Postgraduate Diploma with merit, the student must have achieved a rounded credit weighted mean of at least 60 over all modules (which may include taught modules and CPM according to the programme document).

### ***PGD6.3 Distinction***

To be eligible for the award of a Postgraduate Diploma with distinction, the student must have achieved a rounded credit weighted mean of at least 70 over all modules (which may include taught modules and CPM according to the programme document).

## **PGD7 Stage programmes**

Where a staged approach is taken to a programme (ie students register for a Certificate before progressing to a Diploma, etc.), the assessment rules are cumulative to ensure parity. For example, if a student undertakes 20 credits of reassessment during the 60 credits of the Certificate stage, they will only have 20 credits of reassessment available to them during the 60 credits of the Diploma stage.



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# PGT - Masters Programmes 180 credits (with exceptions for 240 credits)

### PGT1 Definitions

#### ***PGT1.1 Module mark***

Following completion of all assessments for a module, the total mark will be calculated to the nearest integer on a scale of 0-100. This integer mark is used for all subsequent calculations.

#### ***PGT1.2 Module credit***

Students will be awarded the credit either by achieving the module pass mark or through compensation, where allowed (see PGT3).

#### ***PGT1.3 Module pass mark***

The module pass mark is 50 for Level 7/ M-level modules. For Level 6/ H-level modules, the pass mark is 40. H-level modules will be marked on a pass/fail basis.

#### ***PGT1.4 Marginal fail***

An M-level module failed with a mark between 40-49.

#### ***PGT1.5 Outright fail***

An M-level failed with a mark below 40. A fail on a “pass/fail” module is also treated as an outright fail.

#### ***PGT1.6 Capstone project module (CPM)***

Modules which act as the culmination of a programme and typically lead to a substantial piece (or pieces) of independent work.

#### ***PGT1.7 Taught module***

A part of the programme comprising non-CPM modules.

#### ***PGT1.8 Doctoral module (Level 8/D)***

A module which is ordinarily delivered at (Level 8/D). On a Postgraduate Certificate programme, such a module should be marked on the same University mark scale as level 7 (M) modules. Where one or more level 8 (D) modules forms part of an approved taught postgraduate programme they should be treated as level 7 (M) modules for purposes of calculating progression, compensation, reassessment, award and merit/distinction.

### PGT2 Award criteria

#### ***PGT2.1 Award of Masters***

Award of the Masters degree requires that a student has been awarded all required credits for both the taught modules and the CPM (where applicable).

#### ***PGT2.2 Award of lower-exit Postgraduate Diploma (PGDip) and Postgraduate Certificate (PGCert)***

1. A student who has been awarded 60 credits as part of the programme, but fewer than 120 credits, will be considered for a PGCert.
2. A student who has been awarded 120 credits in the taught stage, but does not wish to proceed to the CPM, will be considered for a PGDip.
3. A student who, having completed the Masters programme, has not gained sufficient credit to meet the criteria for award of Masters degree, but has been awarded at least 120 credits on the programme (which can include the CPM), will be considered for a PGDip.

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4. For the purposes of the application of the rules on lower exit awards, a student may receive compensation of up to 20 credits of failed modules for determining eligibility for a lower-exit PGCert or up to 40 credits of failed modules for a lower-exit PGDip so long as none of the failed modules are outright fails.
5. The title of any PGCert or PGDip so awarded will be that specified in the programme document and in accordance with (6) to (8) below.
6. The programme document may specify more than one named lower-exit award for PG Cert or PGDip that may be obtained by a student (for example, the same name of award as for the full masters programme where the student has completed particular required modules but a different, potentially more general, name of award if certain core modules have not been passed).
7. Where different named awards are specified in programme documentation, at least one of those named lower exit awards must allow for the award of a PG Cert on the basis of any 60 credits and a PGDip on the basis of any 120 credits that are part of that programme.
8. Where the award of any particular lower exit PGCert or PGDip has been made dependant on the completion of specific modules in the relevant programme document, that PG Cert or PGDip will not be awarded unless the student has:
  - a. been awarded the required number of credits; and
  - b. completed those modules so specified in the Programme Document

### PGT3 Compensation

#### ***PGT3.1 Criteria***

If a student fails one or more modules in the taught stage, they may still be awarded the credit for taught-stage modules, as long as:

- a. there are no more than 40 failed credits; and
- b. there are no outright fails.

#### ***PGT3.2 Compensation for Taught Modules***

Compensation is only allowed between taught modules. The CPM cannot be compensated and an outright fail in the CPM will not prevent compensation of a taught module..

#### ***PGT3.3 Non-compensatable Modules***

Compensation is not possible for any module designated as a “pass/fail” module, or as a “non-compensatable” module.

### PGT4 Reassessment of taught modules

#### ***PGT4.1 Reassessment***

If a student has failed one or more taught modules, and cannot be awarded the credit through compensation, they may, subject to the conditions below, be offered a reassessment opportunity. Reassessment for a module is only allowed on one occasion.

#### ***PGT4.2 Purpose***

The purpose of reassessment is to enable the student to be awarded the credit for failed modules, either through passing the module or meeting the criteria for compensation. Reassessment is not offered for any other purpose.

#### ***PGT4.3 Reassessment Limits***

Students will only be offered a reassessment opportunity for failed module(s) if the total number of failed credits in the taught modules does not exceed 60 credits.

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### ***PGT4.4 Student Choice***

If a student is offered a reassessment opportunity for a module and elects not to take the opportunity, the first attempt module mark will be used to calculate their progression towards an award. It is not possible for a student to revoke that decision or choose to take the reassessment at a later date.

## **PGT5 Reassessment of capstone project module (CPM)**

### ***PGT5.1 Marginal Fail***

In the case of a marginal fail of the CPM, reassessment is permitted. In this case, the student will be given the opportunity to make amendments to enable them to reach a pass threshold<sup>12</sup>. The mark for the resubmitted CPM will be capped at the pass mark (50). There will only be one such reassessment opportunity.

### ***PGT5.2 Outright Fail***

In the case of an outright fail of the CPM, there is no reassessment opportunity.

## **PGT6 Treatment of module marks after reassessment**

### ***PGT6.1 For the purpose of awarding the module credits***

The module mark(s) capped at the pass mark following reassessment will be used to determine if the student passes the module(s).

### ***PGT6.2 For the purpose of compensation***

If, following reassessment, the student has still failed one or more taught modules, the compensation rules in PGT3 will be applied. For this purpose, the module reassessment mark will be used.

### ***PGT6.3 For the purpose of the award of merit or distinction***

The following applies only for the purpose of calculations for the award of merits and distinctions (see PGT7). Where a reassessment is taken the module mark following reassessment mark capped at 50 for M-level modules will be used.

## **PGT7 Merits and distinctions for Masters degrees**

### ***PGT7.1 Principles.***

- a. Calculations for this purpose are always based on the marks obtained during the student's best attempt at the assessment (capped at pass mark where a reassessment has taken place) - see PGT6.3.
- b. Decisions on the award of merits or distinctions are performed numerically, based on module marks, without any further academic judgement.

### ***PGT7.2 Merit***

To be eligible for the award of a Masters degree with merit, the student must have achieved:

- a. a rounded credit weighted mean of at least 60 over all modules, and
- b. a mark of at least 60 in the Capstone Project Module (where applicable).

### ***PGT7.3 Distinction***

To be eligible for the award of a Masters degree with distinction, the student must have achieved:

- a. a rounded credit weighted mean of at least 70 over all modules, and
- b. a mark of at least 70 in the Capstone Project Module (where applicable).

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<sup>12</sup> See [14.7 of Policy on Assessment, Examiners, Marking and Feedback 2023/24](#)

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### PGT7 Staged programmes

Where a staged approach is taken to a programme (ie, students register for a Certificate before progressing to a Diploma, etc.), the assessment rules are cumulative to ensure parity. For example, if a student undertakes 20 credits of reassessment during the 60 credits of the Certificate stage, they will only have 20 credits of reassessment available to them during the 60 credits of the Diploma stage.

### PGT8 Exceptions for Masters of 240 Credit volume

Note that the following rules do not apply to the MA in Social Work. Where a Masters consists of 240 or more academic credits and, as a consequence, exceeds one academic year when taken on a full-time basis, the compensation and reassessment rules will be applied at the end of the first and second year of the programme.

#### ***PGT8.1 Progression rules - first year***

At the end of the first year a progression board is held and the compensation rules are applied to the modules taken in year 1 (PGT8.4).

#### ***PGT8.2 Reassessment in Masters of 240 Credits or more after first year***

Where a student has failed modules and the award requirements cannot be met by application of the compensation criteria, they are entitled to reassessment in a maximum of 40 credits-worth of failed modules provided that they have failed no more than 60 credits with no more than 40 credits-worth of outright fail (ie module marks less than 40).

#### ***PGT8.3 Award rules - second year***

At the end of the second year a final examination board is held and the compensation rules are applied to the modules taken in year 2.

#### ***PGT8.4 Compensation in Masters of 240 Credits or more***

If a student fails one or more taught modules (ie, achieves a mark below 50), they may still receive credit for the failed module(s) provided that:

- a. they have failed no more than 40 credits in that year of study; and
- b. no marks are lower than 40 in that year of study;

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# PM - Pre-Masters Programmes (International Pathway College)

These award and progression rules apply only to the Pre-Masters programmes of the International Pathway College.

## PM1 Definitions

### **PM1.1 Module Mark**

Following completion of all assessments for a module, the total mark will be calculated to the nearest integer on a scale of 0-100. This integer mark is used for all subsequent calculations.

### **PM1.2 Module Credit**

All modules have a credit value. Students will be awarded the credit by achieving the module pass mark or through compensation (see PM3).

### **PM1.3 Module Pass Mark**

Except where specified otherwise (see PM1.7) the module pass mark is 40.

### **PM1.4 Marginal Fail**

A module failed by a margin of 10 marks or fewer.

### **PM1.5 Outright Fail**

A module failed by a margin of more than 10 marks. A fail on a “pass/fail” module is also treated as an outright fail.

### **PM1.6 Award Mark**

After successful completion of the Certificate, a credit-weighted average is calculated, called the Award Mark.

### **PM1.7 English Language Modules**

Where the programme contains English language modules, the level shall be mapped to the Common European Framework of Reference and the standard pass mark (PM1.3) will not apply. Foundation Certificate programmes may include such a module to determine whether a student has met any specified English Language requirements for progression. This module must be passed and is marked on a pass/fail basis.

## PM2 Progression onto a University of York Masters Programme

To progress, a student must be awarded all the required credits, either through achieving the module pass mark or through compensation (see PM3). In addition, progression to a specific Masters programme will normally require additional progression criteria, such as having achieved a minimum mark in specific modules and/or a minimum credit-weighted average mark across all, or some, modules.

## PM3 Compensation

### **PM3.1 Criteria**

If a student fails one or more modules, they may still be awarded the credit, as long as:

- a. they have failed no more than 40 credits in the stage; and
- b. there are no outright fails.

### **PM3.2 Non-compensatable Modules**

Compensation is not possible for any module designated as a “pass/fail” module, or as a “non-compensatable” module.

## PROGRESSION AND AWARD RULES 23/24

### PM4 Reassessment

#### ***PM4.1 Reassessment for credit***

If a student has failed one or more modules, and cannot be awarded the credit through compensation, they will be offered a reassessment opportunity.

#### ***PM4.2 Non-credit reassessment***

When a student has passed a module and been awarded the credit, a reassessment opportunity may still be offered in a module if it is required in order for the student to meet any additional programme-specific progression criteria. This will only be offered if the student has not been reassessed in that module component previously. Such a reassessment might be needed because the module is specifically mentioned in the student's progression requirement, or because the overall mark needs to be improved, and may be offered regardless of the original module mark (ie this opportunity may be offered to students who have already received a passing mark on the module or who have passed the module via compensation).

#### ***PM4.3 Reassessment limit***

Reassessment for a module is only allowed on one occasion, regardless of whether or not the reassessment is for credit (see PM4.1 and 4.2).

#### ***PM4.4 Non-reassessable modules or components***

Where a module, or component of a module is designated as non-reassessable, reassessment opportunities will not be offered for that module.

#### ***PM4.5 Student Choice***

If a student is offered a reassessment opportunity for a module and elects not to take the opportunity, the first attempt module mark will be used to calculate their progression towards an award. It is not possible for a student to revoke that decision or choose to take the reassessment at a later date.

### PM5 Treatment of Module Marks after Reassessment

#### ***PM5.1 For the purpose of awarding the module credits***

The module mark(s) capped at the pass mark following reassessment will be used to determine if the student passes the module(s).

#### ***PM5.2 For the purpose of additional progression criteria (PM2.2)***

The module mark(s) capped at the pass mark following reassessment will be used.

#### ***PM5.3 Award mark***

The module mark following reassessment will be capped at 40 for the purpose of calculating the stage average and final award mark.

#### ***PM5.4 For the purpose of compensation***

If, following reassessment, the student has still failed one or more modules, the compensation rules in FC3 will be applied. For this purpose, the module mark following reassessment will be used.

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# PYM - York-Maastricht SUBLIM<sup>13</sup> (York-only 23/24)

### PYM1 Definitions

#### ***PYM1.1 Module mark***

Following completion of all assessments for a module, the total mark will be calculated to the nearest integer on a scale of 0-100. This integer mark is used for all subsequent calculations.

#### ***PYM.2 Module credit***

Students will be awarded the credit either by achieving the module pass mark or through compensation, where allowed (see PYM3).

#### ***PYM1.3 Module pass mark***

The module pass mark is 50 for Level 7/M-level modules. For Level 6/H-level modules, the pass mark is 40. H-level modules will be marked on a pass/fail basis.

#### ***PYM1.4 Marginal fail***

Where a student fails an M-level module with a mark between 40-49, this is called a Marginal Fail.

#### ***PYM1.5 Outright fail***

Where a student fails an M-level with a mark below 40 this is called an Outright Fail. A fail on a “pass/fail” module is also treated as an outright fail.

#### ***PYM1.6 Capstone project module (CPM)***

Modules which act as the culmination of a programme and typically lead to a substantial piece (or pieces) of independent work.

#### ***PYM1.7 Taught module***

A part of the programme comprising non-CPM modules.

### PYM2 Award criteria

#### ***PYM2.1 Award of Master's***

Award of the Master's degree requires that a student has been awarded all required credits for **both** the Taught modules and the CPM (where applicable).

#### ***PYM2.2 Postgraduate Diploma (PGDip) and Postgraduate Certificate (PGCert).***

1. A student who has been awarded 20 ECTS as part of the programme, but fewer than 40 ECTS, will be considered for a PGCert.
2. A student who has been awarded 40 ECTS in the taught stage, but does not wish to proceed to the CPM, will be considered for a PGDip.
3. A student who, having completed the Master's programme, has not gained sufficient credit to meet the criteria for award of Master's degree, but has been awarded at least 40 ECTS on the programme (which can include the CPM), will be considered for a PGDip<sup>2</sup>.
4. The title of any PGCert or PGDip so awarded will be that specified in the programme document and in accordance with (5) to (7) below.
5. The programme document may specify more than one named lower-exit award for PG Cert or PGDip may be obtained by a student (for example, the same name of award as for the full masters

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<sup>13</sup> Sustainable Business: Leadership, Innovation and Management

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programme where the student has completed particular required modules but a different, potentially more general, name of award if certain core modules have not been passed).

6. Where different named awards are specified in programme documentation, at least one of those named lower exit awards must allow for the award of a PG Cert on the basis of any 20 ECTS and a PGDip on the basis of any 40 ECTS that are part of that programme.
7. Where the award of any particular lower exit PG Cert or PGDip has been made dependant on the completion of specific modules in the relevant programme document, that PG Cert or PGDip will not be awarded unless the student has:
  - a. been awarded the required number of credits; and
  - b. completed those modules so specified in the Programme Document

### PYM3 Compensation

#### ***PYM3.1 Criteria***

If a student fails one or more modules in the taught stage, they may still be awarded the credit, as long as, for taught-stage modules,

- a. there are no more than 10 failed ECTS; and
- b. there are no outright fails.

#### ***PYM3.2 Compensation for Taught Modules***

Compensation is only allowed between taught modules. The CPM cannot be compensated and the CPM mark cannot be used to compensate taught modules.

#### ***PYM3.3 Non-compensatable Modules***

Compensation is not possible for any module designated as a “pass/fail” module, or as a “non-compensatable” module.

### PYM4 Reassessment of taught modules

#### ***PYM4.1 Reassessment***

If a student has failed one or more taught modules, and cannot be awarded the credit through compensation, they may, subject to the conditions below, be offered a reassessment opportunity.

Reassessment for a module is only allowed on one occasion.

#### ***PYM4.2 Purpose***

The purpose of reassessment is to enable the student to be awarded the credit for failed modules, either through passing the module or meeting the criteria for compensation. Reassessment is not offered for any other purpose.

#### ***PYM4.3 Reassessment Limits***

Students will only be offered a reassessment opportunity for failed module(s) if the total number of failed credits in the taught modules does not exceed 20 ECTS.

#### ***PYM4.4 Student Choice***

If a student is offered a reassessment opportunity for a module and elects not to take the opportunity, the first attempt module mark will be used to calculate their progression towards an award. It is not possible for a student to revoke that decision or choose to take the reassessment at a later date.



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### PYM5 Reassessment of capstone project module (CPM)

#### *PYM5.1 Marginal Fail*

In the case of a marginal fail of the CPM, reassessment is permitted. In this case, the student will be given the opportunity to make amendments to enable them to reach a pass threshold.<sup>14</sup> This will be capped at the pass mark (50). There will only be one such reassessment opportunity.

#### *PYM5.2 Outright Fail*

In the case of an outright fail of the CPM, there is no reassessment opportunity.

### PYM6 Treatment of module marks after reassessment

#### *PYM6.1 For the purpose of awarding the module credits*

The module mark(s) capped at the pass mark following reassessment will be used to determine if the student passes the module(s).

#### *PYM6.2 For the purpose of compensation*

If, following reassessment, the student has still failed one or more taught modules, the compensation rules in PGT3 will be applied. For this purpose, reassessment mark capped at the pass mark will be used.

#### *PYM6.3 For the purpose of the award of merit or distinction*

The following applies only for the purpose of calculations for the award of merits and distinctions (see PYM7). Where a reassessment is taken the module mark following reassessment mark capped at 50 for M-level modules will be used.

### PYM7 Merits and distinctions for Master's degrees

#### *PYM7.1 Principles.*

- a. Calculations for this purpose are always based on the marks obtained during the student's best attempt at the assessment (capped at pass mark where a reassessment has taken place) - see PYM6.3.
- b. Decisions on the award of merits or distinctions are performed numerically, based on module marks, without any further academic judgement.

#### *PYM7.2 Merit*

To be eligible for the award of a **Master's degree with merit**, the student must have achieved:

- a. a rounded credit weighted mean of at least 60 over all modules, and
- b. a mark of at least 60 in the Capstone Project Module (where applicable).

#### *PYM7.3 Distinction*

To be eligible for the award of a **Master's degree with distinction**, the student must have achieved:

- a. a rounded credit weighted mean of at least 70 over all modules, and;
- b. a mark of at least 70 in the Capstone Project Module (where applicable).

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<sup>14</sup> See [14.7 of Policy on Assessment, Examiners, Marking and Feedback 2023/24](#)

## PROGRESSION AND AWARD RULES 23/24

### YO - York Online Programmes

These award and progression rules apply only to the University of York 100% online Masters programmes operated in collaboration with Higher Ed Partners, known as York Online.

#### YO1 Definitions

##### **YO1.1 Module mark**

Following completion of all summative assessments for a module, the total mark will be calculated to the nearest integer on a scale of 0-100. This integer mark is used for all subsequent calculations. Where a student fails the module at first attempt and attempts the module reassessment, the better of the first attempt mark and the reassessment mark capped at the pass mark will be used.

##### **YO1.2 Module credit**

All modules have a credit value. Students will be awarded the credit either by achieving the module pass mark or through compensation, where allowed (see YO3).

##### **YO1.3 Module pass mark**

The module pass mark is 50 for Level 7/ M-level modules. For Level 6/ H-level modules, the pass mark is 40. Where programmes include H-level modules, these will be marked on a pass/fail basis.

##### **YO1.4 Marginal fail**

An M-level module with a mark between 40-49.

##### **YO1.5 Outright fail**

An M-level with a mark below 40. A fail on a “pass/fail” module is also treated as an outright fail.

##### **YO1.6 Capstone project module (CPM)**

Modules which act as the culmination of a programme and typically lead to a substantial piece (or pieces) of independent work. CPMs may be between 30 and 60 credits.

##### **YO1.7 Taught module**

A part of the programme comprising non-CPM modules. Taught modules are always 15 credits.

#### YO2 Award criteria

##### **YO2.1 Award of Masters**

Award of the Masters degree requires that a student has been awarded all 180 credits specified for the programme, across both the taught modules and the CPM.

##### **YO2.2 Award of lower-exit Postgraduate Diploma (PGDip) and Postgraduate Certificate (PGCert)**

1. A student who has been awarded 60 credits as part of the programme, but fewer than 120 credits, will be considered for a PGCert.
2. A student who has been awarded 120 credits in taught modules, but does not wish to complete the Masters will be considered for a PGDip.
3. A student who has not gained sufficient credit to meet the criteria for award of Masters degree, but has been awarded at least 120 credits on the programme, will be considered for a PGDip.
4. Credits that contribute towards a PGDip or PGCert may only include the CPM where this is expressly approved as part of the programme specification.

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### YO3 Compensation

#### YO3.1 Principles

- a. Compensation criteria use the student's module mark (as defined in YO1.1) and are applied **after** reassessment ([see 2.13.2](#)).
- b. Compensation is only allowed between taught modules. The CPM cannot be compensated and an outright fail in the CPM will not prevent compensation of a taught module.
- c. Compensation is not possible for any module designated as a "pass/fail" module, or as a "non-compensatable" module.

#### YO3.2 Compensation criteria for Masters degrees

If a student fails one or more taught modules, they may still be awarded the credit for the failed modules, as long as:

- a. there are no more than 30 failed credits; and
- b. there are no outright fails.

#### YO3.3 Compensation criteria for Postgraduate Diplomas

If a student fails one or more taught modules, they may still be awarded the credit for the failed modules, as long as:

- a. there are no more than 30 failed credits; and
- b. there are no outright fails.

#### YO3.4 Compensation criteria for Postgraduate Certificates

If a student fails one or more taught modules, they may still be awarded the credit for the failed modules, as long as:

- a. there are no more than 15 failed credits; and
- b. there are no outright fails.

### YO4 Reassessment of taught modules

#### YO4.1 Reassessment

If a student has failed one or more taught modules, they will be offered a reassessment opportunity subject to the conditions below and as long as the module has not been designated non-reassessable.

#### YO4.2 Purpose

The primary purpose of reassessment is to enable the student to be awarded the credit for failed modules, either through passing the module or meeting the criteria for compensation. Where a student's first attempt mark was a marginal fail, the student may also choose to attempt the reassessment in order to improve their module mark and ensure they can meet the criteria for compensation at the end of their programme. Marks achieved at reassessment may affect calculations for the award of merits and distinctions (see YO6.3).

#### YO4.3 Reassessment Limits

There is no limit on the number of credits that can be reassessed, although reassessment for a module is only allowed on one occasion.

#### YO4.4 Student Choice

If a student is offered a reassessment opportunity for a module and elects not to take the opportunity, the first attempt module mark will be used to calculate their progression towards an award. It is not possible for a student to revoke that decision or choose to take the reassessment at a later date.

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### Y05 Reassessment of capstone project module (CPM)

#### **Y05.1 Marginal Fail**

In the case of a marginal fail of the CPM, reassessment is permitted. In this case, the student will be given the opportunity to make amendments to enable them to reach a pass threshold.<sup>15</sup> The mark for the resubmitted CPM will be capped at the pass mark (50). There will only be one such reassessment opportunity.

#### **Y05.2 Outright Fail**

In the case of an outright fail of the CPM, there is no reassessment opportunity.

### Y06 Treatment of module marks after reassessment

#### **Y06.1 For the purpose of awarding the module credits**

The module mark(s) as defined in YO1.1 will be used to determine if the student passes the module(s).

#### **Y06.2 For the purpose of compensation**

If, following reassessment, the student has still failed one or more taught modules, the compensation rules in YO3 will be applied.

#### **Y06.3 For the purpose of the award of merit or distinction**

The following applies only for the purpose of calculations for the award of merits and distinctions (see YO7). Where a reassessment is taken, the module mark as defined in YO1.1 will be used for M-level modules.

### Y07 Merits and distinctions

#### **Y07.1 Principles**

- a. Calculations for this purpose always use the module mark as defined in YO1.1 (see also YO6.3).
- b. Decisions on the award of merits or distinctions are performed numerically, based on module marks, without any further academic judgement.

#### **Y07.2 Merit for Masters degree**

To be eligible for the award of a **Masters degree with merit**, the student must have achieved:

- a. a rounded credit weighted mean of at least 60 over all modules, and
- b. a mark of at least 60 in the capstone project module.

#### **Y07.3 Distinction for Masters degree**

To be eligible for the award of a **Masters degree with distinction**, the student must have achieved:

- a. a rounded credit weighted mean of at least 70 over all modules, and
- b. a mark of at least 70 in the capstone project module.

#### **Y07.4 Merit for Postgraduate Diploma**

To be eligible for the award of a **Postgraduate Diploma with merit**, the student must have achieved a rounded credit weighted mean of at least 60 over all modules.

#### **Y07.5 Distinction for Postgraduate Diploma**

To be eligible for the award of a **Postgraduate Diploma with distinction**, the student must have achieved a rounded credit weighted mean of at least 70 over all modules.

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<sup>15</sup> See section [14.7 of Policy on Assessment, Examiners, Marking and Feedback 2023/24](#) for guidance relating to the criteria for the awarding of a 'marginal fail'.

## PROGRESSION AND AWARD RULES 23/24

### ***YO7.6 Awards ineligible for merits and distinctions***

The award of merit or distinction is not available for Postgraduate Certificates.