

Student Guide to the University's Rules for Progression and Award¹ in Integrated Master's Undergraduate Programmes 2021/2

This guide sets out the University rules relating to assessment, progression and award for undergraduate students following an Integrated Master's programme. Details of how your work will be assessed and how you will receive feedback are included in your handbook and departmental web pages. If you are ever in any doubt, please speak to your academic supervisor.

Please see the full guide to assessment linked [here](#) and university exams web pages linked [here](#).

SUMMARY

To be eligible for an award from the University of York, you must:

- undertake an approved programme of study (course),
- obtain a specified number of credits at specified levels, and
- meet any other requirements of the award as set out in the Award and programme specifications and other University regulations (such as payment of fees).

Your programme of study (course) is made up of stages. Each stage is made up of modules covering different topics. Modules differ in size and shape. In each stage (year) you will be registered on 120 credits worth of modules. Every module is assessed and if you pass each module you will progress to the next stage of your programme.

If you badly fail a module (below 30 usually but below 40 at Master's level in stages 1 to 3, below 10 in your award year) you will have to be reassessed. If you marginally fail a module (30 – 39 usually, 40-49 for M level modules, 10-39 in your award year) you may not need to be reassessed if your overall performance is good enough to compensate. Please be aware, there is a limit to the amount of reassessment and compensation which is allowed in each stage.

Your degree classification (1st; 2:1; 2:2 etc) will be calculated using the overall mark for the modules in Stages 2, 3 and 4, this overall mark will be calculated using your first attempt marks (or sit-as-if-for-the-first-time marks where applicable). Resit marks are not used in calculating degree classifications. The calculation will take into account the size of the modules (through credit weighting) and the stage (through stage weighting).

This summary is explained further through the following questions and answers. These should be read thoroughly and in the order they are presented to fully understand the progression and award system.

¹ By award, we mean Master's, pre-Master's, Bachelors or Foundation degrees, Diplomas and Certificates.

PROGRESSING THROUGH YOUR PROGRAMME

1. What are stages?

An undergraduate programme of study is divided into stages, each of which is equivalent to one year of full-time study.

Integrated Master's (e.g. MEng / MChem)
Stage 1
Stage 2
Stage 3
Stage 4

You must satisfy the requirements for each stage of your programme before being able to progress to the next stage. For an Integrated Master's, you need to achieve a credit-weighted average mark of the following after each stage:

- Stage 1: 40
- Stage 2: 55
- Stage 3: 40 and a credit-weighted average mark of 50 for all modules taken in stages 2 & 3
- Stage 4: 50

If, after your first attempt marks have been calculated and any necessary compensation has been applied, you do not reach the stage average required for progression to the next stage, and you have no further reassessment opportunities, then you cannot continue your studies on the Integrated Master's programme. Students in stage 1 have one opportunity to repeat that stage of study should they meet the criteria qualifying them to do so. **See Question 11.**

If you meet the requirements for progression onto the related Bachelor's degree (for example, you gain a credit-weighted average mark of 40-54 in Stage 2 which is insufficient to progress on the Integrated Master's, but sufficient to progress on the Bachelors), then you may transfer to that programme. You may also resit modules within the usual criteria (**see Question 8**) in order to progress.

2. How do modules and module credits relate to stages?

Each stage is made up of modules. Each of the modules you undertake will have a credit value² (e.g. 10 credits, 20 credits and so on) and a credit level³.

You will achieve the credit for a module by passing the module assessments. Modules are assessed by a range of methods which will result in a numerical mark out of 100, or a pass/fail grade.

² One credit involves a notional workload of 10 hours. So a 10 credit module involves a notional workload of 100 hours, a 20 credit module a total of 200 hours etc. By workload, we mean all work associated with the module taken, including teaching (contact time), private study, work required during vacations, the preparation for assessment and assessment tasks.

³ The credit level indicates the module's relative intellectual demand, complexity and depth of learning and of learner autonomy. See the relevant Framework for Programme Design:

<https://www.york.ac.uk/staff/teaching/quality-assurance/design/>

To satisfy the requirements for each stage (year), you must achieve a total of 120 credits.

3. What do module marks mean?

The University applies the following mark scale to overall achievement when studying for an Integrated Master's degree:

Mark range	Module Level	Classification band
70-100	C, I, H, M	First-class Honours
60-69	C, I, H, M	Upper second-class Honours
50-59	C, I, H, M	Lower second-class Honours
40-49	M	Marginal Fail/Compensated pass (where eligible, see COMPENSATION section p9)
40-49	C, I, H	Third class honours
30-39	C, I, H	Marginal Fail/Compensated pass (where eligible, see COMPENSATION section p9)
0-39	M	Fail
0-29	C, I, H	Fail

The pass mark for Master's-level modules is 50. If you are completing an **Integrated Master's**, you will have to undertake some Master's-level modules in the later stages of your programme. You should be aware of the higher level and pass mark for such modules when deciding whether to take them as options.

Please note that a Third Class Honours is not available as an award classification in Integrated Master's degrees.

4. What does module weighting mean?

Module marks will be weighted in two different ways: credit weighting and stage weighting.

Credit-weighting

Each module mark is given more or less weighting according to the volume of credit (i.e. workload) that is associated with it. The credit weighted average (mean) for each stage can be worked out by multiplying each of your module marks by the credits associated with the module. Then total the result and divide by 120 as seen below.

Calculating a credit weighted yearly average
Module A (20 credits) Mark 55 x 20 = 1100
Module B (20 credits) Mark 62 x 20 = 1240

Module C (30 credits) Mark 60 x 30 = 1800
Module D (30 credits) Mark 42 x 30 = 1260
Module E (10 credits) Mark 70 x 10 = 700
Module F (10 credits) Mark 75 x 10 = 750
Total 6850 ÷ 120 = 57
57.17 is the credit-weighted mean mark for the stage

Stage-weighting

Later stages of your programme are given more importance in terms of the final classification than earlier stages. This is because the later stages represent higher levels of work and are the culmination of your achievements and abilities. See Question 6 below for an explanation of stage weighting.

AWARD REQUIREMENTS

5. How many credits do I need for a degree?

A degree is awarded on the basis of credit acquired during your programme of study. If you do not achieve the full requirements, you may be eligible for an early exit or lower exit award. The type of award you receive will be dependent on the number of credits you have achieved and at what level.

Award	Number of credits	Including
Integrated Master's degree	480	At least 120 Master's-level credits over stages 3 and 4
Bachelors Honours degree	360	At least 100 Honours-level credits
Ordinary degree	300	At least 60 Honours-level credits over stages 2 and 3
Foundation degree *	240	At least 90 credits at Intermediate-level (Stage 2)
Diploma of Higher Education	240	At least 90 credits at Intermediate-level (Stage 2)
Certificate of Higher Education	120	At least 90 credits at Certificate-level (Stage 1)
University Certificate *	60	60 credits at Certificate-level or higher (Stage 1)
Foundation Certificate *	80 or 120	At least 70 credits at level 3 (pre-University level) *

*Not available as an early exit award.

In some programmes you may have to achieve more than the number of credits above, for example, where there is an additional year abroad or placement. Students who complete a foundation year before starting their Integrated Master's will have achieved an additional 120 credits.

DEGREE CLASSIFICATION

6. How is my degree class calculated?

Integrated Master's awards are classified degrees (see Question 3 for the different classes). Your degree classification is calculated using the stage mark from each of stages 2 and above.

The stage mark is the average of your first attempt module marks, with each module weighted according to the number of credits. If you are allowed a 'sit-as-if-for-the-first-time', this mark will replace your first attempt mark. However resit marks are only used to allow you to progress (see Questions 1 and 2) – they are not used to calculate your degree classification. Pass/fail modules do not contribute to your degree classification (although you must pass them) and stage marks are not rounded up or down.

Example: Stage 2

	1 st attempt	Resit	Weighted mark
Module A (20 credits)	65		1300
Module B (10 credits)	65		650
Module C (30 credits)	29	49	870
Module D (20 credits)	70		1400
Module E (20 credits)	60		1200
Module F (20 credits)	62		1240
TOTAL	120		6660
Stage mark = Weighted mark total/number of credits			55.5

Example: Stage 3

	1 st attempt	Resit	Weighted mark
Module A (20 credits) Pass/fail	Pass		N/A
Module B (10 credits)	60		600
Module C (10 credits)	50		500
Module D (20 credits)	60		1200
Module E (20 credits)	50		1000
Module F (40 credits)	60		2400
TOTAL	100 (excluding A)		5700
Stage mark = Weighted mark total/number of credits			57

Example: Stage 4

	1 st attempt	Resit	Weighted mark
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Module A (20 credits)	39		780
Module B (20 credits)	55		1100
Module C (20 credits)	58		1160
Module D (20 credits)	52		1040
Module E (20 credits)	61		1220
Module F (20 credits)	51		1020
TOTAL	120		6320
Stage mark = Weighted mark total/number of credits			52.67

The stage marks from the 2nd, 3rd and 4th stages are combined to calculate the award mark. When combining the marks for each of the stages, modules from Stage 2 are given a slightly lower weighting than later stages.

Integrated Master's uses a 2:3:3 ratio (25% Stage 2 and 37.5% each from Stages 3 and 4). To calculate, multiply the Stage 2 mark by 2, the Stage 3 mark by 3 and the Stage 4 mark by 3. Then divide the total by 8:

This example uses Stage marks of 56, 59 and 51.

Stage 2 mark of 56: (56 x 2 = 112)

Stage 3 mark of 59: (59 x 3 = 177)

Stage 4 mark of 51: (51 x 3 = 153)

112 + 177 + 153 = 442

440 / 8 = 55.25

Award mark = 55 Lower second class (2:2)

This calculation also applies to all combined (joint) degrees.

Award Calculation 2021/22 - Covid-19 Affected Cohorts.

In line with the University's support package for Covid affected cohorts, there will be adjustments for students who completed a year of study which contributed to their award⁴ in 2019/0 and 2020/1.

	Year of Study in 2020/1 (please note year)		
	2nd	3rd	4th
Integrated Masters Ratio used	1:3:3	4:3:6 (most students graduating in 2021/2 will use this additional	4:6:3

⁴ For example, if you completed a year abroad or placement in 2020/21 for additional credit towards your award - it would not count. A replacement year in 2020/21 does count towards the award so the 1:3 ratio should apply.

		ratio)	
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Summary of the table above

- For an Integrated Masters student in their 3rd year in 2020/21, the additional alternative weighting would be 4:3:6. (**most students graduating in 2021/2 will be using this ratio**)

So in addition to the calculation above using a 2:3:3 ratio, most graduating students in 2021/22 would have the additional ratio 4:3:6 applied to their award calculation. The higher of the two marks will be used as the award mark

The above are all based on the lowest weighting being applied to the 2020/1 academic year as part of [The University's covid response](#). The ratios above assume that a student has followed each year sequentially, without any period of absence. Therefore, if you have taken a period of LOA then the ratios may be different for you. The lowest weighting will always be applied to whatever stage you were in in 2020/1.

To calculate, multiply the Stage 2 mark by 4, the Stage 3 mark by 3 and the Stage 4 mark by 6. To calculate the 4:3:6 ratio. Then divide the total by 13:

This example uses Stage marks of 56, 59 and 51.

Stage 2 mark of 56: $(56 \times 4 = 224)$

Stage 3 mark of 59: $(59 \times 3 = 177)$

Stage 4 mark of 51: $(51 \times 6 = 306)$

$224 + 177 + 306 =$

$707 / 13 = 54.38$

Award mark = 54 Lower second class (2:2)

Both ratios are utilised for students (in this example for 2021/2, 2:3:3 and 4:3:6). In this example the 2:3:3 ratio is higher, so this would be used for a student. Their award mark would be 55.

2019/0 study - Safety net

If you were eligible for a safety net score in 2019/0, that will be applied to your award calculation (where higher than the completed stage average). It is possible for both the additional ratio and safety net score to be applied to your award calculation.

Stage 1 (and Foundation Year, if applicable) marks are excluded from the classification calculation, although you must still achieve 120 credits in Stage 1 (and also in the Foundation Year) to progress to the second stage of the programme.

Ordinary degrees, Certificates and Diplomas of Higher Education are not classified. For these awards, you will be given either a Pass or a Fail.

BORDERLINE CASES

7. What happens if my marks are just below the mark needed for a higher classification?

The award mark is rounded to the nearest integer, so if your final award mark is within 0.5 percentage points of the above class boundary it will be rounded up. For example, a mark of 59.6 will be rounded to 60 and you will be awarded an upper second class degree. A final award mark of 59.49 will be rounded down and you will be awarded a lower second class degree unless the

application of borderline ratios results in a higher classification. If your award mark is more than 0.5 percentage points but fewer than 2 percentage points below the higher class boundary, the borderline rules come into effect and further calculations are performed to see whether you would have a higher classification if we apply a different ratio to the weighting of the stages.

For Integrated Master's programmes, the borderline ratios are 1:1:1 and 1:2:2.

If, after applying these ratios, your programme mark exceeds the grade boundary, or falls within 0.5 percentage points of the above class boundary, a higher degree classification will be awarded, although the award mark recorded on your transcript will be the one calculated using the standard 2:3:3 or 4:3:6 (covid19 2021/2) ratio, whichever ratio gives the higher award mark, for Integrated Master's.

Example

Stage 2 mark = 69

Stage 3 mark = 60

Stage 4 mark = 51

Programme mark using 2:3:3 ratio = 58.88

Programme mark using 4:3:6 ratio = 58.62

Programme mark using 1:1:1 ratio = 60 (borderline ratio)

Programme mark using 1:2:2 ratio = 58.2 (borderline ratio)

The mark of 59 will appear on your transcript, as this is what the award mark would be using the 2:3:3 ratio. However, as the 1:1:1 ratio mark is 60, you will be awarded an upper-second class degree.

The borderline ratios are the only method by which a borderline mark could result in a higher degree classification. Being close to a grade boundary does not result in the right to take further attempts at assessment and your module marks will never be altered.

COMPENSATION AND REASSESSMENT

8. What happens if I fail one or more modules?.

If you fail a module, don't panic! In most cases there will still be an opportunity to achieve the necessary credit either through compensation or reassessment.

Important: in some programmes (for example, where professional / vocational requirements have to be met) compensation and reassessment may not be an option. Check the regulations for your programme but if you are not sure, speak to your academic supervisor.

COMPENSATION

For modules in levels 1, 2 and 3, the pass mark for module assessments is 40, with the credit-weighted average required to progress onto differing across years as previously stated. However, if your mark for a module is in the 30 – 39 range (or the 10-49 range in the final year of your programme), you may still be able to get the credits for the module if your performance in other modules is good enough to compensate. In other words, 'marginal' failure in one module may be

compensated by achievement in others.⁵ There is, however, a limit to the amount of credit for which you can be compensated.

To be eligible for compensation, you must meet the University's compensation criteria, which are based on the module marks achieved and your credit-weighted mean for the stage. The University's compensation criteria vary depending on your intended award (Bachelors, Integrated Master's, etc.). The following are provided purely as examples. Please consult the Guide to Assessment, Standards, Marking and Feedback and your programme's regulations for the exact rules that will apply to you.

In **Stage 2 of an Integrated Master's programme**, 40 credits-worth of modules can be compensated provided that no module marks are lower than 30 and the credit-weighted mean over all modules taken in the stage is at least 55. For example, a student has the following profile of module marks:

Module A (20 credits): 39 (Fail)	In this example, none of the modules have been designated as non-compensatable, none of the module marks are below 30 and the credit-weighted mean over all modules in the stage is 56. Therefore, the marginal failure in Modules A and B can be compensated by the achievement in Modules C-G.
Module B (20 credits): 38 (Fail)	
Module C (20 credits): 60 (Pass)	
Module D (20 credits): 65 (Pass)	
Module E (20 credits): 70 (Pass)	
Module F (10 credits): 70 (Pass)	
Module G (10 credits): 60 (Pass)	

These are the marks for the same student in **stage 3** of their Integrated Master's programme. Again, a maximum of 40 credits-worth of modules can be compensated as there are no modules with marks below 30 (after reassessment) and the credit-weighted mean over all modules taken in the stage is at least 40.

Module A (20 credits): 50 (Pass)	Again, none of the modules have been designated as non-compensatable, none of the module marks are below 30 and the credit-weighted mean over all modules in the stage is 57. Therefore, the marginal failure in Module E can be compensated by the achievement in the remaining modules.
Module B (20 credits): 70 (Pass)	
Module C (20 credits): 55(Pass)	
Module D (20 credits): 58 (Pass)	
Module E (20 credits): 38 (Fail)	
Module F (20 credits): 70 (Pass)	

This student will also satisfy the conditions to continue to the final stage of the Integrated Master's as they have met the requirement to achieve a rounded credit-weighted mean of at least 50 over Stages 2 and 3.

⁵ 4 Some modules in your programme may be designated as Pass / Fail. These modules cannot be compensated for.

In **Stage 4**, the same student achieved the marks below. Once again, a maximum of 40 credits-worth of modules can be compensated as there are no modules with marks below 10 (after reassessment) and the credit-weighted mean over all modules taken in the stage is at least 40.

Module A (10 credits): 20 (Fail)	Again, none of the modules has been designated as non-compensatable, none of the module marks is below 10 and the credit-weighted mean over all modules in the stage is 53. Therefore, the marginal failure in Module A can be compensated by the achievement in the remaining modules.
Module B (20 credits): 65 (Pass)	
Module C (20 credits): 55(Pass)	
Module D (20 credits): 58 (Pass)	
Module E (20 credits): 64 (Pass)	
Module F (30 credits): 50 (Pass)	

REASSESSMENT

Reassessment marks (resit marks) are not used in your degree classification. They are used only to meet the progression requirements or credit total requirements for your award. See sections 5 and 6.

If you get a module mark below 30 in stage 1, 2 or 3 (40 for Master's-level modules) or 10 in stage 4 this cannot be compensated and you will have to be reassessed. However, there is a limit to the number of credits failed this way in which you can be reassessed.

If you get a mark between 30 and 39 (or 40 and 49 for Master's-level modules) and you are not eligible for compensation, you may also need to be reassessed in those modules. The amount of credit in which you can be reassessed is lower in Stage 4 than in the earlier stages. For details see the [Guide to Assessment, Standards, Marking and Feedback](#).

Most modules can be reassessed, but some can't – check with your department if you're not sure.

Unless your programme allows repeat study of Stage 1, you can only be reassessed in a module once. If you fail a module and fail reassessment, you will not be able to progress and will fail the programme. You may, however, be eligible to receive a lower award.

If you fail a module that cannot be reassessed or compensated, you will not be able to progress and will fail the programme. You may, however, be eligible to receive a lower award.

Students who fail and are reassessed in a module will not be allowed to gain an advantage over those who passed the module the first time. Your first attempt mark, not the mark obtained on the second attempt, is used when calculating your final programme mark. (If your award mark based on first attempt marks is too low to pass the degree, but you have obtained enough credits through reassessment, your award mark will be increased to the pass mark but no higher.)

The marks for all modules used to count towards the final award mark are included on students' final transcripts. The following are provided as examples.

In **Stages 1 and 2 of an Integrated Master's programme**, reassessment opportunities are available in modules up to a total of 90 credits, providing that no more than 50 credits have a module mark of less than 30.

For example, a student has the following profile of module marks:

Module A (20 credits): 29 (F)	<p>This student must be reassessed on Modules A, B and C (marks below 30), totaling 60 credits of resits.</p> <p>If the student chose NOT to resit module D then should they pass modules A, B and C at resit they will compensate module D. However, this is a gamble, if they were to get marks below 30 in any of their resits on A, B and C, or got marks below 40 in more than one of A, B or C then they would fail the year as they would not get another opportunity to resit D.</p> <p>In such cases, students should discuss their decision with their academic supervisor. It is possible that, if Modules A, B and C are passed on reassessment, then Module D could be compensated for.</p>
Module B (20 credits): 28 (F)	
Module C (20 credits): 18 (F)	
Module D (20 credits): 38 (F)	
Module E (20 credits): 65 (P)	
Module F (10 credits): 65 (P)	
Module G (10 credits): 60 (P)	

Please note that in **Stage 2**, where a student has not achieved the stage average for progression on the integrated master's programme, reassessment opportunities will only be provided for continuation on the Bachelor's programme.

In **Stage 3 of an Integrated Master's programme**, reassessment opportunities are available in modules up to a total of 40 credits. For example, a student has the following profile of marks:

Module A (20 credits): 29 (F)	<p>This student must be reassessed in Module A because the mark is below 30 and therefore cannot be compensated.</p>
Module B (20 credits): 46 (P)	
Module C (20 credits): 60 (P)	
Module D (20 credits): 60 (P)	
Module E (20 credits): 65 (P)	
Module F (20 credits): 55 (P)	

In **Stage 4 of an Integrated Master's programme**, reassessment opportunities are available in modules up to a total of 40 credits. For example, a student has the following profile of marks:

Module A (20 credits): 29 (F)	<p>As this student is in their award year they are able to compensate marks between 10 and 49, in up to 40 credits as long as a rounded credit-weighted mean of 50 or more is achieved. In this case the student's rounded credit-weighted mean is 52.5 and they will be able to graduate without reassessment.</p>
Module B (20 credits): 46 (F)	
Module C (20 credits): 60 (P)	
Module D (20 credits): 60 (P)	
Module E (20 credits): 65 (P)	
Module F (20 credits): 55 (P)	

If you have a marginal fail in a module (a mark between 30 – 39 in a non-award year or 10-49 in your award year) and it cannot be compensated, you can choose to be reassessed in that module (as long as it does not take you over the number of reassessment opportunities permitted in the stage). You

cannot choose to be reassessed in a marginal fail in a module that can be compensated. Please see your academic supervisor for further guidance.

EXCEPTIONAL CIRCUMSTANCES

9. What if something exceptional happens that disrupts my studies and affects my ability to complete my modules?

If something exceptional happens that hinders your academic progress (such as a serious illness or bereavement), communicate with your academic supervisor as soon as possible. It is important that applications for exceptional circumstances are submitted to the department before assessments or deadlines.

Such circumstances are considered by the appropriate departmental committee. Further guidance can be found in the [Exceptional Circumstances webpages](#).

STUDY ABROAD OR A YEAR IN INDUSTRY?

10. What if I have a year away studying abroad or in industry?

Some programmes include study abroad and placements or years in an employment setting. This may be an additional year which will lengthen the normal period of study (e.g. resulting in a five year Integrated Master's programme) or a year which replaces time at York (replacement years). Details of how marks from study abroad and work placements will feed into your degree classification and details of any reassessment opportunities will be set out in the regulations for your programme. Further details are available in the Guide to Assessment, Standards, Marking and Feedback.

FAILURE AND EARLY EXIT

11. What if I don't meet the progression or award requirements?

If you do not meet the requirements for a stage, you will not be able to progress. At the end of Stage 1 there may be an opportunity to repeat that one year of study, subject to certain conditions detailed below.

If, in the final stage of your programme, you do not achieve the required credits you will not be able to graduate with your intended award. However, you may be eligible for an alternative, lower award based on the credits that you have achieved. Similarly, if you choose to leave the University part way through your programme, you may be eligible for an early exit award based on credits achieved.

For example, if you do not meet the progression requirement from Stage 2 to 3 you may be eligible for a Certificate of Higher Education (based on the 120 credits you achieved in Stage 1). In Stage 3 of an Integrated Master's programme, if you do not achieve all 120 credits for the stage you may still be eligible for an Ordinary degree (300 credits) or a Diploma of Higher Education (240 credits). If you do not achieve 120 credits in the final stage of your Integrated Master's, you will be eligible for a Bachelor's degree, based on the credits achieved in the previous stages. However, you may not be eligible for any alternative ratios in the calculation of your early exit or a lower exit award.

Failure of Stage 1

In the case of failure of Stage 1, and taking into consideration any decision by a department to opt out from this policy, the University normally permits students to repeat the whole of Stage 1, provided the student attained a minimum credit-weighted mean of 10 marks over all the modules completed. For most programmes this calculation will be performed at the end of stage 1, although some programmes will make this calculation at the point where reassessment opportunities have been exhausted. The marks for the failed stage will be included on the student's transcript, but will not be used in the calculation of any award. Each student has one opportunity only to repeat study. In all instances the whole year must be repeated, even if some modules have been passed, they will need to be taken again.