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2. Key Principles

2.1 Time Period

The Time Period is defined as being from **18th**

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It should be noted that late submission of assessments does not fall under the jurisdiction of this adjustment; students are required to submit a concession application to support any claims of mitigation in relation to assessments submitted late. However, at present and until 31st December 2021, supporting evidence is not required and students can self-certify their reasons for late submission.

Students who sit an assessment but believe that they were unable to perform to their best due to mitigating circumstances, can apply to the exam board for a retrospective not-fit-to-sit, i.e. to void the sitting. While the criteria for this sort of application are normally extremely rigorous, requiring evidence relating to capacity to make a rational decision to sit or not sit, at present and until 31st December 2021 exam boards will consider evidence of other mitigating circumstances in support of an explanation of why their performance was impaired.

3. Reference Points for this Policy

3.1 Internal Reference Points

- Q1 Programme and Campus Design, Development and Approval Policy
- Q3 Learning and Teaching Policy
- Q4 Enabling Student Development and Achievement Policy (including Safeguarding and Prevent)
- Q6 Assessment Policy
- Q7 External Examiners Policy
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Appendix 1: For Students Who Have Sat and Passed Grade-Contributing Assessments Inside and Outside of the Time Period

If you have sat and passed some of your grade-contributing assessments inside the Time Period and some of your grade-contributing assessments outside of the Time Period, then the ñSafety Netò algorithm will be applied to your final average.

The ñSafety Netò algorithm works by ensuring that the average achieved by students for assessments sat at the same level outside of the Time Period cannot be brought down by the results of any assessments they sat inside the Time Period.

Note that if you perform well in assessments taken during the Time Period then you still have the opportunity to raise your average. Once again, as long as you achieve a pass mark then completing these assessments can only improve your average and cannot lower it.

<u>For Undergraduate Programmes</u>

If you are completing your course of study this academic year then **your award will be determined as follows**:

1) <u>Calculating your Level 5 Average</u>

   (a) Your Level 5 average will be calculated normally, in accordance with your programmeôs assessment regulations. This includes the application of the best 5/6^{ths} credits rule, where relevant.

   (b) (i) Your Level 5 average

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Appendix 2: Discretionary Award Mechanism For Students Who Have Sat and Passed All Grade-Contributing Assessments Inside the Time Period

If you have sat and passed all of your grade-contributing assessments inside the Time Period then a Discretionary Award mechanism will be applied to your overall result in lieu of the ñSafety Netò algorithm described in Point 6 (which requires assessments to be sat and passed both inside and outside the Time Period).

The Discretionary Award mechanism considers your performance in individual grade-contributing assessments alongside the overall average to determine whether you are eligible for a higher grade classification.

<u>Undergraduate Programmes</u>

To be considered for a discretionary award at First Class Honours (1st) level, a student must:

(a) Obtain a rounded overall weighted average of at least 68%; and
(b) Achieve an average of at least 70% across modules representing at least 50% of the Level 6 credits for their programme*.

To be considered for a discretionary award at Upper Second Class Honours (2:1) level, a student must:

(a) Obtain a rounded overall weighted average of at least 58%; and
(b) Achieve an average of at least 60% across modules representing at least 50% of the Level 6 credits for their programme*.

To be considered for a discretionary award at Lower Second Class Honours (2:2) level, a student must:

(a) Obtain a rounded overall weighted average of at least 48%; and
(b) Achieve an average of at least 50% across modules representing at least 50% of the Level 6 credits for their programme*.

*If your programmeôs assessment regulations specify that the best 5/6

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(b) Obtain a rounded overall weighted average of at least 67%; and
(c) Achieve an average of at least 70% across modules representing at least 50% of the credits for their programme.
(d) Comply with any other requirements in your assessment regulations relating to non grade weighted modules.

To be considered for a discretionary award at Commendation level, a student must:

(a) Pass all grade-weighted assessments at first attempt;
(b) Obtain a rounded overall weighted average of at least 58%; and
(c) Achieve an average of at least 60% across modules representing at least 50% of the credits for their programme.
(d) Comply with any other requirements in your assessment regulations relating to non grade weighted modules.

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