M TOP UP SINGLE HONOURS BACHELOR DEGREES

M.1 General Regulations

M.1.1 This section of the regulations relates to the awarding of Top Up Bachelor Degrees and Honours Bachelor Degrees. This section must be read in conjunction with Sections A – E of the University of Wolverhampton Academic Regulations.

M.1.2 Top Up courses must provide a different course structure from a full 3 year course. They provide a specific course for students wishing to top up awards they already hold at, or equivalent to level 5.

M.1.3 Courses governed by section M will be 180 credits, made up of 60 credits at level 5 and 120 credits at level 6. Accreditation for prior learning may be awarded for level 5 credits for suitably qualified applicants.

M.1.4 A Sandwich route may be offered for the Top Up Bachelor Degrees and Honours Bachelor Degrees. The Sandwich route must follow regulations set out in Section K of the Regulations.

M.1.5 The Registry will publish, annually, a full list of courses governed by Section M of the Regulations.

M.2 The Admission of Students

M.2.1 Students admitted to awards in this section of the regulations will have achieved an award at or equivalent to level 5, such as HND, DipHE or Foundation Degree, following regulation B.5.

M.2.2 In assessing applications through APL, consideration must be given to the amount of APL that can be given subject to Section M.1.3, to ensure the learning outcomes for the final Top-Up award can be achieved.

M.3 The Registration of Students

M.3.1 This Section should be read in conjunction with Sections B.5 and C.4

M.3.2 The maximum period over which an award may be studied will normally be:

Full Time Students	Normal	Maximum
Honours degree (180 credits)	2 years	3 years
Honours degree (120 credits)	1 year	2 years
Ordinary degree	1year	2 years

Part Time Students	Normal	Maximum
Honours degree (180 credits)	3 years	4 years
Honours degree (120 credits)	2 year	4 years
Ordinary degree	2 years	4 years

M.3.3 Where a student chooses to change their mode of study the maximum period of registration will be calculated pro rata.

M.3.4 To be eligible to continue to study for a Top Up Degree or Honours Degree, a student must not exceed the following maximum periods of registration set for interim awards:

University Statement of Credit	1 year full-time;	1 year part-time

M.3.5 Section B.5 permits students to be admitted to the University with advanced standing where they have previously successfully completed relevant study at higher education level, in the UK or abroad.

For courses governed by Section M of the Regulations, the minimum number of University of Wolverhampton credits students must study and pass will be as follows:

Honours Degree	120 credits at level 6
Degree	60 credits at level 6

M.4 The Management of Student Assessment

M.4.1 Section D2 sets out the grading schemes used by the University of Wolverhampton. For Degrees and Honours Degrees the following schemes will be used:

Level 5 - 6	Percentage Mark Scheme

M.4.2 Except where statutory or professional bodies require otherwise, and provided students have passed modules worth a minimum of 100 credits at the same level, marginal failure (30-39%) will be compensated by Award Boards as follows:

a maximum of 20 credits at either level

M.4.3 No compensation will be permitted for:

a. identified work-based or work-related modules at level 5 or 6
b. the designated independent study module at level 6.

M.5 The Management of Assessment Boards

M.5.1 Progression and Award Boards will be held at the end of each academic year, in accordance with Section E of these regulations.

M.5.2 Awards for students completing their studies at the end of Semester 1 will normally be managed through a University-wide board.

M.6 Continuation and Progression Regulations

M.6.1 In order to progress from one year to the next, full-time students studying for an award governed by Section M will:
a. be required to have passed modules totalling 100 credits or more; and
b. be in a position to recover any failure within the rules of their course; and
c. be in a position to not exceed the maximum period over which an award or interim award may be studied, contained in Section M.3.

M.6.2 Full-time students who are unable to progress to the following level, as a result of Section M.6.1 may return to continue or repeat their studies at the same level. In such cases students will:

a. only study modules previously failed or deferred; or substitutes for failed modules and
b. be in a position to recover any failure within the rules of their course; and
c. be in a position to not exceed the maximum period over which an award or interim award may be studied, contained in Section M.3; and
d study a maximum of 20 credits from their future programme; and
e. study a maximum of 80 credits.

M.6.3 In order to progress from one year to the next, part-time students studying for an award governed by Section M will:

a. be in a position to recover any failure within the rules of their course; and
b. have no more than 20 credits outstanding from modules already studied; and
c. be in a position to not exceed the maximum period over which an award or interim award may be studied, contained in Section M.3.

M.6.4 Part-time students unable to progress to the next year of study as a result of Section M.6.3 may return to continue or repeat their studies at the same level. In such cases students will:

a. only study modules previously failed or deferred or substitutes for failed modules; and
b. be in a position to recover any failure within the rules of their course; and
c. be in a position to not exceed the maximum period over which an award or interim award may be studied, contained in Section M.3; and
d. study a maximum of 20 credits from their future programme.

M.6.5 Students commencing their studies at times other than the start of the academic year will be considered by the appropriate Award / Progression Board at the end of the University academic year. They will be considered as a part time student at the first board and Sections M.6.3 or M.6.4 will apply. In subsequent years a full time student would be expected to meet Section M.6.1 to be able to progress to the following academic year.

M.7 Award Credit Requirements

M.7.1 To be eligible for an award having completed a course governed by Section M of the Regulations, a student will need to have met the following credit requirements:

Qualification	**Credits required**	**Level 5**	**Level 6**
Honours Degree	120 min 180 max	Maximum 60	Minimum 120
Degree	60 min 120 max	Maximum 60	Minimum 60

M.7.2 To be eligible for an exit award from courses governed by Section M of the Regulations a student will need to have met the following credit requirements:

Exit Qualification	**Total Credits required**	**Level 5**	**Level 6**
University Statement of Credit	20	Minimum of 20 credit	

M. 7.3 For students progressing from a course governed by sections F, G or S carrying outstanding credit (as permitted in B.5.4 of the regulations), the outstanding credit must have been successfully completed and passed, and the initial award ratified by an Award Board, before an award governed by section M can be considered. Where a student is unable to complete the initial award, but has subsequently gained level 6 credits on a course governed by section M of the regulations, the student will be awarded a University Statement of Credit.

M.8 Classification of Awards

M.8.1 The classification of Honours Degrees will be calculated using a percentage grade average method, shown in the table in Section M.8.2. In addition to the percentage grade average method to identify borderline zone students, a second profile method will be used. A student with more than 50% of grades achieved in the credits used for classification which are in a higher class than that indicated by the percentage grade average will be considered to be a border candidate.

M.8.2 The table below sets out the Percentage Grade Average Classification and Border Ranges for use in determining Honours degree classifications and borderline consideration:

Classification	**Percentage Average**	**Criterion for award of the higher class**
First	*70 – 100%*	
First/Upper Second border range	*67.01% - 69.99%*	Student must have 70% or above in at least 60 level 6 credits gained in the final year of the course
Upper Second	*60% - 67%*	
Upper/Lower Second border range	*57.01% - 59.99%*	Student must have 60% or above in at least 60 level 6 credits gained in the final year of the course
Lower Second	*50% - 57%*	
Lower Second/Third border range	*47.01% - 49.99%*	Student must have 50% or above in at least 60 level 6 credits gained in the final year of the course
Third	*40% - 47%*	

M.8.3 The classification of Honours Degrees for students taking between 180 and 160 University of Wolverhampton credits will be based on the grades from the students' best 160 level 5 and 6 credits, of which at least 100 credits must be at level 6 and include an independent study/project module. Students will be considered to be in the border zone if:

a. their percentage grade average falls within the levels shown in table in Section M.8.2; or
b. if 100 credits or more of the grades achieved in the 160 selected credits are in a higher class than that indicated by the grade point average.

M.8.4 The classification of Honours Degrees for students taking fewer than 160 University of Wolverhampton credits will be based on the grades from the students' best 100 level 6 credits and include an independent study/project module. Students will be considered to be in the border zone if:

a. their percentage grade average falls within the levels shown in table in Section M.8.2; or
b. if 60 credits or more of the grades achieved in the 100 selected credits are in a higher class than that indicated by the grade point average.

M.8.5 An University Statement of Credit may be awarded as an exit award providing the relevant level of credit, outlined in Section M.7 is met.

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