K SANDWICH BACHELOR DEGREES

K.1 General Regulations

K.1.1 This section of the regulations relates to the awarding of single subject Bachelor Degrees and Honours Bachelor Degrees awarded following a sandwich route. This section must be read in conjunction with Sections A – E of the University of Wolverhampton Academic Regulations.

K.1.2 Sandwich courses will contain an extended period of supervised work (placement) experience set out in Sections K.1.3 - 5 in addition to the academic study undertaken at the University or one of its partner colleges. The objectives of the work experience will be specified, contribute to the design of level 6 modules and be related to the overall objectives of the whole course. It will be rated at 40 credits at level 5. It must be completed before a student embarks upon the final stage of their degree and study at level 6.

K.1.3 A minimum of 48 weeks supervised work experience is required for a Sandwich Honours Degree. This equates to 1680 hours.

K.1.4 The performance of students on the level 5 placement module will be assessed against agreed Learning Outcomes, and satisfactory completion of, and performance in, the work experience is a requirement for the sandwich award. Sandwich courses will, therefore, require students to study for a longer period and complete more credits than students studying standard undergraduate degrees.

K.1.5 The experience gained by a part time student undertaking a supervised work (placement) must be over and above their normal employment.

K.1.6 Students admitted to a sandwich course with accreditation for prior learning must complete a period of learning with the University before embarking on their supervised work placement.

K.1.7 The Registry will publish, annually, a full list of courses governed by Section K of the Regulations.

K.2 The Admission of Students

K.2.1 This section is intentionally blank.

K.3 The Registration of Students

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

K.3.2 The maximum period over which an award governed by Section K of the Regulations may be studied will normally be:

Full Time Students	Normal	Maximum
Honours Degree (sandwich)	4 years	6 years
Degree (sandwich)	4 years	6 years

Part Time Students	Normal	Maximum
Honours Degree (sandwich)	6 years	10 years
Degree (sandwich)	5 years	10 years

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

K.3.4 To be eligible to continue to study for a an award governed by Section K of the Regulations, a student must not exceed each of the following maximum periods of registration set for interim awards:

Diploma of Higher Education:	4 years full-time;	6 years part-time
Certificate of Higher Education:	2 years full-time;	4 years part-time
University Statement of Credit	1 year full-time;	1 year part-time

K.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 K of the Regulations, the minimum number of University of Wolverhampton credits students must study and pass will be as follows:

Honours degree (Sandwich)	120 credits at level 6 and 60 at level 5 of which 40 must be sandwich placement credits
Degree (Sandwich)	60 credits at level 6 and 60 at level 5 of which 40 must be sandwich placement credits

K.4 The Management of Student Assessment

K.4.1 Section D.2 sets out the grading schemes used by the University of Wolverhampton. For Sandwich Degrees and Honours Degrees the following schemes will be used:

Level 4 - 6	Percentage Mark Scheme

K.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. a maximum of 20 credits at level 4
b. a maximum of 20 credits at level 5
c. a maximum of 20 credits at level 6
d. but overall, a maximum of 40 credits may be compensated for Degree and Honours Degree awards

K.4.3 No compensation will be permitted for:

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

K.5 The Management of Assessment Boards

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

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

K.6 Continuation and Progression Regulations

K.6.1 In order to progress from their placement year, students must have passed their 40 credit placement module by week 6 of the academic year following their placement. Failure in the placement module will require a student to transfer to a course governed by Section H of the regulations.

K.6.2 In non-placement years, in order to progress from one year to the next, full-time students studying for an award governed by Section K 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 K.3.

K.6.3 In non-placement years Full-time students who are unable to progress to the following level, as a result of Section K.6.2 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 K.3; and
d. study a maximum of 20 credits from their future programme; and
e. study a maximum of 80 credits.

K.6.4 In non-placement years, in order to progress from one year to the next, part-time students studying for an award governed by Section K 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 K.3.

K.6.5 In non-placement years Part-time students unable to progress to the next year of study as a result of Section K.6.4 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 K.3; and
d. study a maximum of 20 credits from their future programme.

K.6.6 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 K.6.4 or K.6.5 will apply. In subsequent years a full time student would be expected to meet Section K.6.2 to be able to progress to the following academic year.

K.7 Award Credit Requirements

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

Qualification	**Total Credits required**	**Level 4**	**Level 5**	**Level 6**
Honours Degree (Sandwich)	400	Normally 120	280 of which a minimum of 120 must be at level 6	
Degree (Sandwich)	340	Minimum 120	220 of which a minimum of 60 must be at level 6	

K.7.2 Students who fail to achieve a minimum of 60 credits at level 6 following successful completion of their placement module will not be eligible for a sandwich award and will be transferred to a course governed by Section H of these regulations to be considered for a Degree (non-sandwich)

K.7.3 Students who are registered on a course governed by section K of the regulations but exit, or are unable to continue as a result of Section K.6 will be transferred to a course governed by Section H of these regulations to be considered for an exit award.

K. 7.4 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 K 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 K of the regulations, the student will be awarded a University Statement of Credit.

K.8 Classification of Awards

K.8.1 The classification of Honours Degrees will be calculated using a percentage grade average method, shown in the table in Section K.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 point average will be considered to be a border candidate.

K.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%*	

K.8.3 The classification of Honours Degrees (Sandwich) for students taking between 400 and 280 University of Wolverhampton credits will be based on the grades from the students' best 220 level 5 and 6 credits, of which at least 100 credits must be at level 6 and include an independent study/project module and a 40 credit level 5 sandwich placement 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 K.8.2; or
b. if 120 credits or more of the grades achieved in the 220 selected credits are in a higher class than that indicated by the grade point average.

K.8.4 The classification of Honours Degrees (Sandwich) for students taking between 260 and 180 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 and a 40 credit level 5 sandwich 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 K.8.2 or
b. If 100 credits or more of the grades achieved in the 180 selected credits are in a higher class than that indicated by the grade point average.

K.8.5 Grades gained in modules owned and delivered by another educational institution will normally be excluded from the calculation of an honours degree classification. Students taking such modules are classified on a reduced number of credits under the rules set out in Sections K.8.4. Exceptions to the exclusion may be approved at validation. In these cases, the following arrangements *must* be followed by Award Boards:

a. The Award Board shall consider whether the student's proposed classification is the result of the effect of the mean of grades from other Institutions that is significantly higher (or lower) than the typical performance of the student as reflected in the grades achieved in the University of Wolverhampton modules.
b. If the mean performance at the other Institution is no more than three grade points higher (or lower) than the student's mean performance on University modules, then the classification produced by the classification algorithm will be confirmed.
c. Where the performance at the other Institution is more than three grade points higher (or lower) than the overall performance on University of Wolverhampton modules, a lower (or higher) classification will be awarded. The lower (or higher) classification will be determined by the student's performance on University of Wolverhampton modules.

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