SECTION D THE MANAGEMENT OF STUDENT ASSESSMENT

D.1 Introduction

D.1.1 To gain academic credit, a student must demonstrate that they have achieved specified learning outcomes. Academic credits will only be awarded to students, granted accreditation for prior learning or who successfully complete modules or following agreement of a Progression / Award Board that a module may be compensated.

D.1.2 These regulations detail the requirements by which all taught courses are governed. They should be read in conjunction with Section A.3 and paragraph 4 of the relevant qualification specific regulations in Sections F - Z.

D.1.3 In each University academic year a student must submit assessment in all their registered modules to retain their automatic right to continue study in subsequent academic years, subject to the Award continuation and progression regulations included in the qualification specific regulations in Sections F – Z.

D.2 Grading Schemes

D.2.1 The University uses grading schemes for recording the results of summative assessment and overall module results. There are two grading schemes operating, to meet the different requirements at different academic levels. The grading schemes are set out below.

Academic Level	Grading Scheme	Paragraph reference
3 - 7	Percentage Mark Scheme	D.2.2
8	Pass/Fail	D.2.2

D.2.2 For modules at levels 3 – 6 results will be recorded using the scheme set out below. University Performance Descriptors at levels 3 – 6 can be found at: https://www.wlv.ac.uk/about-us/governance/legal-information/policies-and-regulations/

Mark	**Result Level 3&4**	**Levels 5&6**
90-100%	Pass	
80-89%	Pass	
70-79%	Pass	
60-69%	Pass	
50-59%	Pass	
40-49%	Pass	
CP 30-39%	Pass by compensation	
30-39%	Compensatable Fail. Defer (first attempt). Defer (following second attempt) Fail (following third attempt)	Defer (first attempt) Fail (following second attempt)

15-29%	Defer (first attempt) Defer (following second attempt) Fail (following third attempt)	Defer (first attempt) Fail (following second attempt)
0-14	Defer (following a first attempt) Fail (following a second attempt	
NS	Defer (first attempt) Fail (following second attempt)	
GA	Held	
AM	Held	
M	Defer - May submit assessment within the academic year the module was studied.	

For modules at level 7 results will be recording using the scheme set out below. University Performance Descriptors at level 7 can be found at: https://www.wlv.ac.uk/about-us/governance/legal-information/policies-and-regulations/

Mark	Result Level 7
90-100%	Pass
80-89%	Pass
70-79%	Pass
60-69%	Pass
50-59%	Pass
0 -49%	Fail Defer (first attempt) Fail (following second attempt)
NS	Defer (first attempt) Fail (following second attempt
GA	Held
AM	Held
M	Defer - May submit assessment within the academic year the module was studied.

For modules at level 8, a Pass/Fail grade will be used.

D.2.3 The rules used for aggregating assessment grades to determine an overall module grade are as follows:

a. The weighting of each summative assessment will be expressed as a percentage of the total assessment.

b. Where a summative assessment is made up of more than one mark, e.g. an examination in which students must answer equally weighted three questions, the average overall grade is calculated to a maximum of two decimal points.

c. Summative assessment grades are added together, according to their weighting to give an overall module grade

d. No rounding up of decimal points will occur until the calculation of the overall module grade at which time scores of 0.50 - 0.99 will be rounded up. Scores of 0.01 - 0.49 are rounded down

D.2.4 If a student is unable through disability or injury to be assessed by the normal methods specified in the Module Guide or Award Regulations, the Student Enabling Centre will review and determine an alternative appropriate method of assessment in consultation with Subject Leaders.

D.3 Failure and Compensation

D.3.1 The grade 0NS will be awarded to all students who do not submit assessment.

D.3.2 Assessment submitted after the published submission deadline, will be awarded a 0NS.

D.3.3 Where students fail a module at the first attempt at Levels 3-7 they will have the right to attempt the failed summative assessment task(s) once, subject to Section D.5.2. This re-sit attempt must be taken within the academic year the module was studied (but see Section D.4).

D.3.4 Students who successfully re-sit a failed summative assessment will be awarded a bare pass (40% at Undergraduate and 50% at Postgraduate) for this resit attempt. The overall grade for a module, where a student successfully re-sits a summative assessment, will be calculated on the basis of the grade achieved in the assessment passed at the first attempt and the bare pass awarded for the successful re-sit.

D.3.5 Students who fail an assessment (see Sections D.2.2 – D.2.3) have a right to repeat the module once, subject to the Award continuation and progression regulations shown in Sections F-Z. The University cannot guarantee that all modules will be available to be repeated, in which case the student will be required to take a replacement module. A student who fails an option module may study a suitable substitute module rather than repeat the module they have failed.

D.3.6 The grade awarded to students repeating modules or taking a replacement module will be restricted and the maximum overall module grade which will be awarded will be 40% at Undergraduate and 50% at Postgraduate.

D.3.7 Where students pass a module they will have no further right to take assessment in that module, unless the student has been granted permission to submit assessment again because their claim for extenuating circumstances was accepted as valid. This submission must occur within the academic year that the module was studied. (see Section D.4.5).

D.3.8 Section 4 of qualification specific regulations (Sections F-Z) set out the number of credits which may be compensated and the conditions which must be met for compensation, including those required by professional, statutory and regulatory bodies.

D.3.9 Compensation for marginal failure in a module is permitted at levels 3-6 only. There is no compensation at level 7 or above.

D.3.10 For levels 3-6 a marginal failure will be considered for compensation in the following way:

a) To enable a student to exercise their right to a re-sit, compensation will only be considered by a reassessment board.
b) At levels 3 and 4, a student can receive a compensated pass following their first resit attempt, if this would permit the student to progress.
c) A student who receives a fail grade and following their re-sit is awarded a lower grade for the resit attempt, the higher fail grade will be considered by the reassessment board.
d) The recipient of a Pass by Compensation (#30-39%) will not have the right to re-sit assessment in that module. Students compensated will gain the credit for the module but the #30-39% will not be changed and will be shown on their transcript.

D.3.11 Where Professional, Statutory, Regulatory Bodies do not permit compensation students will normally be permitted an additional re-sit attempt in assessment in modules, provided students have passed modules worth a minimum of 100 credits at the same level, 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 for Degree and Honours Degree awards

An additional re-sit attempt will not 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

D.3.12 Students who fail a summative assessment of a module, but succeed in the other summative assessment will not be required to re-sit the assessment already passed unless required to repeat the module to retrieve failure or if required by Professional, Statutory and Regulatory Bodies.

D.3.13 Where a student fails a summative assessment designed to test professional as opposed to academic competence, the Progression /Award Board may exceptionally exercise discretion to withdraw the student's general right of re-assessment.

D.4 Extenuating Circumstances

D.4.1 Clear instruction on the action students should take if they experiences illness or personal difficulty will be published by the Registry and made available to students. It is the student's responsibility to follow these instructions.

D.4.2 Requests must be submitted when the student experiences illness or personal difficulties. The University will not accept requests received after the assessment date.

D.4.3 If a student believes they have a valid reason for not completing an assignment they must follow the published University Extenuating Circumstances processes, which includes the need to provide independent evidence in order that each case may be assessed fairly.

D.4.4 Requests will be assessed using published University criteria.

D.4.5 If it is established that a student's absence, failure to submit work, or poor performance in assessment was due to illness or other valid cause (proven by acceptable independent evidence) the student may submit assessment, as if for the first time, in one or all of the affected assessment. Students, who have passed assessment, must register their intention to submit assessment again within 14 days of the publication of module results. It will be assumed that students who do not register their intention are satisfied with their results. Assessment must be submitted within the academic year in which the module was studied. The grade awarded for work submitted by students exercising this right will supersede any previous grade even if it is lower than that originally achieved.

D.4.6 Students are expected to submit assessment at the next published opportunity. If they do not do so they will be required to re-sit the assessment and the maximum grade the student will receive is. 40% at Undergraduate and 50% at Postgraduate.

D.4.7 Students must submit assessment by the published deadline. Requests for extensions to assignment deadlines will be permitted for a maximum of seven calendar days. Requests will be assessed using published University criteria.

D.5 Leave of Absence

D.5.1 Where a student takes a leave of absence during a University academic year before completing a module, any summative assessment submitted will be carried forward and will contribute to the students assessment result for that module when the student returns from leave of absence, provided the same assessment requirements remain.

D.5.2 Where a student takes a leave of absence and has not passed any summative assessment, the student will be required to recommence the module without penalty.

D.5.3 If a student takes a leave of absence because of extenuating circumstances when they return to study they will deem themselves fit to study and the circumstances which affected their ability to study previously will not be considered a valid cause of poor performance again. The University will, however, exceptionally consider sudden or unexpected worsening of a disability and / or medical condition for a student registered with the University's Student Enabling Centre and where medical evidence is provided to confirm the condition.

D.6 Interim Awards

D.6.1 Interim awards will not be awarded to students as they accumulate credits towards a higher qualification.

D.6.2 Students who fail to achieve the award for which they are registered within their registration period have no right to continue to study for this qualification. They will be awarded the highest interim award for which they are eligible which is validated for the course they have studied.

D7 Aegrotat Awards

D.7.1 An Aegrotat award may be recommended when an Award Board has incomplete evidence of the student's performance to be able to recommend the award (or interim award), but is satisfied that, but for illness or other valid causes, the student would have reached the standard required. In these circumstances, the student (or a person duly authorised by the student to act on their behalf) must have signified, in writing, that s/he is willing to accept the award and that any possibility of reassessment has been waived. Aegrotat awards do not carry any classification or distinction.

D.7.2 Recommendations for Aegrotat awards must be approved by the Academic Registrar prior to confirmation.

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