SECTION A GENERAL REGULATIONS

A.1 Introduction

A.1.1 The University of Wolverhampton aligns the level of its awards and qualifications with the UK Quality Code for Higher Education published by the Quality Assurance Agency (QAA). This is a common framework within the United Kingdom. All awards and qualifications of the University of Wolverhampton will meet the standards specified by the QAA, and in addition, where relevant, the requirements of Professional and Statutory Regulatory Bodies (PSRB). All taught courses follow a modular framework and use the principle of credit accumulation.

A.1.2 These regulations, which are approved by the University's Academic Board, detail the requirements by which all taught courses are governed. All taught courses offered by the University must comply with Sections A - E of these regulations, together with the relevant qualification regulations set out in Sections F - Z. The only exception is where the Academic Board approves an exemption to a particular regulation. A full list of valid exemptions is held by the Academic Registrar and reported annually to Academic Board. The relevant exemption is also notified to students in course and / or module guides.

A.1.3 All taught courses within this regulatory framework use the Credit Accumulation and Transfer System (CATS), which refers to notional learning hours and includes formal contact, assessment, guided study and independent learning. CATS points are most commonly used in UK Higher Education. To support student mobility globally, the University also recognises the European Credit Transfer System (ECTS). Student transcripts will show both CATS and ECTS credits. The following table shows the relationship between systems.

University of Wolverhampton Credit	CATS Credit Value	ECTS Credit Value	Notional learning hours
1	1	0.5	10

A.1.4 For the purposes of these regulations, it is the academic level of the award, rather than the name of the award, which will determine the regulatory framework by which students study. Level is determined by reference to the UK Quality Code for Higher Education~~,~~ intellectual demand, learning styles and the nature of assessment.

A.1.5 Some courses are postgraduate in time, for example, taken as professional conversion courses by students who have a first degree in any discipline. However, the learning outcomes and assessment are at levels 5 and 6 and as such are not deemed to be postgraduate courses on the basis of level. These courses fall within the scope of the relevant undergraduate regulations.

A.2 Course Framework

A.2.1 The University Bye-Law No. 5 http://www.wlv.ac.uk/about-us/governance/legal-information/policies-and-regulations/describes the criteria relating to the award and

management of Degrees, Diplomas and Certificates. The bye-laws list all qualifications approved by the Board of Governors. All course awards must comply with this bye-law.

Titles of some qualifications are reserved for students studying specified courses, others are more generic and subjects are classified as an Arts or Science subject. Specialist and Integrated courses will be classified as offering an Arts or Science qualification at validation.

A.2.2 Courses may be:

Standard Full-time and contain modules worth 120 credits each University academic year, taught over two semesters.

Non-Standard Full-time and contain modules worth 120 credits each calendar year, taught in any combination.

Accelerated Full-time and contain modules worth 180 credits each 12 month period, taught over three semesters.

Masters Full-time and contain modules worth 120 taught credits and a further 60 credits independent study at level 7 in accordance with section P of these regulations.

Part-time and normally contain modules worth no more than 80 credits each University academic year.

Any exceptions to this framework must be approved by the University Quality Enhancement Committee, on behalf of Academic Board, following consultation with the Academic Registrar.

A.2.3 Course Specification Templates will specify the modules required to be taken and any other additional requirements, which must be satisfied for the award of the qualification. All award names (final and interim) must be approved as part of the validation process. Courses must have a unique award name, which together with the qualification title described in section A.2.1 describes the subject or field of study. No two courses will have the same title.

A.2.4 Where students are offered specialist options there must be at least 33% difference in course content for a different award name or 20% difference for a bracketed field of interest, rounded upwards to the nearest 20 credits.

Credit awarded for independent study/dissertation will not count towards the calculated difference in course content.

A.2.5 Courses may be:

Single subject in design, in which students will study modules primarily from one subject and, where appropriate, the requirements of a professional body or the vocational nature of the course will heavily prescribe the content of modules students will study.

Sandwich in design, in which students will study a period of supervised work experience, the length of which will be specified in the course requirements. Where appropriate, the requirements of a professional body or the vocational nature of the course will heavily prescribe the modules students will study.

Integrated in design, in which students will study modules from more than one subject but the combination of subjects is fully integrated to provide clear progression and learning outcomes through the course.

Combined / Negotiated. These courses allow students to study modules from a wide variety of subjects, but for which there is a rationale. Course requirements will be agreed by an Associate Dean, responsible for combined / negotiated studies.

Research in design, in which students at level 7 will study at least 80 credits in research related modules (excluding dissertation/project).

A.2.6 Students studying for a Bachelor Honours degree or a taught Masters Degree will, in their final year of study, complete a major piece of work which demonstrates their ability to undertake research and work independently. The credit volume is specified in the relevant part of these regulations in Sections F-Z.

A.2.7 Courses leading to a Bachelor Honours degree or a Masters degree will include independent study by nature of a project or dissertation.

Students studying for Bachelor with Honours award may study a maximum of 60 credits levels 5 and 6 by independent study. Independent study will include a project / dissertation and or any level 6 module designated as meeting this requirement.

Students studying for Masters award will study 60 credits at level 7. This may be studied concurrently with taught credits.

A.2.8 Qualifications will be conferred upon students meeting the minimum credit and regulatory requirements for the award for which they are registered. Credits at a higher level may be substituted for a lower level, but lower level credits cannot be counted towards a higher level.

A.2.9 Students are expected to study the number of credits required for their awards and cannot study additional credits to improve the classification of their degree.

A.2.10 Some courses offer professional accreditation or exemption from additional professional examination. Most professional, statutory and regulatory bodies impose requirements in addition to the University's academic regulations. Where students fail to satisfy the professional requirements the University will offer students the option to transfer to an alternative course provided the student can meet the requirements of the course within the appropriate registration period.

A2.11 The University will, where the necessary contract is agreed, prepare students for professional body external examinations. Students must be enrolled to study at the University this way but they will not be registered for a University award or gain academic

credit for learning which is not assessed by the University but assessed by the professional body.

A.2.12 All courses leading to University of Wolverhampton qualifications will be taught in English, unless the course is validated to teach students other languages.

A.2.13 A Progression / Award Board of Examiners will be appointed for every approved course. Courses must be considered by a Progression / Award Board on at least an annual basis, as set out in Section E3 of these regulations.

A.2.14 All courses will be subject to formal review, at an interval of not more than six years unless the University Quality Enhancement Committee formally extends the approval.

A.2.15 Changes may be made to an approved course in advance of the next formal review if approved by a Faculty Quality Enhancement Committee in accordance with the limits and criteria set out in the *Quality Framework*. http://www.wlv.ac.uk/about-us/internal-departments/quality-management-division/quality-processes/committees/

A.3 Module Framework

A.3.1 Each course will be made up of units of study called modules. Modules are discrete units of assessed learning at a given level, with coherent aims and learning outcomes. One independent study/dissertation 40 credit module will be permitted at level 6. A 60 credit dissertation/project module must be included at level 7 for the Masters award.

A.3.2 An individual module can be offered at more than one level of study provided suitable academic support is provided to students at each level. As a minimum, separate learning outcomes and methods of assessment must be validated and articulated to students for each level.

A.3.3 Modules will be described as core or option in the context of course structures.

- A **Core** module is one in which a student must submit all assessment and gain credits for the module that contributes directly to the course outcomes. For undergraduate core modules this is by obtaining a minimum of a compensated pass grade of #30-39% and for postgraduate core modules by obtaining a pass mark of 50% and above.
- An **Option** module is one, contained within a defined group, which broadens the course outcomes. A stated minimum number of such modules have to be taken in order to satisfy the course outcomes.

A.3.4 A **Pre-requisite module** must be studied before a student may proceed to study a post-requisite (or subsequent) module; it will provide the essential learning required for students to be able to study a post-requisite module. A student must submit all assessment for the pre-requisite module and gain credits for the module (by obtaining a minimum of a compensated pass grade (#30-39%) to be eligible to study the post-requisite module. Modules may only have pre-requisites at a lower level of study, e.g. a level 5 module may be pre-requisited by a level 4 module but cannot be pre-requisited by one at level 5.

A.3.5 A **Co-requisite** is a module which must be studied at the same time or in the same academic year as another module or at the same level.

A.3.6 A **Prohibited module** is a module which may not be studied if a student has, or will, study another named module.

A.3.7 The University's academic year is sub- divided into Semesters. The academic calendar is agreed annually by the Academic Board. Any variation must be approved by the Academic Framework and Regulations Sub-Committee (AFRSC) before validation and the workload, learning outcomes and assessment of the modules must be preserved.

Courses taught in collaboration with employers or partner Institutions may adopt alternative periods for the delivery of modules, provided an academic calendar is produced and presented to the Academic Framework and Regulations Sub-Committee.

A.3.8 Learning outcomes must be articulated for each module. These must be appropriate to the academic level of the module. A 20 credit module must include a maximum of 4 learning outcomes.

A.3.9 All modules delivered semester-long must include a minimum of 1 and a maximum of 2 summative assessments. There is no limit to the number of formative assessments that may be set.

A.3.10 All modules delivered year-long must include 2 summative assessments, one of which must be set as part of mid-year assessment, the dates of which will be published annually.

A.3.11 The online module guide will publish the assessment rules for the module and the designated final summative assessment. If the minimum pass mark for a module is different to the standard (40% for undergraduate and 50% for postgraduate) then this change must be approved by the AFRSC.

A.3.12 Every module must be allocated to a Module Results Assessment Board and overseen by a named External Examiner. Modules must be considered by a Module Results Assessment Board on at least an annual basis, as set out in Section E.2 of these regulations.

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