

# Progression and Award

All courses of the University follow the University's standard regulations, except where a course has an approved exemption to these regulations (this is normally related to a requirement set by an associated professional, statutory or regulatory body). Your course handbook/course specification should outline any exemptions that your course has to our standard regulations.

**The information provided here relates to our standard regulatory position. Please visit the separate [Covid-19 factsheet](#) for details on the Covid-19 progression, award eligibility and classification regulations, if they apply to you.**

You are presented to a **Module Board** to confirm your module marks and to a **Progression and Award Board** to consider progression (including repeat opportunities), eligibility for award (the course you are studying) and honours degree classification (if applicable). Both boards will implement any outcomes from Mitigation Panels and Academic Misconduct Boards when considering your profile (if applicable).

## Progression, Award and Honours Classification

### Progression:

- Upon completion of Level 4 or Level 5 your profile will be presented to the Progression and Award Board, where your eligibility to progress to the next level will be considered.
- To progress you must meet the criteria listed in Section 4.3.1 of the Academic Regulations. On achievement of this profile for progression, you will be accredited with 120 credit points at that level. If you do not meet the criteria you will be considered for re-assessment or repeating.
- The Progression and Award Board can make a range of decisions about your progression or eligibility for award, depending on your profile. A full list of these decisions can be found in Section 6.3.15 of the Academic Regulations.

### Eligibility for Award:

- Upon completion of the final level of your course (e.g. Level 6 of an honours degree) the Progression and Award Board will consider your award eligibility for the course you registered on.
- Each award has a different set of requirements that you need to achieve (see Section 4.3.3 – 4.3.5 of the regulations).
- In addition, all students are subject to/entitled to the following:
  - You must submit in all components
  - Re-assessment will take place at component level
  - You may be re-assessed in up to 100% of the credit for a level (if eligible).

### Honours Degree Classification:

- If you are on an honours degree the Progression and Award Board will confirm which classification you are eligible for, based on your results (First, Upper Second Class, Lower Second Class or Third Class).
- Classification for honours degrees are confirmed using the method referred to as 'Best 100'.
- Best 100: the average of your marks from the best 100 credits at Level 5 (weighted at 25%) are added to the average of your marks from the best 100 credits at Level 6 (weighted at 75%), to create your final average mark.
- Only credit-bearing modules studied at the University will count towards your classification.
- An honours upgrade classification rule is applied to all eligible students once your final average mark has been calculated. If you meet the criteria for this upgrade rule you will be awarded the next highest classification band (see the [Honours Degree Upgrade Rule Factsheet](#) for more details).

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## Merit and Distinction

- With the exception of honours degrees, all types of courses may award merit or distinction.
- Merit and distinction are awarded for either an average across all modules of 60% for Merit and 70% for Distinction or through a '*defined profile of achievement*'.

## Re-assessment and Repeating

### Re-assessment:

- **You must submit in all components** (a component is a piece of assessment within a module). You cannot progress to the next level of study, or be awarded your course, with a non-submission on your profile.
- You are permitted to undertake re-assessment in all modules, where eligible.
- The mark for a re-assessed component will be **capped at 40** (not the overall module mark).
- Any components with a mark of 40 or more at the first attempt retain that mark (not eligible for re-assessment).

*Below are some scenarios and whether you would be eligible/required to complete re-assessment:*

- *If you have **passed the module and have submitted in all components** you would not be eligible for re-assessment.*
- *If you have **passed the module and have not submitted in all components** you would be required to submit re-assessment for any non-submitted components.*
- *If you **have not passed the module and have submitted in all components** you would be eligible for re-assessment in only the components you have failed.*
- *If you **have not passed the module and have not submitted in all components** you would be eligible for the components you have failed and would be required to re-submit for any non-submitted components.*

### Repeating:

- Repeat opportunities are considered at the end of a level after re-assessment opportunities have passed and where you are not eligible to progress/achieve an award.
- You are considered for repeating a level if you are unable to progress or achieve your award.
- You may only repeat each level **once**.

*Below are some scenarios and whether you would be eligible to repeat part/all of the level:*

- *If you are on **the final level of their course** you will be offered the opportunity to repeat your failed modules only (you retain marks for any passed modules on your final level).*
- *If you are **not on the final level of their course** and have **passed 50% or more of the level** you will be offered the opportunity to repeat part of the level (passed modules retained).*
- *If you are **not on the final level of their course** and have **passed less than 50% of the level** you will be offered the opportunity to repeat the full level (marks for the previous attempt at the level are 'wiped out').*

## Contacts and Further Information

[Academic Regulations](#)

[Guidance for Students \(standard regulations\)](#)

**Students** with queries should contact their Course Director or Course Administrator in the first instance