

# SECTION 22: AWARDS: FOUNDATION DEGREES

Please see Section 16 for guidance which applies to all awards, provisions for an Aegrotat award (in cases where a student is prevented by illness or personal circumstances from completing the assessment for an award), and procedures in the case of tuition fee debt. For information about extenuating circumstances procedures, please refer to section 8.

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## 22.1 CLASSIFICATION

Foundation Degrees may be awarded with the following classifications:

- Distinction
- Merit
- Passed

Candidates who have failed to fulfil the requirements for Passed shall be stated to have Failed, but may be eligible for an alternative qualification.

An Aegrotat Foundation Degree may be awarded to a candidate who is prevented by reason of illness or other incapacity from completing the assessment for the award, in accordance with Ordinance

C4(III). An Aegrotat Foundation Degree is not classified. See section 16.6 for further information on an Aegrotat.

## 22.2 WEIGHTING

The awarding of Foundation Degrees will be based on the marks of Part 2 only.

## 22.3 DEFINITIONS FOR FOUNDATION DEGREES

The following definitions apply in the awarding method for Foundation Degrees:

### Part 2 Average

The Part 2 average for a two-year Foundation Degree is the average of all Part 2 modules, weighted by credit value.

The average mark of a Part should be calculated to one decimal place, with the second decimal place being rounded up if it is 5 or greater and rounded down if it is less than 5.

Where it has been agreed that a programme includes a module assessable on a PASS/FAIL basis, the calculation of the average shall exclude such modules.

### Part 2 Foundation Degree Credit Requirement

The requirement that candidates for a Foundation Degree achieve 80 credits in Part 2 with a mark of at least 40 and 120 credits with a mark of 30 which is a condition for the result of Pass.

Where it has been agreed that a programme includes a module assessable on a PASS/FAIL basis, a module which has a result of Pass shall contribute to the Part 2 Foundation Degree Credit Requirement.

### Dominant Quality

The class which best represents the profile; that is, the highest class in or above which at least half of the marks fall weighted according to the number of credits.

Where it has been agreed that a programme includes a module assessable on a PASS/FAIL basis, the calculation of dominant quality shall exclude such modules.

### Absolute Significant Weakness (Foundation Degrees)

Failure to achieve a specified minimum mark in a designated module (a 'hurdle') which leads automatically to failure of the degree (Provisions relating to such 'hurdles' must be stated fully in the Programme Specification and the Programme Handbook. It is intended that the number of such 'hurdles' should be kept to a minimum.)

### Borderlines

In respect of the overall average, the ranges for determining candidates within a borderline are as follows:

Foundation Degree	Boundary	Borderline BELOW
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	Distinction/Merit	68.0 – 69.9
	Merit/Pass	58.0 – 59.9
	Pass/Fail	38.0 – 39.9

## 22.4 AWARDING METHOD FOR FOUNDATION DEGREES: SUMMARY

The Senate has approved the following awarding method for Foundation Degrees, which requires that the same criteria be applied in the same order for all such programmes.

The Part 2 Foundation Degree Credit Requirement should be applied. If the Part 2 Foundation Degree Credit Requirement has been fulfilled (i.e. the candidate has achieved 80 credits with a mark of at least 40 and 120 credits with a mark of 30), consideration can be given to the classification of the degree.

The Part 2 Average should then be used to place the candidate in a class, as follows:

Distinction	70.0 - 100
Merit	60.0 - 67.9
Passed	40.0 – 59.9

For those in the borderline below a class:

If the Dominant Quality is in (or higher than) the class above the borderline, the candidate should normally be raised to the class above the borderline.

If the Dominant Quality is in (or lower than) the class of the overall weighted average, the candidate should normally be left in that class.

Supplementary conventions relating to specified programmes under the provisions of Section 22.5(d) are applied (including any provisions relating to Absolute Significant Weakness).

## 22.5 AWARDING METHOD FOR FOUNDATION DEGREES: DETAILED PROCEDURE

- a) In order to be eligible for a two-year Foundation Degree, a candidate must have completed 240 credits (of which not less than 100 shall normally be at Level 5 or above) and to have fulfilled the conditions given below.
- b) The classification of a two-year Foundation degree shall be based on the average of all Part 2 modules.

### (i) Awards

The following conditions should be satisfied for the award of a Foundation Degree:

Where the conditions for a higher class have been met, the higher class should be awarded.

### Distinction

80 credits in Part 2 with marks of at least 40

and

120 credits in Part 2 with marks of at least 30

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and

[An overall average of at least 70

or

An overall weighted average of at least 68, provided that half or more of the weighted credits have a mark in the range 70-100]

**Merit**

80 credits in Part 2 with marks of at least 40

and

120 credits in Part 2 with marks of at least 30

and

[An overall average within range 60.0-69.9

or

An overall weighted average of at least 58, provided that half or more of the weighted credits have a mark of 60 or more]

**Pass**

80 credits in Part 2 with marks of at least 40

and

120 credits in Part 2 with marks of at least 30

and

[An overall average within range 40.0-59.9

or

An overall weighted average of at least 38, provided that half or more of the weighted credits have a mark of 40 or more]

**(ii) Fail**

Candidates who do not fulfil these criteria and any supplementary conventions shall be stated to have Failed. Candidates who have failed may be eligible for a lesser award.

**c) Supplementary conventions relating to specified programmes**

School Boards of Teaching and Learning may recommend to the University Programmes Board in respect of specified programmes further provisions relating to designated modules, including provisions in respect of Absolute Significant Weakness and other requirements relating to the achievement of minimum marks. Such provisions must be stated in the Programme Specification and in the Programme Handbook. While it is intended that such supplementary conventions be kept to a minimum, it is recognized that programmes which bear professional accreditation (or the equivalent) may be subject to a number of supplementary conventions.

**d) Examiners' Discretion**

Examiners may recommend a higher classification than the guidelines imply, where they deem this to be appropriate. The grounds for such a recommendation must be recorded in the Programme

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Examiners' Meeting Minutes. In order to ensure transparency and support consistency, all such recommendations must be approved by the relevant Teaching and Learning Dean before being reported to the relevant University Awarding Board.

A statement clarifying the conditions under which Examiners might properly exercise discretion to agree a classification at variance with the algorithm contained in the Assessment Handbook is included in Section 16.4.

**Document control**

Version	Section	Keeper	Reviewed	Approving authority	Approval date	Start date	Next review
1.0	CQSD	KHSS	3 years	UBTLSE			
1.1	CQSD	KHSS	3 years	UBTLSE	03/11/21	19/04/22	01/09/2024
1.2	CQSD	KHSS	3 years	UBTLSE	06/06/23	25/09/2023	01/09/2024