

# SECTION 23: AWARDS: ORDINARY BACHELOR'S DEGREE

## For students who started their programme of study in the 2022/23 academic year onwards.

Please see Section 16 for guidance which applies to all awards, including 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.

### Contents

23.1	Results .....	1
23.2	Definitions for Bachelor (Ordinary) Degrees .....	2
	Part 3 Average.....	2
	Final Year Ordinary Degree Credit Requirement.....	2
	Dominant Quality .....	Error! Bookmark not defined.
	Absolute Significant Weakness (Ordinary Degrees) .....	2
	Borderlines .....	Error! Bookmark not defined.
23.3	Awarding method for Ordinary Degrees: summary .....	2
23.4	Awarding method for Ordinary Degrees: detailed procedure .....	2
	Pass.....	3
	c) Supplementary conventions relating to specified programmes.....	3
	d) Examiners' Discretion.....	3
23.5	Provisions in the event that assessment marks are not available as a consequence of major disruption.....	3

## 23.1 RESULTS

Ordinary Degrees are awarded without differentiation of class, and a successful candidate shall be stated to have Passed.

An Aegrotat degree may be awarded to a candidate who is prevented by reason of illness or other incapacity from completing the assessment for a degree, in accordance with Ordinance C4(III). An Aegrotat degree is not classified. See section 16.6 for further information on an Aegrotat.

The awarding of Ordinary degrees, which shall be divided into three parts, is based on the marks of Part 3 only.

## **23.2 DEFINITIONS FOR BACHELOR (ORDINARY) DEGREES**

The following definitions apply in the awarding method for Bachelor's (Ordinary) degrees:

### **Part 3 Average**

The Part 3 average for a Bachelor's (Ordinary) degree is the average of all Part 3 modules, weighted by credit.

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.

### **Final Year Ordinary Degree Credit Requirement**

The requirement that candidates for a Bachelor's (Ordinary) degree achieve 40 credits in their Final Part with a mark of at least 40, which is a condition for the award of a Bachelor's (Ordinary) degree.

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 Final Year Ordinary Degree Credit Requirement.

### **Absolute Significant Weakness (Ordinary 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.)

## **23.3 AWARDING METHOD FOR ORDINARY DEGREES: SUMMARY**

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

## **23.4 AWARDING METHOD FOR ORDINARY DEGREES: DETAILED PROCEDURE**

- a) In order to be eligible for a three-year Ordinary Degree, a candidate must have completed 300 credits (of which not less than 100 shall normally be at Level 5 or above and not less than 60 shall normally be at Level 6) and to have fulfilled the conditions given below.
- b) The classification of a three-year Ordinary Degree shall be based on Part 3.

### **(i) Awards**

The following conditions should be satisfied for the award of an Ordinary Degree:

**Pass**

40 credits in Part 3 with marks of at least 40

and

An overall average of at least 40

**(ii) Fail**

Candidates who do not fulfil these criteria and any supplementary conventions shall be stated to have Failed.

**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 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.

## **23.5 PROVISIONS IN THE EVENT THAT ASSESSMENT MARKS ARE NOT AVAILABLE AS A CONSEQUENCE OF MAJOR DISRUPTION**

23.5.1 In circumstances in which the University's academic provision has been significantly disrupted by matters outwith the University's control, the Senate [or body acting on behalf of the Senate] may activate the provisions specified in this sub-section of the Assessment Handbook. Matters outwith the University's control include but are not limited to strikes and industrial action, staff illness, severe weather, natural disaster, epidemic or pandemic, fire, war, civil disorder or unrest, riot, terrorist attack or the threat of it, and restrictions imposed by the government or public authorities.

23.5.2 The provisions apply only to those candidates for whom assessment marks are not available as a consequence of matters outwith the University's control, as specified in 23.5.1 above. The Programme Examiners are responsible for satisfying themselves that marks are not

## Assessment Handbook: Section 23

available wholly or partly as a result of matters outwith the University's control, and, on this basis, determine in respect of each candidate whether these provisions or the standard provisions for classification should apply.

### 23.5.3 Calculation of marks

In the event that marks are available for some, but not all, components of the assessment for a module, the School responsible for the module shall, where it is reasonably possible, derive a mark for the module from those components for which a mark is available.

### 23.5.4 Classification

23.5.4.1 Provided that the candidate has at least 40 credits with marks in Part 3 and 80 credits in Part 2, the candidate shall be classified in accordance with the stipulations specified in this section (23.5). The following amendments to the standard definitions apply:

The **Final Year Ordinary Degree Credit Requirement** (i.e. 40 credits in the Final Part with marks of at least 40) shall remain a condition of achieving an Ordinary Degree.

The **Part 3 Average** shall be calculated on the basis of those credits for which marks are available.

**Dominant Quality** shall be calculated on the basis of those credits for which marks are available.

For avoidance of doubt, the **Absolute Significant Weakness (Ordinary Degrees)** rule (whereby failure to achieve a specified minimum mark in a designated module (a 'hurdle') leads automatically to failure of the degree) shall apply where the mark for the designated module is available, and shall not apply where the mark for the designated module is not available.

Programmes accredited by a PSRB are also subject to the stipulation in 23.5.4.3.

23.5.4.2 In the case of candidates who have less than 40 credits with marks in Part 3 or 80 credits in Part 2, the University Awarding Board, in close consultation with Programme Examiners and with reference to External Examiners, are required to consider each case on its merits and submit a recommendation to the Senate with a brief indication of the principles which have informed the decision. The University Awarding Board, in considering such cases, shall take due account of a range of evidence, which may include performance during the programme. Programmes accredited by a PSRB are also subject to the stipulation in 23.5.4.3.

23.5.4.3 In the case of programmes accredited by a PSRB, these provisions are subject to confirmation from the PSRB that they are content that the modules for which marks are available are adequate to their requirements for an accredited degree. In the event that they are not, an alternative non-accredited degree may be awarded or, as appropriate, the student may be Deemed Not to have Sat and have a further opportunity to sit the assessment (if the full complement of assessments has not been taken) or wait for completed assessments to be marked.

23.5.4.4 In the event that, following the failure of a student to achieve an Ordinary Degree under these provisions, further marks contributing to a student's result become available, the relevant University Awarding Board shall reconsider the candidate at a subsequent meeting to determine their eligibility for an award. For the avoidance of doubt, reconsideration of a candidate's marks shall not lead to a lower result than the result originally agreed.

## Document control

**Assessment Handbook: Section 23**

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1.0	CQSD	KHSS	3 years	UBTLSE			
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