



GENERAL ACADEMIC REGULATIONS FOR UNDERGRADUATE AND TAUGHT POSTGRADUATE DEGREES

These regulations are applicable to undergraduate and taught postgraduate students.

There are separate General Regulations for the MBChB course, Allied Health programmes and Faculty of Education programmes.

If there is any conflict or disagreement between what is stipulated in General Academic Regulations for Undergraduate and Taught Postgraduate Degrees, [the General Regulations for Students of the University](#) and programmes specific regulations shall take precedence.

These regulations are not applicable to research degrees; please consult the [Research Degrees Handbook](#) for research degree regulations.

1. DEGREE PROGRAMME STRUCTURE

- 1.1 Full-time students normally study modules with a value of 90 units within any given progression period.
- 1.2 No student may study modules with a total value of more than 60 units within any given term.
- 1.3 All modules and programmes must be aligned with the Frameworks for Higher Education Qualifications of UK Degree-Awarding Bodies (QAA, 2024).
- 1.4 Modules normally carry a unit value which is a multiple of 15. Modules are typically delivered in 15-unit blocks per term (e.g., a 30-unit module is delivered over two terms).

1.5 Undergraduate Degree Programmes

Undergraduate degree programmes should comprise a minimum of 360 units. Programmes may be structured as:

- major/minor
- joint honours
- combined honours
- single honours

The framework for the structure of programmes as approved by Senate is as follows:

- a minor in a subject should comprise a minimum of 90 units and a maximum of 150 units.
- a major in a subject should comprise a minimum of 210 units and a maximum of 270 units.
- a joint honours programme should comprise a minimum of 150 units in each of two subjects.
- a combined honours programmes should comprise three subjects with a minimum of 90 units in any individual subject.

The word “with” should be used to link a major/minor combination and the word “and” to link all other combinations.



Exceptionally, minor deviations from approved degree programme structure (i.e., adapted programmes) may be proposed by a Programme Director by means of a tracked changes programme outline and sufficient rationale. All adapted programmes must be approved by the Head of School and the Chair of UALTC. All approved adapted programmes must be logged with Registry.

1.6 Taught Postgraduate Degree Programmes

Master's degree programmes must consist of 180 units. Postgraduate Diplomas must consist of 120 units.

Postgraduate Certificates must consist of 60 units.

There is no prescriptive balance between the subjects comprised within a taught postgraduate programme.

2. DURATION

Undergraduate Degree Programmes

- 2.1 The duration of an undergraduate degree shall be laid down in the relevant programme specification.
- 2.2 The minimum period of study for an undergraduate degree is two years (eight terms). The maximum registration period is defined as double the standard length of the programme plus any periods of suspension up to a maximum of six years in total (and subject to any Student Visa regulations).

Taught Postgraduate Degree Programmes

- 2.3 The minimum period of study for a Master's programme shall be nine months.
- 2.4 The minimum period of study for a Postgraduate Diploma shall be six months.
- 2.5 The minimum period of study for a Postgraduate Certificate shall be three months.
- 2.6 The maximum registration period is defined as double the standard length of the programme plus any periods of suspension up to a maximum of two years for a full-time master's or four years for a part-time master's, and pro rata for Postgraduate Diplomas and Certificates.

3. MINIMUM UNIT AND CREDIT REQUIREMENTS

Undergraduate Degree Programmes

- 3.1 To be eligible for the award of an honours degree, a student must have:
- taken and completed assessment for modules with a minimum total value of 360 units, as prescribed by the curricula and special regulations for their individual degree programme, of which 240 units taken after the Preliminary Stage will be classifiable;
 - after successful completion of the Preliminary Stage, taken and completed assessment for Level 5 and 6 modules with a minimum value of 225 units, of which at least 105 units must be completed at Level 6 of which a minimum of 90 units must be passed.



- 3.2 To be eligible for the award of Ordinary degree, a student must have taken 360 units of which 300 credits must have been obtained, subject to the additional requirements of any special regulations.
- 3.3 To be eligible for the award for a Diploma of Higher Education, a student must have passed assessment for modules with a minimum total value of 240 credits of which at least 90 credits must have been achieved at Level 5 or above.
- 3.4 To be eligible for the award of Certificate of Higher Education, a student must have passed a minimum of 120 credits (comprising of a minimum 90 credits at Level 4 and a maximum of 30 credits at Level 3).
- 3.5 To be eligible for the award of a subject specific Diploma or Certificate a student must meet the appropriate criteria as prescribed in 3.3 or 3.4 above and as prescribed by the curricula and any Special Regulations of the approved programme.
- 3.6 Exit awards will carry the title of the student's programme of study and may be conferred by the Board of Examiners as a named award.
- 3.7 A student who has satisfied the module requirements and has satisfied the examiners in a module will be awarded a number of credits equal to the unit value assigned to the module (e.g. a student will be awarded 15 credits for passing a module with a value of 15 units).
- 3.8 Additional requirements for the award of a degree may be contained in the special regulations for the degree programme concerned.

Taught Postgraduate Degree Programmes

- 3.9 To be eligible for the award of master's degree, a student must have taken and completed modules with a minimum of 180 units as prescribed by the curricula and special regulations for the individual degree programme of which at least 150 must be at Level 7.
- 3.10 To be eligible for the award of Postgraduate Diploma a student must have passed assessment for modules with a minimum total value of 120 credits of which at least 90 must have been achieved at Level 7.
- 3.11 To be eligible for the award of Postgraduate Certificate a student must have passed assessment for modules with a minimum total value of 60 credits of which at least 40 credits must have been achieved at Level 7.
- 3.12 To be eligible for the award of a subject specific Postgraduate Diploma or Postgraduate Certificate, a student must meet the appropriate criteria as prescribed in 3.8 or 3.9 above and as prescribed by the curricula and any Special Regulations of the approved programme.
- 3.13 In some cases, students may follow elements that are also provided to undergraduate students, but these must constitute no more than 30 units of the total programme. In these cases, there will normally be separate tuition and/or separate assessment for postgraduate students.

4. EXEMPTION AND CREDIT TRANSFER

Note: these regulations do not apply to the MBChB programme. The programme for the MBChB must always be completed in its entirety. No exemption or credit transfer will be permitted from courses within or outside of the University of Buckingham.



- 4.1 Students may be admitted directly onto a programme after the Preliminary Stage by demonstrating that they have already achieved the equivalent number and level of credits.

Any credit for prior learning will be in the form of exemptions to modules on the university programme studied. Modules from prior learning and their associated marks will not be transferred to the programme of study undertaken at the University of Buckingham as a credit transfer.

The student must complete at least 180 units of study at the University of Buckingham to be awarded an undergraduate degree (see 12.10).

- 4.2 Exemptions may be considered in the following circumstances, but all exemptions must be agreed prior to a student's enrolment on a programme of study:
- a) a student transferring from another institution who wishes to gain exemption from stages of a programme;
 - b) a student permitted to restart at either the Preliminary or later stages.
- 4.3 Where like for like credit at the appropriate level cannot be identified and/or a special programme of study is required the proposal must be submitted by the Head of School to the Chair of UALTC who will decide in accordance with the authority vested in them by Senate.

Students transferring degree programmes within the University may be given credit provided that their previous experience is relevant. Where like for like credit cannot be identified, an adapted programme of study will be required as per 1.5 above.

Taught Postgraduate Degree Programmes

- 4.4 Students will not normally be permitted credit or exemption against a Master's degree on the basis of prior study or experience unless subject to programme special regulations. Exceptional cases may be considered by the relevant Head of School on their merits on an individual basis.

5 CHOICE OF MODULES

*Students registered for the MBChB will have no choice of units to be studied in the **CoreCourse**. All students will be registered for and must study the same core components.*

- 5.1 It is each student's responsibility to ensure that they have notified the administrator for their degree programme of their choice of modules (where choices are available). Failure to do so may result in a student not being able to satisfy the special regulations for their degree programme. Module availability will be subject to viability of cohort size and timetabling constraints. If a module cannot be offered, alternatives will be available. Modules may also be limited by pre-requisites.
- 5.2 Where a degree programme requires choices to be made in respect of optional or free choice modules, a student must submit their choices no later than the first term of the previous two-term block, or at such date as specified by the Head of School.
- 5.3 Advice on choice of modules should be sought within each student's own degree programme. The mechanism for providing such advice is determined by the Head of School.
- 5.4 Choice of modules offered outside the student's own degree programme must be registered with the School offering the module.



- 5.5 Where the curriculum for the degree programme permits a student may take a free choice module on condition that it is at the appropriate FHEQ level for the student's degree programme. Free choice modules must be chosen from the list of available modules (see [Free Choice Section](#)). Choices are subject to:
- any exclusions imposed by the student's main degree programme;
 - any restrictions imposed by the timetable;
 - the satisfaction of any pre-requisite stipulated for individual modules. Where necessary, the consent of the Head of School offering the module is to be obtained;
 - any limitation on class size.
- 5.6 In addition to the modules forming part of a student's degree programme, a student may take additional modules voluntarily and not for credit subject to the following conditions:
- the permission of the student's Head of School;
 - any restrictions imposed by the timetable;
 - the satisfaction of any pre-requisite stipulated for individual modules;
 - any limitation on class size;
 - the maximum unit value permitted within any given term (see 1.2);
 - the payment of any prescribed fee.
- 5.7 Additional voluntary modules will not count for credit, except to the extent that it is possible to make a substitution for a failed paper in accordance with Regulation 10.12, and subject to the additional module having been studied at the appropriate level for the student's degree programme.

6. ATTENDANCE

[NOTE: The attendance regulations and the associated appeals process for MB ChB students are detailed in the MB ChB general regulations]

- 6.1 See the University [Attendance and Engagement Policy](#) in the Regulations Handbook.

7. ASSESSMENT – COURSEWORK, DISSERTATIONS AND GROUP WORK

Coursework and Late Submission of Coursework

- 7.1 The amount of coursework required may vary between modules. Where coursework forms an element of formal assessment for the degree programme, the requirements for coursework shall be set out in the module materials provided to the students and submission of the coursework must be within the deadline specified by the module tutor. Extensions to the deadline for submission will not normally be given unless a student has successfully applied for mitigating circumstances.
- 7.2 Coursework submitted late but within seven days of the deadline, will be marked but the grade will be capped at a bare pass mark.
- 7.3 Failure to submit within seven days of the deadline will be deemed a non-submission and will require a resubmission at a later date (and normally not later than the end of the ensuing term). This will be capped at a bare pass and will be considered the second and therefore final attempt.



- 7.4 Students with mitigating circumstances must submit these in line with the University [Mitigating Circumstances Policy and Procedure](#).

Undergraduate Dissertation substituted for a taught module(s) or the assessment for a module.

[NOTE: These options may not be available in all programmes. For MBChB Programme, see the general regulations for the MBChB]

- 7.5 At the discretion of the Head of School, an undergraduate student may be permitted to offer a dissertation in lieu of module assessment, to a maximum of 30 Units, provided that the learning outcomes for the module in question are fully demonstrated.
- 7.6 The decision to offer a dissertation in lieu of either a module or its assessment must be made before the commencement of the module for which the substitution is to be made.
- 7.7 A student may only revert to studying the module or completing the original assessment(s) within the first two weeks of the term in which the substituted module commences. Thereafter, failure to complete the dissertation will be treated as a fail.
- 7.8 Where the curriculum for a programme includes the possibility of undertaking a project or dissertation, the decision as to whether a student should be permitted to undertake a further dissertation remains within the discretion of the Head of School. This option is not available in lieu of modules which are required for external validation or accreditation of the degree programme and would not normally be offered in programmes where a dissertation or major project is already compulsory.

Group Work

- 7.9 For programmes that include group work as an element of the overall assessment, it is every group member's responsibility to ensure the group assignment is presented or submitted on time.
- 7.10 Unless otherwise specified in the assignment brief, through a clear rationale and method for distinguishing between performances, the tutor will mark the assignment, awarding equal marks to all members for the group work component.
- 7.11 Where, according to the methodology for distinguishing between performances, there is conclusive evidence that a student has not made an adequate contribution to the group assignment, the tutor will reduce the marks awarded to the student concerned. In cases where the evidence is conclusive that a student has not made any contribution to the group assignment, they will be awarded a mark of zero for the group work component in question.

8. ASSESSMENT – EXAMINATIONS

Regulations pertaining to MBChB examinations and mitigating circumstances can be found in the General Regulations for the MBChB.

- 8.1 Students are responsible for ascertaining what tests and examinations they must sit, and for presenting themselves at the time and place specified.
- 8.2 Students are responsible for familiarising themselves with the Examination Rules for Candidates published in the [Regulations Handbook](#).



- 8.3 Students are expected to take any in person examinations on University campuses unless there are exceptional circumstances in which case the Head of School may make a recommendation to the Registrar to allow the examination to take place externally. All costs would be borne by the student.
- 8.4 Students are expected to take any online examinations within the specified timeframe for the examination, on the understanding that no allowance can be made for differences in time zone.

Absence from / Deferral of Examinations

- 8.5 i) Examinations must be taken at the time specified by the curriculum and/or any special regulations, or in the case of free choice modules as prescribed in the appropriate programme Handbook. No student may defer an examination or assessment without the prior written approval of the student's Head of School or Programme Director. Where a student requests to defer examinations on medical grounds, the application should be accompanied by a letter from the local doctor fully explaining (in confidence) the nature of the illness and making any relevant comments. The University reserves the right to refer that letter and/or the student concerned to the University Medical Officer. A Head of School or Programme Director is unable to authorise requests to be absent from, or to defer an examination if the request is made within seven days of the commencement of the examination period.
- ii) If a student is absent from an examination without prior approval of the Head of School or Programme Director and believes the absence is due to mitigating circumstances then they must submit an appeal as outlined in the [Academic Appeals Policy and Procedure](#).

Illegible Scripts

- 8.6 Where examinations are handwritten, students are expected to write legibly. If a script is found by the examiners to be illegible, the student shall have the opportunity have their answers typed under supervised conditions. An appropriate charge per transcription will apply. The student is not permitted to alter the original script in any way. Scripts can be typed by:
- a) the student themselves under supervised conditions; or
 - b) a member of staff whilst the student dictates; or
 - c) an external typist whilst the student dictates.

Oral Examinations

- 8.7 The Head of School may require students for any examination attend a viva voce examination, at a time and place designated by the Head of School.

Students may be required to attend an oral examination which shall form part of the assessment and examination for the degree. In instances where the oral examination holds 30% weighting or more of the overall assessment mark of the module, it may be necessary to record the examination for moderation purposes.

9. ALTERNATIVE ASSESSMENT

- 9.1 On the recommendation of an external medical or allied health professional, and following agreement by both Wellbeing, Skills and Diversity and the Head of School (or nominee), Registry will be notified of any students entitled to be offered a piece or



pieces of coursework or *viva voce* examination in lieu of part or all the prescribed assessment diet of any given module.

- 9.2 Decisions regarding alternative assessment should be made before the commencement of the affected module(s) and preferably during the first six months of the programme.
- 9.3 In deciding whether to offer alternative assessment, the Head of School (or nominee) must ensure that the learning outcomes prescribed for the module and programme continue to be fully met.

10. RE-ASSESSMENT

- 10.1 Students will not be re-examined in any assessment that has been passed at the first attempt. Exceptionally, where the circumstances under which a student undertook assessment are deemed to have been seriously disadvantageous, and subject to the [Mitigating Circumstances Policy and Procedure](#), Board of Examiners may recommend that the student be permitted one further attempt at the assessment and be credited with the higher of the two marks as the final mark.
- 10.2 Students who have failed a module at first sitting will be required to re-sit only those components in which a fail mark has been awarded. Any re-examination or re-assessment shall be at the next available opportunity unless otherwise directed by the examiners.
- 10.3 Students who satisfy the examiners on re-assessment after initial failure will be credited with a bare pass only in that component. The module mark will only be capped if all assessment components making up that module are capped.
- 10.4 Where a student fails to satisfy the examiners on re-assessment, the highest fail mark achieved will be recorded for the purposes of progression or classification.
- 10.5 A student shall not have more than one re-assessment opportunity for each failed component.
- 10.6 Students who do not avail themselves of this further opportunity will lose any further right to a re-assessment and a mark of zero shall be recorded for the re-assessment. However, 10.4 will still apply and the highest fail mark shall be recorded on their transcript.
- 10.7 A student who fails an examination may be required to present for re-examination at the next available opportunity. Students on the MBChB are liable for re-sit / retake fees as outlined in the Codes of Practice of the Medical School and are excluded from the arrangements outlined below.

Two levels of re-sit fees are applicable (see [Student Fees Policy](#)):

- a) per module fee (irrespective of the number of components being re-sat) for any students (whether external, associate or continuing) permitted by the applicable Exam Board to complete their re-sit(s) without attendance; this fee comprises an administrative fee and payment towards the cost of VLE access, up to three hours of lecturer access and marking. This fee and the split between administration and access to resources/markings will be determined by Senate and reviewed periodically.
- b) The full module fee (calculated pro rata on a relative credit value basis) coded to the relevant School of Study for any students (whether associate or continuing):



- i) required by the applicable Exam Board to complete their re-sit(s) with attendance. Or
 - ii) Students who have been excluded from assessment due to a failure to engage.
- 10.8 Students who fail a module outright after re-assessment must re-take the module in full at the next available opportunity. Where two such re-takes fall in the same term (or two-term block in the case of 30-unit modules), the student load may exceed that permitted in 1.2. In such cases EITHER a substitute module running in later term(s) may be approved by the Programme Director or where both modules are required for external accreditation - the student will not be able to progress until the re-takes have been completed. A re-start opportunity may be offered in accordance with 11.11 - 11.13.
- 10.9 Students may be re-assessed in re-take modules following the same procedures as those outlined in Section 10 after which there will be no further re-take opportunities permitted.
- 10.10 Notwithstanding Regulation 10.2, and subject to the approval of the relevant Head of School, a student may re-sit an examination at any available opportunity, either for the purpose of expunging a failure or improving a mark for the purposes of professional exemptions. A mark achieved at such a re-sit will appear on the student's transcript but will not be considered for the purposes of progression or classification.
- 10.11 Where a student has failed a free choice module, another such module may be substituted for the purpose of credit, subject to the approval of the student's Head of School and subject to the module having been studied at the appropriate FHEQ level. Where substitution is permitted following a late withdrawal or recorded fail, the mark for which the student is eligible is restricted to a bare pass.
- 10.12 Where a module(s) is no longer run or it is not practicable to re-assess a student in the same components or assessments, the Board of Examiners may make alternative arrangements at their discretion.
- 10.13 Where students are required to re-take a module the mark would normally be capped, and a fee charged.
- 10.14 Where more than one module needs to be re-taken then the expectation is that the student will re-start the stage or programme as recommended by the relevant Exam Board.

11. ACADEMIC PROGRESSION

This section does not apply to students on the MBChB programme.

Module Requirements

- 11.1 A student will be considered not to have satisfied the module requirements for any module where that student has:
- a) failed to register for the module; or
 - b) withdrawn from the module (whether before or after the end of the period permitted for adding and dropping modules); or
 - c) not completed all assessed components as set out in the module specification, thereby resulting in a technical fail; or



- d) not met the special regulations of the module/programme; or not obtained at least the bare pass mark.

Progression

- 11.2 A student who satisfies the examiners by passing all the assessments for all the modules specified by the degree programme regulations will be permitted to proceed to the next stage of study.
- 11.3 A student will normally be required to pass modules with a minimum total value of 45 units (of 90) or more in the relevant progression period (or at least half of the prescribed units) to proceed to the next stage of studies
- 11.4 For students who are completing a Foundation course they will normally be required to pass modules with a minimum value of 90 units (of 120) during the course. To then proceed onto the Undergraduate stage of study students will usually need to attain an average of at least 55 across the foundation stage.
- 11.5 A student carrying failures in modules with a total value of less than 45 units (or less than half of the prescribed units) in the relevant progression period may be permitted to proceed to the next stage of studies carrying those failures (where appropriate with the opportunity or requirement to re-sit at the next available opportunity) at the discretion of the Board of Examiners. There is no presumption that this discretion will be exercised in favour of the student.
- 11.6 The Board of Examiners may apply its discretion where a student has passed modules with a total of 30 units from within the relevant progression period, having regard to whether any of the failures which the student is carrying include failures from a previous diet of examinations, which the student has not had the opportunity to re-sit. No student may progress with less than 30 credits achieved from within the relevant progression period (or at least one third of the prescribed units).
- 11.7 Where a student does not satisfy the progression requirements as set out above, the Board of Examiners may:
- a) give the student the opportunity to be re-assessed in the modules failed at the next available opportunity and to proceed with their studies if the student satisfies the examiners upon re-examination; or
 - b) permit the student to proceed carrying those failures (where appropriate with the opportunity or requirement to re-sit at the next available opportunity); or
 - c) permit the student to re-start the stage; or
 - d) terminate the student's studies.
- 11.8 A student may not proceed carrying failures or deferrals in modules with a total value of more than 90 units whether the student can re-sit the examination in those modules or not.
- 11.9 Where special regulations for a degree programme so provide, a student may be required to pass a specified module or modules as a condition of progression to the next stage of the degree programme. This includes pre-requisite modules which must normally be passed, and all components must have been attempted.
- 11.10 A student who has not been permitted to proceed but has been given the opportunity to be re-assessed at the next available opportunity is not normally required to register for tuition as a student at the University in the period prior to re- assessment but may submit for re-assessment as an external candidate.



- 11.11 A student wishing to receive further tuition should obtain the approval of the Head of the Department concerned to register as an Associate Student in accordance with the [General Regulations for Students at the University](#). The Board of Examiners may make it a condition of re-examination that the student is required to register for tuition.
- 11.12 If a student does not attempt the re-assessment within one year of not being permitted to proceed, the Board of Examiners will normally recommend termination of studies.

Re-starts

- 11.13 A student who is unsuccessful at a stage of their programme may be permitted to restart the same or another programme, subject to them being accepted by the relevant Admissions Tutor and (in the case of a second such restart) the approval of the relevant Head of School.
- 11.14 Students permitted to restart a degree programme stage shall be treated as if they were attempting the module for the first time as far as re-sit regulations are concerned.
- 11.15 In no case shall more than two such restarts in any degree programme(s) be permitted (that is, three attempts in total).

12. AWARD AND CLASSIFICATION

[Note: The award, classification and regulations outlined below do not apply to MBChB students]

Classification

- 12.1 The degrees of the University may be conferred by the authority of the Senate upon such students as are reported to the Senate as having:
- satisfied the Regulations of the University; and
 - completed a prescribed programme of studies as set out in the relevant programme specification and, where appropriate, any Special Regulations of the degree programme for which they are registered; and
 - satisfied their Board of Examiners that they have attained the requisite standard in the prescribed assessments for the modules on their programme of study.
- 12.2 Special Regulations for some degree programmes may specify that passes in certain modules are required for the award of the degree concerned and/or that certain modules may not receive credits by condonation (12.12).
- 12.3 For the purposes of calculating the final weighted mean, rounding to the nearest integer must apply. In cases where the mean falls exactly between two integers (0.50) the weighted mean must be rounded up.
- 12.4 No student who has gained sufficient credit and the requisite FHEQ levels for the award of a degree shall be permitted to enhance the classification of their degree by re-sitting assessments in modules which have been passed after having completed in full the programmes of study prescribed for the degree.
- 12.5 Where a programme of study includes a substantive final research project or dissertation, the classification of the award will normally not exceed the classification of that project or dissertation.



Undergraduate Degree Programmes

- 12.6 The undergraduate degree of the University (BA, BSc, BSc (Econ), LLB) may be conferred with or without Honours. Honours degrees are classified First Class, Second Class (Upper Division), Second Class (Lower Division), Third Class.
- 12.7 Results from the Preliminary Examination stage of the programme are taken into account in the calculation of the number of credits required for the award of a degree, but not in the determination of the classification of degree to be awarded, or in the acquisition of the requisite FHEQ levels.
- 12.8 Results in all examinations taken after the Preliminary stage are considered in both the calculation of the number of credits and FHEQ levels required for the award of a degree. Classification of the degree will be based on the highest-scoring 240 credits achieved after the Preliminary stage, of which a minimum of 90 credits must be at Level 6.
- 12.9 In the case of major/minor programmes, to be awarded a particular class of degree the student is normally required to achieve at least 30 units in that class in the major programme, exclusive of free choice elements.
- 12.10 a) Where a student has been permitted entry directly onto a programme after the Preliminary stage under Regulation 4.1 (credit exemption) classification must be based on a minimum of 180 units studied at the University of Buckingham and at the Final Examination stage of the degree programme unless there are special regulations to the contrary. Classification is based on the weighted mean of all units taken at Buckingham
- b) Where a student has been permitted entry directly onto a programme after the Preliminary stage under Regulation 4.1 (credit transfer), all degree classification regulations outlined in 12.13 apply.
- 12.11 Where a student is studying a flexible honours degree programme, they may declare a minor at any point in their degree programme but no later than week 2 of their final term. A minor can be declared provided they meet the credit requirements in accordance with Regulation 1.5.

Undergraduate Condonation

- 12.12 Where a student has exhausted all available opportunities to pass individual modules, the Board of Examiners shall, at point of classification, condone a failure and award credits (described as credits by condonation) in a module or modules with a total value of not more than 60 units, of which no more than 30 units shall be at Level 6, where:
- The student obtains a mark of 35 or more in the module, or modules concerned; and
 - The weighted mean of the marks awarded in all the modules comprised within the programme (including any modules failed and the module in which it is proposed to award credits by condonation) is 40 or above.
 - There are no PSRB requirements prohibiting condonation in the modules concerned; and
 - Provided that 11.1 has been met. Modules failed following Academic Integrity Investigation(s) are still eligible for condonation provided a) to d) above apply.



Undergraduate Classification

12.13 A student who has obtained 360 credits overall (after any necessary condonation outlined in 12.11 above) will be awarded a given class or division if the following criteria are met:

- a) The weighted mean of the highest-scoring 240 classifiable units after the Preliminary stage is in the given class indicated below:

First Class 70 - 100%

2:1 60 - 69%

2:2 50 - 59%

Third 40 - 49%

Fail 0 - 39%

- b) More than half of the highest scoring 240 classifiable units from Part I and Part II fall within or above the give class
- c) At least 105 credits of the classifiable Part I and Part II modules fall within or above the given class; and the weighted mean of the classified modules overall reaches the level specified below:

First Class 68%

2:1 58%

2:2 48%

Third 38%

- d) A student will be awarded a First-Class degree if:

I. 90 credits of all classifiable Part I and Part II modules are graded First Class; and

II. at least 60 credits of the classifiable Part II modules are graded First Class; and

III. the weighted mean of the classifiable modules overall is 66% or above.

12.14 Where a student has not obtained the required 360 credits for the award of an Honours degree, but has obtained 300 credits or more, an Ordinary degree will be awarded. Ordinary degrees are not classifiable.

Taught Postgraduate Degree Programmes

12.15 Where a programme is offered as a Postgraduate Certificate or a Postgraduate Diploma, whether as a primary award or as an exit award, such awards will be classifiable.

12.16 All Taught Postgraduate awards are classified as a Pass, Merit or Distinction in line with Master's classification criteria.

12.17 Where the Postgraduate Certificate or Postgraduate Diploma is awarded as an exit award having achieved the required number of credits at Level 7, they will be awarded a named classifiable exit award. Named exit awards must reflect the programme of study undertaken and are subject to approval by the relevant Board of Examiners.

12.18 Results from all modules of the programme are considered in the calculation of the number of credits required for the award of a degree, in the acquisition of the requisite FHEQ levels and in the classification of the degree to be awarded.



12.19 To be awarded the degree, a student must normally pass every module comprised within the degree. A student will be awarded a given classification if the following criteria are met:

a) The weighted mean of all classifiable units is in the given class indicated below:

Distinction	70 -100%
Merit	60–69%
Pass	50–59%
Fail	0-49%; or

b) completed half or more of the modules by unit value in that category or better, and have completed the remaining units at a level not more than one classification lower than that category

Taught Postgraduate Condonation

12.20 A student who obtains a mark between 40–49 in not more than 30 units may be permitted to pass the degree by compensation where, in the opinion of the Board of Examiners, the student has demonstrated sufficient strength in the other modules comprised within the degree.

12.21 Where a student has exhausted all available opportunities to pass individual modules, the Board of Examiners may, at point of classification, condone a fail and award credits (described as credits by condonation) in a module or modules with a total value of not more than 30 units where:

- a) the student obtains a mark of 45-49 in the module or modules concerned; and
- b) the weighted mean of the marks awarded in all the modules comprised within the programme (including any modules failed and the module in which it is proposed to award credits by condonation) is 50 or above; and
- c) There are no PSRB requirements prohibiting condonation in the modules concerned.

Modules failed following Academic Integrity investigation(s) are still eligible for condonation provided a) to c) above apply.

12.22 Students who have passed modules by condonation are not normally eligible for the award of Merit or Distinction.

12.23 Where a student has demonstrated exceptional strength in other components, they may be considered for merit or distinction if their performance in all other components comprised within the degree are significantly better according to the following scale:

Distinction	75 or higher
Merit	65 or higher



Aegrotat Degrees

(Excluding MBChB Examination Results)

- 12.24 An Aegrotat award is an award without classification that may be conferred upon a student at both undergraduate and Postgraduate level on the presumption that the student, who is unable to continue their studies due to illness, would have satisfied the standard required for the award had they been able to continue.
- 12.25 Aegrotat awards will not normally be considered where an exit award is available.
- 12.26 The award is dependent on there being sufficient evidence to demonstrate that had the study not been interrupted, the student would have completed the level in question. The student must have been awarded credits in every module in which that student has previously been examined.
- 12.27 An Aegrotat award does not necessarily entitle the holder to registration with a professional body or be exempt from the requirements of any professional qualification which might otherwise be associated with the programme of study concerned.
- 12.28 An Aegrotat degree shall normally be a named award unless professional body requirements dictate that a named qualification is not permitted.
- 12.29 Requests for an Aegrotat qualification must be submitted by the student themselves or, where the student is not able to do so, by the student's representative or a staff member.
- 12.30 The student (or their representative) must indicate that they are willing to accept the award in principle.
- 12.31 Where the student is not willing to accept the award, the standard module requirements, progression and award regulations apply.
- 12.32 In making a recommendation for an Aegrotat award, the Board of Examiners must be satisfied that:
- the student will not be able to return to complete their studies at a later date; and
 - reasonable adjustments, mitigating circumstances, appeals, suspension, or any other relevant University procedures would not be sufficient to allow the student to complete the programme of study; and the student's prior performance demonstrates that they would have passed if the illness had not occurred.
- 12.33 The Board of Examiners shall consider:
- the academic standing of the student; and
 - the circumstances that prevented the student from attempting the whole or part of the assessment(s); and
 - relevant medical evidence or other appropriate documentation; and
 - the likelihood of the student being able to complete at a later date within any applicable time limits; and
 - the recommended title of the award; and
 - a statement from the student (or representative) confirming their acceptance in principle of an Aegrotat award.
- 12.34 The Board of Examiners shall make a special recommendation to Senate for the award of Aegrotat.



Examination Results

- 12.35 Results are released by email to the student's University email account following ratification by the Senate. Schools of study release progression decisions and individual marks. Registry send official confirmation of final awards and terminations only. Academic transcripts, showing classification, subjects and grades will also be released by post within four weeks of release of results.
- 12.36 It is the responsibility of the student to ensure that Registry holds the correct address to which all transcripts and certificates shall be sent.

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Author: Head of Academic Services

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Related Documents: General Regulations

Glossary

Credit: A credit is the recognition of having successfully completed a module; credits are the equivalent of units passed.

Credit transfer: Credit may be transferred from prior learning where prior study is at, or equivalent to, the level of the module(s) and the learning outcomes are broadly consistent to the module(s) listed in the University of Buckingham programme specification.

Credit exemption: An exemption may be granted where credit gained via prior learning is recognised as equivalent to the modules concerned and considered relevant in terms of skills and subject development. This exempts you from a certain number of credits but not specific modules.

Progression period: The period of study between entry and an exam diet or between exam diets.

Unit: The sector standard is that one unit = 10 hours of study, equating to an average of 45 hours study per week for a student studying modules with a total value of 45 units per term. The contact hours per 15 units per term should normally be 3 hours per week.