

Exceptional regulations

COVID-19

May 2020

These exceptional regulations have been implemented to facilitate student progression and award during the Covid-19 pandemic. The changes come into effect for the main undergraduate assessment board period and the semester two postgraduate assessment board period, both in June 2020.

Please read this addendum in conjunction with the:

- Academic regulations (taught programmes), 2019/20
<https://www.dmu.ac.uk/academic-regulations>
- General regulations and procedures affecting students, 2019/20
<https://www.dmu.ac.uk/student-regulations>
- Assessment and feedback policy, 2016
<https://www.dmu.ac.uk/learning-teaching-assessment>

For further details, please visit the following webpages which are regularly being updated with the latest information:

<https://www.dmu.ac.uk/coronavirus/student-information.aspx>

It is noted that some of these regulations might not be applicable for programmes regulated by Professional, Statutory and Regulatory Bodies (PSRBs). For further information please contact your Associate Dean (Academic) in the first instance.

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Extensions to coursework deadlines

Regulations 112-114, Academic regulations (taught programmes), 2019/20

A blanket two-week extension to coursework deadlines was announced week commencing 23 March 2020, effective from 30 March 2020. In addition to this, module leaders (or their nominees) can grant the normal two-week extension. The Associate Dean (Academic) or nominee may exceptionally approve longer extensions.

Maximum periods of registration

Regulation 134, Academic regulations (taught programmes), 2019/20

Associate Deans (Academic) have the discretion to grant a 12-month extension to a maximum period of registration, notwithstanding the regulations, to accommodate students with extreme extenuating circumstances.

Progression between undergraduate levels of study

Regulations 58-60, Academic regulations (taught programmes), 2019/20

The current requirement:

- Pass 90 credits
- No more than 30 credits compensation
- Normally not allowed to progress carrying failure
- However, boards may exceptionally allow progression for students with at least 75 credits and the other 45 in the 30-39% range (normally only operated at September board, but can be operated at the June board if required)

The new additional requirement:

The above progression regulations will apply as normal but that the following additional measures are put in place to facilitate progression where possible:

- Where necessary, students will be allowed to progress with 'unresolved' modules up to 30 credits per level. This recognises that in some modules the move to online teaching at nearly the end of term did not give students sufficient time to prepare work for assessment within existing assessment descriptions.

Progression to postgraduate dissertation

Regulation 64, Academic regulations (taught programmes), 2019/20

The current requirement:

- Students must have passed 60 credits before starting their dissertation, major project or design work.
- Students must have taken a level 7 research methods module before starting the dissertation, major project or design work.

The new revised requirement:

The requirement to pass 60 credits of taught modules to progress to the postgraduate dissertation/major project has been relaxed. However, the requirement to take the pre-requisite module for the dissertation, major project or design work to progress, remains in force. Where students have been allowed to exceptionally progress (ie without the requirement to pass 60 credits of taught modules), then all failed taught modules must be retrieved. This could mean therefore that students may pass the dissertation but be unable to achieve their intended award.

Deferral of assessments

Regulation 4.2.6, chapter 5, General regulations and procedures affecting students, 2019/20

The current regulation is:

- If the student has already completed the assessment(s) for which deferral is being requested, and the Panel accedes to the request, the student's examination script or other work submitted for assessment will not be marked. If it has already been marked, the mark or grade or other outcome shall be declared void and shall not be entered on the student's record either at this time or at any future time. Once a deferral request has been accepted by the Panel a student may not retract said request at a later date.

The new revised regulation:

- If the student has submitted a deferral request for coursework or examination, the student may withdraw this request and complete the work in line with the timetabled dates published by the Faculty. The deadline to retract a deferral will be 12 June 2020.

The university will be taking a 'no-detriment' approach ([see below](#)) to the 2019/20 academic year. It is acknowledged however that for some students, a deferral of coursework and examinations is the only option at this time. The revised deferral process is summarised as below:

Deferrals will be considered for students who have notified the university and submitted a deferral request to their Faculty Student Advice Centre. Students requesting deferrals for this assessment period will not be required to provide third party evidence. The University recognises that many services have been impacted by Covid-19 and it would be unreasonable to expect detailed evidence at this time. We strongly recommend that all students consult their Student Advice Centre to discuss their circumstances before submitting a deferral request.

All students granted deferrals will be required to take their assessments at the next available opportunity. These are currently planned for August 2020 for standard undergraduate and postgraduate programmes, but please consult your Faculty.

Exam feedback

[Temporary change to the Assessment and Feedback Policy, 2016](#)

It is not possible to hold traditional format exams at present and alternatives have been developed where appropriate.

Feedback on exam substitute assessment is the same as for exams with generic module level feedback being provided within 4 weeks of the assessment date. This contrasts with feedback on coursework which requires the marked work of individuals to be returned within 20 working days of the submission deadline.

Submission to Turnitin

[Temporary change to the Assessment and Feedback Policy, 2016](#)

Normally all written assessments must be submitted through Turnitin. This may not currently be possible for all students depending on their access to technology.

Where students are unable to submit written assessments in the normal way, flexibility is allowed to enable the submission of work in different ways, eg handwritten work scanned via a mobile phone app and emailed as an attachment or submitted in text form in the body of an email.

No detriment

The 'no detriment' policy operates on the following principles:

- Assessment completed on or before 30 March 2020 will be used to establish benchmark performance.
- As long as students complete all required assessments and pass these assessments, the Policy will be applied.
- If 40% of assessment has been completed on or before 30 March, then the benchmark will be established at module level (Tier 1).
- If this is not the case, then if 50% of assessment across the necessary credit level of the year has been completed the benchmark will be established at current year level (Tier 2).
- If this is not the case, then the current year's performance will be calculated and the equivalent credit-value will be double-weighted and combined with the previous year's performance to total 120 credits. This will establish the benchmark (Tier 3). This ensures that a student's most recent performance is weighted more heavily.

As an example, if a student has completed 30% of the assessment components on or before 30 March (36 credits), this will be doubled to 72 credits and the previous year's average applied to the remaining 48 credits.

- For L4 and direct entry students, Tier 3 cannot apply. Only Tiers 1 and 2 will therefore be applied, recognising that 50% of the assessment (by credit) may not have been completed.
- For PGT students, semester one work should provide sufficient information to establish the benchmark.

The university's no detriment policy should be read in conjunction with the following sector responses:

Office for Students (OfS):

<https://www.officeforstudents.org.uk/advice-and-guidance/coronavirus/>

Quality Assurance Agency (QAA):

<https://www.qaa.ac.uk/docs/qaa/guidance/no-detriment-policies-an-overview.pdf>