Programme-Specific Regulations

For the Faculty of Technology, Arts and Culture

In effect for the 2025/26 academic year.

Contents:

1. Introduction

1.1   Welcome to the programme-specific regulations for the Faculty of Technology, Arts and Culture. These are additional requirements, normally in place to address requirements outlined by a Professional, Statutory and Regulatory Body (PSRB). They relate to all students except where specified. Please refer to the academic regulations for further details.

1.2   For further information please contact your Associate Dean (Education) in the first instance. Alternatively, please contact Academic Quality Services at aqs@dmu.ac.uk.

2. Engineering Year Zero, H10011

Owning Board TBC

Compensation and passing the programme

2.1   The Engineering Year Zero foundation year will only be classified as Pass or Fail.

2.2   To pass the foundation year, a student must pass three of the four modules, and gain a mark of 30% or above in the fourth module.

Re-assessment with mandatory attendance

2.3   Where feasible, a second re-assessment attempt may be undertaken by re-studying the module with mandatory attendance, unless Home Office Student Route regulations prohibit this.

3. Electrical and Electronic Engineering BEng (Hons), H61043; Mechanical Engineering BEng (Hons), H30043; Mechatronics BEng (Hons), H73041; Mechatronics and Robotics BEng (Hons), H73051; Energy Engineering BEng (Hons), H10051; Aeronautical Engineering BEng (Hons), H41041; Electrical and Electronic Engineering MEng, H61046; Mechanical Engineering MEng, H30044; Mechatronics MEng, H73042; Mechatronics and Robotics MEng, H73051; Aeronautical Engineering MEng, H41042

Owning Board TBC, PSRB: Institution of Engineering and Technology (IET); Institution of Mechanical Engineers (IMechE); Royal Aeronautical Society (RAeS)

Accrediting bodies

3.1 To be eligible for an accredited award, a student must meet all eligibility criteria from all PSRBs who accredit the programme:

- All courses in section 3 are accredited by the Institute of Engineering and Technology (IET).

- BEng/MEng Mechanical Engineering, BEng/MEng Mechatronics and Robotics, BEng/MEng Aeronautical Engineering are additionally accredited by the Institute of Mechanical Engineers (IMechE).

- BEng/MEng Aeronautical Engineering is additionally accredited by the Royal Aeronautical Society (RAeS).

Passing a module/Compensation – BEng (Hons)

3.2 To be eligible for an accredited award, a student must achieve a minimum threshold of 30% in the combined assessment mark for an assessment mode (e.g., exam or coursework) that contributes 30% or more to the overall module mark and where each mode assesses different learning outcomes. This applies to all modules at all levels of study.

3.3 A student not meeting the 30% threshold in the assessment for a mode that contributes 30% or more to the overall module mark and where each mode assesses different learning outcomes, but passing the module, may re-sit those assessments within the mode to restore accreditation status. In this scenario, the module will be treated as a fail except that the overall module mark remains unchanged. As long as the student has sufficient resit opportunities available, the student will be given the option to re-sit to go forward with IET accreditation (if achieving at least the 30% threshold on resit) or to forfeit the accreditation.

3.4   Compensation is limited to a maximum of 30 credits across all levels of the programme. This compensation may reflect any combination of taught programme modules adding to the total of 30 credits. The Level 6 project module cannot be compensated.

Other eligibility criteria – BEng (Hons)

3.5   Accreditation only applies to Honours BEng awards: all other exit awards are ineligible for an accredited award.

3.6   Students must have studied the BEng programme either (a) from Level 5 onwards or (b) from Level 6 having studied Level 5 on another accredited programme and have been deemed to have met the current UKSPEC AHEP learning outcomes. Direct entrants to Level 6 from a non-accredited programme are ineligible for an accredited award.

3.7   Students with RPL at Level 4 or 5 can only receive an IET-accredited award if the prior learning being recognised maps to the UKSPEC AHEP Learning Outcomes of the modules to which the RPL applies.

3.8   The total credit value of the approved RPL at each level of study must be explicitly stated in the students' transcript.

3.9   BEng Aeronautical Engineering only: students must complete the Flight Test Exercise to be eligible for an accredited award.

Undergraduate award classification – BEng (Hons)

3.10   Honours Degree classification will be determined by the following

- All students will initially be classified using all 240 level 5 and level 6 credits, triple-weighted towards level 6.

- A student's classification is recalculated under the generic classification regulation. Any student who would receive a higher class of degree under the generic regulations will be asked by the faculty to choose either the original lower classification with IET accreditation or the higher award without accreditation. Students must choose in accordance with the deadlines approved by faculty. All choices are final and cannot be changed after graduation.

Passing a module/Compensation – MEng awards

3.11   To be eligible for an accredited award, a student must achieve a minimum threshold of 30% in the combined assessment mark for an assessment mode (e.g., exam or coursework) that contributes 30% or more to the overall module mark and where each mode assesses different learning outcomes. This applies to all levels 4, 5 & 6 modules studied only.

3.12   To be eligible for an accredited award, a student must achieve a minimum threshold of 40% in the combined assessment mark for an assessment mode (e.g., exam or

coursework) that contributes 30% or more to the overall module mark and where each mode assesses different learning outcomes. This applies to all Level 7 modules studied only.

3.13   A student not meeting the 30% threshold in a Level 4, Level 5 or Level 6 assessment mode that contributes 30% or more to the overall module mark and assesses different learning outcomes, or not meeting the 40% threshold in a Level 7 assessment mode that contributes 30% or more to the overall module mark and assesses different learning outcomes, but passing the module, may re-sit those assessments within the mode to restore accreditation status. In this scenario, the module will be treated as a fail except that the overall module mark remains unchanged. As long as the student has sufficient resit opportunities available, the student will be given the option to re-sit to restore eligibility for accreditation (if achieving 30% or more on resit at levels 4, 5 or 6, and 40% or more on resit at Level 7) or to forfeit the accreditation.

3.14   Compensation is limited to a maximum of 30 credits across all levels of the programme, including level 7. This compensation may reflect any combination of taught programme modules adding to the total of 30 credits. The project modules at levels 6 and 7 cannot be compensated.

Other criteria for the eligibility of an accredited award – MEng

3.15   Accreditation only applies to the MEng award: all other exit awards, with the exception of an honours BEng, are ineligible for an accredited award. Students enrolled on the MEng, who on completion of level 6 opt to end their studies, will be eligible for an accredited honours BEng providing they meet all conditions for the issue of such an award.

3.16   Students must have studied the MEng programme either (a) from Level 5 onwards or (b) from Level 6 having studied Level 5 on another accredited programme and have been deemed to have met the UKSPEC AHEP learning outcomes. Direct entrants from a non-accredited programme are ineligible for an IET-accredited award.

3.17   Students with RPL at Level 4 or 5 can only receive an IET-accredited award if the prior learning being recognised maps to the UKSPEC AHEP Learning Outcomes of the modules to which the RPL applies.

3.18   The total credit value of the approved RPL at each level of study must be explicitly stated in the students' transcript.

3.19   MEng Aeronautical Engineering only: students must complete the Flight Test Exercise to be eligible for an accredited award.

MEng award classification

3.20 MEng Degree classification will be determined by the following:

- All students will initially be classified using all 360 level 5, level 6 and level 7 credits, triple-weighted towards level 7.

- A student's classification is recalculated under the generic classification regulation. Any student who would receive a higher class of degree under the generic regulations will be asked by the faculty to choose either the original lower classification with IET accreditation or the higher award without accreditation. Students must choose in accordance with the deadlines provided by the faculty. All choices are final and cannot be changed after graduation.

Exit and intended awards - BEng (Hons) and MEng

3.21 Any student studying on the BEng accredited degree that does not fully meet the requirements for accreditation but fully satisfies the requirements for a DMU undergraduate honours degree award will be awarded the 'BSc (Hons) [programme title]'.

3.22 Any student studying on the MEng accredited degree that does not fully meet the requirements for IET accreditation but fully satisfies the requirements for a DMU integrated master's degree award will be awarded the 'MSci (Hons) [programme title]'.

3.23 Students who are direct entrants to Level 6 of the H61043 BEng (Hons) Electrical and Electronic Engineering programme because of the Enhanced Progression Agreement between DMU Leicester and the Jinling Institute of Technology, China, and who fully satisfy the requirements for a DMU undergraduate honours degree award, will be awarded the 'BEng (Hons) Electrical and Electronic Engineering'. All remaining direct entrants to Level 6 not meeting the eligibility requirements for an accredited award on entry, will study the non-accredited 'BSc (Hons) [Programme Title]' intended award.

From 2022/23 intakes onwards the following additional PSRs apply:

Exit and Intended Awards - BEng (Hons) and MEng

3.24 Students who are direct entrants to Level 6 of the H61043 BEng (Hons) Electrical and Electronic Engineering programme because of the Enhanced Progression Agreement between DMU Leicester and the Jinling Institute of Technology, China, and who fully satisfy the requirements for a DMU undergraduate honours degree award, will be awarded the 'BEng (Hons) Electrical and Electronic Engineering'. All remaining direct entrants to Level 6 not meeting the eligibility requirements for an IET-accredited award on entry, will study the non-accredited 'BSc (Hons) [Programme Title]' intended award.

4. Cyber Security BSc (Hons), G40057; Computer Science BSc (Hons), G40051; Software Engineering BSc (Hons), G60041; Computer Games Programming BSc (Hons), G62041; Artificial Intelligence BSc (Hons), G50052

Owning board TBC, PSRB: British Computer Society

Introduction to Modules

4.1   In order to satisfy British Computer Society (BCS) accreditation requirements, the Level 6 project module is a 'must-pass' module.

Exit awards

4.2   If 360 credits are achieved but the Level 6 project module is not passed, then a non-accredited exit award of 'BSc (Hons) [name of programme] Studies' is made in all cases except G40051 Computer Science, whose exit award is 'BSc (Hons) Computing Science'.

4.3   If 360 credits are achieved but more than 30 credits of compensation have been applied, then a non-accredited exit award of 'BSc (Hons) [name of programme] Studies' is made in all cases except G40051 Computer Science, whose exit award is 'BSc (Hons) Computing Science'.

Intended awards

4.4   Direct entrants to Level 5 or Level 6 not meeting the eligibility requirements for a BCS-accredited award on entry, will study the non-accredited 'BSc (Hons) [Programme Title] Studies' intended award in all cases except G40051 Computer Science, whose intended non-accredited award is 'BSc (Hons) Computing Science'.

Passing a module/Compensation for BCS accreditation

4.5   To be eligible for a BCS-accredited award, compensation is limited to a maximum of 30 credits across all levels of the programme. This compensation may reflect any combination of taught programme modules adding to the total of 30 credits. The Level 6 project module cannot be compensated.

5. Computer Networks & Security BSc (Hons), I1204; Games Production BSc (Hons), I62045; Business Information Systems BSc (Hons), G50043; Business Data Analytics BSc (Hons), G50053; Applied Computing BSc (Hons), G40060

Owning board TBC, PSRB: British Computer Society (accreditation pending)

Introduction to Modules

5.1 In order to satisfy British Computer Society (BCS) anticipated accreditation requirements (programmes are subject to BCS initial and then full accreditation approval), the Level 6 project module is a 'must-pass' module.

Exit awards

5.2 If 360 credits are achieved but the Level 6 project module is not passed, then a non-accredited exit award of 'BSc (Hons) [name of programme] Studies' is made in all cases except G40051 Computer Science, whose exit award is 'BSc (Hons) Computing Science'.

5.3 If 360 credits are achieved but more than 30 credits of compensation have been applied, then a non-accredited exit award of 'BSc (Hons) [name of programme] Studies' is made in all cases except G40051 Computer Science, whose exit award is 'BSc (Hons) Computing Science'.

Intended awards

5.4 Direct entrants to Level 5 or Level 6 not meeting the eligibility requirements for a BCS-accredited award on entry, will study the non-accredited 'BSc (Hons) [Programme Title] Studies' intended award.

Passing a module/Compensation for BCS accreditation

5.5 To be eligible for a BCS-accredited award, compensation is limited to a maximum of 30 credits across all levels of the programme. This compensation may reflect any combination of taught programme modules adding to the total of 30 credits. The Level 6 project module cannot be compensated.

6. ALL UG programmes operating a SAND placement module

Owning board: Various

Reassessment of Failure

6.1 The placement module can be reassessed once only. There is no opportunity for in-year reassessment.

6.2   The nature of the reassessment (i.e., with or without attendance) will be determined by the placement tutor.

7. Graphic Design BA (Hons), W21044; Music Technology BA (Hons), W37241; Music Production BSc (Hons), W37441; Applied Computing BSc (Hons), G40060

Owning board TBC

Introduction to programmes

7.1   Students that are direct entrants to Level 6 of this programme, having studied the relevant Level 5 DMU award at Leicester College which permits this direct entry, may be offered a zero-credit Level 5 placement opportunity prior to commencing Level 6 studies.

8. Motorsport Engineering BSc (Hons), H33041; Motorsport Engineering FdSc, H33011

Owning board TBC, No PSRB applicable

For all new students, and any students moving between levels of study, between July 2021 and end of January 2023

Passing a module/Compensation

8.1   All modules must be passed at 40%. No compensation is available.

Reassessment

8.2   A student will have a maximum of 90 credits of reassessment opportunities at each level of study.

8.3   There is no opportunity for re-assessment with mandatory attendance on this programme.

Module length

8.4   The maximum period to complete a 30 credit UG module is 77 days (unless a holiday/interruption/deferral/extension is in place) The maximum period to complete a 60 credit UG module is 150 days (unless a holiday/interruption/deferral/extension is in place).

8.5   Students may submit earlier. Unauthorised late submission of assessment regulations also applies.

Unauthorised late submission of assessments

8.6 If an assessment is submitted 1-10 university working days late the mark for the work will be capped at the pass mark of 40 per cent for undergraduate modules.

8.7 If an assessment is submitted beyond 10 university working days late the work will receive a mark of zero per cent.

Proceeding

8.8 Proceeding occurs on a module-to-module (i.e., sequential) basis: a student can proceed to the next module providing they are carrying no more than 30 credits of failure. Proceeding is permitted on unratified results to allow students to proceed on their programme of study between assessment boards.

Proceeding between levels of study

8.9 Students must have passed at least 90 credits of modules to proceed to the next level of undergraduate study.

8.10 Proceeding between DMU boards is to be managed by NDA/NMA to ensure effective monitoring of students & full adherence to the regulations specified above.

Extending assessment deadlines

8.11 Students may request an extension to an assessment deadline using the extension to coursework application form. The request should be made to the module leader in advance of the deadline. The module leader has the discretion to grant an extension of up to 10 university working days.

8.12 The Associate Dean (Academic) or nominee may exceptionally approve longer extensions of up to 10 university working days from the date of an already approved extension deadline. A further extension request form with timely supporting evidence (covering the current extension period) should be submitted by the student to the module leader, who will seek the approval of the Associate Dean (Academic) or nominee. The outcome will be communicated to the student by the module leader.

Reassessment opportunities

8.13 Reassessment opportunities for students entering the university with RPL will be in proportion to their study at the university compared to the full programme of study. This information will be provided at initial registration with the university or as soon as possible thereafter.*)*

Assessment Boards

8.14 Single tier assessment boards will continue to be in operation.

From February 2023 onwards, for all new students and any students moving between levels of study

Passing a module/Compensation

8.15   All modules must be passed at 40%. No compensation is available.

Reassessment

8.16   There is no opportunity for re-assessment with mandatory attendance on this programme.

8.17   The two reassessment opportunities available in each module can only be offered if possible, and if taken, within the time constraints placed by the other programme-specific regulations stated for these programmes.

Module length

8.18   The maximum period to complete a 30 credit UG module is 77 days (unless a holiday/interruption/deferral/extension is in place) The maximum period to complete a 60 credit UG module is 150 days (unless a holiday/interruption/deferral/extension is in place).

8.19   Students may submit earlier. Unauthorised late submission of assessment regulations also applies.

Proceeding

8.20   Proceeding occurs on a module-to-module (i.e., sequential) basis: a student can proceed to the next module providing they are carrying no more than 30 credits of failure. Proceeding is permitted on unratified results to allow students to proceed on their programme of study between assessment boards.

Proceeding between levels of study

8.21   Students must have passed at least 90 credits of modules to progress to the next level of undergraduate study. Proceeding between DMU boards is to be managed by NDA/NMA to ensure effective monitoring of students & full adherence to the regulations specified above.

9. Forensic Road Collision Investigation UCPD, F41041

Owning board TBC

Introduction to Modules

9.1   Due to industry requirements to demonstrate competency, each module is 'must pass' and each component of module assessment is essential.

9.2   45 credits of RPL can be granted to students with a previous City & Guilds Forensic Road Collision Investigation qualification, or equivalent. Students granted this RPL take ENGS1005 to gain their UCPD award.

9.3   Where no RPL is granted, students must study and pass ENGS1002, ENGS1003, ENGS1004 and ENGS1006 to achieve their award.

9.4   In addition to standard DMU regulations relating to RPL, students wishing to apply for RPL must have been awarded credits for relevant study no longer than 5 years prior (10 years for maths-based credits) to their enrolment on this programme. A student unable to satisfy this requirement must provide evidence of the currency of their understanding in the subject to be granted RPL.

Classification of awards

9.5   The award of UCPD in Forensic Road Collision Investigation will only be classified as pass (when 40% or over is achieved in mark for classification) or fail (when under 40% is achieved in mark for classification).

10.   Forensic Road Collision Investigation CertHE, F41010

Owning board TBC

Introduction to Modules

10.1   Due to industry requirements to demonstrate competency, each module is 'must pass' and each component of module assessment is essential.

Volume of RPL credit which can be allowed

10.2   45 credits of RPL can be granted to students with a City & Guilds Forensic Road Collision Investigation qualification, or equivalent. Students granted this RPL take ENGS1005, ENGS1013, ENGS1015, ENGS1016 and ENGS1017 to achieve their award.

10.3   60 credits of RPL from the UCPD Forensic Road Collision Investigation qualification is permissible for entry on this programme. Students entering the programme via this RPL route take ENGS1013, ENGS1015, ENGS1016 and ENGS1017 to achieve their award.

10.4   Where no RPL is granted, students must study and pass ENGS1002, ENGS1003, ENGS1004, ENGS1006, ENGS1013, ENGS1015, ENGS1016 and ENGS1017 to achieve their award.

10.5   In addition to standard DMU regulations relating to RPL, students wishing to apply for RPL must have been awarded credits for relevant study no longer than 5 years prior (10

years for maths-based credits) to their enrolment on this programme. A student unable to satisfy this requirement must provide evidence of the currency of their understanding in the subject to be granted RPL.

Classification of awards

10.6   Subject to gaining 120 credits, a student will be awarded the:

- CertHE with **distinction** if they have an average of 70% or above across the 120 level 4 credits studied.

- CertHE with **merit** if they have an average of 60% or above across the 120 level 4 credits studied.

- CertHE **pass** if they have an average of 40% or above across the 120 level 4 credits studied.

11.   Forensic Road Collision Investigation FdSc, F41011

Owning board TBC

Introduction to Modules

11.1   Due to industry requirements to demonstrate competency, each Level 4 module is 'must pass' and each component of a level 4's module assessment is essential.

Volume of RPL credit which can be allowed

11.2   45 credits of RPL can be granted to students with a City & Guilds Forensic Road Collision Investigation qualification, or equivalent. Students granted this RPL take ENGS1005, ENGS1013, ENGS1015, ENGS1016 and ENGS1017 at Level 4.

11.3   60 credits of RPL from the UCPD Forensic Road Collision Investigation qualification is permissible for entry on this programme. Students entering the programme via this RPL route take ENGS1013, ENGS1015, ENGS1016 and ENGS1017 at Level 4.

11.4   Where no RPL is granted, students must study and pass ENGS1002, ENGS1003, ENGS1004, ENGS1006, ENGS1013, ENGS1015, ENGS1016 and ENGS1017 at Level 4.

11.5   In addition to standard DMU regulations relating to RPL, students wishing to apply for RPL must have been awarded credits for relevant study no longer than 5 years prior (10 years for maths-based credits) to their enrolment on this programme. A student unable to satisfy this requirement must provide evidence of the currency of their understanding in the subject to be granted RPL.

12.   BA (Hons) Acting W41050

Owning board TBC

12.1   The level 6 performance project (ACTS3003) is a 60-credit module.

13.   BA (Hons) in Architecture K10055

Owning board TBC, PSRB: Royal Institute of British Architects (RIBA) Architects Registration Board (ARB)

Passing a module/Compensation

13.1   No compensation is available. All modules are must-pass modules and therefore students must achieve a pass mark of 40 per cent.

Reassessment of failure

13.2   Students will normally be registered to take reassessments at the first opportunity provided. However, a student may opt to re-study a failed module(s) with attendance in the following academic year. In such cases the student must pay the appropriate module fee and the module will be capped in line with reassessment regulations. Reassessment with mandatory attendance also applies. Where this applies to existing students returning to the newly validated curriculum, they will be enrolled into new 30 credit blocks, ensuring that their learning outcomes are mapped to PSRB criteria to ensure that Part 1 exemption is maintained.

Proceeding between undergraduate levels of study

13.3   To proceed from level 4 to level 5, a student must normally have passed at least 120 credits. However, the assessment board may decide to exceptionally allow students to proceed carrying a reassessment to be completed without attendance if they have achieved at least 90 credits with the remaining credits in the 30-39 per cent range. Each decision will be at the discretion of the relevant assessment board and will be based on the board's confidence in the individual student's competence to proceed and pass.

13.4   To proceed from level 5 to level 6, a student must have passed all 120 credits. No exceptional progression is allowed across any remaining credits or percent ranges. This is due to a Professional, Statutory or Regulatory Body (PSRB) requirement to pass all L5 modules.

14.   BSc (Hons) in Architecture (Dubai) K10051

Owning board TBC, PSRB: BSc Architecture in Dubai has formally begun the application process for gaining RIBA (Royal Institute of British Architects) Validation

Passing a module/Compensation

14.1   No compensation is available. All modules are must-pass modules and therefore students must achieve a pass mark of 40 per cent.

Reassessment of failure

14.2   Students will normally be registered to take reassessments at the first opportunity provided. However, a student may opt to re-study a failed module(s) with attendance in the following academic year. In such cases the student must pay the appropriate module fee and the module will be capped in line with reassessment regulations. Reassessment with mandatory attendance also applies. Where this applies to existing students returning to the newly validated curriculum, they will be enrolled into new 30 credit blocks, ensuring that their learning outcomes are mapped to PSRB criteria.

Proceeding between undergraduate levels of study

14.3   To proceed from level 4 to level 5, and from level 5 to level 6, a student must normally have passed at least 120 credits. However, the assessment board may decide to exceptionally allow students to proceed carrying a reassessment to be completed without attendance if they have achieved at least 90 credits with the remaining credits in the 30-39 per cent range. Each decision will be at the discretion of the relevant assessment board and will be based on the board's confidence in the individual student's competence to proceed and pass.

15.   BA (Hons) Product Design W24051 & BSc (Hons) Product Design W24052

Owning board TBC, PSRB: Institute of Engineering Designers (IED)

Compensation

15.1   The generic regulations relating to a compensation band of 30-39 do not apply to these programmes. Compensation may only be marginal failure i.e. not more than 10% below the normal pass mark – 36-39% as prescribed by the Engineering council

15.2   Compensation is available for module failure in undergraduate programmes, provided a student meets the following criteria:

- An overall module mark of 36-39 per cent has been achieved

- The other credits at that level have been passed

- The average mark for the level is 40 per cent or above

15.3   On undergraduate programmes students awarded compensation are not required to be reassessed in the compensated module unless there is a Professional, Statutory or Regulatory Body (PSRB) requirement to pass the module. If a student wants to try to improve their module result to a pass, they can choose to do so if they meet all of the following requirements:

- Have reassessment opportunities available

- Have no failed modules with marks below 36 per cent

- Have no outstanding deferrals in modules

- Are not at their intended point of graduation

15.4   Where a student has opted to take reassessment in a compensated module, but has failed the reassessment, the best overall module mark will be calculated and used.

15.5   A student may change programmes between the BA & BSc mid-year providing the prior modules studied are identical

16.   BA (Hons) Fashion Buying W23051

Owning board TBC

16.1   A student may change programme pathways mid-year providing the prior modules studied are identical.

17.   BA (Hons) Acting for Stage and Screen with a foundation year & BA Musical Theatre with a foundation year

Owning board TBC

Passing a module

17.1   Normally a student is required to achieve at least the pass mark to pass a module. In the foundation year, the module individual assessment tasks must also be passed to achieve an overall pass mark.

Compensation

17.2   No compensation is available in the foundation year. All modules in the foundation year are must pass modules and therefore students must achieve a pass mark of 40 per cent.

18.   CertHE Applied Computing (Leicester College) G40062

Leicester College Board

Extra in-year Reassessment opportunity for Leicester College CertHE students

18.1   Students who have passed 90 credits or more with the remaining credits having been reassessed once will be offered the option of taking an exceptional second and final in-year reassessment for the failed credits, providing there is an in-year reassessment period with associated reassessment board remaining.

19.   All PGT programmes operating a SAND placement module

Owning board TBC

Reassessment of Failure – SAND modules

19.1   Placement modules can be reassessed once only. There is no opportunity for in-year reassessment.

19.2   The nature of the reassessment (i.e., with or without attendance) will be determined by the placement tutor.

20.   All Masters Programmes with Postgraduate Placement option

Owning board TBC

20.1   **Eligibility to proceed to placement option**

20.2   To be eligible to proceed to the optional placement, a student should normally have passed their first two modules (60 credits) at the first attempt. Eligibility to proceed to placement is also subject to satisfactory course attendance.

20.3   Programmes with PGT Placement option:

- MA/MSc Contour Fashion Innovation

- MA Interior Design

- MA Fashion & Textiles

- MA/MSc Fashion Management with Marketing

- MA/MSc Fashion Management with Marketing (Dubai)

- MA/Msc Design Innovation and Management

- MA/MSc Digital Design

- MA/MSc Product Design

- MSc Sustainable Textiles technologies

21. Electronic Engineering MSc, H61071; Mechanical Engineering MSc, H30071; Mechatronics MSc, H73071; Mechatronics and Robotics MSc, H; Engineering Management MSc, H1N171

Owning board TBC, PSRB Institution of Engineering and Technology (IET)

Accrediting bodies

21.1 To be eligible for an accredited award, a student must meet all eligibility criteria from all PSRBs who accredit the programme:

- All courses in section 19 are accredited by the Institute of Engineering and Technology (IET).

- MSc Mechanical Engineering, MSc Mechatronics and Robotics are additionally accredited by the Institute of Mechanical Engineers (IMechE).

Passing a module

21.2 To be eligible for an accredited award, a student must achieve a minimum threshold of 40% in the combined assessment mark for an assessment mode (e.g., exam or coursework) that contributes 30% or more to the overall module mark and where each mode assesses different learning outcomes.

21.3 A student not meeting the 40% threshold in an assessment mode that contributes 30% or more to the overall module mark and assesses different learning outcomes, but passing the module, may re-sit those assessments within the mode to restore accreditation status. In this scenario, the module will be treated as a fail except that the overall module mark remains unchanged. As long as the student has sufficient resit opportunities available, the student will be given the option to re-sit to go forward with accreditation (if achieving 40% or more on resit) or to forfeit the accreditation.

Other eligibility criteria

21.4 Accreditation only applies to MSc awards: all other exit awards (e.g., PgDip and PgCert) are ineligible for an accredited award.

21.5 Students with RPL at Level 7 can only receive an accredited award if the prior learning being recognised maps to the UKSPEC AHEP Learning Outcomes of the modules to which the RPL applies.

From 2022/23 intakes onwards the following additional PSRs apply

Exit and intended awards – MSc

21.6 Any student studying on the MSc accredited degree that does not fully meet the requirements for accreditation but fully satisfies the requirements for a DMU Masters degree award will be awarded the non-accredited 'MSc [programme title] Studies'.

22. Advanced Motorsport Engineering MSc, H33071

Owning board TBC

For all new students from June 2021 until end of January 2023

Module length

22.1 The maximum period to complete a 15 credit PGT module is 55 days (unless a holiday/interruption/deferral/extension is in place).

22.2 The maximum period to complete a 60 credit PGT module is 180 days (unless a holiday/interruption/deferral/extension is in place).

22.3 Students may submit earlier. Unauthorised late submission of assessment regulations also applies.

Proceeding

22.4 Proceeding occurs on a module-to-module (i.e., sequential) basis: a student cannot proceed to the next module until the preceding module has been passed. Proceeding is permitted on unratified results to allow students to proceed on their programme of study between assessment boards.

22.5 Proceeding between DMU boards is to be managed by NDA/NMA to ensure effective monitoring of students & full adherence to the regulations specified above.

Reassessment

22.6 Students have one reassessment opportunity per module.

22.7 There is no opportunity for re-assessment with mandatory attendance on this programme.

Unauthorised late submission of assessments

22.8 If an assessment is submitted 1-10 university working days late the mark for the work will be capped at the pass mark of 50 per cent for postgraduate modules.

22.9 If an assessment is submitted beyond 10 university working days late the work will receive a mark of zero per cent.

Extending assessment deadlines

22.10 Students may request an extension to an assessment deadline using the extension to coursework application form. The request should be made to the module leader in advance of the deadline. The module leader has the discretion to grant an extension of up to 10 university working days.

22.11 The Associate Dean (Academic) or nominee may exceptionally approve longer extensions of up to 10 university working days from the date of an already approved extension deadline. A further extension request form with timely supporting evidence (covering the current extension period) should be submitted by the student to the module leader, who will seek the approval of the Associate Dean (Academic) or nominee. The outcome will be communicated to the student by the module leader.

Assessment Boards

22.12 Single tier assessment boards will continue to be in operation.

From February 2023 for new students

Module length

22.13 The maximum period to complete a 15 credit PGT module is 55 days (unless a holiday/interruption/deferral/extension is in place).

22.14 The maximum period to complete a 60 credit PGT module is 180 days (unless a holiday/interruption/deferral/extension is in place).

22.15 Students may submit earlier. Unauthorised late submission of assessment regulations also applies.

Proceeding

22.16 Proceeding occurs on a module-to-module (i.e., sequential) basis: a student cannot proceed to the next module until the preceding module has been passed. Proceeding is permitted on unratified results to allow students to proceed on their programme of study between assessment boards.

22.17 Proceeding between DMU boards is to be managed by NDA/NMA to ensure effective monitoring of students & full adherence to the regulations specified above.

Reassessment

22.18   The two reassessment opportunities available in each module can only be offered if possible, and if taken, within the time constraints placed by the other programme-specific regulations stated for these programmes.

22.19   There is no opportunity for re-assessment with mandatory attendance on this programme.

23. Master of Architecture (MArch) K10047 FT; K10048 PT

Owning board TBC, PSRB: Royal Institute of British Architects (RIBA) and Architects' Registration Board (ARB)

Credit accumulation and award

23.1   To gain the award of MArch a student requires 240 credits of which 120 are at level 7 and 120 are at level 6.

Credit accumulation and compensation

23.2   Students are not eligible for compensation. All modules are must-pass modules and therefore students must achieve a pass mark of 40%.

Substitution of Failed Modules

23.3   The generic regulation is not applicable to MArch.

Proceeding from level to level

23.4   Students must pass all modules in the year of study before proceeding to the next year of study. This applies to both full-time and part- time students.

Reassessment Opportunities

23.5   Students are entitled to two reassessment attempts in each of the modules on the programme.

Honours Degree Classification

23.6   The MArch award may be made at pass level, with merit or with distinction. The overall aggregate mark is calculated from the average of all module marks in the programme, taking into account module credit weighting.

23.7   A distinction may be awarded if a student has an average of 70% or above across all modules, taking into account the module credit weightings.

23.8   A merit may be awarded if a student has an average of 60% or above, taking into account the module credit weightings.

23.9   The programme is not eligible for consideration band rules.

Direct Entry/RPL

23.10   Direct entry into the M Arch is not permitted

Returning from Academic Failure

23.11   The Programme follows postgraduate regulations related to return to study

MArch Exit Awards

23.12   To attain the MArch itself all the modules that comprise it must be passed at 40%. This is enforced in order to comply with the professional bodies' requirements, which allow the university award to replace the professional body award – ARB and RIBA Part 2. Furthermore, all the modules in each year of the programme must be passed at 40% before the student can proceed to the next year.

23.13   The University wishes to recognise the achievements of those students who only pass some of the modules, however, and the exit awards are designed to do this. The Graduate Certificate in Architectural Studies recognizes passing of the modules comprising the first part of the programme, the Advanced Graduate Certificate in Architectural Studies recognizes passing of the modules comprising the first part of the programme plus, the Design Thesis module or the three remaining modules that comprise the second part of the programme. Thus students will have to have entered the second part of the programme to be eligible for either of the exit awards.

23.14   As the achievement of these exit awards only means partial completion of the MArch Programme, the awards CANNOT be recognised by the professional bodies RIBA and ARB and will NOT therefore be validated nor prescribed by them. So they do NOT provide exemption from the RIBA Part 2 examination for professional qualification and are NOT ARB prescribed. As these are exit awards only, students cannot enrol onto the modules with a view to attaining the exit awards. In order to avoid any ambiguity as to standards required, the pass mark has to remain at 40% for the modules, as required by the professional bodies, and no condonements or lower pass marks will be allowed.

23.15   Graduate Certificate in Architectural Studies

- ARCH 3411 – Design 1 (30cr)

- ARCH 3412 – Design 2 (30cr)

- ARCH 3413 – Technical Realisation (30cr)

- ARCH 5013 – Comprehensive Dissertation (30cr)

23.16   Advanced Graduate Certificate in Architectural Studies

- ARCH 3411 – Design 1 (30cr)

- ARCH 3412 – Design 2 (30cr)

- ARCH 3413 – Technical Realisation (30cr)

- ARCH 5013 – Comprehensive Dissertation (30cr)

- Plus ARCH5012 Design Thesis (60cr) or all three of ARCH3414 Practice Management and Law (30cr), ARCH5014 ADRS (15cr) and ARCH5015 Integrated Technology (15cr)

24. PG Dip Architectural Practice

Owning board TBC, PSRB: Royal Institute of British Architects (RIBA) Architects' Registration Board (ARB)

Determination of Final Award

24.1 To become eligible for the award of Post-Graduate Diploma in Architectural Practice, candidates must satisfy the Examination Board in respect of the following; the satisfactory completion and passing of every component of each of the course modules:

- Module ARCH 5210 – Practice, Management and Law;

- Module ARCH 5211 - Case Study;

- Module ARCH 5212 - Evaluation of Practical Experience & PEDRs;

- Module ARCH 5213 - Practice Paper Exam and Professional Interview;

Please note that the Professional Interview is the summative assessment of the course and overrides all other elements of the Course. If a candidate fails or is referred in the Professional Interview they cannot go forward for the award and must normally wait a minimum of 12 months before they can attend another Interview.

Failure in Assessment/Non-Attendance

24.2 A student who fails a component within ARCH5210 may undertake an in-year retrieval of the failure. The component mark will be capped at 50%

24.3 A student who fails a module and as such fails to satisfy the Examination Board in all or part of the overall assessment, and/or fails to attend some part of the course, may be permitted to re-sit appropriate examinations, resubmit work, and/or to attend a specific part of the course, once more, on such terms and conditions and after such a period as the Examination Board may prescribe.

24.4   A Referred Candidate must attend a Professional Interview as directed by the Examination Board. This will normally be after a minimum of 12 months.

Diploma Classification

24.5   The Post-Graduate Diploma is awarded as a 'Pass' or 'Fail'.

24.6   A Pass shall normally be awarded in the case where the student has achieved a pass in all essential components of each module with a mark of 50% or above.

Course Duration

24.7   The course is of one year's duration. Candidates have a right of referral according to university regulations. A candidate can be registered on the course for a maximum of three years, with one reassessment opportunity.

RIBA Examination in Professional Practice (Part 3)

24.8   All students gaining the Post-Graduate Diploma in Architectural Practice are deemed to have gained exemption from the RIBA Examination in Professional Practice and are eligible for registration as architects through the ARB and membership of the RIBA.

25.   MSc Cultural Events Management

Owning board TBC

Proceeding

25.1   Students must have passed a minimum of 60 credits to be eligible to undertake placement work in an external organisation (AMAN5116). Students who do not meet this criterion can proceed to an alternative project assessment once they have passed a minimum of 30 credits overall.

26.   MA Business of Motorsport N1C675

Owning Board TBC

From June 2021 until end of January 2023 for new students

Module length

26.1   Full time study - The maximum period to complete 2 x 15 credit PGT modules is 50 days (unless a holiday/interruption/deferral/extension is in place).

26.2   The maximum period to complete the final 30 & 60 credit PGT module combined is 145 days (unless a holiday/interruption/deferral/extension is in place).

26.3   Part time Study - The maximum period to complete 2 x 15 credit PGT modules is 100 days (unless a holiday/interruption/deferral/extension is in place)

26.4   The maximum period to complete the final 30 & 60 credit PGT module combined is 290 days (unless a holiday/interruption/deferral/extension is in place)

26.5   Students may submit earlier. Unauthorised late submission of assessment regulations also applies.

Proceeding

26.6   Proceeding is permitted on unratified results to allow students to proceed on their programme of study between assessment boards.

26.7   Proceeding between DMU boards is to be managed by NDA/NMA to ensure effective monitoring of students & full adherence to the regulations specified above.

Reassessment

26.8   There is no opportunity for re-assessment with mandatory attendance on this programme.

26.9   Students have one reassessment opportunity per module

Unauthorised late submission of assessments

26.10   If an assessment is submitted 1-10 university working days late the mark for the work will be capped at the pass mark of 40 per cent for undergraduate modules or 50 per cent for postgraduate modules (Reg 29, Continuing L6 & L7 academic regulations 23/24).

26.11   If an assessment is submitted beyond 10 university working days late the work will receive a mark of zero per cent (Reg 30, Continuing L6 & L7 academic regulations 23/24).

Extending assessment deadlines

26.12   Students may request an extension to an assessment deadline using the extension to coursework application form. The request should be made to the module leader in advance of the deadline. The module leader has the discretion to grant an extension of up to 10 university working days.

26.13   The Associate Dean (Academic) or nominee may exceptionally approve longer extensions of up to 10 university working days from the date of an already approved extension deadline. A further extension request form with timely supporting evidence (covering the current extension period) should be submitted by the student to the module leader, who will seek the approval of the Associate Dean (Academic) or nominee. The outcome will be communicated to the student by the module leader.

Assessment Boards

26.14   Single tier assessment boards will continue to be in operation.

From February 2023 for new students

Module length

26.15   Full time study - The maximum period to complete 2 x 15 credit PGT modules is 50 days (unless a holiday/interruption/deferral/extension is in place)

26.16   The maximum period to complete the final 30 & 60 credit PGT module combined is 145 days (unless a holiday/interruption/deferral/extension is in place)

26.17   Part time Study - The maximum period to complete 2 x 15 credit PGT modules is 100 days (unless a holiday/interruption/deferral/extension is in place)

26.18   The maximum period to complete the final 30 & 60 credit PGT module combined is 290 days (unless a holiday/interruption/deferral/extension is in place)

26.19   Students may submit earlier. Unauthorised late submission of assessment regulations also applies

Proceeding

26.20   Proceeding is permitted on unratified results to allow students to proceed on their programme of study between assessment boards.

26.21   Proceeding between DMU boards is to be managed by NDA/NMA to ensure effective monitoring of students & full adherence to the regulations specified above.

Reassessment

26.22   There is no opportunity for re-assessment with mandatory attendance on this programme.

26.23   The two reassessment opportunities available in each module can only be offered if possible, and if taken, within the time constraints placed by the other programme specific regulations stated for these programmes.

Reassessment opportunities

26.24   Reassessment opportunities for students entering the university with RPL will be determined by the modules to be studied on programme and by the time constraints placed by other programme-specific regulation statements for these programmes.

Assessment Boards

26.25   Single tier assessment boards will remain in operation.

27. Programme specific regulations for National Design Academy (UG)

Owning board TBC

27.1   Programmes:

- FdA Interior Design W25012

- FdA Heritage Interior Design W25013

- BA (Hons) Interior Design W25044

- BA (Hons) Heritage Interior Design W2045

- BA (Hons) Interior Design (Top-up) W25046

- BA (Hons) Heritage Interior Design (Top-up) W25047

- FdA Retail Design W29011

- BA (Hons) Retail Design W29041

- BA (Hons) Design for Outdoor Living W29042

- BA (Hons) Retail Design (Top-up) W29043

- BA (Hons) Design for Outdoor Living (Top-up) W29044

Students up to end of June 2021 that have not since moved levels

Passing a module/Compensation

27.2   All modules must be passed at 40%. No compensation is available.

Reassessment

27.3   A student will have a maximum of 90 credits of reassessment opportunities at each level of study.

27.4   There is no opportunity for reassessment with mandatory attendance on this programme.

Unauthorised late submission of assessments

27.5   If an assessment is submitted 1-10 university working days late the mark for the work will be capped at the pass mark of 40 per cent for undergraduate modules or 50 per cent for postgraduate modules

27.6   If an assessment is submitted beyond 10 university working days late the work will receive a mark of zero per cent.

Proceeding

27.7 Proceeding occurs on a module-to-module (i.e., sequential) basis: a student cannot proceed to the next module until the preceding module has been passed. Proceeding is permitted on unratified results to allow students to proceed on their programme of study between assessment boards.

Extending assessment deadlines

27.8 Students may request an extension to an assessment deadline using the extension to coursework application form. The request should be made to the module leader in advance of the deadline. The module leader has the discretion to grant an extension of up to 10 university working days.

27.9 The Associate Dean (Education) or nominee may exceptionally approve longer extensions of up to 10 university working days from the date of an already approved extension deadline. A further extension request form with timely supporting evidence (covering the current extension period) should be submitted by the student to the module leader, who will seek the approval of the Associate Dean (Education) or nominee. The outcome will be communicated to the student by the module leader.

Reassessment opportunities

27.10 Reassessment opportunities for students entering the university with RPL will be in proportion to their study at the university compared to the full programme of study. This information will be provided at initial registration with the university or as soon as possible thereafter.

Assessment Boards

27.11 Single tier assessment boards will continue to be in operation

From July 2021 until end of January 2023, for existing students within levels

Passing a module/Compensation

27.12 All modules must be passed at 40%. No compensation is available.

Reassessment

27.13 A student will have a maximum of 90 credits of reassessment opportunities at each level of study.

27.14 There is no opportunity for re-assessment with mandatory attendance on this programme.

Module length

27.15 The maximum period to complete a 30 credit UG module is 77 days (unless a holiday/interruption/deferral/extension is in place) The maximum period to complete a

60 credit UG module is 150 days (unless a holiday/interruption/deferral/extension is in place).

27.16 Students may submit earlier. Unauthorised late submission of assessment regulations also applies.

Unauthorised late submission of assessments

27.17 If an assessment is submitted 1-10 university working days late the mark for the work will be capped at the pass mark of 40 per cent for undergraduate modules or 50 per cent for postgraduate modules

27.18 If an assessment is submitted beyond 10 university working days late the work will receive a mark of zero per cent

Proceeding

27.19 Proceeding occurs on a module-to-module (i.e., sequential) basis: a student can proceed to the next module providing they are carrying no more than 30 credits of failure. Proceeding is permitted on unratified results to allow students to proceed on their programme of study between assessment boards.

Proceeding between levels of study

27.20 Students must have passed at least 90 credits of modules to proceed to the next level of undergraduate study.

27.21 Proceeding between DMU boards is to be managed by NDA/NMA to ensure effective monitoring of students & full adherence to the regulations specified above.

Extending assessment deadlines

27.22 Students may request an extension to an assessment deadline using the extension to coursework application form. The request should be made to the module leader in advance of the deadline. The module leader has the discretion to grant an extension of up to 10 university working days.

27.23 The Associate Dean (Education) or nominee may exceptionally approve longer extensions of up to 10 university working days from the date of an already approved extension deadline. A further extension request form with timely supporting evidence (covering the current extension period) should be submitted by the student to the module leader, who will seek the approval of the Associate Dean (Education) or nominee. The outcome will be communicated to the student by the module leader.

Reassessment opportunities

27.24 Reassessment opportunities for students entering the university with RPL will be in proportion to their study at the university compared to the full programme of study.

This information will be provided at initial registration with the university or as soon as possible thereafter.

Assessment Boards

27.25   Single tier assessment boards will continue to be in operation

Repeating an undergraduate level of study

27.26   Repeating a level of study is NOT allowed.

From February 2023, for all new students and any moving between levels of study

Passing a module/Compensation

27.27   All modules must be passed at 40%. No compensation is available.

Reassessment

27.28   The two reassessment opportunities available in each module can only be offered if possible, and if taken, within the time constraints placed by the other programme-specific regulations stated for these programmes.

27.29   There is no opportunity for re-assessment with mandatory attendance on this programme.

Module length

27.30   The maximum period to complete a 30 credit UG module is 77 days (unless a holiday/interruption/deferral/extension is in place) The maximum period to complete a 60 credit UG module is 150 days (unless a holiday/interruption/deferral/extension is in place).

27.31   Students may submit earlier. Unauthorised late submission of assessment regulations also applies.

Proceeding

27.32   Proceeding occurs on a module-to-module (i.e., sequential) basis: a student can proceed to the next module providing they are carrying no more than 30 credits of failure. Proceeding is permitted on unratified results to allow students to proceed on their programme of study between assessment boards.

Proceeding between levels of study

27.33   Students must have passed at least 90 credits of modules to Proceed to the next level of undergraduate study.

27.34   Proceeding between DMU boards is to be managed by NDA/NMA to ensure effective monitoring of students & full adherence to the regulations specified above.

Reassessment opportunities

27.35 Reassessment opportunities for students entering the university with RPL will be determined by the modules to be studied on programme and by the time constraints placed by other programme-specific regulation statements for these programmes.

Assessment Boards

27.36 Single tier assessment boards will remain in operation.

Repeating an undergraduate level of study

27.37 Repeating a level of study is not allowed.

28. Programme specific regulations for National Design Academy, MA Interior Design, W25072

Owning board TBC

From June 2021 until end of January 2023 for new students

Module length

28.1 The maximum period to complete a 15 credit PGT module is 55 days (unless a holiday/interruption/deferral/extension is in place).

28.2 The maximum period to complete a 30 credit PGT module is 110 days (unless a holiday/interruption/deferral/extension is in place).

28.3 The maximum period to complete a 60 credit PGT module is 180 days (unless a holiday/interruption/deferral/extension is in place).

28.4 Students may submit earlier. Unauthorised late submission of assessment regulations also applies.

Proceeding

28.5 Proceeding occurs on a module-to-module (i.e., sequential) basis: a student cannot proceed to the next module(s) until the preceding module has been passed. Proceeding is permitted on unratified results to allow students to proceed on their programme of study between assessment boards.

28.6 Proceeding between DMU boards is to be managed by NDA/NMA to ensure effective monitoring of students & full adherence to the regulations specified above.

Reassessment

28.7 There is no opportunity for re-assessment with mandatory attendance on this programme.

28.8 Students have one reassessment opportunity per module

Unauthorised late submission of assessments

28.9 If an assessment is submitted 1-10 university working days late the mark for the work will be capped at the pass mark of 40 per cent for undergraduate modules or 50 per cent for postgraduate modules.

28.10 If an assessment is submitted beyond 10 university working days late the work will receive a mark of zero per cent.

Extending assessment deadlines

28.11 Students may request an extension to an assessment deadline using the extension to coursework application form. The request should be made to the module leader in advance of the deadline. The module leader has the discretion to grant an extension of up to 10 university working days.

28.12 The Associate Dean (Academic) or nominee may exceptionally approve longer extensions of up to 10 university working days from the date of an already approved extension deadline. A further extension request form with timely supporting evidence (covering the current extension period) should be submitted by the student to the module leader, who will seek the approval of the Associate Dean (Academic) or nominee. The outcome will be communicated to the student by the module leader.

Assessment Boards

28.13 Single tier assessment boards will continue to be in operation.

From February 2023 for new students

Module length

28.14 The maximum period to complete a 15 credit PGT module is 55 days (unless a holiday/interruption/deferral/extension is in place).

28.15 The maximum period to complete a 30 credit PGT module is 110 days (unless a holiday/interruption/deferral/extension is in place).

28.16 The maximum period to complete a 60 credit PGT module is 180 days (unless a holiday/interruption/deferral/extension is in place).

28.17 Students may submit earlier. Unauthorised late submission of assessment regulations also applies.

Proceeding

28.18 Proceeding occurs on a module-to-module (i.e., sequential) basis: a student cannot proceed to the next module until the preceding module has been passed. Proceeding is

permitted on unratified results to allow students to proceed on their programme of study between assessment boards.

28.19   Proceeding between DMU boards is to be managed by NDA/NMA to ensure effective monitoring of students & full adherence to the regulations specified above.

Reassessment

28.20   Students have two reassessment opportunities available in each module to retrieve one or more failed assessment components. These reassessment opportunities can only take place if permitted within the time constraints placed by other programme-specific regulations stated for these programmes.

28.21   There is no opportunity for re-assessment with mandatory attendance on this programme.

Reassessment opportunities

28.22   The two reassessment opportunities available in each module can only be offered if possible, and if taken, within the time constraints placed by the other programme specific regulations stated for these programmes.

28.23   Reassessment opportunities for students entering the university with RPL will be determined by the modules to be studied on programme and by the time constraints placed by other programme-specific regulation statements for these programmes.

Assessment Boards

28.24   Single tier assessment boards will remain in operation

29.   Programme specific regulations for Society of Local Council Clerks

Owning Board TBC

29.1   Programmes:

- Undergraduate L29041 Community Governance Level 4

- Undergraduate L29042 Community Governance Level 5

- Undergraduate L29043 Community Governance Level 6

- Postgraduate L4N27 MA Public Leadership Level 7

    Note these programmes are not delivered in block mode.

Introduction to programmes

29.2   A choice of 15 credit modules are available at Level 4 to offer alternatives under the two essential themes of planning and management.

Methods for calculating undergraduate award classifications

29.3   A student will receive a pass, merit or distinction in line with their overall performance

29.4   CertHE with distinction if the overall average mark of the modules studied is 70 per cent or above.

29.5   CertHE with merit if the overall average mark of the modules studied is 60-69 per cent.

29.6   CertHE pass if they have an average mark of at least 40 per cent across the modules studied

Maximum periods of registration

29.7   Maximum periods of registration – these may be exceptionally extended at the discretion of the Associate Dean (Academic) noting the programmes utilise alternate year delivery

Volume of RPL credit which can be allowed

29.8   Any application of recognition of Prior Learning (RPL) requires programme leader approval and will be considered on a case-by-case basis. No more than 30 credits of RPL are permitted at Level 4 & it must exclude SLCC1010 and SLCC1011.

30.   Cyber Security Technical Professional, I10067

Apprenticeship standard: ST0409 (updated August 2022 – V1.1)
Owning board TBC

Undergraduate Proceeding

30.1   Students on block mode delivery can proceed to the next level of study carrying a maximum of 30 credits of non-compensatable failed modules from the current level of study.

Gateway Progression

30.2   There is one gateway progression point on this programme. Successful achievement of Gateway is required to proceed to the End Point Assessment (EPA).

- The employer confirms that the apprentice is ready for the EPA and has met all the knowledge, skills and behaviours (KSBs) set out in the occupational standard.

- The apprentice has completed and received 350 credits from all of the non-EPA modules on the BSc (Hons) Cyber Security Technical Professional degree.

- The apprentice has passed Level 2 English and Mathematics (if not already achieved). For those with an education, health and care plan, or a legacy statement, the minimum requirement for English and Mathematics is Entry

Level 3. British Sign Language (BSL) qualifications are an alternative to English qualifications for those whose primary language is BSL.

- The apprentice has produced a portfolio in relation to the KSBs set out in the occupational standard.

Overall grading of the EPA and the Cyber Security Technical Professional apprenticeship, and the awarding of the BSc (Hons) Cyber Security Technical Professional degree

30.3 The Cyber Security Technical Professional programme is an integrated degree apprenticeship programme whereby the BSc (Hons) Cyber Security Technical Professional degree cannot be awarded unless the Cyber Security Technical Professional apprenticeship is passed, and vice versa.

30.4 The apprenticeship is assessed via a 10 credit End-Point Assessment (EPA) which must take place within three months of the EPA Gateway. The EPA is 'must pass' for both the apprenticeship and degree awards. All assessment methods are 'must pass' for the EPA to be passed overall.

30.5 The grade outcome of the EPA is one of Fail, Pass, Merit or Distinction. The grade outcome of Assessment Method 1: Practical Test is one of Fail, Pass or Distinction. The grade outcome of Assessment Method 2: Technical Discussion is one of Pass or Fail. The table below shows how an overall grade for the EPA is determined from the two EPA assessment methods.

Assessment Method 1: Practical Test	Assessment Method 2: Technical Discussion	Overall EPA Grade
Fail	Any grade	Fail
Any grade	Fail	Fail
Pass	Pass	Pass
Merit	Pass	Merit
Distinction	Pass	Distinction

30.6 The apprentice must provide the portfolio to the EPA Organisation (EPAO) at least one week before the commencement of the Technical Discussion.

30.7 The outcome EPA grade is also the overall apprenticeship grade, this being one of Fail, Pass, Merit or Distinction.

30.8 The classification of the BSc (Hons) Cyber Security Technical Professional degree does not take into account the EPA grade. The classification is therefore based on the best 105 out of 120 credits gained at Level 5 together with the best 105 of the 110 non-EPA credits gained at Level 6 (triple weighted).

30.9   If the resultant overall average mark for classification is within two per cent of the next classification band then is in the consideration band then two tests are applied to the Level 6 non-EPA credits:

- Is the average mark across the 110 Level 6 non-EPA credits in the next classification band?

- Are 55 credits of the 110 non-EPA credits at level 6 in the next classification band?

30.10   If the answer to one or both of the two tests is 'YES' then the student is awarded the next classification band.

Exit Awards

30.11   All programme exit awards that are not the intended academic award associated with the apprenticeship are entitled 'Cyber Security Technical Studies'.

Reassessment of the EPA

30.12   Apprentices who fail one or more EPA assessment methods may, depending on their employers, be offered the opportunity to take a re-sit/re-take. A re-sit does not require further learning, whereas a re-take does. Apprentices should have a supportive action plan to prepare for the re-sit or re-take. The apprentice's employer will need to agree that either a re-sit or re-take is an appropriate course of action.

30.13   Both assessment methods must be successfully passed within 3 months of the gateway, otherwise the entire EPA must be re-sat/re-taken.

30.14   Re-sits/re-takes must not be offered to apprentices wishing to move from pass to a higher grade.

30.15   There are no restrictions on the grade awarded in the case of a re-sit/re-take.

Compensation

30.16   Level 6 compensation is permitted in 30 credits of the 110 non-EPA credits for the BSc (Hons) Cyber Security Technical Professional award to be awarded.

31.   Digital and Technology Solutions Professional, I10065

Apprenticeship standard: ST0119 (updated September 2023 – V1.2)
Owning board TBC

Undergraduate Proceeding

31.1   Students on block mode delivery can proceed to the next level of study carrying a maximum of 30 credits of non-compensatable failed modules from the current level of study.

Gateway Progression

31.2   There is one gateway progression point on this programme. Successful achievement of Gateway is required to proceed to the End Point Assessment (EPA). Gateway is successfully achieved when:

- The employer has confirmed that the apprentice has obtained sufficient knowledge, skills and behaviours (KSBs) to complete the degree apprenticeship.

- The apprentice has confirmed that they are ready to take the EPA.

- The apprentice has completed and passed all required elements of the Digital and Technology Solutions Professional degree apprenticeship except the EPA.

- The apprentice has passed Level 2 English and Mathematics (if not already achieved). For those with an education, health and care plan, or a legacy statement, the minimum requirement for English and Mathematics is Entry Level 3. British Sign Language (BSL) qualifications are an alternative to English qualifications for those whose primary language is BSL.

- The apprentice has produced and submitted a portfolio of evidence for the 'professional discussion underpinned by a portfolio' EPA assessment method.

- The apprentice has submitted a Project title and summary for the 'project report with presentation, questions and answers' EPA assessment method, and that this has been signed off by the EPAO to confirm its suitability.

31.3   The EPAO <u>may</u> also request additional organisation-specific policies and procedures information to be submitted at Gateway: the apprentice must provide these at Gateway if they are requested.

31.4   Overall grading of the EPA and the Digital and Technology Solutions Professional apprenticeship, and the awarding of the BSc (Hons) Digital and Technology Solutions Professional degree

31.5 The Digital and Technology Solutions Professional programme is an integrated degree apprenticeship programme whereby the BSc (Hons) Digital and Technology Solutions Professional degree cannot be awarded unless the Digital and Technology Solutions Professional apprenticeship is passed, and vice versa.

31.6 The apprenticeship is assessed via a 30 credit End-Point Assessment (EPA). The EPA is 'must pass' for both the apprenticeship and degree awards. Both assessment methods are 'must pass' for the EPA to be passed overall.

31.7 The grade outcome of the EPA is one of Fail, Pass, Merit or Distinction. The grade outcome of each of the two EPA assessment method is one of Fail, Pass or Distinction. The table below shows how an overall grade for the EPA is determined from the two EPA assessment methods.

Assessment Method 1: Project Report with Presentation, Questions and Answers	Assessment Method 2: Professional Discussion underpinned by a Portfolio	Overall EPA Grade
Fail	Any grade	Fail
Any grade	Fail	Fail
Pass	Pass	Pass
Pass	Distinction	Merit
Distinction	Pass	Merit
Distinction	Distinction	Distinction

31.8 EPA Assessment methods can be taken in any order, and the result of one EPA assessment method does not need to be known before starting the next.

31.9 The outcome EPA grade is also the overall apprenticeship grade, this being one of Fail, Pass, Merit or Distinction.

31.10 Each EPA assessment method will also be marked as a percentage in relation to stated academic objectives and will be combined using equal component weighting to form a percentage mark for the EPA for BSc (Hons) degree classification purposes. If an EPA assessment method receives a pass grade or higher for the apprenticeship then a pass percentage mark of 40% is the minimum that can be awarded. If an EPA assessment method receives a fail grade for the apprenticeship then a fail percentage mark (less than 40%) must be awarded.

Exit Awards

31.11 All programme exit awards that are not the intended academic award of the degree apprenticeship are entitled 'BSc Digital and Technology Solutions', 'DipHE Digital and Technology Solutions' and 'CertHE Digital and Technology Solutions'.

Reassessment of the EPA

31.12   Apprentices who fail one or more assessment methods may be offered the opportunity to take a re-sit or a re-take at their employer's discretion. A re-sit does not need further learning, whereas a re-take does. The apprentice should have a supportive action plan to prepare for a re-sit or a re-take. The apprentice's employer needs to agree that a re-sit or re-take is appropriate.

31.13   The employer and EPAO must agree the timescale for a re-sit or re-take. A re-sit is typically taken within 3 months of the EPA outcome notification. If the apprentice obtains a fail grade on the project assessment method, they must amend the project output in line with the independent assessor's feedback. The apprentice will be given 4 weeks to rework and submit the amended report. The timescale for a re-take is dependent on how much re-training is required and is typically taken within 6 months of the EPA outcome notification. Assessment methods graded as fail must be re-sat or re-taken within a 6-month period from the EPA outcome notification, otherwise the entire EPA will need to be re-sat or re-taken in full.

31.14   Re-sits and re-takes are not offered to an apprentice wishing to move from pass to a higher grade.

31.15   The apprentice will get a maximum EPA grade of merit for a re-sit or re-take, unless the EPAO determines there are exceptional circumstances.

32.   Business Analyst

Apprenticeship standard: ST0117 (updated December 2022 – V1.1)
Owning board TBC

Gateway progression

32.1   There is one Gateway progression point on this programme. Successful achievement of Gateway is required to proceed to the End Point Assessment (EPA).

32.2   Gateway is successfully achieved when:

- The employer is satisfied (and has evidenced that satisfaction in writing) that the apprentice is consistently working at, or above, the level set out in the occupational standard. To determine an apprentice's occupational competence, the employer may take advice from the apprentice's training provider.

- The apprentice has passed Level 2 English and Mathematics (if not already achieved). For those with an education, health and care plan, or a legacy statement, the minimum requirement for English and Mathematics is Entry

Level 3. British Sign Language (BSL) qualifications are an alternative to English qualifications for those whose primary language is BSL.

- The apprentice has submitted a portfolio of evidence to the EPA Organisation (EPAO), that is compliant with the EPAO's portfolio requirements, to underpin the Professional Discussion.

- A project proposal title and summary will be submitted to the EPAO at Gateway, thereby allowing the EPAO to confirm that the proposal title and summary is appropriate. (Following Gateway, the EPAO will confirm within 2 weeks of receiving the proposal title and summary that it is suitable and provides scope to meet the required KSBs.)

Overall grading of the EPA and the Business Analyst apprenticeship

32.3   This is a non-integrated apprenticeship. The apprenticeship is assessed via a zero-credit End-Point Assessment (EPA), which must take place within the EPA period. The EPA is 'must pass' for the apprenticeship to be passed. All assessment methods are 'must pass' for the EPA to be passed overall.

32.4   The grade outcome of the EPA is one of fail, pass, merit or distinction. The grade outcome of each EPA assessment method is one of Fail, Pass or Distinction. The table below shows how an overall grade for the EPA is determined from the two EPA assessment methods.

Assessment Method 1: Project Proposal with Presentation and Questioning	Assessment Method 2: Professional Discussion underpinned by Portfolio	Overall EPA Grade
Fail	Any grade	Fail
Any grade	Fail	Fail
Pass	Pass	Pass
Pass	Distinction	Merit
Distinction	Pass	Merit
Distinction	Distinction	Distinction

32.5   EPA Assessment methods can be taken in any order, and the result of one EPA assessment method does not need to be known before starting the next.

32.6   The outcome EPA grade is also the overall apprenticeship grade, this being one of Fail, Pass, Merit or Distinction.

Exit awards

32.7 Any student not fully meeting the requirements for the Business Analyst Level 4 Apprenticeship award, but achieving 120 credits, will be awarded a Certificate in Higher Education (CertHE) Business Analyst.

Reassessment of the EPA

32.8 Apprentices who fail one or more assessment methods will be offered the opportunity to take a re-sit or a re-take. A re-sit does not require further learning, however a re-take does. The apprentice should have a supportive action plan to prepare for the re-sit or re-take. The apprentice's employer will need to agree whether a re-sit or re-take is an appropriate course of action.

32.9 An apprentice who fails one or more assessment methods, and therefore the EPA in the first instance, will be required to re-sit or re-take the failed assessment methods only.

32.10 The time duration for a re-sit or re-take is agreed between the employer and EPAO. The exact time duration of a re-take will depend on how much re-training is required. Any assessment method's re-sit or re-take must be taken within a six-month period, otherwise the entire EPA must be taken again.

32.11 Re-sits and re-takes are not offered to apprentices wishing to move to a higher pass grade.

32.12 Where any assessment method has to be re-sat or re-taken, the apprentice will be awarded a maximum EPA grade of distinction.

33. Data Analyst, I20043

Apprenticeship standard: ST0118 (updated June 2021 – V1.1)
Owning board TBC

Gateway Progression

33.1 There is one Gateway progression point on this programme. Successful achievement of Gateway is required to proceed to the End Point Assessment (EPA).

33.2 Gateway is successfully achieved when:

- The employer is satisfied (and has evidenced that satisfaction in writing) that the apprentice is consistently working at, or above, the level set out in the occupational standard.

- The apprentice has passed Level 2 English and Mathematics (if not already achieved). For those with an education, health and care plan, or a legacy

statement, the minimum requirement for English and Mathematics is Entry Level 3. British Sign Language (BSL) qualifications are an alternative to English qualifications for those whose primary language is BSL.

- The apprentice has submitted a portfolio of evidence to the EPA Organisation (EPAO), that is compliant with the EPAO's portfolio requirements, to underpin the Professional Discussion.

- The University confirms that the apprentice has achieved the KBSs relevant to the CertHE qualification.

Overall grading of the EPA and the Data Analyst apprenticeship

33.3   This is a non-integrated apprenticeship. The apprenticeship is assessed via a zero-credit End-Point Assessment (EPA), which must take place within the EPA period. The EPA is 'must pass' for the apprenticeship to be passed. All assessment methods are 'must pass' for the EPA to be passed overall.

33.4   The grade outcome of the EPA is one of fail, pass, merit or distinction. The grade outcome of each EPA assessment method is one of Fail, Pass or Distinction. The table below shows how an overall grade for the EPA is determined from the two EPA assessment methods.

Assessment Method 1: Project with presentation and questioning	Assessment Method 2: Professional discussion with portfolio	Overall EPA Grade
Fail	Any grade	Fail
Any grade	Fail	Fail
Pass	Pass	Pass
Pass	Distinction	Merit
Distinction	Pass	Merit
Distinction	Distinction	Distinction

33.5   The outcome EPA grade is also the overall apprenticeship grade, this being one of Fail, Pass, Merit or Distinction.

Reassessment of the EPA

33.6   The maximum number of opportunities for reassessment of the EPA is determined by EPAO. Within this maximum number prescribed by the EPAO, it is up to the employer to determine how many opportunities are made available to a learner.

33.7   When reassessment in one or more assessment methods is permitted, a re-sit or re-take of an assessment method will be offered. A re-sit does not require further learning,

whereas a re-take does. Apprentices should have a supportive action plan to prepare for a re-sit or a re-take.

33.8   An apprentice who fails one or more assessment methods, and therefore the EPA in the first instance, will be required to re-sit or re-take the failed assessment method(s) only.

33.9   The timescale for a re-sit/re-take is agreed between the employer and EPAO. A re-sit is typically taken within two months of the EPA outcome notification. The timescale for a re-take is dependent on how much re-training is required and is typically taken within four months of the EPA outcome notification. All assessment methods must be taken within a six-month period, otherwise the entire EPA will need to be re-sat/re-taken.

33.10   Re-sits and re-takes are not offered to apprentices wishing to move to a higher pass grade.

33.11   Where any assessment method has to be re-sat or re-taken, the apprentice will be awarded a maximum EPA grade of distinction.

34.   Data Scientist (Integrated Degree) Apprenticeship, I20044

Apprenticeship standard: ST0585 (updated April 2024 – V1.1)
Owning board TBC

Undergraduate Proceeding

34.1   Students on block mode delivery can proceed to the next level of study carrying a maximum of 30 credits of non-compensatable failed modules from the current level of study.

Gateway Progression

34.2   There is one Gateway progression point on this programme. Successful achievement of Gateway is required to proceed to the End Point Assessment (EPA).

34.3   Gateway is successfully achieved when:

- The employer is satisfied that the apprentice is consistently working at, or above, the level set out in the occupational standard.

- The employer, in conference with the EPAO, has ensured that the apprentice has:

  o Met all the KSBs in the standard and received 300 credits from all the non-EPA degree modules.

- Completed a work-based project (to inform the Report) that consists of 30 credits.

- Completed a portfolio (to inform the Professional Discussion).

- Passed Level 2 English and Mathematics (if not already achieved). For those with an education, health and care plan, or a legacy statement, the minimum requirement for English and Mathematics is Entry Level 3. British Sign Language (BSL) qualifications are an alternative to English qualifications for those whose primary language is BSL.

Overall grading of the EPA and the Data Scientist apprenticeship, and the awarding of the BSc (Hons) Data Science degree

34.4 The Data Scientist programme is an integrated degree apprenticeship programme whereby the BSc (Hons) Data Science degree cannot be awarded unless the Data Scientist apprenticeship is passed, and vice versa.

34.5 The apprenticeship is assessed via a 60 credit End-Point Assessment (EPA) which must take place within the EPA period. The EPA is 'must pass' for both the apprenticeship and degree awards. All assessment methods are 'must pass' for the EPA to be passed overall.

34.6 The grade outcome of the EPA is one of Fail, Pass, Merit or Distinction. The grade outcome of the knowledge test assessment method is one of Fail or Pass. The grade outcome of the Report and Professional Discussion assessment methods is one of Fail, Pass or Distinction. The table below shows how an overall grade for the EPA is determined from the three EPA assessment methods.

Assessment Method 1: Knowledge Test	Assessment Method 2: Report	Assessment Method 3: Professional Discussion	Overall EPA Grade
Fail	n/a	n/a	Fail
Pass	Fail	Any grade	Fail
Pass	Any Grade	Fail	Fail
Pass	Pass	Pass	Pass
Pass	Distinction	Pass	Merit
Pass	Pass	Distinction	Merit
Pass	Distinction	Distinction	Distinction

34.7 The apprentice must undertake the Knowledge Test first and can only proceed to the other elements of the End-Point Assessment if they pass the Knowledge Test. The

apprentice will only proceed to take the Professional Discussion assessment if they have completed and submitted the Project Report to the independent assessor.

34.8   The outcome EPA grade is also the overall apprenticeship grade, this being one of Fail, Pass, Merit or Distinction.

34.9   Each EPA assessment method will also be marked as a percentage in relation to stated academic objectives and will be combined using equal component weighting to form a percentage mark for the EPA for BSc (Hons) degree classification purposes. If an EPA assessment method receives a pass grade or higher for the apprenticeship then a pass percentage mark of 40% is the minimum that can be awarded. If an EPA assessment method receives a fail grade for the apprenticeship then a fail percentage mark (less than 40%) must be awarded.

Reassessment of the EPA

34.10   Apprentices who fail one or more assessment methods will be offered the opportunity to take a re-sit or a re-take.   A re-sit does not require further learning, whereas a re-take does. Apprentices should have a supportive action plan to prepare for the resit or re-take.   The apprentice's employer will need to agree that a re-sit or re-take is an appropriate course of action.

34.11   Any assessment method's re-sit or re-take must be taken within 12 months of the original EPA, otherwise the entire EPA must be taken again.

34.12   Re-sits and re-takes are not offered to apprentices wishing to move to a higher pass grade.

34.13   The maximum grade awarded to a re-sit or re-take will be pass, unless the EPAO identifies exceptional circumstances beyond the apprentice's control accounting for the original fail.

35.   AI Data Specialist

Apprenticeship standard: ST0763 v1.0 (updated April 2021)
Owning board TBC

Gateway Progression

35.1   There is one Gateway progression point on this programme. Successful achievement of Gateway is required to progress to the End Point Assessment (EPA).

35.2   Gateway is successfully achieved when:

- The employer is satisfied (and has evidenced that satisfaction in writing) that the apprentice is consistently working at, or above, the level set out in the occupational standard. To determine an apprentice's occupational competence, the employer may take advice from the apprentice's training provider.

- The apprentice has passed Level 2 English and Mathematics (if not already achieved). For those with an education, health and care plan, or a legacy statement, the minimum requirement for English and Mathematics is Entry Level 3. British Sign Language (BSL) qualifications are an alternative to English qualifications for those whose primary language is BSL.

- For the Project Report with Presentation and supplementary Questioning:

  o A project brief will be submitted to the EPA Organisation (EPAO) at Gateway, thereby allowing the EPAO to provide the report title. (Following Gateway, the EPAO will provide the title of the report within 2 weeks of receiving the project brief.)

  o The project brief must scope out the work-based project and should include a summary of the stages covered by the work-based project and an overview of the tasks as well as the specific responsibilities and duties assigned and undertaken by the apprentice

Overall grading of the EPA and the Artificial Intelligence (AI) Data Specialist apprenticeship, and the awarding of the MSc AI Data Specialist degree

35.3   This is a non-integrated apprenticeship. The MSc AI Data Specialist cannot be awarded unless the Artificial Intelligence (AI) Data Specialist apprenticeship is passed, and vice versa.

35.4   The apprenticeship is assessed via a zero-credit End-Point Assessment (EPA) which must take place within the EPA period. The EPA is 'must pass' for both the Artificial Intelligence (AI) Data Specialist apprenticeship and the MSc AI Data Specialist awards. All assessment methods are 'must pass' for the EPA to be passed overall.

35.5   The grade outcome of the EPA is one of Fail, Pass, Merit or Distinction. The grade outcome of each EPA assessment method is one of Fail, Pass or Distinction. The table below shows how an overall grade for the EPA is determined from the three EPA assessment methods.

Assessment Method 1: Project report with Presentation and Supplementary Questioning	Assessment Method 2: Professional Discussion	Assessment Method 3: Technical Test	Overall EPA grading
Fail	Any grade	Any grade	Fail
Any grade	Fail	Any grade	Fail
Any grade	Any grade	Fail	Fail
Pass	Pass	Pass	Pass
Distinction	Pass	Pass	Pass
Pass	Distinction	Pass	Pass
Pass	Pass	Distinction	Pass
Distinction	Pass	Distinction	Merit
Pass	Distinction	Distinction	Merit
Distinction	Distinction	Pass	Merit
Distinction	Distinction	Distinction	Distinction

35.6   EPA Assessment methods can be taken in any order, and the result of one EPA assessment method does not need to be known before starting the next.

35.7   The outcome EPA grade is also the overall apprenticeship grade, this being one of Fail, Pass, Merit or Distinction.

Exit Awards

35.8   All programme exit awards that are not the intended MSc award for the apprenticeship are entitled 'AI Data Analytics Studies'.

35.9   The MSc AI Data Analytics Studies is awarded when 180 credits are achieved but the EPA has not been passed.

Reassessment of the EPA

35.10   Apprentices who fail one or more assessment method will be offered the opportunity to take a re-sit or a re-take. A re-sit does not require further learning, whereas a re-take does. Apprentices should have a supportive action plan to prepare for the re-sit or re-take. The apprentice's employer will need to agree that either a re-sit or re-take is an appropriate course of action.

35.11   An apprentice who fails an assessment method, and therefore the EPA in the first instance, will be required to re-sit or re-take that failed assessment method only. If an apprentice fails Assessment Method 1: Project report with presentation and supplementary questioning, the apprentice must produce and submit a new project

report and presentation. In this circumstance, the apprentice will be given a further 6 weeks in which to write and submit a new report followed by a further 2 weeks in which to submit a new presentation.

35.12   Any assessment method's re-sit or re-take must be taken during the maximum EPA period, otherwise the entire EPA must be taken again, unless in the opinion of the EPAO exceptional circumstances apply outside the control of the apprentice or their employer.

35.13   Re-sits and re-takes are not offered to apprentices wishing to move to a higher pass grade.

35.14   Where any assessment method has to be re-sat or re-taken, the apprentice will be awarded a maximum EPA grade of pass, unless the EPAO determines that there are exceptional circumstances requiring the re-sit or re-take.

36.   Architect Degree Apprenticeship

The apprenticeship programme level 7 combines the RIBA part 2 MArch Architecture programme and RIBA part 3 to create a 4 year apprenticeship course.

Owning board TBC, PSRB: Royal Institute of British Architects (RIBA) Architects' Registration Board (ARB)

Credit accumulation and award
36.1   To gain the award of MArch a student requires 240 credits of which 120 are at level 7 and 120 are at level 6. The MArch will only be awarded to an apprentice who has successfully met the requirements of RIBA Part 2

36.2   Credit accumulation and compensation

36.3   Apprentices are not eligible for compensation. All modules are must-pass modules and therefore apprentices must achieve a pass mark of 40%.

Substitution of Failed Modules
36.4   The generic regulation is not applicable to the MArch.

Proceeding from level to level
36.5   Apprentices must pass all modules in the year of study before proceeding to the next year of study.

Honours Degree Classification

36.6   The MArch award may be made at pass level, with merit or with distinction. The overall aggregate mark is calculated from the average of all module marks in the programme, taking into account module credit weighting.

36.7   A distinction may be awarded if a student has an average of 70% or above across all modules, taking into account the module credit weightings.

36.8   A merit may be awarded if a student has an average of 60% or above, taking into account the module credit weightings.

36.9   The programme is not eligible for consideration band rules.

PG Dip Architectural Practice

Failure in Assessment

36.10   A student who fails a component within ARCH5210 may undertake an in-year retrieval of the failure. The component mark will be capped at 50%

End Point Assessment

36.11   EPA will provide 30 credits. Apprentices cannot successfully complete their Part 3 qualification, and therefore the apprenticeship, without passing the EPA. Performance in the EPA will determine the apprenticeship grade of pass, merit or fail.

36.12   The Architect Apprenticeship Standard is mapped against the current ARB and RIBA Part 2 and Part 3 criteria. This apprenticeship enables apprentices to apply to become a Registered and Chartered Architect upon successful completion if they so wish- note that individuals need to hold ARB-prescribed awards at Part 1, Part 2 and Part 3 levels before they are eligible for registration. The Architect Apprenticeship Standard is designed to align with the latter two awards.

EPA:

Assessment Method	Area Assessed	Grading
Professional Interview supported by Career Appraisal	Components of knowledge, skill and behaviours from across the standard (Please refer to appendix B)	Fail/Pass/Merit
Case Study Report supported by Design Challenge	Components of knowledge, skill and behaviours from across the standard (Please refer to appendix B)	Fail/Pass/Merit

36.13   A summary of the EPA timeline is as follows:

- The Apprentice, Employer, and DMU will agree the '**Design Challenge**' within 4 weeks of the EPA start date. The '**Design Challenge**' must be work undertaken after the EPA start date.

- The **Case Study Report** must be submitted within 22 weeks of the EPA start date.

- The **Career Appraisal** must be submitted to the EPAO within 22 weeks of the EPA start date.

- The **Professional Interview** takes place within the final 2 weeks of the EPA

- Apprentices will complete the EPA within 6 months of going through the gateway to the EPA.

36.14   Each employer will be required to develop its own training plan in collaboration with a training provider mapped to the knowledge, skills and behaviours (KSB) as set out in the Architect Apprenticeship Standard.

36.15   The *Employer Occupational Brief* recommends how the employer could ensure that the apprentice is gaining appropriate on-the-job training to enable the apprentice to develop the relevant KSB throughout the apprenticeship programme and prior to undertaking the end point assessment (EPA).

36.16   It is estimated that the total length of the Part 2 and Part 3 qualifications will be typically **48** months with the EPA typically taking place in the **6** months after the gateway.

36.17   The *Employer Occupational Brief* is included in the *Architecture Apprenticeships Guide*. Please click <u>here</u> for a link to the Architecture Apprenticeships Guide.

36.18   Apprentices without English and Maths at Level 2 on entry will need to achieve that level before taking their EPA.

End point assessment gateway

36.19   The employer will take the final decision on whether the apprentice is ready to take the EPA and may take advice from the Architecture Apprenticeship programme leader.

36.20   Prior to taking the EPA, the apprentice must meet the following:

- Achieved a Level 2 English and Maths as per the standard

- Completed and awarded a post graduate level qualification (Part 2)

- Completes the formal academic learning for the Part 3 qualification

- Completed any formal training plan agreed with their employer
- Has sufficient competency in all the knowledge, skills & behaviours as defined in the Architecture Apprenticeship Standard

36.21   The decision should be recorded in writing.

36.22   Apprentices will complete the EPA within 6 months of going through the gateway to the EPA.

End point assessment

36.23   End point assessment activities will be completed over a maximum 6 month period to accommodate work scheduling and cost-effective planning of resources.

36.24   The KSBs are consistent with the ARB/RIBA criteria for the Part 2 and Part 3 qualifications. The apprentice must demonstrate the KSBs to successfully complete the apprenticeship.

36.25   The EPA will deliver **30** credits from the overall Part 3 credit allocation. The Part 3 award process can only be concluded after the EPA is satisfactorily completed.

36.26   The EPA will comprise of two assessment methods as follows:

Professional Interview supported by Career Appraisal

36.27   As the experience included within the Career Appraisal is completed prior to the Gateway, only the   Professional Interview will be marked for the End-Point Assessment.

Professional Interview Case Study Report supported by Design Challenge

36.28   **The Design Challenge** must be undertaken after the EPA start date.

36.29   The subject of the Design Challenge must be agreed within 4 weeks of the EPA start date by the Apprentice, Employer, and EPAO.

36.30   **Case Study Report** should include the following:

- The assessment and marking of the Case Study Report must be carried out by two people, an Independent Assessor and an Industry Expert, appointed by the End-point assessment organisation, who have no previous experience of the apprentice

End point- Final Decision

36.31   The assessment organisation, which must be registered on the RoEPAO, will make the final decision on whether an apprentice is considered a pass, merit or fail.

36.32   Independence

36.33   The Independent Assessors and Industry Experts will have no previous relationship to the apprentice and will make a holistic judgement of each apprentice as an apprentice on the basis of the evidence demonstrated by the Assessment Methods set out above.

36.34   Performance in the EPA will determine the apprenticeship grade of fail, pass or merit.

36.35   Each assessment method will be graded pass, merit, or fail. In order to gain an apprenticeship pass or higher grade, the apprentice must achieve a minimum of a pass in each method.

36.36   An apprenticeship pass represents full competence against the standard. A grade of merit means an apprentice is demonstrating competence above the standard. The following table shows the assessment grades to determine the overall grade.

Professional Interview supported by Career Appraisal	Case Study Report supported by Design Challenge	Overall Award
Merit	Merit	**Merit**
Merit	Pass	**Pass**
Pass	Merit	**Pass**
Pass	Pass	**Pass**
Fail	Pass	**Fail**
Pass	Fail	**Fail**
Fail	Fail	**Fail**

36.37   The knowledge, skills and behaviours of the Architect Apprenticeship are designed to align with the Architects Registration Board (ARB) and Royal Institute of British Architects (RIBA)'s criteria for the Prescription of Qualifications at Part 2 and Part 3. Successful completion of the Architect Apprenticeship EPA will enable an ARB prescribed Part 3 qualification to be awarded.

36.38   Apprentices holding ARB-prescribed qualifications at Part 1, Part 2 and Part 3 levels will be eligible to apply to become:

- A Registered Architect with Architects Registration Board and use the initials ARB after their name; and

- A Chartered Architect with the Royal Institute of British Architects which would allow them to use the initials RIBA after their name.

36.39   The use of the title "Architect" is regulated by the Architects Registration Board. Registration is a pre-requisite of use of the professional title "Architect".

Resit/Retake

36.40   A **Retake** involves a need for further learning before an assessment is taken. A **Resit** does not.

36.41   Apprentices will be offered the opportunity to take a resit/retake. The maximum grade awarded to a re-sit/re-take for an individual assessment method will be pass, unless the EPAO identifies exceptional extenuating circumstances accounting for the original fail. Resits/retakes are not offered to apprentices wishing to move from pass to merit.

36.42   If the apprentice does not pass the Case Study Report, subject to the feedback, they may have to undertake further work on the submission and may resubmit the same piece of work with changes. The feedback can advise an apprentice on the area(s) failed in the EPA, but not advise what they need to do to overcome it in a resit/retake.

36.43   If the apprentice does not pass the Professional Interview, subject to the feedback, they may have to undertake further work on the Career Appraisal and may resubmit the same piece of work with changes and re-take the Professional Interview.

36.44   The retake/resit will take place within a 6 month period. The apprentice will be informed by the EPAO within 2 weeks of the EPA as to whether they have failed any of the assessment methods, any feedback and the course of action that they need to undertake to resit/retake the EPA.

37.   Dual Award: BA(Hons) Fashion Design/BA Apparel Design Xi'an Polytechnic University (XPU)

Owning Board TBC

Compensation

37.1   Compensation will not apply to this programme.

Unauthorised late submission of assessments

37.2   If an assessment is submitted later than the deadline without an approved extension or deferral the work will be given a mark of 0 per cent.

37.3   **Reassessment of Failure**

37.4   Students will have two reassessment opportunities in each module to retrieve one or more failed assessment components. These opportunities may be via in-year.

Reassessment

Reassessment with mandatory attendance/repeat year

37.5   Where the number of credits of failed modules in a semester exceeds two-thirds but does not exceed three-quarters of the total number of credits of the courses stipulated in the training program of that semester the student will be required to remain at that level of study until the outstanding credits have been passed

37.6   Reassessments, retake, repeating marks will be capped at the pass mark of 40 per cent for undergraduate modules

Confirmation of module results

37.7   Marks will be presented at each semester board. Noting the timing of assessment, marking, moderation & the need for external oversight students will be permitted to proceed & reassess on unratified results during the year. Full ratification of the year's results & decisions in proceeding to the level will take place at the semester 2 board.

Proceeding between undergraduate levels of study

37.8   Students can proceed between semesters if the number of credits of failed modules in a semester does not exceed two-thirds.

Exit awards

37.9   There are no exit awards for this programme. A transcript of the results is provided for those who are unable to gain the full award.

Minimum credits required for awards

37.10   For this award the credits per level of study are

- Level 4: 137.5 credits

- Level 5: 152.5 credits

- Level 6: 92.5 credits

- Total: 382.5 credits

Consideration band for integrated master's and honours degrees

37.11   There is no consideration band for this award

Classification of awards

37.12   The classification of the honours degree is based on all level 5 & 6 modules. The contribution of each module is relative to its credit weighting. There is no level weighting for this award.

Extending assessment deadlines

37.13   Students may request an extension. This should be made in advance of the deadline. The module leader has the discretion to grant an extension. The time period is flexible but must not preclude the submission of marks by the marks deadline specified by XPU/DMU.

Returning following academic failure

37.14   For this award the time delay to return is revised to one calendar year

Recognition of XPU regulation

37.15   Any one of the following cases can be provided by the teacher of the course with reasons and approved by the Academic Affairs Office, and the grade will be counted as "zero":

- Unauthorized absences from class amounting to one-third of the planned hours of the course (late arrival and early departure twice is considered as absence from class for one hour) or more;

- Failing in the ordinary time;

- Plagiarism of assignments and laboratory reports;

- Missing or missing one third or more of the laboratory reports in the separate laboratory courses; 5. disrupting the order of the classroom and affecting the normal teaching work, and failing to change after education.

38. Document and version control information

Version control information heading	Details
Academic year	2025/26 (v1.1 updated 22/10/2025)
Owner	Faculty of Technology, Arts and Culture
Author	Faculty of Technology, Arts and Culture
Approved by	Academic Quality Committee
Date of approval of this version	22/10/2025
Next review date	July 2026