



# SENATE REGULATION 3 (2013-2020): Taught Postgraduate Programmes

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**SENATE REGULATION 3 (2013-2020): Taught Postgraduate Programmes (effective from September 2019 onwards for students first registering in or after September 2013 up to August 2020)**

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3. As set out in this Regulation, students shall be admitted to, and registered for, a programme of study and assessment leading to a named award approved by Senate. A student who, in accordance with this Regulation, successfully completes an approved programme of study and assessment will be eligible to receive the relevant award.

4. The authorised member of staff may permit applicants to enrol as an associate student for individual specified assessment block/s which are offered under these regulations, and the associated study block/s. An associate student may not be recommended for any award until he or she has been admitted to an approved programme of study and assessment in accordance with the policies on exemptions set out below in this Regulation. To contribute towards the requirements for an award under this Regulation, achievement gained through associate study must conform to the same normal requirements as achievement gained while registered for a programme of study and assessment leading to the award, including with regard to the number of attempts permitted at assessment and reassessment.

5. Students will not normally be permitted to register at the same time for more than one programme of study and assessment leading to an award offered under this Regulation.

6. A normal period of study will be approved for each mode of study for each programme of study and assessment.

### **Assessment Blocks and Credits**

7. An assessment block is a discrete assessment, or discrete group of assessment elements, to which a credit-rating and Level are assigned. For all aspects of summative assessment, modular blocks, containing both study and assessment, shall be synonymous with assessment blocks

PGDip	120 credits at FHEQ Level 7
Masters Degree	At least 180 at FHEQ Level 7 and shall include a dissertation assessment block comprising at least 60 credits at FHEQ Level 7

In addition to the awards noted above, some postgraduate programmes permit the following awards when students do not demonstrate Masters Level achievement (See Appendix C):

Graduate Certificate	60 credits of assessment set at FHEQ Level 7
Graduate Diploma	120 credits of assessment set at FHEQ Level 7

**11.** Where approved by Senate, programmes include an integrated programme element at pre-Masters level. This is defined as postgraduate in time but not at Masters level. Where a student undertakes a programme element at pre-Masters level, the student must meet the requirements for successful completion of the programme element, as set out in the programme specification, in order to progress to the FHEQ Level 7 parts of the program

**17.** The appropriate programme specification will be made available to each student at initial registration and students must be given due notice if it is changed during their period of registration.

## **Admission, Recognition of Prior Learning or Credit, Registration and Enrolment of Students**

### General considerations

**18.** Additional policy and/or guidance on the admission, recognition of prior learning and credit and enrolment of students will be published by the University Education Committee.

**19.** A programme of study and assessment (hereafter referred to as a 'programme') may have more than one approved normal point of admission (for example to a programme element at pre-Masters level, or to the FHEQ Level 7 parts of a programme). Senate shall

in the case of placement assessment, where exemptions may be made from individual elements of assessment within an assessment block.

**27.** Exemptions from any assessment requirements of a programme shall be made on the basis of evidence of prior achievement of the learning outcomes associated with the relevant assessment block/s and the currency of that prior achievement.

**28.** Exemption may be either 'graded' or 'ungraded' as defined below.

**29.** For graded exemption, the agreed grades shall be included in grade profiles and calculations when determining progression and award decisions in the programme in the place of the exempted assessment block/s. For ungraded exemption, no grade shall be assigned to the exempted assessment block/s. Ungraded exemption credit shall be excluded from all calculations of GPA and volume of grade credit

**30.** Exemptions (other than those based on Brunel credit) may not be applied to more than 50% of the taught part assessed credit of any FHEQ Level 7 degree or other award offered under this Regulation.

**31.** Exemptions from requirements associated with teaching and learning will normally reflect approved assessment exemptions.

**32.** Where appropriate, the period of study may be reduced for students granted exemption from assessment blocks in recognition of prior learning or higher education credit.

**33.** A formal record shall be made of the exemptions accorded to such applicants when they were admitted, and of any grades assigned for the purposes of calculating the outcomes of awards. Such applicants shall also be notified in writing regarding the exemption decisions.

**34.** Where a prior award of the University is used to provide partial exemption from a new award's requirements, the prior award must normally be rescinded before conferral of the new award. Where only partial credit of the prior award is used in this way, the Registrar shall advise on the need to rescind the prior award.

#### Individual variations to programmes, changes to modes of study and transfers, extensions and abeyances

**35.** Additional guidance on variations to programmes, changes to modes of study transfers, and abeyances is published by University Education Committee.

**36.** The authorised member of staff shall be accountable to Senate, through the College Education Committee, for ensuring that each student registered for a programme of study leading to an award follows a programme of study and assessment, which is either set out in an approved programme specification or is a variation approved in accordance with these regulations.

**37.** Unless otherwise agreed by Senate, for each mode of study in which a programme is offered, the maximum period of registration shall be the normal period of study plus two years up to a maximum period of registration for any programme of five years. The maximum period of registration shall include all approved periods of extension due to extenuating circumstances and any periods of agreed abeyance. Requests for extensions to the maximum period of registration shall be considered by the Senate.

**38.** Students may, subject to approval, seek to change the programme for which they are registered, or their mode of attendance, normally not later than the end of the second week of his or her study year. Students may seek to change the blocks for which they are enrolled not later than the end of the second week of his or her study year. Any such changes should be approved by the authorised member of staff in the Department offering the new or continuing programme.

**39.** College Education Committees may, on behalf of Senate, vary the programme of study and assessment of an individual student from the programme set out in the programme specification provided that the revised programme of study still enables the student to demonstrate the learning outcomes of the relevant award.

**40.** Students wishing to enter a period of abeyance must apply to the College Education Committee for approval. Having been advised by the authorised member of staff regarding the next or most appropriate point for return to the programme following abeyance, the student will confirm to them the date of return from abeyance. The University will not normally agree to periods of abeyance of more than one calendar year in the first instance. Students in abeyance shall remain registered for their programme. Senate shall determine the entitlement of students in abeyance to the use of the University's resources.

## Assessment of students

### Assessments and Assessment Blocks

**41.** Each element of assessment (other than those assessed on a pass / fail basis) shall be assessed as follows:

Indicative Mark Band	Grade	Grade Point
90 and above	A*	17
80-89	A+	16
73-79	A	15
70-72	A-	14
68-69	B+	13
63-67	B	12
60-62	B-	11
58-59	C+	10
53-57	C	9
50-52	C-	8
48-49	D+	7
43-47	D	6
40-42	D-	5
38-39	E+	4
33-37	E	3
30-32	E-	2
29 and below	F	1

In the case of a student being recommended for an award, a grade 'AE' may be assigned where extenuating

award, a grade 'AE' may be

in accordance with these Regulations, review the performance of each student attempting the assessment block.

**44.** The overall grade in an assessment block will be determined with reference to the weightings assigned to each element of assessment in the approved outline, and in accordance with the University's [Rounding Policy](#).

**45.** Failure to meet the requirements to achieve a pass in any element of assessment which is assessed on a pass / fail basis will result in a grade of F being assigned for the assessment block overall for that attempt, regardless of the standard achieved in the other element/s of assessment.

**46.** The designation 'core' indicates an element of assessment or assessment block in which a grade of C- or better must be achieved as part of the profile for the determination of any FHEQ Level 7 award, as set out in the relevant programme specification. A non-core assessment for an award is one which, if taken, does not have to be passed at grade C- or better, but the achieved-gr F beien,5.848

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intermediate awards, and is entitled under the Regulations to further opportunities for reassessment and/or to further opportunities for assessment or reassessment due to accepted extenuating circumstances (see Senate Regulation 4). In the case of part-time students, the Board of Examiners shall consider whether an opportunity for reassessment is essential or advisory

- c) that the student has not satisfactorily completed all the requirements for his or her intended award and is not entitled to further assessment or reassessment, but should be considered by the Board for another award for which they fulfil the requirements;
- d) that, due to extenuating circumstances, the student fulfils the requirements for an award, as set out under Senate Regulation 4;
- e) that the student has not satisfactorily completed all the requirements for his or her intended award, is not entitled to further assessment or reassessment, and should be withdrawn from the programme.

**56.** Where a student fulfils the requirements for more than one award under these regulations, the Board of Examiners will normally only recommend the award firstly of the highest qualification, secondly of the award with the greatest volume of credit, for which they are eligible.

Reassessment: general considerations

**57.** Unless Senate has approved different rules for reassessment, a student is entitled to reassessment on one occasion in FHEQ Level 7 taught part assessment b ( as)-25ss ( as)-25ss ( as)-25ss s

Variations to this Regulation

**64.** Variations to this Regulation approved by Senate shall be set out in the relevant programme specification.

## **APPENDICES: REGULATIONS FOR PROGRESSION AND AWARD**

### **APPENDIX A: Requirements for the award of Masters Degree**

#### **Progression requirements**

**A1.** Any progression requirements for individual programmes leading to awards shall be approved by Senate and set out in the relevant Programme Specification. Where a student undertakes a pre-Masters level programme element, the student must meet the requirements for successful completion of the pre-Masters level programme element, as set out in the relevant programme specification, in order to progress to the FHEQ Level 7 parts of the programme.

#### **Requirements for Award**

**A2.** The assessment blocks which shall be included in the profile for an individual award shall be set out in the relevant Programme Specification. Pre-Masters level credit shall not be included in any profile or calculation used to determine the eligibility for any Masters degree award.

**A3.** Where the credit value of the assessment blocks included in the profile for an individual Masters degree award is greater than 180, this shall be set out in the relevant Programme Specification.

**A4.** Where a student reaches the required standard as set out under these regulations, the award of a Masters degree may be made with merit or distinction. The minimum requirements for award are defined below:

<b>Masters Degree Award Requirements</b>
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## **APPENDIX B: Requirements for the award of Postgraduate Diploma or Postgraduate Certificate**

### **Progression requirements**

**B1.** Any progression requirements for individual programmes leading to awards shall be approved by Senate and set out in the relevant Programme Specification. Where a student undertakes a pre-Masters level programme element, the student must meet the requirements for successful completion of the pre-Masters level programme element, as set out in the relevant programme specification, in order to progress to the FHEQ Level 7 parts of the programme.

### **Requirements for award**

**B2.** The assessment blocks which shall be included in the profile for an individual Postgraduate Diploma or Certificate award shall be set out in the relevant Programme Specification. Pre-Masters level credit shall not be included in any profile or calculation used to determine the eligibility for any Postgraduate Diploma or Postgraduate Certificate award.

**B3.** Where the credit value of the assessment blocks included in the profile for an individual Postgraduate Diploma award is greater than 120, or an individual Postgraduate

## **APPENDIX C: Requirements for the award of Graduate Diploma or Graduate Certificate**

### **Requirements for award**

C1. The assessment blocks which shall be included in the profile for an individual Graduate Diploma or Certificate award shall be set out in the relevant Programme Specification. Pre-Masters level credit shall not be included in any profile or calculation used to determine the eligibility for any Graduate Diploma or Graduate Certificate award.

C2. The relevant Programme Specification shall define the minimum profile for any