

## SCHEME FOR THE AWARD OF A DIPLOMA

This Classification Scheme is approved by the Graduate School Board of Examiners / the Graduate Studies Sub-Committee. Last updated: June 2015

This scheme should be read in conjunction with the General Academic Regulations, Regulations for Diplomas, the regulations for the Diploma programme on which the student is registered, the relevant online undergraduate course guides, and the Code of Good Practice for Undergraduate, Diploma and Postgraduate Programmes: Teaching, Learning and Assessment.

### Grade and Mark for a Course

1. The examiners for each course will decide a numerical mark for each student using the following scale:

Distinction	70 - 100
Merit	60 - 69
Pass	40 - 59
Fail	0 - 39

### Eligibility for Award

2. A student will only be eligible for the award of a diploma if they meet the criteria set out in the General Academic Regulations, the Regulations for Diplomas and the relevant programme regulations.

### Treatment of Half Units

3. This Classification Scheme is based on the marks achieved by students in all papers<sup>1</sup> taken in fulfilment of the programme regulations. For the purposes of determining classification only, the marks obtained for half-unit courses shall be paired and averaged<sup>2</sup> according to the appropriate diploma programme regulations.

### Calculation of the Award

4. The overall classification of an award shall be calculated as follows:

#### Pass

5. A Pass diploma shall be awarded for the following combination of minimum marks:

5.1	3-unit programmes	40	40	40	
5.2	Or	50	40	20	
5.3	4-unit programmes	40	40	40	40
5.4	Or	50	40	40	20

#### Merit

6. A diploma with Merit shall be awarded for the following combination of minimum marks:

6.1	3-unit programmes	60	60	60	
6.2	Or	70	60	50	
6.3	4-unit programmes	60	60	50	50
6.4	Or	70	60	50	40

#### Distinction

7. A diploma with Distinction shall be awarded for the following combination of minimum marks:

7.1	3-unit programmes	70	70	50	
7.2	4-unit programmes	70	70	60	60
7.3	Or	70	70	70	50

#### Failure to Achieve an Award

8. If a student has not been awarded a diploma, they shall normally be entitled to repeat the failed courses only (on one occasion) and in accordance with the General Academic Regulations. Results obtained at repeat shall bear their normal value.
9. If a student has passed courses on a repeat attempt and has met the requirements for the award of a diploma, they can only be recommended for the award of a Pass diploma unless, in the judgement of the examiners, the initial failure(s) was at least in part a direct result of medical and / or exceptional circumstances and subject to the requirements of section 10.

#### General Proviso

10. It is also open to a Sub-Board of Examiners to recommend to the Graduate School Board of Examiners any departure from this Scheme if, in their judgement, this would be equitable for any individual student as a direct result of medical and / or exceptional circumstances. Such circumstances would need to be extraneous to the normal assessment process and would apply to that student only. The following conditions also apply:
  - 10.1 the student must be very close to the next higher classification boundary (within 3 marks in a single paper);
  - 10.2 the student must have marks in that higher classification range;
  - 10.3 the student must be able to demonstrate that the assessment or set of assessments in question were significantly affected by exceptional circumstances that were sudden, unforeseen, out of the student's own control and proximate to the assessment(s) in question;
  - 10.4 the student must also be able to demonstrate that their performance in the affected assessment(s) was significantly out of line with their performance in other, unaffected assessment(s).

#### Notes

<sup>1</sup>Under the programme regulations for all of the School's diplomas, students have to complete a set number of 'papers'. Each 'paper' represents a full-unit course or two half-unit courses.

<sup>2</sup>Where marks are averaged, the resulting average will be rounded to the nearest whole mark.

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See the [Calendar](#) for further information about Programme Regulations, Course Guides, School and academic Regulations.