

## SCHEME FOR THE AWARD OF A TAUGHT MASTER'S DEGREE FOR STUDENTS FROM THE ACADEMIC YEAR 2020/21: FOUR UNIT PROGRAMMES

*This Classification Scheme is approved by the Graduate School Board of Examiners. Last updated: April 2020*

This scheme should be read in conjunction with the [General Academic Regulations for Postgraduate Students](#), the [Regulations for Taught Master's Degrees](#), the relevant [taught master's degree programme regulations](#), the relevant on-line [taught master's course guides](#), the [Code of Good Practice for Undergraduate, Diploma and Postgraduate Programmes: Teaching, Learning and Assessment](#) and the [Addendum - Regulations for 2020/21 updated in response to COVID-19](#).

### 1. Mark and Grade for a Course and Eligibility for Award

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

Grade	Mark
Distinction	70 - 100
Merit	60 - 69
Pass	50 - 59
Fail	(x+1) - 49
Bad Fail	0 - x

- 1.2 Each department will specify the Bad Fail mark to the value of x as either 19, 29 or 39 for all its courses. The School will publish a list of [Bad Fail marks](#) in the [Calendar](#) and in Departmental student handbooks.
- 1.3 The grade of Bad Fail will be used internally to indicate when a fail cannot be compensated and, therefore, must be re-attempted. The Grade of Bad Fail will not appear on official transcripts.
- 1.4 In order to be eligible for a degree, a student must have submitted all elements of assessment (e.g. coursework, exams, group work etc.) required for each course as listed in the corresponding [programme regulations](#).
- 1.5 A student who makes no attempt at an element of summative assessment for a course, as set out in the [General Academic Regulations for Postgraduate Students](#), will be considered not to have completed the course and will be marked as "Absent" or "Incomplete". An Absent or Incomplete mark will count as one of the two attempts allowed to pass the course. Therefore, students must follow to the School's [deferral](#) or [extension request](#) procedures if they are unable to attempt an assessment.
- 1.6 A student will normally be awarded a degree at the first point at which they become eligible, subject to section 3.1.5 below.

### 2. Calculation of the Award

- 2.1 The Sub-Board of Examiners can designate a course or courses as being critical to assessment for a programme and establish ["local rules"](#) where the specific course(s) and/or marks will be given special consideration in the awarding of the degree. These [local rules](#) will be published in the [Calendar](#) and in Departmental student handbooks.
- 2.2 The classification of each student will be based on eight classification marks, with full-unit marks counted twice and half unit marks counted once.
- 2.3 In all cases, the classification marks will be based on marks obtained by the student at their latest attempt at each course.
- 2.4 The overall classification of an award will be calculated as follows, subject to the penalty rules for failed courses in section 4 and the application of any [local rules](#):
- 2.4.1 For the award of Distinction: at least half i.e. four or more classification marks must be at Distinction level; or
- 2.4.2 For the award of Merit: at least half i.e. four or more classification marks must be at Merit level or Distinction level; or
- 2.4.3 For the award of Pass:

- 2.4.1.1 At least Pass grades to the value of seven classification marks; or
- 2.4.1.2 At least Pass grades to the value of six classification marks with compensation for the failed course(s) as described under section 3.

### 3. Fail Marks and Compensation

- 3.1 Where a student receives a Fail mark in any course, the following penalty rules will apply:
  - 3.1.1 A [Bad Fail mark](#) in any course of any unit value will result in the need to resubmit all failed assessments (which might include resitting an exam) in that course. A Bad Fail mark cannot be compensated by other marks.
  - 3.1.2 A Fail (but not a Bad Fail) in a course of 0.5 unit value does not require compensation.
  - 3.1.3 A Fail (but not a Bad Fail) in courses to the value of 1.0 unit will result the need to resubmit all failed assessments in that failed course unless, compensated either:
    - (i) by a mark of at least 60% in: a) one full unit course; or b) each of two half unit courses; or
    - (ii) by a compensation aggregate mark<sup>2</sup> of 330 in the non-failed courses.
  - 3.1.4 Where a student would normally be eligible for an overall Distinction or Merit award but a Fail mark has to be compensated with other marks, the overall award classification will drop by one classification boundary. Compensated Fail marks will have no further impact where an overall Pass is to be awarded.
  - 3.1.5 Where a student satisfies the compensation rule at 3.1.3 above they have the choice to either be awarded the degree subject to the penalty rule at 3.1.4 above; or to resit the failed course(s) in accordance with section 4 below. A student with compensation will not be provided with the opportunity to resit if they are unable to improve upon the award of an overall Pass at resit.

### 4. Resitting to Achieve an Award

- 4.1 If a student has not been awarded a degree or is eligible to choose not to be classified using the compensation rule under 3.1.4, they will normally be entitled to resubmit any failed assessment(s) within the failed course(s) on one occasion only, in accordance with the [General Academic Regulations for Postgraduate Students](#).
- 4.2 Where an assessment is failed and re-taken, the overall grade for the course for which the resit assessment was taken will be capped at Pass for the purposes of calculating the final degree classification. Both the original fail mark and grade and the new mark achieved at resit will be shown on the transcript. Where an assessment is deferred and it is taken as a first attempt, the grade will not be capped.
- 4.3 To be eligible for an award the following students need to resubmit failed assessment(s) or resit a failed exam(s):
  - 4.3.1 Students with any Bad Fail marks (see rule 4.4 below)
  - 4.3.2 Students who fail any course denoted as “critical to assessment” and requiring a pass mark as determined by the Departmental [local rules](#)<sup>1</sup>
  - 4.3.3 Students with two classification marks (i.e. either one unit or two half units) at Fail who do not satisfy the compensation rules at 3.1.3 above
  - 4.3.4 Students with more than two classification marks (i.e. more than one unit or two half units) at Fail
  - 4.3.5 Students with a deferred assessment - the grade will only be capped if the assessment is not a first attempt
- 4.4 Where an assessment is re-taken as a result of receiving a Bad Fail mark, the overall grade for the course for which the resit assessment is taken will be capped at Pass in accordance with 4.2 above. Additionally, a resit as a result of a Bad Fail mark will result in a drop in the overall award classification where a Distinction or a Merit would otherwise have been awarded. It will have no further impact where a Pass is to be awarded. Where a student receives a Bad Fail mark in their second and final attempt at a course they cannot be awarded the degree subject to the application of section 6 below.

## 5 General Proviso

- 5.1 When considering the overall classification for an award it is open to a Sub-Board of Examiners to recommend to the Graduate School Board of Examiners (GSBE) any departure from this Scheme and / or from its [local rules](#)<sup>1</sup> if, in their judgement, this would be equitable for any individual student as a direct result of a [formal exceptional circumstances submission](#) to the Student Services Centre. Such circumstances would need to be extraneous to the normal assessment process and would apply to that student only. The following conditions must also apply:
- 5.1.1 that the student is very close to the next higher classification boundary i.e. within three marks in either one or two classification marks (i.e. three marks in one full/half unit or three marks in each of two half units) or ten marks on aggregate<sup>2</sup>;
  - 5.1.2 that the student has marks in that higher classification range;
  - 5.1.3 that the student has demonstrated 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;
  - 5.1.4 that the student has demonstrated that their performance in the affected assessment(s) was significantly out of line with their performance in other, unaffected assessments.

## 6 Discounting Fail or Zero marks

- 6.1 It is open to a Sub-Board of Examiners to recommend to the GSBE that a Fail, Incomplete or Absent mark be discounted (treated as a deferral) if, in their judgement, this would be equitable for any individual student as a direct result of a [formal exceptional circumstances submission](#) to the Student Services Centre. Such circumstances would need to be extraneous to the normal assessment process and would apply to that student only. The conditions set out at 5.1.3 and 5.1.4 above will need to apply.

### Footnotes

<sup>1</sup> Each Sub-Board of Examiners will establish clear local rules regarding: (i) any course(s) designated as 'critical to assessment' and (ii) if the overall classification of a Distinction or Merit award will be determined by any other criteria in addition to sections 2.4.1 and 2.4.2. The School will publish a list of [local rules](#) in the [Calendar](#). Each Sub-Board will also ensure its local rules are published in the relevant departmental student handbook(s).

<sup>2</sup>The aggregate for each student is the sum of the relevant classification marks