

## REGULATIONS FOR FIRST DEGREES

*These regulations are approved by the Academic Board / the School Board of Examiners for BA/BSc Degrees. Last updated: May 2019*

### General

1. These Regulations are made subject to the General Academic Regulations of the School. They apply to every student taking a programme leading to a first degree in the School or any course constituting part of such a degree.
2. The first degrees in the School are the Bachelor of Arts (BA), the Bachelor of Science (BSc) and the Bachelor of Laws (LLB), comprising a number of programmes each leading either to the award of the degree. Students may also complete the General Course.

### Programmes of Study

3. The minimum length of the period of study is set out in the individual programme regulations. The normal maximum period of registration for an undergraduate programme will be as defined within the General Academic Regulations. Failure to achieve an award within the maximum period of registration allowed will result in deregistration.
4. A student will normally enrol for courses up to the value of four course units in each year. Courses must be chosen to comply with the programme regulations concerned. All undergraduate students are enrolled on LSE100 in addition to the courses specified by their programme regulations.
5. All undergraduates are awarded a mark for the compulsory additional course, LSE100, which is represented on their transcript but does not count towards progression requirements or their final degree classification. The regulations regarding examinations for LSE100 are published separately to students as course-specific guidance.
6. Students may be enrolled on to compulsory courses for which the marks will appear on their academic transcript, but will not be counted for the purpose of classification.

### Recognition of Previous Study

7. The School may exempt a student from part of a programme and may exempt such a student additionally from part of the assessments prescribed for the degree. A person who has obtained one of the following qualifications may be admitted directly to the second year and complete the programme in not less than two academic years:
  - 7.1 a degree of a university in the United Kingdom, of the Council for National Academic Awards or of a university outside the United Kingdom recognised by the School for the purpose;
  - 7.2 any other qualification obtained by written examination, which is recognised by the School for the purpose;
  - 7.3 qualifications other than those above and / or experience relevant to the programme. Such a person may be required to sit a qualifying examination.
8. The School may consider for admission directly to the second year or to an earlier point of a programme any person who will have taken part of a first degree programme or has appropriate qualifications and / or experience. Such a person may be required to sit a qualifying examination.
9. A student admitted under paragraph 7 or 8 may be granted exemption from courses and assessments, or may be subjected to additional requirements, in accordance with the relevant programme regulations.
10. When considering an application under paragraphs 7, 8 or 9 the School shall consider the following:
  - 10.1 the standard and content of courses and assessments taken elsewhere, certified by the appropriate officer or officers of the relevant institution, and their relevance to the intended programme at the School;
  - 10.2 the compatibility of the study previously undertaken with the proposed programme, to allow a smooth transition into that programme;
  - 10.3 the reasons given for transfer and observations made on them by the institution most recently attended. The applicant must have been eligible, on academic grounds, to continue study at that institution.

### Students Undertaking Study Elsewhere

11. Programme regulations may require the student to spend a period of study in a university designated by the School or in an alternative approved activity in another country.
12. The School may exceptionally permit a student to spend up to one year of their programme, other than the first year, in another institution of university status and may exempt them from the courses that would have been taken in that year or part thereof, provided
  - 12.1 that the institution has been approved for this purpose by the School, and

- 12.2 that the study carried out in that institution coheres with the remainder of the programme, and
  - 12.3 that any arrangements for the evaluation of the student's assessment performance in the courses followed at that institution to be accepted in lieu of the assessments prescribed by Course Guides or programme regulations have been approved for this purpose by the School, and
  - 12.4 that the standard of the course or courses attended by the student is equivalent to that of the course or courses the student would normally have followed at the School.
13. A student receiving permission under section 12
- 13.1 shall be exempted from the requirements of the programme by no more than a value of four full course-units, from those components of the assessment which the student would have taken in the year or part thereof that they spent at another institution, and
  - 13.2 shall be credited with such marks or grades (if any) as the School shall think fit in respect of the assessment made in lieu of the prescribed assessments.

### Assessments

- 14. A student will normally be assessed in courses up to the value of four full course units by the end of each academic year. A student will not be re-assessed in any course which they have already passed other than under paragraph 17.
- 15. The School may at its discretion exclude from an examination a student who has not satisfactorily attended the course in that year of study or who has not completed the work required in that course. Examinations from which students are barred count as an attempt at the course in question, as set out in paragraph 16 below and in accordance with the General Academic Regulations.
- 16. A student who has failed a course or component of a course and who has not been awarded a degree will normally be required to resit the failed course or component of a course at the first possible opportunity, but no LLB assessment or first year BA/BSc assessment shall be attempted more than three times and no second, third or fourth year BA/BSc assessment shall be attempted more than twice.
- 17. A student registered on an LLB programme who has failed
  - 17.1 in assessments to the value of two or more course units in one year shall normally resit all assessments taken in the year.
  - 17.2 in any course may be required to resit any or all of the assessments taken in that year.
- 18. A student registered on an LLB programme who is re-sitting examinations where the assessment includes an essay and who has passed in that course shall not re-sit that paper and their existing mark in it shall remain unchanged. A student who has failed in that course may resubmit the essay, and at their discretion the examiners may conduct an additional oral examination of the student which may concern not only the content of the essay but also its wider background.
- 19. Notwithstanding the provisions of paragraphs 14 to 18, a student registered on the General Course is only entitled to re-sit a failed assessment once. If such a student makes no attempt at a summative assessment, as set out in the General Academic Regulations, without reasons approved by the School a resit is not normally permitted.
- 20. When a student is required to resit a component of assessment, the overall course mark will be capped at the Pass mark of 40.

### Progression from One Year to Another

- 21. A student registered on a BA or BSc programme who has completed the first year of the programme and who has passed assessments in courses to the value of at least three course units will be eligible to progress to the second year. The School may consider an application to progress to the second year of the degree from a student who has not met this requirement and at its discretion the School may allow such a student to progress or to repeat failed first year courses as appropriate.
- 22. A student registered on an LLB programme will be eligible to progress to the second year of study in that programme if they have completed the first year of the programme and have passed the assessments for all courses either at the first sitting or at re-sit. The School may consider an application to progress to the second year of the degree from a student who has not met this requirement and at its discretion the School may allow such a student to repeat the first year of the programme.
- 23. A student registered on a BA or BSc programme who has completed the second year of the programme and who has passed assessments in courses to the value of at least seven course units will be eligible to progress to the third year. The School may consider an application to progress to the third year from a student who has not met this requirement and at its discretion the School may allow such a student to progress or to repeat failed second year courses as appropriate.
- 24. A student registered on an LLB programme will be eligible to progress to the third year of the programme if they have completed the second year of the programme and
  - 24.1 has passed or had failure condoned in all assessments required to complete the year successfully, either at first sitting or after repeating; or

- 24.2 at the discretion of the School has been permitted to resit any failed assessment concurrently with the assessments of the third year.
25. A student who extends their three year programme by one year through participating in an overseas exchange programme will be eligible to proceed to the fourth year of the programme if
- 25.1 they have fulfilled the normal first and second year progression rules at paragraphs 20 and 22 above.
- 25.2 they have fulfilled any progression requirements determined by the Department that they were required to undertake at the overseas institution
- Where a student fails to meet the progression requirements for their year overseas, the department may consider whether there are any exceptional circumstances to allow the candidate to enter the final year of the programme.
26. A student registered on a four year BA or BSc non-exchange programme who has passed assessments in courses to the value of at least eleven course units will be eligible to progress to the fourth and final year. The School may consider an application to progress to the fourth year from a student who has not met this requirement and at its discretion the School may allow such a student to progress or to repeat failed third year courses as appropriate.

### Illness and Other Exceptional Circumstances

27. In only the most exceptional cases where the exceptional circumstances are sudden, unforeseen, out of the student's own control and proximate to the assessment(s) in question, Sub-Boards may recommend to the School Board of Examiners that:
- (i) the student's result(s) in the affected assessment(s) be discounted, and that they be allowed to resit. Where this is a first attempt at the assessment the resulting course mark will not be capped. Where this is a second or subsequent attempt, the course mark will be capped at the Pass mark of 40;
- (ii) the student's result(s) in the affected assessment(s) not be discounted, but that they be allowed an exceptional additional attempt. Where this additional attempt is a third or fourth attempt the overall course mark will be capped at the Pass mark of 40;
- (iii) the student be awarded a degree where a degree would not normally be awarded. Sub-Boards may not make this recommendation for a student who has made no attempt a summative assessment, as set out in the General Academic Regulations unless regulation 35 below is being applied.
28. The School Board of Examiners shall be the sole authority in deciding whether to uphold such recommendations.

### The Award of a Degree

29. To be eligible for an award a student must have:
- 29.1.1. satisfied the requirements of all applicable regulations and must have attempted and completed every component of the assessment for courses to the value of
- 29.1.2. eight course units, for second year direct entry students to a three year programme
- 29.1.3. twelve course units, for students on a three year programme
- 29.1.4. sixteen course units for students on a four year programme
30. These requirements will apply except where paragraph 35 is applied.
31. A student registered on a four year BA or BSc non-exchange programme who has completed all assessments in the third year but is unable to continue to the fourth year, due to non-academic and exceptional circumstances, may apply to the School for classification under the three year degree classification scheme in the department in which the four year degree is based.
32. A student registered on a four year BA or BSc non-exchange programme who has completed all assessments in the final year; has exhausted all attempts; and cannot be awarded the four year degree will be awarded a three year degree in the department in which the four year degree is based. The award classification will be calculated using only the marks from the first nine classification marks i.e. marks from years one to three of the programme under the three year degree classification scheme with the addition of a drop in one class in the award classification. This drop in class will be in addition to any penalty applied under paragraph 11 of the three year degree classification scheme.
33. In the case of second year direct entry students, the classification of results will not take into account the student's performance during previous studies at another institution.
34. A student awarded a degree will be awarded First Class Honours, Upper Second Class Honours, Lower Second Class Honours, Third Class Honours or, in the case of a student who does not qualify for Honours, a Pass Degree.

### Special Provisions



35. A student who for exceptional medical reasons i.e. a terminal illness or death is unable to complete the requirements of the programme at the end of their final year, may be considered under the Aegrotat degree Award Policy.

#### SCHEDULE TO THE REGULATIONS FOR FIRST DEGREES

The powers of the School set out in these Regulations shall be exercisable as follows:

Regulation	All students
13	Chair of Undergraduate Studies Subcommittee
7-9	Head of Department
13 (re-sit permission) 23-25, 34	School Board of Examiners for BA and BSc degrees School Board of Examiners for LLB degrees
15	Dean of Undergraduate Studies
20-22	Repeat Teaching Panel
13 (fee date)	Academic Registrar

#### Footnotes

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