SCHEME FOR THE AWARD OF A DIPLOMA IN ACCOUNTING AND FINANCE

This Classification Scheme is approved by the Graduate School Board of Examiners/ the Graduate Studies Sub-Committee. Last updated: June 2018

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. In order to be considered for a diploma, a student must have completed all elements of assessment required for each course as listed in the corresponding programme regulations. A student must also meet the criteria set out in the General Academic Regulations and the Regulations for Diplomas.

2.2 A student who makes no serious attempt at any element of assessment for a course (including an absence from an exam), as set out in Paragraph 35 of the General Academic Regulations will be considered not to have completed the course. The absence of an attempt will count as one of the attempts allowed for the course unless it is authorised by the Chair of the Sub-Board of Examiners responsible for the programme in accordance with section 7 of the Regulations for Diplomas.

Treatment of Half Units
3. This Classification Scheme is based on the marks achieved by students in four units of courses. These courses will consist of both full and half units taken in fulfilment of the programme regulations. For the purposes of determining classification only, the marks obtained for half-unit courses shall be grouped and counted as follows:
   - The number of half unit Fail marks.
   - The number of half unit Pass marks.
   - The number of half unit Merit marks.
   - The number of half unit Distinction marks.

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

4.1 For a Distinction
   (a) marks of a Distinction grade in courses to the value of 3.0 units or more;
   (b) marks of a Distinction grade in courses to the value of 2.5 units and marks of a Merit grade in courses to the value of 1.0 unit

4.1.1 Either a Distinction (if no failed course) or a Merit
   (c) marks of a Distinction grade in courses to the value of 2.5 units and a mark of a Merit grade in a course of 0.5 unit value;
   (d) marks of a Distinction grade in courses to the value of 2.0 units and marks of a Merit grade in courses to the value of at least 1.0 unit and an overall aggregate mark of at least 260
4.1.2. For a Merit:
   (e) marks of a Distinction grade in courses to the value of at least 2.0 units;
   (f) marks of a Merit grade (or higher) in courses to the value of 3.0 units or more;
   (g) a mark of a Distinction grade in a course of 0.5 unit value and marks of a Merit grade (or higher) in courses to the value of 2.0 units.

4.1.3. Either a Merit (if no failed course) or a Pass
   (h) marks of a Distinction or Merit grade in courses to the value of 2.5 units;
   (i) marks of a Distinction grade in courses to the value of 1.0 unit and marks of a Merit grade in courses to the value of 1.0 units

4.1.4. For a Pass
   (j) marks of at least a Pass grade in courses to the value of 3.5 units with any mark of fail permissible in the remaining half unit;
   (k) marks of at least a Pass grade in courses to the value of 3.0 units with a fail mark of not less than 20 permissible in the remaining full unit or each half unit

Failure to Achieve an Award
5. If a student has not been awarded a diploma, s/he shall normally be entitled to repeat the failed courses only (on one occasion), at the next appropriate assessment period and in accordance with the General Academic Regulations. Results obtained at repeat shall bear their normal value.

6. If a student has passed courses on a repeat attempt and has met the requirements for the award of a diploma, s/he can only be recommended for the award of an overall Pass diploma unless, in the judgement of the examiners, the initial failure(s) was at least in part a direct result of exceptional circumstances and subject to the requirements of section 7.

General Proviso
7. 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 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:

7.1 the student must be very close to the next higher classification boundary (within 3 marks in a single paper);
7.2 the student must have marks in that higher classification range;
7.3 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;
7.4 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
See the Calendar for further information about Programme Regulations, Course Guides, School and academic Regulations