# Postgraduate [Progression and] Award

# Contents

Introduction ..... 5
Status of the Postgraduate Regulations ..... 5
Exceptions to these Regulations ..... 6
Course Derogations ..... 6
Cohort Allowances, scaling, reweighting, unforeseen cohort experiences ..... 6
Individual Inequitable Outcomes (IIO) ..... 6
Review of these Postgraduate Regulations ..... 6
Section 1: Student Registration ..... 7
General requirements ..... 7
Periods of registration ..... 7
Recognition of Prior Learning ..... 7
Modules as short courses ..... 7
Module registration ..... 7

Transcript of results ..... 21

ÂŸłąŊIċĬƨċąIJ‖9IJIąŔǯĦċąIJ‖ьÂŊ9IJIąь
ÂŸłąŊIċĬƨċąIJ‖9IJIąŔǯĦċąIJ‖ŔŰ‖EĬƨĦċąŔŸŰ‖ьÂ ] 9Eь
Postgraduate Diploma (PgDip)
Masters Degrees*
European Master’s Degrees
Masters of Research

*Includes Double, Dual and Joint awards

Ű‖IJ‡ǴũċŰċąŔŸŰ‖Ÿ‖ąőIJłIJ‖ƕƨċũŔǯĦċąŔŸŰłЯ‖ŔŰĦũƨĬŔŰŊ‖ąőIJ‖ċ ů ŸƨŰą‖Ÿ‖ĦIIJĬŔą‖IIJƕƨŔIIJĬ‖ŋŸI‖ąőIJ‖ċƽċIĬ‖Ÿ‖ąőIJłIJ‖ƕƨċũŔǯĦċąŔŸŰłЯ‖ŔłĦċƨċŔũċĤũIJ‖ŔŰ‖ąőIJ‖University’s Academic Framework.

# Postgraduate Award Regulations

1. The Postgraduate Award Regulations are part of the University's Academic Regulations approved by Senate.

2. These Regulations form part of a complementary set of documentation, which is reviewed on a regular basis and can be found here Regulations for examinations and assessment

3. These Postgraduate Regulations operate on the basis of a set of agreed principles:

   - Academic standards and professional requirements will remain paramount to safeguard the integrity of university awards
   - The regulations will align with external requirements in force [including the §ǭŔĦIJ‖ňŸI‖ÉqƨĬIJŰqɬ‖ы§ňÉь‖ĦŸŰĬŔqŔŸŰɬ‖Ÿň‖IIJƆŔɬqIċqŔŸŰЯ‖qőIJ‖[IċůIJƽŸIť‖ňŸI‖cŔƆőIJI‖EĬƨĦċqŔŸŰ‖ÄƨċũŔǯĦċqŔŸŰɬ‖ы[cEÄь‖ċŰĬ‖ɬIJĦqŸI‖ĤIJɬq‖ǴIċĦqŔĦIJèЮ
   - Where courses are governed by Professional, Statutory or Regulatory Body (PSRB) requirements, permitted derogations to enable compliance with PSRB requirements may be permitted with the approval of the Pro Vice Chancellor (PVC) (Education and Students)
   - Clear, consistent and transparent application of these regulations
   - Students will be treated in a fair and equitable manner
   - The University's examination boards will make decisions which support student retention, progression and achievement by enabling students to complete/achieve the highest potential award in the shortest timeframe.

**Status of the Postgraduate Regulations**

4. Senate is responsible for the overall academic standards of each postgraduate award made by the University.

5. These Regulations will be published annually before the start of the academic year on the University of Sussex website and are incorporated by reference into the Postgraduate Student Terms and Conditions each academic year.

6. The Pro Vice-Chancellor (PVC) (Education and Students) can recommend to the Vice Chancellor (VC) the suspension, amendment, or revocation of any part of these regulations (see also para 9).

### Exceptions to these Regulations

7. These Regulations may be varied by the University Education Committee (UEC) or the PVC (Education and Students) in their capacity as Chair of the UEC for course derogations, cohort allowances or individual inequitable outcomes.

## Course Derogations

a. Where courses additionally lead to awards or accreditation by Professional, Statutory or Regulatory Bodies (PSRBs) these may be subject to other rules or regulations which will be approved by the UEC. These are called derogations.

b. Where the application of the Regulations requires an exception for a particular cohort or where there have been in-year regulatory changes, an Allowance may be required.

c. Where the strict application of the Regulations would result in an unintended, manifestly unfair outcome for a student(s), taking into account the particular circumstances, an exception for that student(s) may be required.

### Review of these Postgraduate Regulations

8. The University will identify necessary changes and improvements to the ĦċǏlɹů ŕĦŁÅlɹŊƨũċƣŔŸŰƚŁǏƨlŔŰŊŁċŰŁċĦċǏlɹů ŕĦŁ!lɹċlЯŁƣŸŁƣċťlɹŁlɹǭlɹĦƣŔŰŁƣőlɹŁŰlɹǂƣŁ academic year.

9. Exceptionally, regulatory changes may be adopted within the academic year. ÉƨĦőŁĦőċŰŊlɹƚŁƽŕũũŁŸŰũ!ŁĤlɹŁċǴǴlŸƵlɹǏŁƽőlɹlɹŁƣőlɹlɹŁŔƚŁƨǭŔĦŔlɹŰƣŁlɹƵŔǏlɹŰĦlɹŁƣőċƣŁƣőlɹŁ changes are necessary to protect academic standards, or to ensure fairness to ċũũŁƣƨǏlɹŰƣƚŁŀŁ ì őlɹlɹŁƣőŔƚŁŔƚŁŰlɹĦlɹƚƚċl!ŁƣƨǏlɹŰƣƚŁƽŕũũŁĤlɹŁŰŸƣŔǯlɹǏŁĤ!ŁƽlŔƣlɹŰŁ communication which will explain the nature of the change and any impact this change may have to their course (see also para 6).

10. The University will also undertake a systematic and detailed evaluation of its academic regulations on a periodic cycle at least every six years.

16. Where a student has permanently withdrawn, a Progression and Award Board (PAB) will determine any outcomes, including an exit award, from assessment completed prior to withdrawal.

**Section 2: Courses & Modules**

## General

17. All Postgraduate courses leading to an award of the University are credit-bearing.

18. A taught mċɬƣIJIɬ‖ĦŸƨIɬIJ‖Ŕɬ‖ĬIJǯŰIJĬ‖ċɬ‖ċ‖ɬŔŰƊũIJ‖ɬƣċƊIJ‖Ÿʰ‖ƓŸɬƣƊIċĬƨċƣIJ‖ɬƣƨĬ!‖ irrespective of the duration of study (full-time or part-time).

19. 9IIJĬŔƣ‖Ŕɬ‖ƨɬƨċũũ!‖ů ŸĬƨũIJ‖ɬƓIJĦŔǯĦ‖ċŰĬ‖Ŕɬ‖ċ2ċŔũċĤũIJ‖ƨƓŸŰ‖ĦŸ ů ƓũIJƣŔŸŰ‖Ÿʰ‖ƣőIJ‖ module.

20. Modules may have:

- Pre-requisites – a pre-requisite module must be passed, or stuf0 Tc -0.11 ɬ([(r)17 (eq)4 (u)2

45. Examination boards act in accordance with the Examination Board policy and

**Section 4: Reassessment**

47. The University applies the following threshold pass mark:

| | |
|---|---|
| Level 7 | 50% |

48. Ñőlɹ‖ŸǴǴŸlɋƨŰŔɋ!‖ɋŸ‖Ĥlɹ‖lɹċɬɬlɹɬɬlɹĬ‖ƽŔũũ‖ŸŰũ!‖Ĥlɹ‖ŸǫlɹlɹĬ‖ħŸl‖ů ŸĬƨũlɹɬ‖ƽőlɹlɹ‖ċ‖ student has not achieved the threshold pass mark for a module.

49. ‖lɹɬŔɋ‖ŸǴǴŸlɋƨŰŔɋ!‖ů ċ!‖ċũɬŸ‖Ĥlɹ‖ŸǫlɹlɹĬ‖ƽőlɹlɹ‖additional PSRB requirements for passing a module have not been achieved.

50. The timing of resits, including guidance on approval routes for variation, are set out in Conduct for Examinations and Changes to Examination and Assessment Arrangements.

51. The University operates the following forms of reassessment:

| | |
|---|---|
| **Resit** | A further attempt of those elements of assessment within a module that have not been passed. This is usually within the same academic year and does not require additional teaching and learning. |
| **Sit** | This is where a student is permitted to retake an assessment(s) ċɬ‖Ŕħ‖ħŸl‖ɋőlɹ‖ʒlɬɋ‖ɋŔ ů lɹ‖ŸŰ‖ɋőlɹ‖ĤċɬŔɬ‖Ÿħ‖ċŰ‖ċǴǴlŸƻlɹĬ‖E‡ĦlɹǴɋŔŸŰċũ‖ Circumstances claim. This is usually within the same academic year and does not require additional teaching and learning. |
| **Trailed resit** | This is where a student is permitted to progress to the next stage of study with an outstanding failed module(s). The student is registered for the outstanding credit alongside their study in the next stage, no additional teaching and learning is required for the trailed module. The resit assessment will be taken in the reassessment period for the module. |

52. [ŸũũŸƽŔŰƆ‖ħċŔũƨlɹ‖ċɋ‖ɋőlɹ‖ʒlɬɋ‖ċɋɋlɹ ů ǴɋƧ‖lɹċɬɬlɹɬɬ ů lɹŰɋ‖Ĥ!‖lɹɬŔɋ‖ƽŔũũ‖ƨɬƨċũũ!‖Ĥlɹ‖ċƆlɹlɹĬ‖ by the PAB.

53. ì őlɹlɹ‖ŸŰ‖ǴlċĦɋŔĦċũ‖ƆlŸƨŰĬɬƧ‖ŔɋŔɬ‖ŰŸɋ‖ǴŸɬɬŔĤũlɹ‖ɋŸ‖Ÿǫlɹlɹ‖ċ‖ɬɋƨĬlɹŰɋ‖ċŰ‖ŸǴǴŸlɋƨŰŔɋ!‖ɋŸ‖ be reassessed by resit, in order to demonstrate achievement of the associated

learning outcomes, then a student may be required to repeat the module or stage.

54. [ŸũũŸ ƽ ŔŰƆ‖ħċŔũƨ ǀǀǀ‖ċq‖qőǀǀ‖ǯǀ ł q‖ċqqǀǀ ů ǴqЯ‖ċ‖ǀǀǀ ł ŔqŔŰ‖ċũũ‖ħċŔũǀǀ Ĭ ‖ ů Ÿ Ĭ ƨũǀǀ ł ‖ ů ċ ! ‖Ĥǀǀ‖ permitted unless there is no evidence of assessment attempt or submission with a credit bearing module during that stage of study. In such circumstances, the PAB will usually terminate the student's registration.

55. A student will be considered for an exit award appropriate to the credit achieved.

56. Where a student has an accepted Exceptional Circumstances (EC) claim, the Â 7‖ ů ċ ! ‖Ÿǭǀǀ‖ċ‖ ł ŔqŔ‖ħŸǀ‖ċŰ‖ƨŰĦċǴǴǀǀ Ĭ ‖ ů ċ ǀ t'‖ŔŰ‖ċĦĦŸǀ Ĭ ċŰĦǀǀ‖ ƽ Ŕqő‖qőǀǀ‖ ƽ ǀǀŔƆőqŔŰƆ‖Ÿħ‖qőǀǀ‖ accepted EC.

57. No setting aside of missed, failed or impaired assessments, or components of assessment is permitted, unless exceptionally, the assessment has been reweighted for the whole student cohort.

58. fŰ‖Ħċ ł ǀǀ ł ‖ ƽ őǀǀǀǀ‖qőǀǀ‖ ł ŔqŔ‖Ÿǭǀǀǀǀ Ĭ ‖Ŕ ł ‖ŰŸq‖qċt'ǀǀŰЯ‖qőǀǀ‖ŸǀŔƆŔŰċũ‖ ů ċ ǀ t' ł ы ł ь‖ċĦőŔǀǀƵǀǀ Ĭ ‖ ƽ Ŕũũ‖ stand for progression and award purposes.

59. In some cases, the nature of the assessment may preclude the opportunity for a resit. In such cases a student failing to pass the module may instead be required to repeat the module or stage in order to demonstrate relevant learning outcomes and obtain the relevant credit.

60. Any exemptions must be approved by the University Education Committee and clearly published to students.

61. Progression and Award Boards (PAB) may consider the mechanisms for the retrieval of credit.

62. A PAB may judge that no further reassessment can be permitted and terminate a student's registration.

63. Exceptionally, a PAB may make a request to the PVC (Education and Students) to Ÿǭǀǀ‖ċ‖ħƨǀqőǀǀ‖ċĦċ Ĭ ǀǀ ů ŔĦ‖ ! ǀǀċǀ‖qŸ‖ċĦőŔǀǀƵǀǀ‖Ħǀǀǀ Ĭ ŔqŔ‖ħŸǀ‖qőċq‖ ł qċƆǀǀ‖Ÿħ‖ ł qƨ Ĭ !Ø

64. A repeat of a stage of study means that a student restarts all the modules ċłłŸĦŔċąIJĬ⃞ʒŔąő⃞ąőIJ⃞łąċĎIJ⃞ċł⃞Ŕĥ⃞ĥŸI⃞ąőIJ⃞ʒIłą⃞ąŔůIJЯ⃞ąċťIJł⃞ǴċIą⃞ŔŰ⃞ċũũ⃞ąIJċĦőŔŰĎ⃞ċŰĬ⃞ learning and takes all assessment. All previous marks and credit relating to the repeat stage are removed from the student record for progression and award purposes.

**stage**

65. A repeat stage may not be given where the stage has already been repeated or second resits without attendance have already been granted by a PAB.

66. ÑőIJ⃞Â 7⃞ůċ!⃞ċĎIIJIJ⃞ąŸ⃞ŸǫIJI⃞ċ⃞IIJǴIJċą⃞Ÿĥ⃞ċ⃞łIJůIJłąIJI⃞ŔŰłąIJċĬ⃞Ÿĥ⃞ąőIJ⃞ʒőŸũIJ⃞łąċĎIJЯ⃞ provided that 60 credits have been secured in the other semester.

**stage**

67. ⃞łąƨĬIJŰą⃞ŸǫIJIIJĬ⃞ċ⃞IIJǴIJċą⃞łąċĎIJołIJůIJłąIJI⃞Ÿĥ⃞łąƨĬ!⃞ʒŔũũ⃞ĤIJ⃞IIJhʊƨŔIIJĬ⃞ąŸ⃞ċĤŔĬIJ⃞with the conditions set out in the University Repeat Year Learning Agreement. See Learning Agreement guidance and form.

68. E‡ĦIJǴąŔŸŰċũũ!Я⃞ċ⃞Â 7⃞ůċ!⃞ŸǫIJI⃞ąőIJ⃞IIJǴIJċą⃞Ÿĥ⃞ċ⃞ůŸĬƨũIJ⃞ƨǴ⃞ąŸ⃞ůċ‡ŔůƨůŸĥ⃞OM⃞ credits where the course structure does not permit a failed module to be trailed.

## Section 5: Progression

-

91. A part-time student's progress must be considered at the summer PAB during each year of study.

92. The roles, responsibilities and membership of Progression and Award Boards (PABs) is set out in the Examination Board policy and procedures.

## Section 6: Awards

### General

93. Â 7 achieved the minimum required modules and a capped stage mean of 50%.

94. In all cases the capped stage mean is used for award purposes.

95. Postgraduate

| | |
|---|---|
| An overall grand mean of 70 – 100% with 50% of the credit at 70 or above | Distinction |
| An overall grand mean of 60 – 69% with 50% of the credit at 60 or above | Merit |
| An overall grand mean of 50 – 59% | Pass |

### Rounding

96. In all cases, where the grand mean average creates a mark of 0.45% or greater, this will be rounded up to the next full percentage point.

97. boundaries.

98. Â 7
    - A grand
    - 50% or more of the credit that contributes to the award in the higher

99. E

| | |
|---|---|
| Masters award | A student who is registered for the award of Masters Degree will be considered for the award on completion of:<br><br>• Not less than 180 credits at the prescribed level<br>• Of which at least 150 credits must be at level 7<br>• A capped stage mean of 50% across the stage<br><br>The credit requirement may include condoned and compensated credit where this has been given by the PAB. |
| Postgraduate Diploma | A student who is registered for the award of Postgraduate Diploma will be considered for the award on completion of: |

## Postgraduate E Awards

103. Students who fail to achieve the credit required for the award for which they are registered but who meet the relevant criteria for a Postgraduate Diploma or ÂŸłąŊlċĬƨċąlJ‖9lJląŔǯĦċąlJ‖ů ċ!‖ĤlJ‖considered in line with the award criteria above.

104. The mean mark should only be calculated from the taught modules contributing to the award. Credit achieved from a research-based dissertation/project cannot contribute to the credit requirements of a Postgraduate Diploma or ÂŸłąŊlċĬƨċąlJ‖9lJląŔǯĦċąlJ‖ƽőlJŰ‖ċƽċlĬlJĬ‖ċłĦċŰ‖lJ‡Ŕą‖ċƽċlĬłŊ

105. ÂŸłąŊlċĬƨċąlJ‖lJ‡Ŕą‖ċƽċlĬłĦċllJ‖ŰŸą‖ĦũċłłŔǯlJĬłŊ‖ÉlJlJ Approved Derogations to UG and PGT Progression and Award Regulations for alternative exit award titles.

## Non-

106. A PAB has the discretion to grant an exit award where the standard criteria have been met.

## Institutional Credit

107. ì őlJllJ‖ŔŰłƨǭŔĦŔlJŰą‖ĦllJĬŔą‖őċł‖ĤlJlJŰ‖ċĦĦlƨlJĬ‖ŋŸl‖ċ‖ÂŸłąŊlċĬƨċąlJ‖9lJląŔǯĦċąlJ‖Ÿŋ‖ cŔŊőlJl‖EĬƨĦċąŔŸŰ‖ąŸ‖ĤlJ‖ŊŔƻlJŰЯ‖ąőlJŰ‖ŔŰłąŔąƨąŔŸŰċũ‖ĦllJĬŔą‖ŋŸl‖ċŰ!‖ů ŸĬƨũlJł‖ǴċłłlJĬ‖ will be awarded.

## Aegrotat Awards

108. An Aegrotat degree will be subject to the approval of the Pro Vice-Chancellor (Education and Students) following a recommendation from the PAB.

109. An Aegrotat degree does not provide eligibility for registration with a PSRB or denote suitability to practice.

110. A student can appeal against the decision of a PAB where the criteria for an appeal are met.

111. Upon completion of/withdrawal from their studies, the student will receive a ąlċŰłĦlŔǴąŊ‖‖ÑőlJ‖ąlċŰłĦlŔǴą‖ĬŸlJł‖ŰŸą‖ĦŸŰłąŔąƨąlJ‖ċ‖ĦlJląŔǯĦċąlJ‖Ÿl‖ċƽċld.