

UNIVERSITY OF CUMBRIA ACADEMIC PROCEDURES AND PROCESSES

APPENDIX 1

Approved Variations to Academic Regulations for Specific Programmes

Programme title/award:

Practice Development Framework

Date of approval: 14 December 2018

Programme codes: See information in table below.

Owning Institute: Institute of Health

Academic contact: Michelle Garner

Name of professional/statutory/regulatory body: N/A

University regulation	Programme-specific regulation
F14.2 <i>Compensation is normally available to students on undergraduate, graduate and taught postgraduate programmes, within the limits prescribed in F15. Any exceptions must be agreed through the validation process.</i>	F14.2 As CPD students are only initially registering for stand-alone modules it is impossible to apply current compensation regulations. Programme Specifications for awards of more than 60 credits within the Framework will specify that 'For students on this programme, compensation will not apply'. Programmes affected: PGCerts (all routes) UADips (all routes) UDip UCert Where a programmes contains compulsory modules, these modules cannot be compensated. Programmes affected: PGCert Practice Development: Defence Medical Leadership (closed employer cohort) PJPCUOCPDDML0 UADip Critical and/or Acute Care: Practice Development, PGCert Critical and/or Acute Care: Practice Development PJPCUOCACCPD0 UUPCUOCACCPD0 PGCert Healthcare and Medical Leadership: Practice Development PJPCUOCHMLPD0

<p>F15.1</p> <p><i>Credits can be compensated on the basis of 20 credits per 120 at each level ...Compensation is not possible for 60 credit awards.</i></p>	<p>As for F14.2 above.</p> <p>Programmes affected:</p> <p>PGCerts (all routes)</p> <p>UADips (all routes)</p> <p>UDip</p> <p>UCert</p>
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Programme title/award:

Programme title/award

1. Police Constable Degree Apprenticeship (PCDA) / BSc (Hons) Policing
2. Degree Holder Entry Programme (DHEP) / Graduate Diploma in Policing

Date of Academic Board Approval

5.11.19 (Chair's Action. Noted by AB 5.11.19)

University of Cumbria Programme Codes:

1. UBPCUOCPRPOP9
2. UGPCUOCPRPOP0

Owning Department

Institute of Business, Industry and Leadership

Academic Contact

Mandy McGachie

Name of Professional/Statutory/Regulatory Body

N/A

University regulation	Programme Specific Regulation
<p>F6.2 Penalties for work submitted late without prior approval are:</p> <p>.1 coursework submitted as for the first time after the deadline but within 3 working days will be accepted for a maximum mark of 40% (undergraduate) and 50% (postgraduate);</p> <p>.2 late submission thereafter is regarded as non-submission and awarded zero;</p> <p>.3 work submitted where a formal extension has been given or for deferred assessment or reassessment must be submitted by the dates provided as F6.2.1 does not apply in these cases. Late submission is regarded as nonsubmission and awarded zero.</p> <p>F6.3 Students who are unable to submit work within 3 working days after the submission date due to verifiable extenuating circumstances may submit a case for consideration in accordance with the University's Extenuating Circumstances Procedures.</p>	<p>Work submitted late without prior approval is regarded as a non-submission and awarded zero. This extends to situations where a formal extension has been given, for deferred assessment and for reassessment.</p> <p><i>(No late submission is permitted for capped marks)</i></p>
<p>F8.3 Where the student passes all reassessment elements, credit for the module(s) is awarded. The pass</p>	<p>Where the student passes all reassessment elements, credit for the module(s) is awarded. The capping of reassessment will apply at</p>

<p><i>mark is recorded for any module in which reassessment has been successful (a maximum of 40% for undergraduate and a maximum of 50% for postgraduate). For programmes which involve PSRB accreditation, the pass mark will be 'capped' at the PSRB pass mark.</i></p> <p>F8.4 <i>Where the student fails to improve on the original assessment performance via reassessment, the final mark for the module will be the highest mark obtained.</i></p>	<p>component, not module level (a maximum of 40% for undergraduate).</p> <p>Where the student fails to improve on the original assessment performance via reassessment, the final mark for the element of assessment will be the highest mark obtained.</p>
<p>F8.5 <i>A student who fails their reassessment may be considered for compensation in that module within the limits outlined in F14.1.</i></p>	<p>No compensation is permitted within these programmes</p>
<p>Module Re-registration</p> <p>F8.6 <i>Providing there is no conflict with professional statutory or regulatory body requirements when a student has failed both the original assessment and the reassessment for a module, the student shall normally be entitled to retake the module on one occasion, within the following limits: Level 3 – 120 credits Level 4 – 120 credits Academic Regulations 2019/20 Version 1 (New) 25 Level 5 and 6 combined – 120 credits Level 7 – up to the total credit value of the award</i></p> <p>F8.7 <i>A student who retakes a module is required to re-enrol for the module, where appropriate pay any tuition fee required for such enrolment, follow the course of tuition offered and attempt all the items of assessed work, including any which he or she may previously have passed. A student whose enrolment is subject to the provisions of a Tier 4 Student Visa and who is required to undertake reassessment in a second registration of a module, may be required to take that final reassessment opportunity outside the UK. The first attempt in the retaken module would be uncapped, the reassessment would be capped at the pass mark.</i></p>	<p>Re-registration to re-take modules is not permitted within these programmes.</p>

<p>G4.7 <i>In exceptional circumstances, where a student has reached a progression point with insufficient credit to progress (see G2.5-G2.7) but still has outstanding reassessment opportunities available, where it is considered that there is a reasonable prospect of successful completion (and providing there is no conflict with professional statutory or regulatory body requirements), the University Progression and Award Board has discretion to approve 'reassessment without attendance' for Academic Regulations 2019/20 Version 1 (New) 32 one year. The failed modules may be re-attended and the assessment must be repeated.</i></p>	
<p>F13 Compensation of Assessment Requirements F13.1 <i>Students who fail to satisfy some element of assessment may be allowed to progress or complete if the University Progression and Award Board exercises its discretion to compensate assessment requirements. This discretion is only available to this Board and is subject to specific conditions. F13.2 Compensation is normally available to students on undergraduate, graduate and taught postgraduate programmes, within the limits prescribed in F14. Any exceptions must be agreed through the validation process.</i></p> <p>F13.3 <i>Although a compensation or waiver may allow a student to progress or complete for an award by receiving credit, the marks achieved in a compensated module are not altered and this mark will carry forward to any classification calculation if relevant.</i></p> <p>F13.4 Undergraduate and Graduate Programmes <i>Compensation relates to marginal performance and may be applied at the discretion of the University Progression and Award Board at each level where the mark band for the module is greater than or equal to 35% and less than 40%.</i></p>	<p>No compensation is permitted within these programmes</p>

<p><i>Compensation can only be applied where:</i></p> <ul style="list-style-type: none"> <i>.1 all other module assessments at the level have been submitted</i> <i>.2 the module is not core or professional body requirements do not prohibit compensation , and</i> <i>.3 there is evidence that the outcomes for the level of study have been met, as indicated by an average of 40% over all modules at the first attempt.</i> <p>F13.6 <i>Compensation of assessment requirements are construed to be passes.</i></p> <p>F14 Limits to Compensation</p> <p>F14.1 <i>Credits can be compensated on the basis of 40 credits per level at levels 3 and 4 and 20 credits per level at levels 5, 6 and 7. (A maximum of one 20 credit module within a Postgraduate award of 120 credits or more). Compensation is not possible for 60 credit awards. Compensation will be automatically applied when all initial module outcomes for the level of study are completed and the profile meets regulatory requirements of compensation.</i></p> <p>F14.2 <i>Compensation cannot be applied to modules validated on a Pass/Fail basis.</i></p>	
<p>G2.6 <i>Providing there is no conflict with PSRB requirements, students must successfully complete a minimum of 100 Level 4 credits before attempting any study at Level 5. The remaining 20 Level 4 credits to be reassessed or retaken must be completed successfully before commencing any study at Level 6. Students who have progressed to Level 5 under G2.6 may not combine study at Levels 4 and 6.</i></p> <p>G2.7 <i>Providing there is no conflict with PSRB requirements, students must successfully complete a minimum of 100 Level 5 credits before attempting any study at Level 6.</i></p>	<p>(BSc only)</p> <p>A student who has successfully completed a minimum of 80 Level 4 credits, whose profile contains a first reassessment which has not yet been completed or who has extenuating circumstances, may progress to Level 5. Students who have progressed to Level 5 under this regulation may not combine study at Levels 4 and 6.</p> <p>A student who has successfully completed a minimum of 80 Level 5 credits, whose profile contains a first reassessment which has not yet been completed or who has extenuating circumstances, may progress to Level 6.</p>

Appendix 3c: The Conduct of Assessment

(Word Limits)

3 Word limits for assignments 3.1 It is expected that suggested lengths (in numbers of words for written work, or in time periods for presentations) are designed to indicate to students what length in words or time will, for most students, be appropriate to meet the learning outcomes of the assignment. Unless there is a requirement to work to a particular length of words or time related to the module learning outcomes or regulatory requirements (see 3.2 below), these suggested lengths must be presented as guidance to students (not a requirement). Students who ignore this guidance may receive advice in the feedback on the effectiveness of their writing/presentation, but there is no summative assessment penalty for not adhering to the guidance.

All summative assessments, other than exams, will have a stated word count or duration which provides a direction on the expected submission length. Academic assessments **will** carry penalties where the word count or duration in the assignment exceeds the allowed length and the penalties which will be applied are shown below;

1 - 10%	No penalty
11–30%	Deduction of 10% marks
31%+	Mark capped at 40%

The word count for each assessment submission should be calculated by highlighting all the text from the first word of the first sentence and the last word of the last sentence. It therefore includes headings, in text references, quotes, page numbers, dates and any other words in the main body of the text. It does not include the assessment title or the reference list. In dissertations or reports, the following would also be excluded where relevant: table of contents, list of tables, list of figures, abstract, acknowledgements, appendices.

Programme title/award:

BSc (Hons) Business Management
BSc (Hons) International Business Management
BSc (Hons) Business Management Top-Up
BSc (Hons) International Business Management Top-Up
BSc (Hons) Business Management (IFY)
BSc (Hons) International Business Management (IFY)
BSc (Hons) Criminology and Forensic Investigation
BSc (Hons) Criminology and Forensic Investigation (IFY)

Date of approval: 20 June 2024

Programme codes: See information in table below.

Owning Institute: Institute of Business, Industry and Leadership

Academic contact: Ashleigh Hunt

Name of professional/statutory/regulatory body: N/A

University regulation	Programme-specific regulation
<p>Compensation F14.1 <i>Credits can be compensated on the basis of 40 credits per level at levels 3 and 4 and 20 credits per level at levels 5, 6 and 7. (A maximum of one 20 credit module within a Postgraduate award of 120 credits or more). Compensation is not possible for 60 credit awards. Compensation will be automatically applied when all initial Academic Regulations (Taught Programmes) 2023/24 31 module outcomes for the level of study are completed and the profile meets regulatory requirements of compensation. F14.2 Compensation cannot be applied to modules validated on a Pass/Fail basis.</i></p> <p>Progression G2.6 <i>Providing there is no conflict with PSRB requirements, students must successfully complete a minimum of 100 Level 4 credits before attempting any study at Level 5. The remaining 20 Level 4 credits must be passed (through reassessment or retaking the module) before commencing any study at Level 6.</i></p>	<p>Compensation F14.1 Credits can be compensated on the basis of 40 credits per level at level 3, and up to one-30 credit module at Levels 4, 5 and 6. (A maximum of one 20 credit module within a Postgraduate award of 120 credits or more). Compensation is not possible for 60 credit awards. will be automatically applied when all initial Academic Regulations (Taught Programmes) 2023/24 31 module outcomes for the level of study are completed and the profile meets regulatory requirements of compensation. F14.2 Compensation cannot be applied to modules validated on a Pass/Fail basis.</p> <p>Progression G2.6 Providing there is no conflict with PSRB requirements, students must successfully complete a minimum of 90 Level 4 credits before attempting any study at Level 5. The remaining 30 Level 4 credits must be passed (through reassessment or retaking the module) before commencing any study at Level 6.</p>

G2.7

Providing there is no conflict with PSRB requirements, students must successfully complete a minimum of 100 Level 5 credits before attempting any study at Level 6.

G2.7

Providing there is no conflict with PSRB requirements, students must successfully complete a minimum of 90 Level 5 credits before attempting any study at Level 6.

Programme title/award:

BSc (Hons) Project Management DLA

Date of approval: 20 June 2024

Programme codes: See information in table below.

Owning Institute: Institute of Business, Industry and Leadership

Academic contact: Charles Dobson

Name of professional/statutory/regulatory body: N/A

University regulation	Programme-specific regulation
<p>G2.6 <i>Providing there is no conflict with PSRB requirements, students must successfully complete a minimum of 100 Level 4 credits before attempting any study at Level 5. The remaining 20 Level 4 credits must be passed (through reassessment or retaking the module) before commencing any study at Level 6.</i></p> <p>G2.7 <i>Providing there is no conflict with PSRB requirements, students must successfully complete a minimum of 100 Level 5 credits before attempting any study at Level 6.</i></p>	<p>G2.6 and G2.7 The University's standard Academic Regulations require 100 credits to have been successfully achieved (i.e. marks confirmed) before commencement of study at the next level, however the design of this degree apprenticeship and the nature of the year-long study involved with degree apprenticeships means that, on this programme, a student must have completed the study of 120 credits worth of modules before commencing study at the next level.</p> <p>A student can however commence the next level having only successfully achieved (i.e. had marks formally confirmed) for 80 credits.</p>