

Programme Regulations – proposed amendments for 2018/19

The Assessment Regulations apply to all taught undergraduate, graduate and postgraduate programmes that lead to an award of City, University of London. The appendices to the Assessment Regulations, including the Programme Regulations, form an integral part of the Regulations.

This paper outlines proposals made for revision to Programme Regulations for 2018/19

Educational Quality Committee is asked to:

- (i) **consider** the proposed revisions to the Programme Regulations and **recommend** that they are approved by Senate

**APPENDIX 1 - PROPOSALS FOR CASS PROGRAMME AMENDMENTS
(APPROVED BY CASS PARC CHAIR ON BEHALF OF THE BOARD OF STUDIES 03.05.18)**

Revisions are indicated by underlined/shaded text

APPENDIX 1.1 CASS BUSINESS SCHOOL PROGRAMME REGULATIONS

BSc Accounting & Finance
BSc Banking & International Finance
BSc Business Studies
BSc Investment & Financial Risk Management
BSc Finance
BSc Management
BSc Business Management
BSc Business with Finance
BSc Business with Marketing
BSc Business Management, Digital Innovation and Entrepreneurship
BSc International Business

A1.1.1 Compensation

Compensation at Programme Stages 1 & 2

Where a student fails up to a total of one sixth of the required number of credits in either Part 1 or in Part 2 the Assessment Board can consider the application of compensation provided that:

- compensation is permitted for the module involved as set out in the Programme Specification, and
- all assessments for the Programme Stage are taken in one academic year, and
- a minimum overall mark of 30% has been achieved in the module to be compensated, including a minimum of 30% in the exam and 30% in the coursework, and
- an aggregate mark of 40% has been achieved for the Programme Stage.

Compensation at Programme Stage 3

Once 90 credits have been earned, the remaining credits for Programme Stage 3 (excluding the final year project) can be earned through compensation provided that:

- all assessments for Programme Stage 3 are taken in one academic year, and
- a minimum overall mark of 30% has been achieved in each module to be compensated, and
- an aggregate mark of 40% has been achieved for Programme Stage 3.

A1.1.2 Resit

Resits at Programme Stage 3

There are no resits for exams or coursework at Programme Stage 3. Where a student fails a module due to failure in an assessment component at Programme Stage 3, no resit will be offered unless the student has approved Extenuating Circumstances. A student who fails to achieve the required number of credits at Programme Stage 3 for a Bachelors degree (after compensation if applicable) with Honours will be awarded an Ordinary Degree, Diploma of Higher Education or Certificate of Higher Education, provided that they meet the requirements for one of these awards.

Students who have approved Extenuating Circumstances at Programme Stage 3 will be given the option to resit at the next available opportunity in the following academic year.

APPENDIX 2 - PROPOSALS FOR SHS PROGRAMME AMENDMENTS AS APPROVED BY SHS PARC CHAIR ON BEHALF OF THE BOARD OF STUDIES – 27.04.18

1. NEW PROPOSAL

BSc Speech and Language Science, BSc Speech and Language Therapy, MSc Speech and Language Therapy – Entry criteria and RPEL

Details of the Programme Regulation sought:

Two exceptions are being sought:

- 1) To extend the entry requirement criteria for the new Speech and Language Science course (which commenced in 17-18) to allow an exit transfer from the new clinical Speech and Language Therapy course to the non-clinical Speech and Language Science course at the end of year 2. I.e. to allow students who have completed and passed year 1 and part of year 2 of the SLT course at City, University of London, the option to transfer up to 210 credits from SLT to SLS.
- 2) To extend the RPEL entry criteria for the BSc and MSc Speech and Language Therapy courses to allow the consideration of accepting RPL from similar overseas programmes. (In particular, from SLT courses from countries which have a Mutual Recognition of Credentials Agreement with the Royal College of Speech and Language Therapists).

Rationale:

- 1) Some SLT students, who do not successfully complete clinical components of year 2 of the SLT course, would like to transfer to a non-clinical degree, rather than exiting with a Certificate of Higher Education in Language & Communication Sciences (non-clinical).
- 2) From time-to-time we receive enquires from SLT students from overseas who are relocating to the UK and wish to complete their SLT training with us.

Details of how current and prospective students have been/will be advised of this:

This is an amendment to the new SLS/SLT programmes, which commenced in 17-18 and will not affect year 2 students until the 18-19 academic year. We will inform current SLT students of the change at the spring term Staff-Student Liaison Committee 17-18 and the autumn term meeting in 18-19.

APPENDIX 3 - PROPOSALS FOR LEaD PROGRAMME AMENDMENTS AS APPROVED BY LEaD CHAIR OF THE BOARD OF STUDIES – 07.05.18

NEW PROPOSAL

MA Academic Practice - Recognition of Prior Learning

Details of the Programme Regulation sought:

The current regulations permit students to seek RPL/RPEL for up to ¼ of the overall credit so 45 credits from the MA Academic Practice Programme.

We would like to be able to permit this to be up to 50% for our own staff completing the Postgraduate Certificate if they have more than 3 years' experience and for the postgraduate diploma/MA 1/3 of the credit for the full MA which is 60 credits.

Rationale:

The rationale for this is support staff /students in completing the full MA. There are two reasons for this.

Firstly, we do get applicants from other institutions where they have gained an appropriate Postgraduate Certificate but their own institution does not provide a postgraduate diploma or MA.

Secondly, we also wish to encourage our staff to gain a recognised teaching qualification but wish to acknowledge if they have more than three experience they have already gained some learning. We would encourage them to undertake modules and advise them which modules from their experience may be most appropriate for them to gain recognition of their prior experiential learning through them completing the appropriate assessment.

2. REVISIONS TO CURRENT APPROVED PROGRAMME REGULATIONS AS SUBMITTED BY THE BOARD OF STUDIES SECRETARY

Following a consultation exercise with the Programme Directors and Divisional Leads the following errors were noted in the programme regulations:

BSc Optometry/MOptom (Hons)

A1.2.8 Programme Transfer

A student who has successfully completed Programme Stage 3 of the BSc Optometry programme may, with the approval of the Assessment Board, transfer to Programme Stage 4 of the related MOptom programme provided that they have obtained:

- the required credits for Programme Stage 3, and
- overall average mark of 50% across Programme Stages 1-3

Error in the current regulations: Second bullet point should state that: students with an “overall average mark of **60%** across Programme Stages 1-3”.

the Programme Specification states 60% overall average mark.

PG Dip/MSc Speech and Language Therapy BSc Speech and Language Therapy BSc Speech and Language Science

A1.2.2 Resits

A student who has not met the pass requirements for a Module due to failure in a resit may, at the discretion of the Assessment Board, be offered a second resit subject to the following criteria:

- For BSc SLS and SLT programmes, an overall average of at least 50% in Programme Stages **1**, 2 and 3 excluding the failed assessment must have been achieved.

A1.2.7 Periods of Registration

PG Dip/MSc Speech and Language Therapy (Please note the PGDip is being replaced by the MSc. 2017-18 is the last year this programme will run and so conversions will run until 2021)

Old course:

The normal period of registration for the award of Postgraduate Diploma is 2 years and the maximum period of registration is 4 years. The normal period of registration for the PG Dip with MSc conversion is 2.5 years and the maximum period of registration for the PG Dip with MSc conversion is 5 years.

New course:

The normal period of registration for the award of MSc SLT is 2 years and the maximum period of registration is 4 years.

Foundation Degree Ophthalmic Dispensing

A1.2.2 Resits

Current Regulation

A student who has not met the pass requirements for a Module due to failure in a resit may, at the discretion of the Assessment Board, be offered a second resit subject to the following criteria:

- For the Foundation Degree Ophthalmic Dispensing, an overall average of at least 50% in Programme Stage 2 excluding the failed assessment must have been achieved.
- For BSc programmes, an overall average of at least 50% in Programme Stages 2 and 3 excluding the failed assessment must have been achieved.
- For postgraduate programmes, an overall average of at least 60% in the taught elements of the programme excluding the failed assessment must have been achieved.
- The student has failed no more than one assessment.
- A second resit cannot be offered for any practical failed assessment (either placement or in-house clinical).

Revised Regulation

The following statement should not apply to the FODD year 2 students

“A second resit cannot be offered for any practical failed assessment (either placement or in-house clinical)”

The Programme Regulations that were agreed for this programme are:

Foundation Degree in Ophthalmic Dispensing uses the following criteria on which to base the use of discretion by an Assessment Board to consider offering a third and final attempt at an assessment to students on an individual basis (see Senate Assessment Regulations S19).

The student must have achieved an overall average of at least 50% in Programme Stage 2 excluding the failed assessment. The student has failed no more than one assessment.

Waheeda Dhansey
Secretary to Board of Studies
May 2018

BSc Actuarial Science

A1.1.3 Compensation

Compensation at Programme Stages 1 & 2

Where a student fails up to a total of 25 credits in Part 1 or 20 credits in Part 2 the Assessment Board can consider the application of compensation provided that:

- compensation is permitted for the module involved as set out in the Programme Specification, and
- all assessments for the Programme Stage are taken in one academic year, and
- a minimum overall mark of 30% has been achieved in the module to be compensated, including a minimum of 30% in the exam and 30% in the coursework, and
- an aggregate mark of 40% has been achieved for the Programme Stage.

Compensation at Programme Stage 3

Once 90 credits have been earned, the remaining credits for Programme Stage 3 (excluding the final year project) can be earned through compensation provided that:

- all assessments for Programme Stage 3 are taken in one academic year, and
- a minimum overall mark of 30% has been achieved in each module to be compensated, and
- an aggregate mark of 40% has been achieved for Programme Stage 3.

A1.1.4 Resit

Resits at Programme Stage 3

There are no resits for exams or coursework at Programme Stage 3. Where a student fails a module due to failure in an assessment component at Programme Stage 3, no resit will be offered unless the student has approved Extenuating Circumstances. A student who fails to achieve the required number of credits at Programme Stage 3 for a Bachelors degree (after compensation if applicable) with Honours will be awarded an Ordinary Degree, Diploma of Higher Education or Certificate of Higher Education, provided that they meet the requirements for one of these awards.

Students who have approved Extenuating Circumstances at Programme Stage 3 will be given the option to resit at the next available opportunity in the following academic year.

MSc Insurance & Risk Management

A1.1.5 Recognition of Prior Learning

The limit to the volume of credit that can be permitted through RPL will be 30% for applicants who hold the Chartered Insurance Institute (CII) Associateship or Advanced Diploma qualification.

All Masters Programmes

A1.1.6 Award and Classification

Award classifications are determined as follows:

<u>Award</u>	<u>Overall aggregate mark</u>	<u>Award classification</u>
<u>Masters Degree</u>	70-100%	<u>With Distinction</u>
<u>Postgraduate Diploma</u>	65.0-69.9%	<u>With Merit</u>
	50.0-64.9%	<u>Without classification</u>

In addition to the above awards, the following programmes have a PG Certificate

MSc Actuarial Management

MSc Marketing Strategy and Innovation

MSc Global Supply Chain Management

MSc Entrepreneurship

MSc / MA / Minnov in Innovation, Creativity and Leadership

Executive Masters in Medical Leadership

MSc Actuarial Science

MSc Actuarial Management

MSc Business Analytics

MSc International Business

MSc Global Finance

A1.1.6 Graduate Diploma *(Regulation for 2017/18 only)*

Students must achieve 120 credits including modules specified in the Programme Specifications, with a minimum mark of 40%. Where students have previously achieved the standard for a graduate diploma, they may revert to this award if they subsequently fail to meet the standard for the MSc or Postgraduate Diploma.

All MSc Programmes

A1.1.7 Award and Classification

Award classifications are determined as follows:

Award	Overall aggregate mark	Award classification
Postgraduate Certificate	70-100%	With Distinction
	65.0-69.9%	With Merit
	50.0-64.9%	Without classification

All Masters Programmes

A1.1.8 Compensation

Where students fail up to a total of 20 credits at first or resit attempt (15 for a post graduate certificate) the Assessment Board can consider the application of compensation provided that:

- [Compensation is permitted for the module involved \(see the “what will I study” section of the programme specification\), and](#)
- [It can be demonstrated that you have satisfied all the Learning Outcomes of the modules in the Programme, and](#)
- [A minimum overall mark of 40% has been achieved in the module to be compensated, and](#)
- [An aggregate mark of 50% has been achieved overall](#)

Masters Degree Postgraduate Diploma	70-100%	With Distinction
	65.0-69.9%	With Merit
	50.0-64.9%	Without classification

All MBA Programmes

A1.1.89 Award and Classification

Award classifications are determined as follows:

Award	Overall aggregate mark	Award classification
Masters Degree	70-100%	With Distinction
	65.0-69.9%	With Merit
	50.0-64.9%	Without classification

A1.1.910 Resits

A student who has not met the pass requirements for a Module due to failure in a resit may, at the discretion of the Assessment Board and under exceptional circumstances, be offered a second resit subject to the following conditions:

1. The resit is permitted for no more than one assessment component,
2. The student does not attend the University, and access is limited to certain learning resources for the component being repeated,
3. The marks that can be achieved for the component being repeated is capped at the module and/or component pass marks,
4. The student retains the marks for the modules and/or components already passed,
5. No further resit opportunities are permitted.

Where the Assessment Board is satisfied that a further opportunity to take the original assessment is not possible or is inappropriate, it may arrange for an alternative assessment task to be set, on the condition that it must be an equivalent task which will enable the relevant Learning Outcomes to be demonstrated.

PROGRAMME REGULATIONS – PROPOSED AMENDMENTS FOR 2018/19

The Assessment Regulations apply to all taught undergraduate, graduate and postgraduate programmes that lead to an award of City, University of London. The appendices to the Assessment Regulations, including the Programme Regulations, form an integral part of the Regulations.

In specific cases (normally where Programmes of study lead to the qualifications of a Professional, Statutory and Regulatory Body (PSRB), eligibility to join a PSRB's register, and/or exemptions from the PSRB's own qualifications), variations to these Assessment Regulations for individual Modules or Programmes might apply. Where this is the case, the requirements must be approved by Senate (or an appointed nominee on behalf of Senate) as a Programme Regulation for the relevant Programme(s). Programme Regulations will take precedence over specific sections of the Assessment Regulations.

Educational Quality Committee is responsible for considering requests for exemption from the Senate Regulations relating to educational provision and/or approved quality and standards framework, and making recommendations to Senate.

Proposals for revisions to Programme Regulations for 2018/19 have been submitted by:

- **Cass** (see Appendix 1)
- **School of Health Sciences** (see Appendix 2)
- **Learning Enhancement and Development (LEaD)** (see Appendix 3)

Educational Quality Committee is asked to consider the proposals and make a recommendation to Senate with regard to their approval.

Helen Fitch. Assistant Registrar (Quality)