3.2.1 Credit is awarded for successful achievement of learning outcomes, verified through the successful completion of individual module assignments; and the descriptors of the modules making up the programme must therefore provide details of how the module contributes to the achievement of the overall objectives of the programme of which it is an element. In order to be eligible for the award of academic credit for a completed module, students must submit the required pieces of work for assessment and meet the requirements of the assessment regulations governing the module or programme of study.

3.2.2 Assessments for a particular module must be designed to enable students to demonstrate that they have achieved the intended learning outcomes, and the methods of assessment must be appropriate to the type of study (e.g. practice-based tasks, written assignments, portfolios of work, presentations, laboratory reports, etc). The decision on the number and weighting of assessment components for a module is a matter for the programme team, subject to approval at validation and thereafter subject to minor change. The minimum weighting for an assessment task should be 10%, however some modules include pass/fail components which are designed to meet professional body requirements and which may be weighted as 0%.

3.2.3 Students must be provided with full details of how they will be assessed on each module, including the assessment criteria against which their performance will be judged in order to provide guidance on the expected approach to the task and the standard required to pass the assessment. Assessment requirements must be set out in the module handbook provided for students, showing the relative weightings of individual assessment components and indicating whether all elements must be passed in order to gain an overall pass for the module. Students are also entitled to feedback on their assessed work, and the mechanisms for accessing this feedback should be clearly stated in programme or module handbooks.

3.2.4 All examinations should be multiples of whole hours in length, whether 100% examined or not, single (15 or 20 credit), double modules (30 or 40 credit) or triple modules (45 or 60 credit). In modules where there is an examination, normally there will only be one unseen examination. The definition of an unseen examination includes multiple choice exams. Examinations that can vary from this policy are open book or seen exams where the students are aware in advance of the type of material they will be examined on. In addition, examinations can vary from this policy where there is an explicit requirement or reason to do so, for example in order to support the expectations of a relevant Professional, Statutory or Regulatory Body (PSRB).

For further information about these regulations, please contact the Pro Vice-Chancellor (Student Experience).

Approved by:
Academic Enhancement & Standards Committee, 27 June 2012
Academic Board, 18 July 2012

Last updated:
Academic Enhancement & Standards Committee, 11 March 2015 (addition of section A3.2.4)
Academic Enhancement & Standards Committee, 29 June 2016 (update to section A3.2.4 relating to examination length, in line with recommendations in the 2015-16 examination report AESC160629/07)