

EMERGENCY ASSESSMENT REGULATIONS APPENDIX: APRIL 2020

The following were approved by the Emergency Academic Board, 16th April 2020. These amendments will remain in place until there are no restrictions on the University's activities related to COVID-19 and they are revoked or amended by Academic Board.

1. As a general principle, pass/fail grades are not recommended for progression at Level 4 *except* in specific instances where agreed by the relevant Registry and Deputy Dean only where there are difficulties or impairments in delivery and/or assessment. These will be considered on a case-by-case basis and a formal record maintained for auditing purposes.
2. As a general principle, pass/fail grades are not permitted at Level 5 and above. Exceptions will be made on the following basis:
 - 2.1. Where marking cannot be achieved due to technical difficulties, a pass/fail grade may be considered for progression purposes *only* at the final Assessment Board on the understanding the final grade is made available for the student record no later than 1 month after re-opening of the building.
3. The current regulation concerning non-submission of work, whereby a student who fails to submit an assessment twice will be withdrawn, will remain. Any exceptions to this will be dealt with through EC's pre-Board and post-Board, through Appeals against a Board decision process.
4. Awards and classification: 'No detriment' approach to ensure students are not unduly impacted by the effects of the COVID-19 pandemic:
 - 4.1. the current algorithm for award and classification calculation will be run as usual for all students;
 - 4.2. for comparison, a new algorithm will be created to calculate awards and classifications based on the best 30 credits from Level 5 plus Level 6 Term 1 and Term 2 only. This will take account of all assessments submitted to date in Level 6, formative and/or summative
 - 4.3. the student will be awarded the most favourable outcome.
 - 4.4. When a course is subject to a Professional Statutory or Regulatory Body (PSRB) prescription or accreditation, examiners will ensure that all criteria and learning requirements of that PSRB requirements are still met.
5. **Assessment Regulations: the Board approved the drafting of an additional regulation concerning compensating or condoning failure:**
 - 5.1. Our current Assessment regulations do not allow us to compensate or condone failure. The Assessment Regulations Working Group will draft a regulation for the introduction of compensation/condoning for the Final Award Boards in July 2020.
 - 5.2. Compensation or condonement will replace trailing credits currently permitted through our regulations and consideration will be given to the levels of study at which compensation may and may not apply.

5.3. This new regulation will be for use by the examiners only at the Final Assessment Boards.

5.4. Condonement or compensation may not apply to courses subject to PRSB prescription.

6. Assessment Board date changes: the following new dates were approved by the Emergency Academic Board, 16th April 2020.

6.1. Proposed Board dates:

	Grades to Registry	Board Date	Retrieval date
UG UAL Final Board	03-Jul-20	17-Jul-20	04-Sep-20
UG RUL Level 4, 5 & 6 Final Board	10-Jul-20	24-Jul-20	11-Sept-20
UG Retrieval (RUL and UAL)	18-Sep-20	02-Oct-20	Trailing Credits: 13-Nov-2020
UG Retrieval (RUL and UAL)	20-Nov-20	27-Nov-20	N/A

6.2. **For reference, the original dates were:** Current UG Board dates:

	Grades to Registry	Board Date	Retrieval date
UG RUL Level 4 Final Board	26-Jun-20	03-Jul-20	28-Aug-20
UG UAL Final Board	26-Jun-20	10-Jul-20	28-Aug-20
UG RUL Level 5 & 6 Final Board	03-Jul-20	10-Jul-20	28-Aug-20
UG Retrieval (RUL and UAL)	04-Sep-20	18-Sep-20	Trailing Credits: 30-Oct-20
UG Retrieval (RUL and UAL)	06-Nov-20	13-Nov-20	N/A

6.3. The proposal for the Architecture Board date to held separately was approved and the dates for Grades to Registry, pre-Assessment Board, Final Assessment Board and Retrieval deadline to be agree between the Deputy Dean Design School, Academic Registrar, Associate Programme Director for Architecture and Quality Officer. To note, students will be allowed 6 weeks for retrieval.

6.4. Postgraduate and BSc Digital Technology Solutions Term 2 Interim Assessment Boards are currently scheduled in for 24th July 2020.

6.5. This will impact the start of Term 1 in the new academic year 2020/2021 currently scheduled for 28th September 2020 with enrolment and induction the week before.

7. Extenuating circumstances policy:

7.1. The following amendments to EC's regulations were noted:

- 7.1.1. to accept all COVID-19 related cases without evidence where students cannot provide any;
- 7.1.2. to accept access to IT/connectivity difficulties as an exception during this period;
- 7.1.3. attempt numbers will be maintained and any exceptions to be dealt with through EC's policy pre-Board or post-Board and through Appeals against Board decision process.

8. Additionally, the Board approved:

- 8.1. uncapped grades for all Term 2 retrievals to allow students more time to adjust to circumstances.
- 8.2. Term 3 retrievals will be treated under the usual Extenuating Circumstances policy with the additional COVID-19 measures outlined in the paragraph above if these are still in place.

9. External Examiner issues: to note

9.1. External Examiner consultation process:

- 9.1.1. Quality have contacted EEs in general terms and will coordinate the consultation with EEs on the detailed amended briefs once they have all been received/agreed internally.
- 9.1.2. Consideration of 'senior' External Examiner for sign-off where usual EE cannot be contacted.

End.