

# UNDERGRADUATE REGULATIONS

2023-24



UNIVERSITY OF  
**LINCOLN**

This document sets out the general principles and Regulations that apply to the University's undergraduate awards as listed in the University's Schedule of Awards.

These regulations supersede all previous Regulations on undergraduate awards at the University of Lincoln which are hereby revoked.

1 September 2023

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## Section A – Undergraduate Regulations

### A.1 Introduction

- A.1.1 These Regulations are the University's Regulations for undergraduate awards and all other Regulations and Policies of the University take effect subject to these Regulations and will be interpreted and applied consistently with them.
- A.1.2 These Regulations:
- A.1.2.i Establish the conditions under which an individual is entitled to pursue an undergraduate programme of the University.
  - A.1.2.ii Provide specific programme and award Regulations.
- A.1.3 These Regulations apply to:
- A.1.3.i Individuals who have formally applied, received an offer from, have accepted an offer or have enrolled to be an undergraduate student or degree apprentice of the University.
  - A.1.3.ii All students who have temporarily interrupted their studies at the University.
  - A.1.3.iii Individuals employed by the University.
  - A.1.3.iv Individuals engaged to provide a service to the University under a contract for services.
  - A.1.3.v Visiting members of the University, such as visiting professors and visiting fellows.
  - A.1.3.vi External Examiners appointed to the University.
  - A.1.3.vii Individuals who contribute in any other way to the academic enterprise of the University.
- A.1.4 The University undertakes to take all reasonable steps to provide the teaching, examination, assessment, and other educational services set out in its prospectus and other University documents.
- A.1.5 Should industrial action or circumstances beyond the control of the University interfere with its ability to provide educational services, the University undertakes to use all reasonable steps to minimise the resultant disruption to those services.
- A.1.6 The Academic Registrar exceptionally may agree, on an individual student basis, a Variation to the Regulations. Any such arrangements will be reported to the relevant committee of Academic Board as soon as practicable.
- A.1.7 The University reserves the right to modify its Regulations at any time, but the University will consider the timescale for introducing changes and the effect on current cohorts of students via consultation with stakeholders. Changes will not normally be introduced for implementation in the current academic year but would take effect in the following academic year. There may be differences in the Regulations as they apply to different cohorts of students registered for the same award.

## A.2 Awards of the University

### A.2.1 The Framework for Higher Education Qualifications

A.2.1.A All programmes offered by the University will be designed, and their students assessed, at appropriate Levels that conform to the Framework for Higher Education Qualifications promulgated by the Quality Assurance Agency for Higher Education (the QAA).

A.2.1.B An individual programme's conformity with the Framework will be verified at initial Validation and any Revalidation.

### A.2.2 Structure of Programmes

A.2.2.A The governing principle for the ordering of any curriculum leading to a taught award of the University is that the curriculum is organised as an academically and pedagogically credible programme.

A.2.2.B A programme will have a unique title, and set of learning outcomes, and be made up of a unique combination of modules.

A.2.2.C Every programme will have a programme specification which sets out the structure, learning outcomes and assessment of the award.

A.2.2.D The standard module building block for the construction of undergraduate programmes will be multiples of 15 credits up to a maximum of 60 credits, with 1 credit equating to 10 notional learning hours.

### A.2.3 Mode and Duration of Study

A.2.3.A Students studying 120 credits in an academic year will be registered as full time.

A.2.3.B Students studying fewer than 120 credits in an academic year will be registered as part time.

A.2.3.C The mode and duration of study for each undergraduate award of the University is set out below.

<b>Award</b>	<b>Mode of study</b>	<b>Minimum length</b>	<b>Maximum length</b>
Foundation Year	Full time	12 months	24 months
	Part time	24 months	48 months
University Certificate	Part time	12 months	24 months
University Diploma	Part time/Full time	12 months	24 months
Higher National Certificate (HNC)	Full time	18 months	36 months
	Part time	24 months	48 months
Higher National Diploma (HND) (incl. HNC)	Full time	24 months	48 months
	Part time	36 months	60 months
Certificate of Higher Education	Full time	12 months	24 months
	Part time	24 months	48 months
Diploma of Higher Education (incl. Cert HE)	Full time	24 months	48 months
	Part time	36 months	60 months
Foundation Degree	Full time	24 months	48 months
	Part time	36 months	60 months

Graduate Certificate	Full time	6 months	12 months
	Part time	12 months	24 months
Graduate Diploma	Full time	12 months	24 months
	Part time	24 months	48 months
Direct entry Honours Degree (Year 3)	Full time	12 months	24 months
	Part time	24 months	48 months
Ordinary or Honours Degree (incl. both Dip HE and Cert HE)	Full time	36 months	60 months
	Sandwich	48 months	72 months
	Part time	48 months	96 months
Integrated Masters Degree	Full time	48 months	72 months
	Part time	60 months	120 months
Apprenticeships (Higher, Degree and Masters Level)	Part time	24 months	60 months

A.2.3.D Where a student has formally interrupted their studies, the period of interruption of study will not be included for the purposes of calculating their maximum period of registration.

A.2.3.E Exceptionally, at Validation, variations to the normal minimum and maximum period of study may be agreed in order to meet professional, statutory, or regulatory body requirements.

### A.3 Credit Structure of University Awards

A.3.1 The credit structure of the University's undergraduate awards is below.

Award	Tariff/Credit (Level)	Maximum APL/APEL credit that may be awarded	Notional learning hours
Foundation Year Certificate	120 (Level 3)	No credit allowed	1200
University Certificate	60 (Level 4)	No credit allowed	600
University Diploma	60 to 120 (Level 5 or 6)	No credit allowed	600
University Bridging Programme	15-45 credit (Level 5)	No credit allowed	150-450
Higher National Certificate (HNC)	120 (Level 4) 30 (Level 5)	90 (Level 4)	1500
Higher National Diploma (HND)	120 (Level 4) 120 (Level 5)	120 (Level 4) 30 (Level 5)	2400
Certificate of Higher Education	120 (Level 4)	75 (Level 4)	1200
Diploma of Higher Education	240, with at least 120 at Level 5	120 (Level 4) 30 (Level 5)	2400
Foundation Degree	240, with at least 120 at Level 5	120 (Level 4) 30 (Level 5)	2400
Ordinary (without Honours) Degree	300, with at least 60 at Level 6 and 120 at Level 5	120 (Level 4) 120 (Level 5)	3000
Graduate Certificate	60 (Level 6)	No credit allowed	600
Graduate Diploma	120 (Level 6)	No credit allowed	1200
Honours Degree	360, with at least 120 at Level 6 and 120 at Level 5	120 (Level 4) 120 (Level 5)	3600
Integrated Masters Degree	120 (Level 4) 120 (Level 5) 120 (Level 6) 120-180 (7)	120 (Level 4) 120 (Level 5)	4800

## A.4 Undergraduate Assessment Regulations

### A.4.1 Undergraduate Assessment Arrangements

- A.4.1.A The Assessment Regulations for an accredited award may take account of the assessment requirements of an accrediting body but the accrediting body's regulations will not take precedence over these Regulations.
- A.4.1.B All assessments will be conducted in the English language except where otherwise provided by the validation of a programme.
- A.4.1.C Students are required to present themselves for examinations at the times and places specified by the Board of Examiners. Absence or non-submission of scripts will result in failure, except where the Extenuating Circumstances Panel approves a claim relating to the assessment.
- A.4.1.D Students are required to submit assignments at the times and places formally notified to them. Students will be advised about which referencing standards apply to their programme. For those academic disciplines for which the University standard is Harvard referencing, the 'Referencing Handbook: Harvard' is the definitive guide and is available online, via mobile app or from the Library. For academic disciplines where different referencing standards are used, students should regard the handbook for their programme as the definitive guidance. Students are required to keep an electronic copy of any text-based assignments until three months after receiving formal notification of results. Such electronic copies may be requested by an academic member of staff for plagiarism detection purposes. Students will keep all returned assessments until after the final assessment of the award and must re-submit any work to authorised staff if requested.
- A.4.1.E Where students experience unexpected and exceptional difficulties in preparing for, or completing assignments, and have evidence for this, they may request an extension. In order to ensure consistency in application, a programme may identify one person to approve extensions, either for the programme overall or for each Level of the programme. Extensions to deadlines for the submission of assignments may be approved by academic staff under the authority of the relevant Board of Examiners. An extension of assignments submission deadline may not be given after the original submission date. In all cases, extensions should not be given where the revised date for submission does not permit the completion of due academic process to present the mark at the meeting of the Board of Examiners where the module would normally be considered.
- A.4.1.F The penalty of a late submission will be a reduction in the mark of 10 marks for each whole or partial day late. Weekends and Bank Holidays will count when calculating the number of days late. For example, where an assignment warranting a mark of 58% is submitted one day late, then a mark of 48% will be recorded.
- A.4.1.G Students undertaking a non-integrated degree apprenticeship will attempt the End Point Assessment as part of their programme and cannot exit with an award without doing so.

### A.4.2 Progression

- A.4.2.A A student will not progress from the Level of their programme to the next until the Board of Examiners is satisfied that the student is eligible to proceed. The decision will be made available to students via the University's Virtual Learning Environment. It is the



responsibility of the student to access this information to confirm that progression has been approved.

- A.4.2.B The pass mark for a module is 40%. The module mark will be calculated using individual assessed component marks according to the prescribed weighting of assessments and mathematical rounding will be used to arrive at a whole number, i.e., 69.4 will be rounded to 69, whilst 69.5 will be rounded to 70.
- A.4.2.C The general pass standard for undergraduate Levels is as follows:
- A.4.2.C.i Level 4: An overall average of at least 40% for the modules constituting the 120 credits, with no individual module mark being below 30%.
  - A.4.2.C.ii Level 5: A module mark of at least 40% in each of the modules totalling 90 credits and a module mark of at least 35% in each of the modules that constitute the remaining 30 credits.
  - A.4.2.C.iii Level 6: A module mark of at least 40% in each of the modules totalling 90 credits and a module mark of at least 35% in each of the modules that constitute the remaining 30 credits.
- A.4.2.D Upon achievement of the general pass standard, a student will be awarded 120 credits at the relevant Level. Students achieving the pass standard at Levels 4 or 5 will be entitled to progress to the next Level of the programme.
- A.4.2.E The award-specific Assessment Regulations stipulate where non-Bachelor awards have special provisions in respect of the pass standard, the award of credits and related matters.
- A.4.2.F Students achieving the pass standard at the final Level will be entitled to be considered by the Board of Examiners for the conferment of the award. The final award decision will be made when the student has passed the Level, or when the student has exhausted all resit opportunities, or declined the opportunity to be reassessed.
- A.4.2.G Where, after resit assessment, a Level 5 student has achieved an overall mark of at least 40% in each of the modules that constitute 90 credits, but a mark of less than 35% in any of the remaining modules, they will be allowed to progress to Level 6 as a candidate for an ordinary (unclassified) degree. Progression to an ordinary degree will not be possible where pre-requisite requirements preclude this.
- A.4.2.H Students who do not wish to take the opportunity to progress to Level 6 on the ordinary degree route should inform Student Administration and seek advice from their Programme Leader.
- A.4.2.I Students who have progressed from Level 5 to Level 6 on the ordinary degree route will be allowed one further resit opportunity in any failed component of a Level 5 module. This must be taken during the course of Level 6 and before the meeting of the Board of Examiners. A resit attempt of a Level 5 module will count towards a student's entitlement to resit at Level 6 (except where the University Extenuating Circumstances Panel approves a claim relating to the assessment).
- A.4.2.J If a student redeems the failed Level 5 module(s) during the course of the Level 6 academic year, they will be considered for the award of an Honours degree by the Board of Examiners.

### A.4.3 Resit Opportunities

- A.4.3.A For resits in a module, the Board of Examiners may allow a student one opportunity to:
- A.4.3.A.i Undertake a resit normally before the start of the next academic year in the failed component(s) of the module (in exceptional circumstances, the resit set may take the form of an alternative piece of work to the original assessment).
  - A.4.3.A.ii At Levels prior to the final Level of an award, retake the whole module in the following academic year, including all assessments for that module. There is no right to 'retake' failed final Level modules.
- A.4.3.B A resit is a further attempt of any assessment component within a module that has been failed at a previous attempt.
- A.4.3.B.i The full merit mark for the component will be recorded but the maximum overall mark for such a module successfully passed following a resit assessment is 40% unless extenuating circumstances apply.
  - A.4.3.B.ii Where the mark for any resit component is lower than the previously submitted first sit mark, the first sit mark shall stand.
- A.4.3.C Where a student has been assessed for an award and the Board of Examiners has recommended that the student can be awarded only a lower award and has made no provision for the student to be reassessed for the original award, the student cannot subsequently attain the original award with the same title via an alternative mode of study.
- A.4.3.D A candidate at any Level will have no automatic right to be reassessed in a programme or components of a programme that are no longer current. Where a student cannot be reassessed in the same components, the Board of Examiners may make arrangements as appropriate in order to provide an opportunity for completion of an agreed programme.
- A.4.3.E Resits will only be allowed as an attempt to retrieve an initial failure and will not be allowed with a view to improving performance in any component of assessment where the pass standard has been met, except where the University Extenuating Circumstances Panel approves a claim relating to the assessment.
- A.4.3.F At the final Level of an award, students will normally undertake any resits at the next available opportunity.
- A.4.3.G A student will have the right to resit the following maximum number of credits at the respective Levels:
- A.4.3.G.i Level 4: A student who does not meet the progression criteria will be entitled to resits in the failed assessments in up to a maximum of 75 credits of failed modules.
  - A.4.3.G.ii Level 5: A student who does not meet the progression criteria and fails no more than 90 credits and has a module mark below 35% in no more than 60 credits will be entitled to resits in the failed assessments up to a maximum of 60 credits of failed modules.
  - A.4.3.G.iii Level 6: A student will be entitled to resits in the failed assessments up to a maximum of 60 credits of failed modules.

- A.4.3.H Where a student has failed more than 60 credits at the final Level, the Board of Examiners may specify which modules, constituting no more than 60 credits, the student will be entitled to resit.
- A.4.3.I The Board of Examiners may agree a second resit attempt of a module at the final Level of an award, subject to the overall limit on resit opportunities of 60 credits not being exceeded. This second resit attempt will not be granted where students did not submit to the first resit opportunity.
- A.4.3.J If a student has compensated modules and achieves the progression standard or has sufficient credits to be made a final award, the Board of Examiners will make a decision on current performance and not grant further reassessment opportunities. In such cases students wishing to be reassessed in compensated modules may request this by emailing Student Administration. This must be done prior to the agreed submission deadline for any reassessment opportunity.
- A.4.3.K Students who are not entitled to take resits or who, following resit assessment, fail to meet the general pass standard will be offered the opportunity to retake failed module(s) during the next academic year. All students at final level or students on Integrated Masters programmes studying at Level 6 are not permitted to retake modules. The Board of Examiners may offer such a retake opportunity on a non-attending 'assessment-only' basis. Students retaking a module are required to enrol and pay the appropriate module fee.
- A.4.3.L One opportunity only to retake any failed module will be allowed, whether on the original programme or following transfer to another programme. Where students are retaking modules, any marks previously awarded will be void and the student will be required to submit every assessment for that module. Assessment of the retake modules will occur at the next available opportunity, normally in the following academic year.
- A.4.3.M A retake is a completely new iteration of the module. The marks recorded for assessments in a retake module will be the merit marks awarded for the assessed work and the module will not be subject to a 'capped' maximum of 40%. The student will have the same resit opportunities for the Level in question as set out above; but there will be no second opportunity to retake the module if failed.
- A.4.3.O Students offered a retake opportunity in a failed elective module may, at the discretion of the Programme Leader, elect to take an alternative elective on the validated programme on a retake basis.
- A.4.3.P Where a part time student fails a module, the Board of Examiners will arrange for the student to receive academic counselling and guidance as to the best course of action in respect of resits, taking into account the requirements for progression to the next Level or completion of the award. A part time student will not be required to complete 120 credits at any Level in order to be entitled to resit a failed module.
- A.4.3.Q Except at the final Level of an award, where a part time student fails a module at the resit opportunity the Board of Examiners will consider the progress the student is making in their programme. Where the Board of Examiners is satisfied that the student is making adequate progress and taking into account the maximum duration of study for the programme, the student will be allowed to retake the module that was failed at the resit opportunity. One opportunity only to retake a module will be allowed. This provision will not apply to students who are retaking modules under a part time enrolment in order to retrieve module failures incurred under a full time enrolment.

#### A.4.4 Placements and Supervised Work

- A.4.4.A Where a programme includes an approved period of placement study or an approved period of work placement, the Board of Examiners will decide whether a student is entitled to proceed to the placement at an appropriate time prior to the commencement of the placement.
- A.4.4.B The Board of Examiners will decide whether a student is entitled to proceed from a placement to the next Level on a programme. The Board of Examiners will consider the criteria for progression established at the validation of the programme and, where necessary, will make any arrangements for resits, or for activities akin to resits, to allow the student to demonstrate attainment of the learning outcomes of the placement.

#### A.4.5 Requirements of Accrediting Bodies

- A.4.5.A In respect of any undergraduate award, Academic Board may vary these Regulations in order to allow an award to satisfy the published assessment requirements of an accrediting body. Such approved variation will be published as a Schedule to these Regulations and adopted by the relevant Board of Examiners.
- A.4.5.B At programme validation, and following the submission of clear supporting evidence, the validation panel may agree that for academic reasons, or to meet the requirements of accrediting bodies, a student must achieve an overall mark of 40% in any specified module. Such requirements must be supported by an appropriately approved Variation to Regulations.
- A.4.5.C Variations to these Regulations, as approved by Academic Board, are available on Governance and Compliance's website.

## Section B – Undergraduate Award Regulations

### B.1 Calculation of Bachelor Degree Honours

B.1.1 Where a student has been awarded a total of 360 credits with 240 credits at Levels 5 and 6 and at least 120 at Level 6, then the Board of Examiners will award the student an honours degree based on the most favourable outcome from the following three algorithms.

B.1.1.i Calculating the weighted mean mark of all Level 6 module marks

B.1.1.ii Calculating the weighted median mark of all Level 6 module marks

B.1.1.iii Calculating the weighted mean mark of all Level 5 and 6 module marks

B.1.2 In making these calculations, appropriate weighting will be given to the credit point value of the modules included and mathematical rounding will be used to arrive at a whole number, i.e., 69.4 will be rounded to 69, whilst 69.5 will be rounded to 70.

B.1.3 The Board of Examiners will confer the classifications as below.

B.1.3.i First Class Honours 70% or above

B.1.3.ii Upper Second Class Honours 60% or above

B.1.3.iii Lower Second Class Honours 50% or above

B.1.3.iv Third Class Honours 40% or above

B.1.4 Where modules have been successfully passed following a resit the capped mark of 40% will be used in the calculation of a student's entitlement to receive an honours classification.

B.1.5 If a student has been awarded credit at Level 5 by Accreditation of Prior (Experiential) Learning (AP(E)L), then the calculations of an Honours classification will normally be made on the basis of the most favourable outcome of the first two algorithms described above.

### B.2 Alternative Exit Awards

B.2.1 The Certificate of Higher Education may be awarded to a student who has successfully completed 120 credits on an undergraduate programme.

B.2.2 The Diploma of Higher Education may be awarded to a student who has successfully completed 240 credits on an undergraduate programme of which a minimum of 120 credits have been achieved at Levels 5 and/or Level 6.

B.2.3 An Ordinary degree may be awarded to a student who has successfully completed 300 credits on an undergraduate programme, with at least 120 credits across Level 5 or Level 6, plus at least 60 credits specifically at Level 6.

## Section C – Higher National Awards

### C.1 Higher National Award Assessment Regulations

C.1.1 The Assessment Regulations for Higher National Awards, Higher National Diplomas (HNDs) and Higher National Certificates (HNCs) follow the University's Undergraduate Assessment Regulations, subject to the specified requirements in this Section.

### C.2 Pass Standard

C.2.1 For students on both HND and HNC programmes, Level 4 students who achieve the pass standard will be awarded 120 credits at Level 4.

C.2.2 Students on HND programmes, Level 5 who achieve the pass standard will be awarded 120 credits at Level 5.

C.2.3 For students on HNC programmes, the pass standard at Level 5 is overall module marks of not less than 40% in the module or modules that constitute 30 credits.

C.2.4 Level 5 students of HNC programmes may be reassessed in failed modules up to a maximum of 30 credits. The Board of Examiners may exceptionally agree a second resit attempt of a Level 5 module, subject to the overall limit on resit opportunities of 30 credits not been exceeded.

C.2.5 A student who achieves the general pass standard for Level 5 will have the right to be considered by the Board of Examiners for the award of a HND or HNC.

### C.3 Module Marks and Final Award

C.3.1 Module marks are graded individually according to the following grading structure.

C.3.1.i Distinction 70% and above

C.3.1.ii Merit 50% and above

C.3.1.iii Pass 40% and above

C.3.2 Higher National Awards are awarded on a Pass Distinction, Pass Merit or Pass basis.

C.3.3 Students will be awarded a Higher National with Distinction if the weighted mean mark for the assessed elements of the programme is 70% or above.

C.3.4 Students will be awarded a Higher National with Merit if the weighted mean mark for the assessed elements of the programme is 50% or above. In making these calculations, appropriate weighting will be given to the credit point value of the modules included and mathematical rounding will be used to arrive at a whole number, i.e., 69.4 will be rounded to 69, whilst 69.5 will be rounded to 70.

### C.4 Alternative Exit Awards

C.4.1 The Certificate of Higher Education may be awarded to a student who has successfully completed 120 credits of an undergraduate programme.

C.4.2 The Higher National Certificate may be awarded to a student who has successfully completed 150 credits with at least 30 credits at Level 5.

## Section D – Foundation Degrees

### D.1 Foundation Degree Assessment Regulations

- D.1.1 The Assessment Regulations for Foundation Degree awards follow the University's Undergraduate Assessment Regulations, subject to the specified requirements in this Section.

### D.2 Calculation of Final Award

- D.2.1 Foundation Degrees are awarded on a Pass or Fail basis.
- D.2.2 A student's performance on a Foundation Degree, or on a bridging programme, does not contribute to the calculation of any subsequent Honours degree classification.

### D.3 Alternative Exit Awards

- D.3.1 The Certificate of Higher Education may be awarded to a student who has successfully completed 120 credits on an undergraduate programme.



## Section E – Graduate Diplomas and Graduate Certificates

### E.1 Graduate Diplomas and Graduate Certificates Assessment Regulations

E.1.1 The assessment regulations for Graduate Diploma and Certificate awards follow the University's Undergraduate Assessment Regulations, subject to the specified requirements in this Section. Academic Board may approve variations for individual named Graduate Diploma and Certificate awards.

### E.2 Resit Opportunities

E.2.1 Students are required to pass all modules with a mark of not less than 40%.

E.2.2 Students who have failed any module may be offered one opportunity to be reassessed in the failed modules, subject to the limits set out below.

E.2.2.i Graduate Certificate: A student will have the right to resit in failed modules constituting no more than 30 credits. A student who has failed modules constituting fewer than 30 credits will be allowed a maximum of two attempts to retrieve a failure, provided that such a resit does not entail the student being reassessed in a total of more than 30 credits. Resits would normally be taken in the current academic year.

E.2.2.ii Graduate Diploma: A student will have the right to resit failed modules constituting no more than 60 credits. A student who has failed modules constituting fewer than 60 credits will be allowed a maximum of two attempts to retrieve a failure, provided that such a resit does not entail the student being reassessed in a total of more than 60 credits. Resits would normally be taken in the current academic year.

E.2.3 There is no right to retake failed modules.

### E.3 Final Award

E.3.1 Graduate Diplomas and Graduate Certificates are awarded on a Pass, with Distinction or Fail basis.

E.3.2 A student will be awarded a Graduate Diploma or Graduate Certificate with Distinction if they obtain a weighted mean mark of at least 70% across all modules. In making these calculations, appropriate weighting will be given to the credit point value of the modules included and mathematical rounding will be used to arrive at a whole number, i.e., 69.4 will be rounded to 69, whilst 69.5 will be rounded to 70.

E.3.3 Any student who has engaged in a resit in any module will not be eligible for a distinctive award.

### E.4 Alternative Exit Award

E.4.1 The Graduate Certificate may be awarded to a student who has successfully completed 60 credits on a Graduate Diploma programme.

## Section F – Integrated Masters Degrees

### F.1 Integrated Masters Degrees Assessment Regulations

F.1.1 The assessment Regulations for Levels 4 to 6 of an Integrated Masters degrees follow the University's Undergraduate Assessment Regulations, subject to the specified requirements in this Section.

### F.2 Structure of the Award

F.2.1 An Integrated Masters degree programme comprises 480 credits with 300-360 undergraduate credits integrated with 120-180 credits set at Masters Level.

### F.3 Progression and Resit

#### F.3.1 Level 4

F.3.1.A The Level 4 requirements are the same as those for Bachelor degrees.

F.3.1.B Students retaking failed modules at Level 4 will remain on the Integrated Masters degree for the retake year.

#### F.3.2 Level 5

F.3.2.A To progress to Level 6, a student will have met the University's Level 5 pass standard and also have achieved a weighted mean of all Level 5 module marks of not less than 50%.

F.3.2.B Students who have not met the Level 5 pass standard or achieved a weighted mean of all module marks of at least 50% for all modules may be allowed one opportunity to be reassessed in modules with a mark below 50% up to a maximum of 60 credits. Where modules constituting more than 60 credits have a mark below 50% but progression on Integrated Masters route is still possible after resits, the Board of Examiners will decide which modules will be allowed resits.

F.2.3.C Resit module marks will be capped at either 40% or the original module mark, whichever is the higher. For the purposes of calculating whether a student, on a resit, has achieved a weighted mean of all module marks of at least 50% the merit mark of the module awarded on a resit will be used in making that calculation.

F.2.3.D Students who are not entitled to take resits, or who, following resit assessment fail to meet the general Level 5 pass standard or not achieved a weighted mean of all module marks of at least 50% will have one opportunity only to retake all modules with a mark lower than 50%.

F.2.3.E Students who have reached the general Level 5 pass standard or the requirements for progression on an ordinary Bachelor degree route will be eligible for admission to the appropriate Bachelor award at Level 6 as an alternative to retaking Level 5 modules.

F.2.3.F Only one opportunity to retake a module will be allowed, whether on the original programme or following transfer to another programme.

#### F.3.3 Level 6

- F.3.3.A To progress to Integrated Masters degree Level a student will have met the University's general Level 6 pass standard and also have achieved a weighted mean of all Level 6 module marks of not less than 50%.
- F.3.3.B Students who have failed to meet the general Level 6 pass standard or not achieved a weighted mean of all module marks of at least 50% will be entitled to one opportunity to resit assessments with a mark below 50% in up to a maximum of 60 credits of modules.
- F.3.3.C Resit module marks will be capped at either 40% or the original module mark, whichever is the higher. For the purposes of calculating whether a student, on a resit, has achieved a weighted mean of all module marks of at least 50% the merit mark of the module awarded on a resit will be used in making that calculation.
- F.3.3.D Students who have reached the general Level 6 pass standard but not the requirement of a weighted mean of all module marks of at least 50% will be awarded the appropriate Bachelor award determined in accordance with the University Undergraduate Regulations for Bachelor degrees.
- F.3.3.E Students who have failed to meet the general Level 6 pass standard will be awarded the appropriate qualification determined in accordance with the Undergraduate Regulations for Bachelor degrees. Exceptionally, a student who has taken less than 60 credits of resits may be allowed by the Board of Examiners a second opportunity to resit failed modules, subject to the overall limit of 60 credits not being exceeded.
- F.3.3.F There is no opportunity to retake Level 6 modules.
- F.3.3.G The award of Bachelor degree will be calculated in accordance with the University Undergraduate Regulations. The award will not be made until the student exits the programme.

#### F.3.4 Transfer into Integrated Masters Award

- F.3.4.A A student on a Bachelor degree programme may transfer in to the appropriate Integrated Masters version of that programme subject to meeting the following conditions:
  - F.3.4.A.i The student profile upon completion of the previous Level met the Integrated Masters progression requirements for that Level.
  - F.3.4.A.ii The transfer is requested by the student prior to the date of the Board of Examiners which would normally have formalised the award of the Bachelor degree.

#### F.3.5 Level 7

- F.3.5.A A student who has met the general pass standard for Level 7 detailed below will be awarded an Integrated Masters degree with a postgraduate classification of Distinction, Merit or Pass based upon a calculation of the weighted mean of module marks that comprise the full 120 credits.
- F.3.5.B The general pass standard for Level 7 of an Integrated Masters award is as follows:
  - F.3.5.B.i A module mark of at least 50% for all modules making up the award.

- F.3.5.B.ii A module mark of at least 40% in modules constituting no more than 30 credits and a module mark of at least 50% in all remaining modules making up the award.
- F.3.5.C The Board of Examiners will confer classifications as follows:
  - F.3.5.C.i Distinction 70% or over
  - F.3.5.C.ii Merit 60% or over
- F.3.4.D In making these calculations, appropriate weighting will be given to the credit point value of the modules included and mathematical rounding will be used to arrive at a whole number, i.e., 69.4 will be rounded to 69, whilst 69.5 will be rounded to 70.
- F.3.5.E In addition to reporting the final classification as described above, the transcript for a graduating Integrated Masters student will also be issued showing the indicative classification attained at the end of Level 6. The standard formulae used in the University Undergraduate Regulations for Bachelor degrees will be used to generate the classification.
- F.3.5.F With a variation to regulations approved by Academic Board the programme's Board of Examiners can, on a subject specific basis use either one of the following alternatives to the calculation of an Integrated Masters outcome. Where such variations are applied, these are detailed in the University's Variations to Undergraduate Taught Regulations.
  - F.3.5.F.i The award has an undergraduate Honours classification determined by calculating the weighted mean of all Level 6 and Level 7 module marks.
  - F.3.5.F.ii The award has an undergraduate Honours classification determined by calculating the relative weighting of Level 5, Level 6 and Level 7 module marks using the ratio: Level 5: 20%; Level 6: 40%; and Level 7: 40%. The weighted mean mark of all modules at each Level would be combined.
- F.3.5.G Any modules awarded through AP(E)L will not be used in the above calculations.
- F.3.5.H Students may resit up to 60 credits.
- F.3.5.I Students who have not met the pass standard after resit assessment will have failed the Integrated Masters degree stage and will be awarded the Bachelor degree confirmed by the Board of Examiners on completion of Level 6 of the programme. Where 60 credits of Level 7 modules have been completed, the student will be entitled to the additional award of a Postgraduate Certificate. The award of Postgraduate Certificate will be classified by calculating the weighted mean mark across all the Level 7 modules passed as part of their studies.
- F.3.5.J There is no opportunity to retake modules.

## Section G – Short Courses and Individual Modules

### G.1 Short Courses and Individual Modules Assessment Regulations

- G.1.1 The assessment regulations for short courses and individual modules follow the University's Undergraduate Assessment Regulations, subject to the specified requirements in this Section.

### G.2 Resit Opportunities

- G.2.1 Where a student fails a module, they will be entitled to one opportunity to be reassessed by taking a resit assessment within the current academic year.
- G.2.2 A student is entitled to be reassessed in a failed module irrespective of how many credits have been successfully achieved at that point.
- G.2.3 Where, following resit assessment, a student is unable to meet the module requirements, the Board of Examiners may, subject to availability of the module concerned, allow the student one opportunity to retake the module.
- G.2.4 Where a student on a short course fails a module on a resit, they may elect to take a replacement module. This will be considered as a retake attempt at the new module.

### G.3 Credits

- G.3.1 Undergraduate credits for completed modules may be used by students wishing to apply for University of Lincoln undergraduate programmes and may, according to specific programme admissions requirements, be accredited as prior learning.

## Section H – Foundation Year

### H.1 Foundation Year Assessment Regulations

- H.1.1 The assessment Regulations for the Foundation Year follow the University's Undergraduate Assessment Regulations, subject to the specified requirements in this Section.
- H.1.2 The pass standard will be the achievement of 120 credits at a minimum pass mark of 40% in each module.

### H.2 Progression Standard

- H.2.1 A student will not progress from Level 3 to Level 4 of the undergraduate programmes available to them until the Board of Examiners is satisfied that the student is eligible to proceed.
- H.2.2 Progression requirements for the relevant named programmes in each subject area are:
  - H.2.2.i Arts Foundation Year: a mark of at least 50% in the Advanced Studio Practice module.
  - H.2.2.ii Chemistry with Science Foundation Year BSc and MChem (for all parent programmes in the School of Chemistry): a mark of at least 50% in the Fundamentals of Chemistry module.
  - H.2.2.iii Forensic Chemistry with Science Foundation Year BSc and MChem: a mark of at least 50% in the Fundamentals of Chemistry module.
  - H.2.2.iv Forensic Science with Science Foundation Year BSc: a mark of at least 50% in the Fundamentals of Chemistry module.
  - H.2.2.v Engineering with Science Foundation Year BEng and Engineering with International Foundation Year BEng (for all parent programmes in the School of Engineering): a mark of at least 50% in the Applied Mathematics module and a mark of at least 50% in the Mathematical Methods module.
  - H.2.2.vi Life Sciences with Science Foundation Year BSc (for all parent programmes in the Department of Life Sciences): a mark of at least 60% in the Fundamentals of Biology module.
  - H.2.2.vii Mathematics with Science Foundation Year BSc and MMath: a mark of at least 60% in the Applied Mathematics module and a mark of at least 60% in the Mathematical Methods module.
  - H.2.2.viii Mathematics and Physics with Science Foundation Year BSc and MMath: a mark of at least 60% in the Applied Mathematics module and a mark of at least 60% in the Mathematical Methods module and a mark of at least 60% in the Fundamentals of Physics module.
  - H.2.2.ix Mathematics with Philosophy with Science Foundation Year BSc: a mark of at least 50% in the Applied Mathematics module and a mark of at least 50% in the Mathematical Methods module.

- H.2.2.x Mathematics and Computer Science with Science Foundation Year BSc: a mark of at least 60% in the Applied Mathematics module and a mark of at least 60% in the Mathematical Methods module.
  - H.2.2.xi Physics with Science Foundation Year BSc and MPhys: a mark of at least 60% in the Applied Mathematics module and a mark of at least 60% in the Mathematical Methods module and a mark of at least 60% in the Fundamentals of Physics module.
  - H.2.2.xii Physics with Astrophysics with Science Foundation Year BSc and MPhys: a mark of at least 60% in the Applied Mathematics module and a mark of at least 60% in the Mathematical Methods module and a mark of at least 60% in the Fundamentals of Physics module.
  - H.2.2.xiii Physics with Philosophy with Science Foundation year BSc and MPhys: a mark of at least 50% in the Applied Mathematics module and a mark of at least 50% in the Mathematical Methods module and a mark of at least 50% in the Fundamentals of Physics module.
  - H.2.2.xiv Pharmaceutical Science with Science Foundation Year BSc and MSci (for parent programmes in the School of Pharmacy excluding MPharm): a mark of at least 50% in the Fundamentals of Chemistry module and a mark of at least 50% in the Fundamentals of Biology module.
  - H.2.2.xv Pharmacy with Science Foundation Year MPharm: a mark of at least 60% in all modules.
- H.2.3 Where a student has met the pass standard for a Foundation Year, but has failed to meet their programme's progression requirements, where possible, the Board of Examiners will transfer the student to a similar programme if they have met the progression requirements of that programme.

### H.3 Resit Opportunities

- H.3.1 Students will be granted up to 75 credits of resit allowance at Level 3. Where a student meets the pass standard of 40% in at least 45 credits of modules after first sit but fails to meet the additional progression requirements for their chosen pathway, resits may be offered in any module component assessment below that additional progression requirement. The Board of Examiners will determine the amount of resit opportunity in such cases.
- H.3.2 Module marks will be capped at 40% following a successful resit (except where the original mark is above the 40% pass standard when that mark will stand) but for the purposes of calculating whether a student, on resitting, has met the progression standard, the overall merit mark for the module will be used.
- H.3.3 A student who fails to achieve the progression standard following resit opportunities may be offered one opportunity to retake failed modules during the next academic year.
- H.3.4 The Board of Examiners may award a Foundation Year Certificate to a student who has exhausted all resit opportunities and has not achieved the progression standard but has met the pass standard in 120 credits or to a student who has achieved the progression standard in 120 credits but who chooses not to continue on the programme.

## Section I – Certificate in Higher Education

### I.1 Certificate in Higher Education Assessment

- I.1.1 The assessment Regulations for the Certificate in Higher Education (CertHE) follow the University's Undergraduate Assessment Regulations, subject to the specified requirements in this Section.
- I.1.2 Level 4 students on CertHE route will not be deemed to be on the final Level of an award and shall be entitled to retake failed modules as detailed in Section A.4.

### I.2 Pass Standard

- I.2.1 The pass standard for a student to achieve a CertHE will be the achievement of 120 credits with a minimum of 30% in all modules and a weighted mean mark of 40% across the programme.
- I.2.2 The Board of Examiners will determine whether:
  - I.2.2.i The student transfers onto Level 5 of the undergraduate programme.
  - I.2.2.ii Or that the student is awarded a CertHE and exits the programme.



## Section J – Diploma in Higher Education

### J.1 Diploma in Higher Education Assessment

J.1.1 The assessment Regulations for the Diploma in Higher Education (DipHE) follow the University's Undergraduate Assessment Regulations, subject to the specified requirements in this Section.

### J.2 Pass Standard

J.2.1 The general pass standard for each Level is as follows:

J.2.1.i Level 4: An weighted mean mark of at least 40% for the modules constituting 120 credits, with no individual mark being below 30%.

J.2.1.ii Level 5: A module mark of at least 40% in each of the modules totalling 90 credits and a module mark of at least 35% in each of the modules that constitute the remaining 30 credits.

### J.3 Calculation of Final Award

J.3.1 A DipHE is awarded on a Pass, Merit or Distinction basis.

J.3.1.i Students will be awarded a DipHE if the weighted mean mark for the assessed elements of Level 5 modules is 70% or above.

J.3.1.ii Students will be awarded a DipHE with Merit if the weighted mean mark for the assessed elements of Level 5 modules is 60% or above but less than 70%.

J.3.2 A student's performance on a DipHE does not contribute to the calculation of any subsequent Honours degree classification.

### J.4 Exit Awards

J.4.1 A Certificate of Higher Education may be awarded to a student who has successfully met the progression standard for level 4 but not that for Level 5.

## Section K – International Year 1

### K.1 International Year 1 Assessment Regulations

K.1.1 The assessment Regulations for students on a programme that includes International Year 1 (IY1) as their Level 4 study follow the University's Undergraduate Assessment Regulations, subject to the specified requirements in this Section.

### K.2 Pass Standard

K.2.1 The general pass standard is as follows:

K.2.1.i A weighted mean mark of at least 40% for the modules constituting 120 credits with no individual mark being below 30%.

and

K.2.1.ii A mark of at least 40% in any English for Academic Purposes (EAP) modules studied as part of IY1.

K.2.2 If the pass standard is met a student will be progressed to Level 5 study in their named progression award.

### K.3 Resit Allowances

K.3.1 Where a student does not meet the requirements to progress to Level 5 of the progression award, they will be entitled to resits in the failed assessments according to the following limits.

K.3.1.i Where EAP modules constitute part of the 120 credits for Level 4: Resits will be granted in the failed assessments up to a maximum of 75 credits.

K.3.1.ii Where EAP modules are additional to the 120 credits for Level 4: Resits will be granted in failed assessments up to a maximum of 75 credits, and additionally a resit in the EAP module.

K.3.2 A student who fails to achieve the progression standard following resit opportunities may be offered one opportunity to retake failed modules during the next academic year.

### K.4 Exit Award

K.4.1 A student who completes IY1 but chooses not to progress to Level 5 of the named progression programme will be awarded a CertHE.

K.4.2 A student who has exhausted retake opportunities without meeting the pass standard or who chooses to exit the programme without completing all modules will not be entitled to an exit award.