



Supplement to the Academic Regulations for Taught Programmes and Assessment Regulations 2020-21

Academic Quality and Development
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This document defines the Supplementary Regulations for Taught Programmes, validated by the University of Winchester, including undergraduate and taught postgraduate programmes.	

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SECTION A INTRODUCTION

In the current situation where the University's provision has been disrupted as a result of the Covid 19 pandemic, the University has agreed a number of no detriment measures for the 2020-21 academic year to ensure that students are supported in terms of completing their assessments and are not disadvantaged by unforeseen adverse circumstances.

In formulating its approach, the University has sought to protect the interests of its students whilst remaining compliant with the Office for Students' (OfS) regulatory framework. The University has also taken into account OfS guidance, guidance from the Quality Assurance Agency for Higher Education (QAA) and from Professional, Statutory and Regulatory Bodies (PSRBs) or equivalent.

This supplement to the 2020-21 Academic Regulations for taught programmes and Assessment Regulations has been designed to implement no detriment in a way which provides the most equitable point of reference for all students who have a range of different assessment patterns across different programmes. The regulations have been approved by Academic Regulations, Policies and Procedures Committee, the Senate Academic Development Committee, and Senate. They apply to all undergraduate and postgraduate taught provision at the University of Winchester or at a collaborative partner and to all students undertaking that provision unless specifically exempted by Senate or disallowed under accreditation agreements with Professional, Statutory and Regulatory Bodies.¹

These regulations should be read alongside the Academic Regulations for Taught Programmes 2020-21, the Assessment Regulations for 2020-21 and the Award and Classification Rules and Credit Framework Summary. Where a section in the Regulations Supplement replaces the text in the substantive regulations, this is indicated below.

Students will still need to complete and hand in all assessments due during the 2020-21 academic year.

SECTION B FORWARD TRACKING

To be read alongside Section C of the Academic Regulations for Taught Programmes 2020-21

This section only applies to students who have been unable to complete a module because the placement element could not be completed by alternative assessments. These are programmes which have Professional, Statutory or Regulatory Body (PSRB) or equivalent requirements. Unless prohibited by PSRB or equivalent requirements or by pre-requisites, students will be permitted to take a module from the next level whilst they are still studying at the lower level, where this is possible within the delivery structure of the programme and where the need for 'forward tracking' has been identified by the programme. Students cannot request 'forward tracking'. This 'forward tracking' is being introduced during the Covid 19 pandemic to permit students who have been unable to go on placement or complete the required practical elements of their programme during the current academic year (which they will need to make up in the next academic year) to continue with their studies. The number of credits undertaken within an academic year would not normally exceed 120 credits for full-time students.² Those who may be eligible for forward tracking will be identified by the programme and approved by the relevant Faculty Academic Development Committee.

¹ These Emergency Regulations do not apply to programmes in ELTSU. PGCE programmes will also have their own Emergency Regulations.

² Exceptions would require approval by FADC and ARPP.

SECTION C AWARD CALCULATIONS

In all cases students still need to achieve the required number of credits for the award.

The section below should be read alongside Section F2 of the Academic Regulations for Taught Programmes 2020-21

Undergraduate Degrees – full-time students completing in 2020-21

Full-time finalists on undergraduate degrees will have their degree classification calculated according to the algorithm in Section F2 of the Academic Regulations for Taught Programmes 2020-21. This calculation will include the level 5 benchmark from the 2019-20 Emergency Academic Regulations for Taught programmes where it is advantageous to do so.

Finalists will also benefit from the safety net introduced as part of the University's No Detriment measures in 2020-21. This calculation will be a credit weighted average of the best 210 credits from levels 5 and 6 and will include the 2019-20 level 5 benchmark where it is advantageous to do so.³

Finalists' degree classification will be based on the highest of the calculations.

In the event that the above measures result in an institutional grade profile which is below that of the three academic years before the Covid 19 pandemic, the University will make adjustments to ensure the distribution of classifications is as good as the three-year average distribution.

Undergraduate Degrees – part-time students completing in 2020-21

There is a wide variation in study patterns for part-time students. A benchmark calculation, which applies no detriment for the second semester of 2019-20, may be calculated (if it meets the criteria) using the principles applied for FT students. This would be in addition to the standard calculation. Finalists might also benefit from the safety net introduced as part of the University's No Detriment measures in 2020-21 if their profile meets the criteria.

Finalists' degree classification will be based on the highest of the calculations.

In the event of an institutional grade profile which is below that of the three years before the Covid 19 pandemic, the University will make adjustments to ensure the distribution of classifications is as good as the three-year average distribution.

Top up Degrees – full-time students completing in 2020-21

In the event of an institutional grade profile which is below that of the three academic years before the Covid 19 pandemic, the University will make adjustments to ensure the distribution of classifications is as good as the three-year average distribution.

Top up Degrees – part-time students completing in 2020-21

There is a wide variation in study patterns for part-time students. A benchmark calculation, which applies no detriment for the second semester of 2019-20, may be calculated (if it meets the criteria) using the principles applied for FT students. This would be in addition to the standard calculation. Where there are two degree classification calculations, the final degree classification would be based on the highest of the two marks.

In the event of an institutional grade profile which is below that of the three years before the Covid 19 pandemic, the University will make adjustments to ensure the distribution of classifications is as good as the three-year average distribution.

³ The safety net calculation for students taking the B Ed will be a credit weighted average of the best 170 credits from levels 5 and 6 and will include the 2019-20 level 5 benchmark where it is advantageous to do so. All other assessments at level 5 and level 6 are marked on a pass/fail basis.

Integrated masters – full-time students completing in 2020-21

Finalists on integrated masters will have their degree classification calculated according to the algorithm in Section F2 of the Academic Regulations for Taught Programmes 2020-21 which will include the 19-20 level 5 benchmark if it is advantageous to do so.

Full-time integrated masters' students who are completing in 2020-21 will also benefit from the safety net introduced as part of the University's No Detriment measures in 2020-21. This calculation will be a credit weighted average of the best 210 credits from levels 6 and 7 and will include the 2019-20 level 5 benchmark where it is advantageous to do so.

The degree classification will be based on the highest of the calculations.

In the event that the above measures result in an institutional grade profile which is below that of the three years before the Covid 19 pandemic, the University will make adjustments to ensure the distribution of classifications is as good as the three-year average distribution.

Integrated masters – part-time students completing in 2020-21

There are no part-time Integrated Masters' students completing in 2020-21.

Postgraduate Taught Degrees- full-time students completing in 2020-21

Postgraduate taught students will have their degree classification calculated according to the algorithm in Section F2 of the Academic Regulations for Taught Programmes 2020-21.

In the event that the institutional grade profile for postgraduate taught degrees is below that of the three years before the Covid 19 pandemic, the University will make adjustments to ensure the distribution of classifications is as good as the three-year average distribution.

Postgraduate Taught Degrees- part-time students completing in 2020-21

Postgraduate taught students will have their degree classification calculated according to the algorithm in Section F2 of the Academic Regulations for Taught Programmes 2020-21. A benchmark calculation, which applies no detriment to the second semester of 2019-20, may be calculated (if the student's marks profile meets the criteria) using the principles applied for FT students.

In the event that the institutional grade profile for postgraduate taught degrees is below that of the three years before the Covid 19 pandemic, the University will make adjustments to ensure the distribution of classifications is as good as the three-year average distribution.

The award may be conferred with Distinction where the overall average mark for credits at level 7 is 65% or above and the mark for the Independent Study module is 70% or above.

The award may be conferred with Merit where the overall average mark for credits at level 7 is 55% or above and the mark for the Independent Study module is 60% or above.

Postgraduate Certificates – Full-time and part-time students completing in 2020-21

Postgraduate certificate students will have their award classification calculated according to the algorithm in Section F3 of the Academic Regulations for Taught Programmes 2020-21. A benchmark calculation, which applies no detriment to the second semester of 2019-20, may be calculated (if the student's marks profile meets the criteria) but a minimum of 40 credits will be counted in the award classification calculation.

In the event that the institutional grade profile for postgraduate certificates is below that of the three years before the Covid 19 pandemic, the University will make adjustments to ensure the distribution of classifications is as good as the three-year average distribution.

The award may be conferred with Distinction where the overall average mark for 40 credits at level 7 is 70% or above.

The award may be conferred with Merit where the overall average mark for 40 credits at level 7 is 60% or above.

Postgraduate Diplomas – full-time students completing in 2020-21

In the event that the institutional grade profile for postgraduate diplomas is below that of the three years before the Covid 19 pandemic, the University will make adjustments to ensure the distribution of classifications is as good as the three-year average distribution.

Postgraduate Diplomas – part-time students completing in 2020-21

There is a wide variation in study patterns for part-time students. A benchmark calculation, which applies no detriment to the second semester of 2019-20, may be calculated (if the student's marks profile meets the criteria) using the principles applied for FT students. This would be in addition to the standard calculation. Where there are two classification calculations, the final classification would be based on the highest of the two marks.

In the event of an institutional grade profile which is below that of the three years before the Covid 19 pandemic, the University will make adjustments to ensure the distribution of classifications is as good as the three-year average distribution.

The award may be conferred with Distinction where the overall average mark for credits at level 7 is 70% or above.

The award may be conferred with Merit where the overall average mark for credits at level 7 is 60% or above.

SECTION D GRADE POINT AVERAGE 2020-21

For the 2020-21 academic year, in accordance with the University's no detriment policy 2019-20, there will be two GPA calculations.

The first calculation will be the normal credit weighted average of all modules.

We will also run the standard GPA calculation which will include the benchmark from the 2019-20 Emergency Academic Regulations for Taught programmes where it is advantageous to do so.

Students will receive the higher of the two GPAs.

SECTION E PART TIME CONTINUING STUDENTS UNDERGRADUATE AND POSTGRADUATE TAUGHT

There is a wide variation in study patterns for part-time continuing students at both UG and PGT level. A benchmark calculation, which applies no detriment for the second semester of 2019-20, may be calculated (if it meets the criteria) using the principles applied for FT students at the point at which the student completes their degree.

SECTION F EXTENUATING CIRCUMSTANCES

The No Detriment Extenuating Circumstances self-certification process is added to the list of policies and procedures listed under A1 in the Assessment Regulations 2020-21.

SECTION G DEFINING ASSESSMENTS

The following should be read alongside section B1 of the Assessment Regulations 2020-21

The University's approach to teaching and learning during the pandemic in 2020-21 is different to when the University first went into an unplanned lockdown in 2019-20. The ongoing pandemic meant that the University was able to plan for a changed mode of delivery in 2020-21. Extensive and externally quality assured planning was undertaken to deliver the University's programmes in blended learning mode in 202-21. This included the approval of a raft of alternative assessments which were designed to be completed online and also plans for delivery in lockdown. These were approved on behalf of Programme Amendment Committee by the Blended Learning Scrutiny Panels.

SECTION H COMPENSATION

The following text replaces D4a and D4e in the Assessment Regulations 2020-21

Except when forbidden by accreditation, the Progression and Award Board will be able to compensate failure *once* at each level of a programme (excluding level 8), provided that the student has met the following conditions:

- no more than 30 credits of optional or mandatory modules have been failed at that level. The 30 credits can be made up of more than one module.

The module should normally be compensated at the first attempt whether or not the student is permitted a second attempt. This will also apply to foundation years, although compensation will not be permitted on modules that the home faculty of the student has identified as essential for progression onto specific degree pathways. Faculties will inform students which modules are essential.

SECTION I PENALTIES FOR FAILING TO MEET SUBMISSIONS REQUIREMENTS

The following should be read alongside section B8 of the Assessment Regulations 2020-21

Where an original Extenuating Circumstances application was refused but would have been accepted under the No Detriment Extenuating Circumstances self-certification process and where the assessment has been submitted after the original deadline but within three weeks of the original deadline, the work should be marked uncapped (as a standard first attempt).

SECTION J DEFERRALS AND EXTENSIONS FOR ASSESSMENTS

The following should be read alongside section B10 of the Assessment Regulations 2020-21

Students may also apply for a deferral (for exams and live assessments) and/or an extension for coursework using the No Detriment Extenuating Circumstances self-certification process.

Refer to the University's Extenuating Circumstances Policy and No Detriment Extenuating Circumstances self-certification process for further details.

Extensions for whole module cohorts (i.e., all students enrolled on a particular module) may be granted if a Module Impact Statement is approved (see section M below).

SECTION K SECOND ATTEMPTS AT ASSESSMENTS

The following should be read alongside section B12 of the Assessment Regulations 2020-21

In cases of failed assessments where the deadline was between 22 January 2020-21 and 22 February 2020-21, where an original Extenuating Circumstances application was refused but would have been accepted under the No Detriment Extenuating Circumstances self-certification process and where the assessment has already been submitted by the original deadline, the student will be allowed to resubmit work for that assessment for uncapped marks at the next assessment point scheduled by the Faculty (if a live assessment or exam) or at a point three weeks after the student has been informed of the decision of the panel. This option would also be available to students who had passed at the first attempt but students would receive the second mark (i.e. even if lower than the first).

In cases of failed assessments where the deadline was between 22 January 2020-21 and 22 February 2020-21, where an original Extenuating Circumstances application was accepted and the student was given an extension but the No Detriment Extenuating Circumstances self-certification process would have allowed a greater period of extension and where the work has already been submitted by the originally extended deadline, the student will be allowed to resubmit work for that assessment for uncapped marks at the next assessment point scheduled by the Faculty (if a live assessment or exam) or at a point one week after the student has been informed of the decision of the panel. This option would also be available to students who had passed at the first attempt but students would need to be aware that they would receive the second mark (i.e. even if lower than the first). (This would not exclude the student from rights conditionally permitted within the regulations to the standard second attempt if the assessment did not receive a passing mark at the second attempt awarded under the No Detriment Extenuating Circumstances process).

The above circumstances only apply to semester 2 modules but apply to semester 1 modules if they have a submission date between 22 January and 22 February 2020-21.

Where a Module Impact Statement has been approved by the Deputy Vice Chancellor and there is evidence that the module cohort extension has failed to mitigate the adverse circumstances, a second attempt at the assessment for substantive marks may be permitted for all students taking the module at the discretion of the relevant Progression and Award Board (even if the student has passed the first attempt).

SECTION L MARK SCHEME FOR LEVELS 3-8

The following sentence is added to the section headed 'A substantive mark' in Appendix 2 of the Assessment Regulations 2020-21.

A substantive mark may also be awarded for second attempts in cases where a Module Impact Statement has been approved but there is evidence that the extension has failed to mitigate the adverse circumstances. This would be permitted at the discretion of the relevant Progression and Award Board and would apply to all students taking the module. Students who passed at the first attempt would have the option to resubmit but would be awarded the mark for the second attempt even if is lower than the mark for the first attempt.

SECTION M MODULE IMPACT STATEMENTS

Where the delivery or assessment of a module has been impacted as a result of the Covid 19 pandemic in a way that wasn't planned for in the blended learning approval process, the Head of Department in conjunction with the Programme and Module Leader should complete the Module Impact Statement template and send this to the Dean of Faculty. If the Dean of Faculty supports the request, they will forward the completed template to the Deputy Vice Chancellor for approval.

These requests should be for exceptional circumstances which have had a significant impact on the module.

If approved by the Deputy Vice Chancellor, all students on the module will be permitted an extension without the need to apply individually for extenuating circumstances. If, subsequently, there is evidence that the extension has failed to mitigate the adverse circumstances, a second attempt at the assessment for substantive marks may be permitted at the discretion of the relevant Progression and Award Board. Students who passed at the first attempt would have the option to resubmit but would be awarded the mark for the second attempt even if it is lower than the mark for the first attempt.

When making its decision, the Board should take into account whether average module outcomes were significantly lower than might be reasonably expected (either by comparison with previous years, or, if that data is unavailable, by comparison with cohort achievement in cognate modules on that programme at that level).

Retrospective application for semester 1 modules

If a module impact statement is approved for a semester 1 module, all students on the module will be offered a second submission for substantive marks. Students who passed at the first attempt would have the option to resubmit but would be awarded the mark for the second attempt even if it is lower than the mark for the first attempt.

Modules falling into this category should normally be those already notified to the Director of Academic Quality and Development.