

With effect from the academic year 2006/07, the academic regulations were completely revised. Now in the third year of their use, there has been a minor review. The Academic Regulations 2nd edition July 2008 relate to **new learning with effect from September 2008**. This leaflet is designed to draw your attention to the *main changes that may affect the majority of students* and to highlight the main aspects of the 2006/07 Academic Regulations which may have an impact on your studies.

Other Students' Union Advice Service leaflets explaining aspects of the regulations are available:

- Alleged Assessment Offences
- Appealing
- How is my written work marked?
- Extensions and Mitigation
- What happens if I fail?

For detailed information, please refer to the Academic Regulations on the University's website or pick up a copy of the A5 booklet 'Assessment Regulations' – these should be available from Students' Union Advice Services early in the 2008/09 academic year.

Assessments

For all assessments, you continue to have two attempts, with the second attempt being capped at 40%.

For new learning with effect from September 2008, subject to certain criteria explained below, if you fail a **15 or 30 credit** module after re-assessment (i.e. after your second attempt), you are permitted:

Either (a) to retake the same module (compulsory or designated) with attendance **Or** (b) if the failed module is a designated module, to replace it with an alternative module (with attendance) at the same level from the list of designated modules in the relevant Pathway Specification Form.

You have two attempts at these modules. The first attempt under (a) above is capped at 40%; the first attempt under (b) above is *not* capped.

Criteria: Maximum value of re-taken and replacement modules is 30 credits at any one level and 60 credits in total for the pathway (for pathways of more than 120 credits).

Compensation

Compensation is designed to ensure that an otherwise strong student is not unduly penalised for a marginal fail. Compensation applies only to Undergraduate pathways of 120 credits or more (and to Levels 0-3 of the MDes) and is not applicable to those pathways approved by a professional or statutory body, e.g. Nursing & Midwifery Council. Compensation cannot be applied to Major Projects (dissertations etc). Certain criteria must be met before compensation is considered:

- You must have already passed 75 credits at the level at which compensation is being considered, with a mean result for those modules of 45% or higher
- You must have achieved the minimum qualifying mark in all items of assessment in the module being considered for compensation.

There are limits to the volume of compensation that may be applied. For example for an Honours Degree, the maximum is 30 credits at any one level and 45 credits for the pathway. For other awards, you should refer to the Academic Regulations, Section 6. Compensation will be applied at the earliest point at which a student becomes eligible and is not discretionary.

Word counts and limits

Written assignments must not exceed the maximum word limit and the penalty for doing so will be the deduction of 10% of the maximum marks available for the assignment. It is your responsibility to enter an accurate word count on Cover Sheets.

Submission deadlines

It is your responsibility to submit work for assessment. If you submit work after the deadline, your work will be considered a fail. You are required to keep a copy of all written work submitted for assessment and re-assessment.

Extensions

You may request a short term extension when circumstances beyond your control have arisen and which prevent submission or are likely to result in significant underperformance if you have to meet the original deadline. You cannot request an extension once the submission deadline has passed. If there are good reasons for work being handed in late, you should complete a Mitigating Circumstances Form.

Short term extensions of up to five, and exceptionally up to ten, working days may be authorised by your Faculty Student Adviser (or designated staff member in a partner institution) if you meet the criteria.

Long term extensions must have the approval of the Director of Studies for your Faculty.

Mitigation

For all students, if you submit a claim for mitigating circumstances and this is **upheld**, whether you **pass** or fail the module, the mark will be **annulled**. This means that you will have to retake/resubmit the element for which you have mitigated. Faculty Student Advisers or Programme Leaders must sign off the form. This is to ensure that you are fully aware of the implications of submitting mitigation and have been informed of the criteria for eligibility.

Once submitted, you cannot withdraw a claim for mitigation.

Intermission

Students may apply for a period of intermission in multiples of a semester (normally one or two semesters) or trimester (normally up to three trimesters). Intermission must be authorised in advance and you should seek advice from your Faculty Student Adviser. See the Students' Union Advice Service leaflet 'Thinking of Leaving' for more information.

Further Assistance

If you are in doubt about the regulations, contact the Students' Union Advice Service for assistance. Alternatively, the Faculty Student Advisers provide detailed information about your particular programme. Contact details are available on the University's website at the following link:

<http://www.anglia.ac.uk/ruskin/en/home/central/stuadv.html>

Academic Regulations 2008/2009



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