

General Academic Regulations (Regulations Specific to a Particular Level of Study)

Undergraduate, Integrated Masters and Professional Graduate Degree Programme Level

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GLOSSARY OF TERMS

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| <i>Academic Suspension</i> | An interruption of studies for an individual, on academic grounds. |
| <i>Board of Examiners</i> | A committee responsible for considering and approving module results, making student progression decisions or determining eligibility for awards. |
| <i>Board of Study</i> | A Faculty's senior academic committee, which makes recommendation directly to Senate and takes some decisions on behalf of Senate via delegated authority. |
| <i>Compensation</i> | Where a student has failed to attain the pass mark in a module, they may, in specific circumstances, be granted a pass by compensation. |
| <i>Compulsory module</i> | A module which <i>must</i> be taken as part of the programme curriculum. |
| <i>Department/School</i> | Academic Departments or Schools within each Faculty. |
| <i>Elective module</i> | A module which can be <i>freely chosen</i> by a student from programmes offered by the University or a module available where students have to choose from a specific list of modules. |
| <i>Faculty</i> | The University of Strathclyde has four faculties: <ul style="list-style-type: none"> • Engineering • Humanities and Social Sciences • Science • Strathclyde Business School |
| <i>Optional module</i> | A module chosen by a student from a list <i>defined</i> in a programme curriculum. |
| <u>PEGASUS</u> | An online portal which provides a number of services for students and staff members. |
| <i>Programme Handbook</i> | Guide detailing specific programme-related information. |
| <i>Programme Regulations</i> | Specific requirements for individual programmes of study. |
| <i>Senate</i> | The academic governing body within the University, responsible for all academic matters including academic standards and quality. |
| <i>Reattend</i> | This is a decision which is only taken in exceptional circumstances and it permits students to repeat their year of study. |
| <i>Registration with Attendance</i> | An option for students who are required to spend the session in Academic Suspension. |
| <u>Regulations</u> | The Regulations describe the remit and composition of various University committees; regulate the academic work of the |

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| | <p>University, the education and discipline of its students, and such other matters as lie within the functions of Senate.</p> <p>These Regulations stand separate to the General Academic Regulations.</p> |
| <u>University Ordinances</u> | Regulatory document providing details on the way in which the University is governed. |
| <u>Voluntary Suspension</u> | A voluntary interruption of studies for an individual who is otherwise qualified for continued study. |

LIST OF AWARDS

1. The following awards are conferred by the University by the authority of the Senate under [Ordinance 3](#):
 - a. Master in Science (MSci)
 - b. Master of Architecture (MArch)
 - c. Master of Chemistry (MChem)
 - d. Master of Engineering (MEng)
 - e. Master of Mathematics (MMath)
 - f. Master of Pharmacy (MPharm)
 - g. Master of Physics (MPhys)
 - h. Bachelor of Arts (BA)
 - i. Bachelor of Business Administration (BBA)
 - j. Bachelor of Engineering (BEng)
 - k. Bachelor of Laws (LLB)
 - l. Bachelor of Science (BSc)
 - m. Diploma of Higher Education (DipHE)
 - n. Certificate of Higher Education (CertHE)
 - o. Professional Graduate Diploma (PGDE)
 - p. Graduate Diploma (Grad_Dipl)
 - q. Graduate Certificate (Grad Cert)
 - r. Open Studies Certificate (OSCert)

CONTEXT

2. In interpreting the General Academic Regulations, regard should be given to the University's [Academic Policies and Procedures](#) and, where appropriate, Programme Handbooks.
3. Students should also read the General Academic Regulations in conjunction with the University's [Constitutional Regulations](#) which set out specific requirements for individual programmes and should be consulted for understanding the requirements of a particular programme of study.
4. Boards of Examiners are assigned to one (or more) programmes and are responsible for ratifying student results and for making recommendations to the Board of Study.
5. Senate delegates authority to Boards of Examiners to make decisions on student outcomes.
6. In the unlikely event of any conflict between the General Academic Regulations and other University publications, including Programme Handbooks, the Regulations take precedence.

DEFINITION OF AWARDS

7. Unless otherwise specified in Programme Regulations, each undergraduate programme offers the following qualifications:
 - a. *Integrated Master's degree*
Study at bachelor level is integrated with study at Master's level.

- b. *Honours degree*
The Bachelor degree with honours in Scotland is typically offered through the equivalent of four years of full-time higher education.
- c. *Bachelor degree*
Typically, learning outcomes for these programmes would be expected to be achieved on the basis of study equivalent to three full-time academic years.
- d. *Diploma of Higher Education*
The Diploma of Higher Education (DipHE) is typically offered after the successful completion of the equivalent of the first two years of full-time higher education in Scotland.
- e. *Certificate of Higher Education*
The Certificate of Higher Education (CertHE) is available in a number of Scottish higher education institutions typically as an exit award after the successful completion of the equivalent of one year of full-time study.
- f. *Professional Graduate Diploma*
The Professional Graduate Diploma in Education (PGDE) is available in a number of Scottish higher education institutions as the graduate entry route to those who want to become a Primary or Secondary teacher in Scotland, after the successful completion of nine months of full-time higher education.
- g. *Graduate Diploma (Level 4)*
The Graduate Diploma (Grad-Dipl) is typically offered to graduates or equivalent through completion of nine months of full-time higher education.
- h. *Graduate Certificate (Level 3)*
The Graduate Certificate (Grad Cert) is a derivative of the Graduate Diploma.
- i. *Open Studies Certificate*
The Open Studies Certificate is designed to support learners in furthering their education and to provide a steppingstone to further study towards a Certificate in Higher Education.

JOINING THE UNIVERSITY

Admission

8. The University's [Admissions Policy](#) sets out the key areas for consideration when setting the admission criteria for a programme, including UK and/or international academic qualifications, articulation agreements, English language requirements, etc.

Recognition of Prior Learning

9. Recognition of Prior Learning is the process for recognising learning that has its source in experience and/or previous formal, non-formal, and informal learning contexts.
10. The University's Policy on the Recognition of Prior Learning deals with how prior learning can be recognised to allow exemption from specific modules of a Strathclyde programme and/or to allow advanced entry leading to a Strathclyde award or qualification.

11. Recognition of Prior Learning is normally applied for at the point of admission. Please refer to the [University's Policy on Recognition of Prior Learning](#) for further information.

Period of Study

12. Standard minimum and maximum registration periods are set out in Table 1 below:

Table 1

| Award | Minimum Period of Study (months) | Maximum Period of Study (months) |
|---|---|---|
| Open Studies Certificate | 9 | 48 |
| Certificate of Higher Education | 12 | 24 |
| Diploma of Higher Education | 24 | 48 |
| Bachelor | 36 | 72 |
| Graduate Certificate | 6 | 12 |
| Graduate Diploma | 9 | 24 |
| Professional Graduate Diploma | 9 | 21 |
| Bachelor with Honours | 48 | 96 |
| Bachelor with Honours including Compulsory External Placement | 60 | 120 |
| Integrated Master's | 60 | 120 |

13. Exceptionally, the maximum period of study may be extended by the Senate on the recommendation of the Board of Study.
14. In some cases, students may enter programmes at different points, through articulation arrangements with Further Education Institutions and overseas institutions. In these cases, minimum and maximum programme lengths will be confirmed in the offer letter.

Mode of Study

15. Programmes may be offered on a full-time and/or part-time basis however part-time study is not available to certain groups, such as visa holding students.
16. At the discretion of the relevant Board of Study, on the recommendation of the relevant Head of Department/School (or their nominee), a student may transfer from full-time to part-time study and vice-versa where an appropriate programme is available. At this time, the relevant minimum and maximum periods of study will be reviewed. For some students, transfer from full-time to part-time study will be prohibited, in line with UK Visa & Immigration (UKVI) compliance requirements.
17. Part-time students will normally follow a pattern of working in line with that of full-time students, on a pro-rata basis.

Place of Study

18. Except where the Senate has approved distance learning arrangements for off-campus study, modules shall normally be undertaken within the University or within an institution or agency approved by the Senate for this purpose.
19. A student may undertake part of their study in an [approved institution abroad](#), according to an approved curriculum. Normally only one such study period, to be taken prior to the final year of their programme, is permitted, however this does vary across programmes and additional study periods may be permitted as part of the programme of study.

Registration Status

20. Students must register for their programme and remain registered as a condition of their study. A student's registration status is subject to change in certain circumstances ([see paragraph 83](#)).

UNIVERSITY EXPECTATIONS

Engagement

21. Every student registered for a programme of study shall be required to engage in required elements regularly and to perform satisfactorily.
22. A student has an obligation to inform the University, at the first reasonable opportunity, of any medical or other circumstances which might adversely affect their engagement, performance and/or ability to study.
23. In cases where a student is not found to be engaging with required elements of programmes of study, and/or is failing to perform satisfactorily, they may be considered by the appropriate Board of Study for withdrawal of registration from the University on the basis of a lack of engagement and/or satisfactory academic performance.
24. In some cases, a Programme Director (or their nominee) may recommend to the Vice-Dean (Academic) that students are not permitted to take elements of the programme, where they are considered not to be appropriately engaging or performing satisfactorily. Decisions taken by the Vice-Dean (Academic) are ratified by the Board of Study. In such cases, students will be informed of this decision in writing. A student in this position may subsequently be permitted by the Programme Director (or their nominee) to undertake the missed element of the programme at the next available opportunity. This will be dependent on satisfactory attendance, engagement and performance.

Assessment

25. It is important that the nature of assessment is fully communicated to students via a range of materials.
26. A student shall complete the assessments during the academic year in which the modules were undertaken unless permitted by the relevant Board of Study to postpone the assessment or where alternative arrangements have been made in line with the University's [Policy for Flexible Learning Arrangements](#).

27. Students are required to pass written and oral examinations and to perform to the satisfaction of the Board of Examiners in the relevant coursework. In some programmes this may mean all or designated elements of assessment but may not always.
28. The relevant Board of Examiners may exceptionally permit alternative forms of re-assessment for a module where they consider it to be in a student's interests.
29. Taught modules shall be assessed by a range of methods of summative assessment.
30. Except where a programme includes an integrative/reflective module that will draw on work in other modules, each item of work may only be assessed in one module.
31. The [University Assessment and Feedback Policy](#) sets guidelines applicable to both undergraduate and postgraduate programmes.
32. For all modules at all Levels, unless otherwise stated, there will be a diet of formal assessment at the end of each semester and a re-sit diet. The final mark will be based solely on the student's first attempt at the assessment, usually by resit marks being capped at a prescribed limit.
33. Unless prior authority of the relevant Board of Study has been given, a student who fails to satisfy the Board of Examiners at the first assessment for a module shall undertake re-assessment at the first available opportunity.
34. At the discretion of the relevant Board of Examiners or Programme Director, students may be required to attend and participate in an oral examination. Exceptionally, this may be in place of the normal assessment for the relevant module(s). Note that this does not permit a borderline student to be given an oral examination by an External Examiner.
35. A student who is deemed to have failed in a taught module at Level 1, 2, 3 or 4 and 5 shall normally be permitted a further attempt at passing the module, as well as a maximum of two additional attempts at the discretion of the Board of Examiners. The nature of re-assessment to be applied to all students shall be identified in relevant Programme Handbook.
36. Where a pass in the project or dissertation taken in the final year is specified in the award statement of the degree, a student who fails to submit the project or dissertation by the due date may not, normally, be eligible to complete the remainder of the final year assessment.

PROGRAMME STRUCTURE

Curriculum

37. The curriculum of every programme shall comprise compulsory, optional and/or elective modules.

38. Each student for an award must follow the curriculum as prescribed in the relevant Programme Regulations. These will be published on an annual basis by the Senate, having devolved responsibility to the Quality Assurance Committee.
39. Individual modules shall be assigned a level based on expected learning outcomes and a credit rating based on the volume of learning required.
40. The curriculum of every student must be approved by the relevant Head of Department/School (or their nominee), or equivalent, acting on behalf of the relevant Board of Study.
41. Where a pass in a particular module is a necessary condition for progression or for an award, this shall be clearly stated in the relevant Programme Regulations.
42. Programme delivery, materials, assessed work and oral examinations shall be in English unless stated otherwise in individual Programme Regulations and published in the Programme Handbook.

Selecting Optional Modules

43. The curriculum for a programme shall be set out in the Programme Regulations and shall indicate which modules are compulsory or optional.
44. Where a pass in a particular module is a necessary condition for progress or for an award, this shall be clearly stated in the relevant Programme Regulations.
45. Where unlisted optional modules may be chosen as part of the curriculum, the approval of the Head of Department/School (or their nominee) responsible for offering each module is also required.
46. The University cannot guarantee that all optional or elective modules will be available in any given academic year. The choice of modules may be subject to constraints of timetabling and may also be influenced by professional requirements as well as by a student's entrance qualifications or pre-requisite modules passed.

Credit Structure

47. The University employs a credit structure based on multiples of 20 credits¹. The structure of undergraduate programmes shall normally accord with those set out below:

¹ There are some programmes with alternative credit structures, including credits that fall outwith the standard practice of multiples of 20. The structure of these programmes vary from the structure set by Senate and are only approved when a full case for variation from standard practice has been presented to Senate for consideration and Senate has agreed that the alternative credit structure can be implemented.

Table 2

| Award | Credit Requirement | Minimum Level Requirement |
|---------------------------------|---------------------------|--|
| Open Studies Certificate | 30 credits | 30 credits at Level 1 |
| Certificate of Higher Education | 120 credits | 100 credits at Level 1 |
| Diploma of Higher Education | 240 credits | 100 credits at Level 2 |
| Bachelor Degrees | 360 credits | 60 credits at Level 3 |
| Graduate Certificate | 60 credits | 60 credits at Level 3 and/or Level 4 |
| Graduate Diploma | 120 credits | Level 3 or 4 with a minimum of 90 at Level 4 |
| Professional Graduate Diploma | 120 credits | 120 credits at level 4 or 5 |
| Honours Degrees | 480 credits | 90 credits at both Level 3 and Level 4 |
| Integrated Master Degrees | 600 credits | 120 credits at Level 5 |

48. For a typical student, one credit equates to approximately 10 notional hours of learning.
49. The following details regarding individual programmes are specified in the Programme Regulations:
- a. Programmes may specify minimum credit numbers greater than those given in the table above;
 - b. Progress requirements for a programme available on a part-time basis;
 - c. Credits in particular modules required for progress.
50. Credits at a higher level shall, where necessary, be deemed to satisfy the requirements at a lower level.
51. Each degree programme curriculum shall include elective modules, amounting to at least 20 credits, normally taken prior to the fourth year of full-time study².
52. A full-time student in each year of study will normally follow a curriculum containing 120 credits. These 120 credits shall include any elective credits.
53. A programme curriculum may exceed 120 credits in any one year by formal resolution of the Senate.
54. Exceptionally, additional optional modules at an appropriate level may be chosen as part of the curriculum, subject to the approval of the Head of Department/School (or their nominee) responsible for offering each module. In such cases a student may

² Paragraphs 51-59 do not apply to the Open Studies Certificate, Graduate Certificate, Graduate Diploma or the Professional Graduate Diploma,

select up to 40 additional credits. The curriculum of the student shall be reported to the Board of Study.

55. Where a full-time student is admitted with advanced standing and is exempted from part of an academic year's curriculum, additional modules may require to be taken to bring the total credits studied to at least 120 credits.
56. In the first and second years of full-time study, the curriculum will normally comprise six 20-credit modules. By formal resolution of the Senate, up to two 20-credit modules may be replaced by up to four 10-credit modules in any year of any programme.
57. In the third, fourth and fifth years of full-time study, modules in integer multiples of 20 credits may be permitted, subject to approval by the Senate.
58. A degree programme curriculum in year 1 and/or year 2 may include one 40-credit module. This will be subject to the approval of the Senate
59. A student studying on a part-time or distance learning basis shall undertake a curriculum typically of between 40 and 80 credits in any year of study.

Exceptions to the Standard Credit Structure

60. There are exceptions to the 'multiples of 20' structure based on multiples of 10, such as programmes structured to meet professional accreditation requirements, graduate apprenticeships programmes, and programmes where a pedagogical case has been approved. These exceptions are approved by Senate and full details are available in the relevant Programme Regulations.
61. In certain circumstances, for example to meet professional accreditation requirements, the credit requirement may exceed the standard framework.

Award of Credits

62. A mark of 40% in a Level 1-4 modules (First, Second, Third & Fourth Year) is deemed a clear Pass.
63. A mark of 50% in Level 5 modules is deemed a clear Pass.

Progression

64. The progress of every student shall be determined by the relevant Board of Examiners, although the Board shall defer consideration of progress or award for any student currently involved in disciplinary proceedings (see paragraph 91). The Board makes a provisional decision in these circumstances which is only confirmed if the disciplinary proceedings find in favour of the student.
65. At all stages of the programme, a student must achieve an approved standard of performance with regard to level of study and academic attainment as specified in the Programme Handbook.
66. To proceed to the next year of a programme, a full-time student must normally accumulate the minimum number of credits in accordance with the following general framework:

Table 3

| Progression | Minimum Number of Credits Required |
|---------------------|---|
| First – Second Year | 100* |
| Second – Third Year | 220* |
| Third – Fourth Year | 360+ |
| Fourth – Fifth Year | 480+ |

** Or 20 credits less than number specified in the relevant Programme Regulations
+ Or the total number of credits specified in the relevant Programme Regulations*

67. A student who meets the criteria for progress from one academic year to another may not necessarily be eligible for an award.
68. Individual programmes may specify minimum credit numbers greater than those given above in which case these shall be given in the relevant Programme Regulations.
69. A student may be subject to a restriction in the number of modules that may be re-assessed.
70. Under appropriate circumstances the relevant Board of Study, acting on the recommendation of the Board of Examiners, may exceptionally allow a student to proceed to the next year of their programme with fewer credits than specified in these Regulations.
71. A student studying on a part-time basis must satisfy the appropriate progress requirements following each period of the equivalent full-time credit load. More detailed progress regulations may be specified in individual Programme Regulations.
72. A student studying on a part-time basis shall not normally proceed to the next year of study with more than 20 credits outstanding.

Compensation Scheme

73. Where a student has failed to attain the Pass mark in a module they may, in specific circumstances, pass by compensation. Subject to prior approval of the Senate, a Board of Study may permit a Board of Examiners to apply compensation procedures according to prescribed criteria.
74. A pass by compensation shall be regarded as a Pass for which a student attains the requisite credits.

Restricted Examination Attendance

75. 'Restricted Examination Attendance' is referred to as NQ (Not Qualified) in some Faculties.

76. When a student does not satisfy engagement and performance requirements of a module, they shall not be entitled to take the assessment. The student shall be informed of this in writing.
77. A student who is deemed to have failed a taught module shall normally have one further opportunity to be re-assessed on a similar basis or by such other means as the Department/School offering the module may decide. The nature of re-assessment shall be identified in module descriptors and/or Programme Handbooks. The attempt shall normally be made at the next available formal assessment period.
78. Boards of Examiners may exceptionally permit alternative forms of re-assessment for a module where they consider it to be in a student's interest. The Board of Examiners may also require the student to re-attend the module.
79. The Board of Examiners may discount an attempt for a module where appropriate medical or other evidence has been provided, subject to report to the relevant Board of Study.
80. A student who satisfies the attendance and performance requirements of a module shall normally be permitted a further attempt at passing the module, as well as a maximum of two additional attempts at the discretion of the Board of Examiners. The Board of Examiners may additionally require a student to re-attend a module.
81. Board of Examiners may permit a student who satisfies the engagement and performance requirements of a module a further attempt - and a maximum of two further attempts at the discretion of the Board of Examiners - at passing the module. The Board of Examiners may additionally require a student to re-attend a module.
82. A student who has taken either the whole or part of the Level 4 or 5 assessment will be permitted to be re-assessed in whole or in part where there are medical, personal or other circumstances which have adversely affected the student's performance. In these circumstances, permission will be granted by the Board of Examiners concerned.

CHANGES TO REGISTRATION STATUS

Transfer of Registration

83. On the recommendation of the relevant Head of Department/School (or their nominee), the Board of Study may approve transfer of a student's registration between:
 - a. Certificate of Higher Education; or
 - b. Diploma of Higher Education; or
 - c. Degree of Bachelor; or
 - d. Degree of Bachelor with Honours; or
 - e. To an Integrated Masters degree, as appropriate, subject to a related programme being available.
84. The Board of Study shall determine what recognition towards the fulfilment of the requirements may be given to the period that the student has completed.

85. Where a student registered for the degree of Integrated Masters, Bachelor with Honours, degree of Bachelor or Diploma of Higher Education or Certificate of Higher Education has satisfied the relevant Board of Examiners but requests transfer to a degree of Bachelor with Honours or degree of Bachelor or Diploma of Higher Education or Certificate of Higher Education, the Board of Study, in accordance with the recommendation of the relevant Head of Department/School, Programme Director or Board of Examiners, may:
- a. permit registration to be transferred to a degree of Bachelor with Honours or a degree of Bachelor or Diploma of Higher Education or Certificate of Higher Education (as appropriate) subject to a related programme being available; or
 - b. recommend the award of a degree of Bachelor with Honours or degree of Bachelor or Diploma of Higher Education or Certificate of Higher Education (as appropriate).
86. Where a student registered for the Integrated Master's degree, the degree of Bachelor with Honours or degree of Bachelor or Diploma of Higher Education or Certificate of Higher Education has failed to satisfy the relevant Board of Examiners, the Board of Study, in accordance with the recommendation of the Board of Examiners, may:
- a. require that registration be transferred to a degree of Bachelor with honours or degree of Bachelor or Diploma of Higher Education or Certificate of Higher Education (as appropriate) subject to a related programme being available; or
 - b. recommend the award of a degree of Bachelor with Honours or degree of Bachelor or Diploma of Higher Education or Certificate of Higher Education (as appropriate); or
 - c. suspend a student from attendance at modules but require them to undertake assessments until the required number of credits and necessary passes have been obtained to allow the student to proceed to the next year of the programme; or
 - d. terminate the student's registration and require the student to withdraw.

Suspension

87. On the recommendation of the relevant Head of Department/School (or their nominee), the relevant Vice Dean Academic or nominee may permit a student to undertake [Voluntary Suspension](#) for the whole or part of an academic year.
88. On the recommendation of the relevant Head of Department/School (or their nominee), may determine that a student undertakes a period of Academic Suspension.
89. Both Voluntary Suspension and Academic Suspension have implications for visa holding students.

Registration with Attendance

90. Registration with Attendance is an option for students who are required to spend the session in Academic Suspension. If their application is successful, they are permitted to attend their failed modules on a part-basis while remaining on a full-time programme.

Reattend

91. In exceptional circumstances, a Reattend decision permits a student to repeat their year of study where the student has not gained sufficient credits to progress to the next stage of the programme or qualify for the aimed award and must reattend the same year of the programme next session.

Student Misconduct

92. The [Student Discipline Procedures](#) seek to ensure that any instances of misconduct (both academic and behavioural) are dealt with fairly and promptly by those with clear authority from the University. The Procedures apply to students who are subject to the discipline of the University as prescribed in the [University Ordinances 5.2](#). A student may be required to withdraw from a programme as a consequence of misconduct. This decision would be taken by a Senate Discipline Committee on behalf of Senate.

Unprofessional Conduct

93. A student may be required to withdraw from a programme as a consequence of [unprofessional conduct](#). Such a decision would be taken by a [Fitness to Practise](#) hearing on behalf of Senate.

Withdrawal

94. A student who is reported to the relevant Board of Study for persistent non-engagement at modules, in accordance with published Faculty procedures, may have their registration terminated and be required to withdraw from the programme.
95. Prior to the next scheduled meeting of a Board of Study, the Vice Dean (Academic) or nominee of the relevant Faculty may authorise the termination of a student's registration and require that student to withdraw from their programme where that student has been reported for persistent non-engagement at modules or failure to engage with programme requirements. Such a termination of a student's registration may only be undertaken where:
- a. a significant and persistent failure to attend or engage with programme requirements has been confirmed by the appropriate Department/School or Programme; and
 - b. the student has been offered appropriate opportunities to redeem their position, including the offer of support in cases of significant personal difficulties as outlined in sections 1.10 and 1.11 of the [Personal Circumstances and Academic Appeals Procedure](#).
96. The Vice Dean (Academic) or nominee will report such a decision to the next scheduled meeting of a Board of Study.
97. Students subject to immigration control are required to hold appropriate permission to stay in the United Kingdom permitting them to study. Where a student does not hold

such permission, their registration may be terminated by the Director of Student Experience (or nominee), resulting in a withdrawal.

Transfer to Part-time

98. On the recommendation of the relevant Programme Director (or their nominee), the relevant Vice Dean Academic or nominee may permit a student to transfer to part-time study subject to this mode of study being available.

OUTCOMES

Board of Examiners

99. The [Board of Examiners](#) shall consist of not less than four persons, including an External Examiner and academic staff responsible for the conduct of the programme. It shall normally be convened by the Programme Director or Head of Department/School.
100. The Board of Examiners, acting on behalf of Senate, shall ratify one of the following:
- a. award of the appropriate degree, diploma or certificate with distinction;
 - b. award of the appropriate degree, diploma or certificate with merit;
 - c. award of the appropriate degree, diploma or certificate;
 - d. progress to subsequent stages of the programme;
 - e. withholding of the award of the degree or other qualification pending further study or submission/resubmission of assignments.

Award

101. A student who satisfies the conditions of the [Ordinances](#) governing the award of degrees, diplomas and certificates and of the general and programme regulations will, on payment of the required fees, be entitled to receive the appropriate award.
102. To qualify for the award of the degree, a student must have achieved the credit requirements specified in the undergraduate credit structure and those of the curriculum as specified in the Programme Regulations. The graduate shall receive a degree parchment setting forth the programme of study in which the degree has been granted and, if appropriate, the classification in which the graduate has been placed.
103. In order to qualify for a University of Strathclyde award, a student who has been granted exemption from earlier years of a University of Strathclyde programme through credit transfer or recognition of prior learning must gain from the University of Strathclyde programme curriculum a minimum of 120 credits or, where less, a minimum of one-third of the overall credit requirement for that award. In addition, a student must comply with the requirements of [Ordinance 3.3.4](#).
104. A student who satisfies the conditions of the General and Programme Regulations shall be entitled to receive a Diploma of Higher Education or the Certificate of Higher Education.
105. A student who satisfies the requirements of the General and Programme Regulations governing the award of the degree of Bachelor or Diploma of Higher Education or Certificate of Higher Education and who has, in the opinion of the relevant Board of Examiners and according to prescribed criteria, attained a high level of overall

performance may be granted the appropriate award 'with Merit' or 'with Distinction'. In reaching their decision, Boards of Examiners shall have regard to a student's performance based on the credit-weighted average over the final year of the programme (or part-time equivalent). The credit-weighted average for 'Merit' is 60-69% and for 'with Distinction' is 70 – 100%.

106. A student on a programme that has multiple exit points (e.g. Certificate of Higher Education, Diploma of Higher Education, degree of Bachelor, degree of Bachelor with Honours) may only retain one of the possible awards:

Table 4

| Award | Credit Requirement | Minimum level of requirement |
|---------------------------------|---------------------------|--|
| Certificate of Higher Education | 120 credits | 100 credits at Level 1 |
| Diploma of Higher Education | 240 credits | 100 credits at Level 2 |
| Ordinary Degree | 360 credits | 60 credits at Level 3 |
| Honours Degree | 480 credits | 90 credits at Level 4 180 credits at Levels 3 and 4 |
| Integrated Masters | 600 credits | 90 credits at Level 4 120 credits at Level 5 |

Classification

Integrated Masters

107. A student entitled to a degree of Integrated Masters may be awarded:

- a. a degree; or
- b. a degree with merit; or
- c. a degree with distinction.

108. In reaching their decision, the relevant Board of Examiners shall have regard to a student's performance against approved criteria and consider the composite mark against the following general framework:

Table 5

| Classification | Composite Mark |
|-----------------------|-----------------------|
| Distinction | 70 -100 |
| Merit | 60 – 69 |
| Award | 50 – 59 |

109. A student registered for a degree of Integrated Masters who has failed to be placed in one of the classes above may be transferred to the degree of Bachelor with Honours

and may be granted exemption either in whole or in part from the assessments required for that degree. The exemption will only be granted when, in the opinion of the Board of Examiners, evidence of sufficient attainment has been provided.

Bachelor of Honours

110. A student entitled to the degree of Bachelor with Honours will be placed in one of the following classes:

- a. First Class;
- b. Second Class (Upper Division);
- c. Second Class (Lower Division); or
- d. Third Class.

111. In reaching their decision, the relevant Board of Examiners shall have regard to a student's performance against approved criteria and consider the composite mark against the following general framework:

Table 6

| Classification | Composite Mark |
|-------------------------------|-----------------------|
| First Class | 70 - 100 |
| Second Class (Upper Division) | 60 - 69 |
| Second Class (Lower Division) | 50 - 59 |
| Third Class | 40 - 49 |

Pass Degree: 360 credits with 60 SHE Level 3 credits or above

112. A student for the degree of Bachelor with Honours who has failed to be placed in one of the classes specified (see paragraph 109) may be transferred to the degree of Bachelor and may be granted exemption either in whole or in part from the assessments required for that degree. The exemption will only be granted when, in the opinion of the Board of Examiners, evidence of sufficient attainment has been provided.

113. Regarding classification, a student registered for an Integrated Master's degree may, if discipline or accreditation specify, be awarded a degree following the Honours classification, with the exception of Third Class.

Other University Level Awards

114. Normally a student entitled to other University level awards not listed above may be awarded:

- a. a diploma/certificate; or
- b. a diploma/certificate with merit; or
- c. a diploma/certificate with distinction.

115. In reaching their decision, the relevant Board of Examiners shall have regard to a student's performance based on the credit-weighted average over all the credits in the programme against the following general framework.

Table 9

| Classification | Composite Mark |
|-----------------------|-----------------------|
| Distinction | 70 -100 |
| Merit | 60 – 69 |
| Award | 50 – 59 |

Appeals

116. The following Appeals Regulations should be read in conjunction with the University's [Personal Circumstances and Academic Appeals Procedure](#).

117. A student who has been:

- a. required to transfer registration; or
- b. suspended from attendance at modules; or
- c. withdrawn,

may appeal to the relevant Board of Study for reconsideration of the case.

118. A student may appeal to the relevant Board of Study for reconsideration of the classification of the degree awarded. Such an appeal must be submitted and the outcome of any such appeal must be decided upon before the student's award is confirmed.

119. The grounds for appeals may be any of the following:

- a. that there were procedural irregularities in the conduct of the examination or of the assessment (including alleged administrative error of such a nature as to cause reasonable doubt as to whether the Board of Examiners would have reached the same conclusion if the alleged error had not been made); or
- b. that there were medical, personal or other circumstances affecting the student's performance of which the Board of Examiners were not aware when their decision was taken; or
- c. that there was inadequate assessment, prejudice or bias on the part of one or more of the examiners.

120. An appeal shall be lodged in writing with the relevant Faculty Office no later than a date specified by the Board of Study and notified in the letter informing the student of the transfer of registration or suspension or the requirement to withdraw or the degree classification.

121. The appeal shall be supported by appropriate documentary evidence not previously available.
122. A student has an ultimate right of appeal to the Senate normally following an unsuccessful appeal to the relevant Board of Study. Such an appeal shall be lodged in writing with the Senate Appeals Committee within six weeks of the date on the Faculty Appeal outcome letter and shall be supported by all the appropriate documentary evidence.
123. The student will have a right of appearance, either alone or accompanied by one person, at the hearing of the appeal to the Senate.

Making a Complaint

124. A complaint is any expression of dissatisfaction about an action or lack of action by the University or about the standard of service provided by us or on our behalf. Complaints can provide valuable feedback and influence the enhancement of university services. The University records all complaints and uses them to identify improvements. Please refer to the University's [Complaints Procedure](#).