

Academic and Student Regulations – Emergency Regulations 2019-20

The University of Northampton has developed a set of emergency Academic and Student Regulations to respond to the unprecedented situation posed by the Covid-19 pandemic. These Regulations have been approved by the University's Senate.

Where there is no Emergency Regulation stated, the standard Academic and Student Regulations, and any Programme specific Supplementary Regulations, continue to apply.

As an interim measure, the University's Critical Incident Team approved a 14 day extension on all assessment types that are usually eligible for an extension, in this instance including any resubmissions, that were due for submission between 24 March and 3 April 2020.

These Emergency Regulations were enacted by Senate on 1 April 2020 and apply until they are revoked by Senate.

Principles

These Emergency Regulations are predicated on the following principles:

1. Students are not academically disadvantaged because of the impact of the Covid-19 pandemic. i.e. the University adopts a 'no detriment' approach to student outcomes during this period.
2. Students are supported to complete their learning and assessment for this academic year where the nature of the subject matter makes it possible to do so.
3. For students studying at undergraduate level, that they are able to progress *subject to completion* where the nature of the subject matter means that it is not possible for their learning and assessment for this academic year to be completed. Post-emergency deadlines will be established for retrieval of outstanding work¹.
4. Assessment against and achievement of Module and Programme Learning Outcomes, including any Learning Outcomes and associated supplementary

¹ Guidance will be provided on how post-emergency retrieval should be managed, whilst noting that it will be subject-specific.

regulations mandated by Professional, Regulatory or Statutory Bodies, remains the cornerstone of the University's approach to the award of credit.

5. Maintenance of institutional and sector standards is paramount.

Emergency Academic and Student Regulations²

For Levels 3-7

	Current regulation³	Emergency Regulation	Rationale for change
1	3.7.11 (p41)	Suspension of this Regulation [Removal of resit rights for students with module G grades at the first Assessment Board]	As mitigating circumstances processes will be suspended temporarily, it cannot be assumed that a non-submission profile at the first Assessment Board demonstrates lack of student engagement.
2	3.5.11 (p38) 3.10.2-3.10.8 (p44-5)	Suspension of student-led Mitigating Circumstances and Extensions processes for all assessments with a deadline after 20 March 2020 Emergency Exceptional Circumstances Process and Form for students to apply to utilise if they consider that they will still be unable to complete their teaching, learning and assessment. ⁴	The impact of the pandemic is widespread and will affect students in different ways. Continuing with standard Mitigating Circumstances and Extension processes in such an environment does not seem to meet the needs of the situation. The Exceptional Circumstances Process and Form is designed to provide students with a mechanism to apply, e.g. for deferral, if they are unable to complete even given all adjustments put in place.
3	3.7.6 3.7.7 (p40)	For all assessments where the first opportunity deadline is <i>after</i> 20 March 2020, three assessment opportunities will be provided.	This provides some structured flexibility for students to submit when they are able in the current circumstances, whilst still protecting academic integrity by ensuring that

² There may be Supplementary Regulations for certain programmes that take precedence over these new measures. Supplementary Regulations remain in force unless the PSRB has approved a temporary relaxation of those to reflect the circumstances created by Covid-19. Any temporary relaxation of these will be documented.

³ References are based on the Academic and Supplementary Regulations 2019-20. References may differ for the Academic and Supplementary Regulations in place for other cohorts.

⁴ Form and process to be finalised and published.

	Current regulation ³	Emergency Regulation	Rationale for change
		<ul style="list-style-type: none"> - Students can submit to a maximum of two of those opportunities. Students cannot resubmit for a higher grade once they have passed the assessment. - Students who fail to submit at their first opportunity can submit at the second or third opportunity for a true grade. - Students who submit and fail at the first opportunity can resubmit at the second or third opportunity for a grade capped at the bare pass. <p>For all assessments where the first opportunity deadline was <i>prior to</i> 20 March 2020, an additional two assessment opportunities will be provided.</p> <ul style="list-style-type: none"> - Students who have not already passed the assessment can submit to one of those opportunities. <p>For all assessments where both first sit and resit deadlines were prior to 20 March 2020 – no further opportunities.</p>	students continue to be eligible to submit only twice.
4		Where grades for a module are incomplete, the final module grade will be calculated from the grades of the existing assessment components in	Ensures that the maximum number of students can complete their learning for the academic year, whilst maintaining the integrity of the credits awarded by

	Current regulation ³	Emergency Regulation	Rationale for change
		<p>the following circumstances:</p> <ul style="list-style-type: none"> - If these are worth at least 50% of the total module mark - Where at least 2/3 of the total credits for the level in question have complete module grades - Where the programme leader can demonstrate completion of all PLOs (either already or through modules to be completed in following years) <p><i>NB – final year students [Level 6, Level 7, Level 5 for students registered on an HND or Foundation Degree] who prefer to wait for an opportunity to complete all assessments within a module, in case this affects the overall module grade, will be given this opportunity even if it means that completion is delayed.</i></p>	ensuring learning outcomes continue to be demonstrated.
5	3.7.3 3.7.4 (p40) 3.3.2 3.3.3 (p33)	Students will progress provisionally subject to completion of any modules that remain incomplete due to the nature of the subject matter and/or assessment type. A final deadline for retrieval of outstanding assessments and completion of those modules will be established. NB this is only relevant where a module remains incomplete and not where a student has failed a module following	Ensures that students who cannot complete modules this academic year due to the nature of the subject matter and/or assessment type will not be required to move to part time study to complete the academic year.

	Current regulation ³	Emergency Regulation	Rationale for change
		completion of all available assessment opportunities.	
6	3.7.13 (p41)	Retain the maximum number of credits within a level that can be condoned but suspension of the requirement to attempt all items of assessment within a module to be eligible for condonement.	As mitigating circumstances processes will be suspended temporarily and students will have additional opportunities to submit, it cannot be assumed that a non-submission grade demonstrates lack of student engagement.
7	3.7.2 (p39)	<p>Accumulated failure levels will remain in place. However:</p> <ul style="list-style-type: none"> - Any modules failed due to assessments taken after 20 March 2020 will be discounted from the accumulated failure count. Students will still need to repeat failed modules but the failure will not count against them. <p>NB provisional grades for modules that students had already failed prior to 20 March 2020 (either because these modules are semesterised or because their grade profile due to assessments taken prior to 20 March 2020 means they cannot pass the module) will still be considered within the accumulated failure count. Where students have a profile of non-engagement with assessments and learning across the year they may also still be considered for termination under the accumulated failure regulation (if the levels are breached).</p>	Ensures that students who have failed because of the impact of Covid-19 will not have their programme registration terminated but ensures continued standards by requiring any failures to be retrieved and also by continuing to process terminations for those students whose failure was not as a result of Covid-19.

	Current regulation³	Emergency Regulation	Rationale for change
8	3.10.9 (p45)	A new study break category will be implemented, where a study break is required because of the impact of Covid-19. This will be subject to different rules from the standard study break category ⁵ .	To ensure that students can still utilise the standard study break regulation at a later stage and that programme registration lengths are not affected by an Covid-19-related study break
9	3.7.3 (p40)	Suspension of the restriction on the number of credits from a lower level that students can study alongside credits from a higher level. Students will be able to study full-time (up to a maximum of 140 credits) if repeating failed modules, subject to any pre-requisites or other restrictions that are in place.	This provides additional flexibility for students who are having to repeat modules due to failure exacerbated by the Covid-19 pandemic. It also enables as many students as possible to continue with full-time study.

For Level 8 postgraduate research students

With the exception of the regulations associated with the facilitated modules (see below), the regulations for this component do not require adjustment. A temporary revision to the PGR Thesis and Examination Policy has been made. Other issues will be managed on a case by case basis and documented appropriately.

Facilitated modules [relevant only to students studying for a Doctor of Business Administration (DBA) and a Doctor of Professional Practice (DProfPrac)]

	Current regulation⁶	Emergency Regulation	Rationale for change
A	3.5.11 (p38)	Suspension of student-led Mitigating Circumstances and Extensions processes	The impact of the pandemic is widespread and will affect students in different ways.

⁵ Rules to be finalised and published but will include a more flexible length and exclusion of this time period from a student's maximum period of registration

⁶ References are based on the Academic and Supplementary Regulations 2019-20. References may differ for the Academic and Supplementary Regulations in place for other cohorts.

	Current regulation⁶	Emergency Regulation	Rationale for change
	3.10.2- 3.10.8 (p44-5)	<p>for all assessments with a deadline after 20 March 2020</p> <p>Emergency Exceptional Circumstances Process and Form for students to apply to utilise if they consider that they will still be unable to complete their teaching, learning and assessment.⁷</p>	Continuing with standard Mitigating Circumstances and Extension processes in such an environment does not seem to meet the needs of the situation. The Exceptional Circumstances Process and Form is designed to provide students with a mechanism to apply, e.g. for deferral, if they are unable to complete even given all adjustments put in place.
B	3.7.6 3.7.7 (p40)	<p>For all assessments where the first opportunity deadline is <i>after</i> 20 March 2020, three assessment opportunities will be provided.</p> <ul style="list-style-type: none"> - Students can submit to a maximum of two of those opportunities. <p>For all assessments where the first opportunity deadline was <i>prior to</i> 20 March 2020, an additional two assessment opportunities will be provided.</p> <ul style="list-style-type: none"> - Students who have not already passed the assessment can submit to one of those opportunities. <p>For all assessments where both first sit and resit deadlines were prior to 20 March 2020 – no further opportunities.</p>	This provides some structured flexibility for students to submit when they are able in the current circumstances, whilst still protecting academic integrity by ensuring that students continue to be eligible to submit only twice.

⁷ Form and process to be finalised and published.

	Current regulation ⁶	Emergency Regulation	Rationale for change
C	3.7.2 (p39)	<p>Accumulated failure levels will remain in place. However:</p> <ul style="list-style-type: none"> - Any modules failed due to assessments taken after 20 March 2020 will be discounted from the accumulated failure count. Students will still need to repeat failed modules but the failure will not count against them. <p>NB provisional grades for modules that students had already failed prior to 20 March 2020 (because their grade profile due to assessments taken prior to 20 March 2020 means they cannot pass the module) will still be considered within the accumulated failure count.</p>	Ensures that students who have failed because of the impact of Covid-19 will not have their programme registration terminated but ensures continued standards by requiring any failures to be retrieved and also by continuing to process terminations for those students whose failure was not as a result of Covid-19.
D	3.10.9 (p45)	A new study break category will be implemented, where a study break is required because of the impact of Covid-19. This will be subject to different rules from the standard study break category ⁸ .	To ensure that students can still utilise the standard study break regulation at a later stage and that programme registration lengths are not affected by an Covid-19-related study break

⁸ Rules to be finalised and published but will include a more flexible length and exclusion of this time period from a student's maximum period of registration