

Key Aspects of the University's Policies and Regulations

Reviewed and published 20 September 2023

The University has [academic and student regulations and a number of academic policies](#) that govern the programmes it runs and your progress through those programmes. Please ensure you read these and understand what they say and what they mean for your studies. The [Student Handbooks](#) provide a summary of the most critical information within our Regulations and Policies.

This factsheet is designed to signpost you to key parts of our Regulations and Policies. It should not be used in isolation or as an alternative to reading the full set of Academic and Student Regulations (including the Emergency Academic and Student Regulations), Student Policies and Student Handbooks – which you must do.

1. The Academic and Student Regulations set out the regulations that govern your programme and its assessment. Some programmes have Supplementary Regulations, for example for professional body reasons. Modules with Supplementary Regulations are identified in the Module Specifications.
2. The University grades using letters rather than percentages. There are grading criteria tables to help explain what is required for you to achieve each grade.
3. Unless there are supplementary regulations, modules can be passed on aggregate.
4. If you sit an exam or submit an assessment this means that you are declaring yourself fit to sit and will not be able to apply for mitigating circumstances afterwards.
5. If you are eligible for and are given [mitigating circumstances](#) for a piece of assessment, you can take that assessment at the resit opportunity for an uncapped grade. If the module is failed after the resit you will need to take the whole module again.

Where mitigating circumstances is granted for a piece of assessment at both opportunities and the module is failed as a result, the module failure will not

be counted within the accumulated failure count detailed within the regulations.

6. If you fail a module you are normally able to repeat the whole module up to two more times, with the exception of modules covered by [Supplementary Regulations](#)), unless you breach the accumulated fail limits for that level of study. Please note that repeating modules may have an impact on Student Loan funding.
7. You must follow the requirements of your award map to graduate with the named degree on which you are registered. Deviating off the award map may lead to the award of a Combined Studies degree.
8. If you choose to graduate with an intermediate award you must wait at least 12 months before returning to top-up that intermediate award to a full award. If you are given the intermediate award because of academic failure you are not eligible to return to top-up that intermediate award at a later stage.
9. Full time undergraduate students will normally study 120 credits per academic year. Where students have (an) outstanding module(s) they may be able to study up to 140 credits in an academic year. For programmes that are semesterised, students can study a maximum of 80 credits in a single semester.
10. If you do complete enrolment or re-enrolment and do not engage with your studies by the end of the fourth week of the semester and/or your engagement is low, we will contact you and may decide to withdraw you. The details of this are set out in the Student Engagement Policy and the Transfer, Restart and Withdrawal policy.
11. If you do not submit any assessments during Semester 1, (or equivalent time period) and have no mitigating circumstances approved against your record, your studies will be terminated at the end of Semester 1 (or equivalent). The details of this are set out in the Transfer, Restart and Withdrawal Policy and the Student Engagement Policy.
12. Upon conferment of your award, your access to various electronic resources linked to their University status will cease after 30 days. These resources include the Virtual Learning Environment (e.g.NILE), Turnitin and OneDrive. Your Office 365 email account will remain active. You are responsible for saving all documentation to which they require continued access before their account is closed. Where your registration is terminated by the University, access will also cease after 30 days.