

Section D: Award regulations

1 Undergraduate awards framework

- 1.1 Regulatory frameworks for courses will specify the minimum number of credits to be achieved by a student on a programme of study leading to a University of Brighton award to ensure eligibility for that award.

In addition, the normal minimum credit at the level of award will not fall below those shown below.

Award		FHEQ Level	Normal total credit value	Normal minimum credit at level of award	Maximum period of registration ⁵⁶	Maximum amount of credit which can be awarded RPL
Undergraduate (taught)	Certificate of Higher Education <i>Cert HE</i>	4	120	90	4 years	60 at level 4
	Diploma of Higher Education <i>Dip HE</i>	5	240	90	6 years	120 level 4 60 level 5
	Foundation Degree Arts <i>FdA</i> Foundation Degree Science <i>FdSc</i> Foundation Degree Engineering <i>FdEng</i>	5	240	90	6 years	120 level 4
	Bachelor of Arts <i>BA</i> Bachelor of Science <i>BSc</i> Bachelor of Engineering <i>BEng</i>	6	300	60	8 years	120 level 4 120 level 5
	Bachelor of Arts <i>BA (Hons)</i> Bachelor of Science <i>BSc (Hons)</i> Bachelor of Engineering <i>BEng (Hons)</i> Bachelor of Laws <i>LLB (Hons)</i>	6	360	90	8 years ⁵⁷	120 level 4 120 level 5
Graduate (taught)	Graduate Certificate <i>Grad Cert</i>	6	60	40	3 years	30 level 6
	Graduate Diploma <i>Grad Dip</i>	6	120	90	4 years	60 level 6
	Professional Graduate Certificate in Education <i>ProfGCE</i>	6	120	90	4 years	60 level 4,5 or 6
	Professional Graduate Certificate in Education <i>ProfGCE (non QTS)</i>	6	60	40	4 years	30 at level 6
University awards ⁵⁸	Foundation Year	0	120	120	4 years	60 level 0
	Certificate in Teaching in the Lifelong Learning Sector <i>CTLLS</i>	4	30	20	3 years	<i>not currently specified</i>
	Certificate <i>Cert</i>	4	60	60	3 years	30 level 4
	Foundation Certificate <i>FCert</i>	4	120	90	4 years	60 level 4
	Certificate in Education <i>CertEd</i>	5	120	60	5 years	60 level 4
	Foundation Diploma <i>FDip</i>	5	120	40	4 years	60 level 4
	Diploma <i>Dip</i>	5	120	120	4 years	60 level 5
Diploma in Professional Studies <i>DPS</i>	5	120	120	<i>not specified</i>	60 level 5 or 6	

⁵⁶ Refer A15. Note: where admission with the recognition of prior learning reduces the stages to be studied, the maximum period of registration will be reduced pro rata.

⁵⁷ One year undergraduate top-up awards leading to a BA/BSc (Hons), the maximum registration period is 4 years; two year BA/BSc (Hons) awards, the maximum registration period is 6 years; four year BA/BSc (Hons) (including 4 year sandwich courses), the maximum registration period is 10 years.

⁵⁸ Awards specific to the University of Brighton which do not form part of a national framework.

1.2 Tariffs for other undergraduate awards including awards with Qualified Teaching Status (QTS), will be in accordance with the provisions of the *Statutory and General Regulations*, and will be stated within the Programme Specification and the Course Handbook.

2 Undergraduate awards and their classification

2.1 Foundation Certificate (FCert)

Classification the Foundation Certificate is awarded as a pass.

Students will be deemed to have passed where they can demonstrate achievement of the learning outcomes, in accordance with these regulations.

Borderline *not applicable*

2.2 Foundation Diploma (FDip)

Classification the Foundation Diploma is awarded as a pass.

Students will be deemed to have passed where they can demonstrate achievement of the learning outcomes, in accordance with these regulations.

Borderline *not applicable*

2.3 Foundation Degrees (FdA/FdSc/FdEng)

Classification Foundation Degrees are awarded as a pass, merit or distinction.

The criteria for determining the award of merit and distinction for a Foundation degree is as follows:

- i. in order to gain an award of distinction, a student must have achieved a weighted mean of 70.00 or above in the level 5 modules;
- ii. in order to gain an award of merit, a student must have achieved a weighted mean of 60.00 – 69.99 in the level 5 modules.

Borderline The arithmetic mark for a degree result is determined to two decimal places. Students whose arithmetic result is within 2% below a merit or distinction borderline may be considered for the higher classification of award. Refer to D3 on borderline cases.

Intermediate award The University's Foundation Degree policy specifies that the intermediate award for a Foundation degree is the Foundation Certificate (FCert) and not the Certificate of Higher Education.

Progression Progression of Foundation degree students to an Honours degree will be in accordance with the University's progression policy as set out in the *Foundation Degree Handbook*.

2.4

Honours Degrees (BA(Hons), BSc(Hons), BEng(Hons), LLB (Hons))

Minimum requirements Course-specific regulations should specify the minimum requirements for an award, in terms of mandatory and compulsory course elements.

Classification The following classification scale applies to Honours degrees:

70.00+	First Class
60.00 – 69.99	Upper Second Class
50.00 – 59.99	Lower Second Class
40.00 – 49.99	Third Class

For standard courses where students achieve marks for 120 credits at level 5 and 120 credits at level 6, the algorithm for an Honours degree will include all marks at both levels, weighted according to their credit rating, with the ratio of level 5 to level 6 being 25:75.

Where a course has a number of modules which are assessed on a pass/fail basis, the algorithm should be adjusted accordingly.

Where only level 6 modules are taken, as in some ‘top-up’ degrees, then only level 6 marks count towards the classification.

Where students progress from a Foundation degree to an Honours degree, either by taking a one-year ‘top-up’ Honours degree or entering directly level 6 of an Honours degree, including where this is subject to a bridging provision at level 5, then only level 6 marks count towards the degree classification.

Where a student has achieved 360 credits but failed to achieve an overall mark of at least 40.00 (and thus cannot be awarded a 3rd class Honours degree), will be awarded an unclassified Honours degree. This might occur where compensation has been awarded. (refer also D8 for Aegrotat unclassified Honours degree)

Borderline The arithmetic mark for a degree result is determined to two decimal places. Students whose arithmetic result is within 2% below a classification borderline may be considered for the higher class of award. Refer to section D3 on borderline cases.

2.5

Graduate Certificate (Grad Cert), Graduate Diploma (Grad Dip)

Classification Graduate Certificate and Graduate Diploma awards are awarded as a pass, and additionally, where included in the regulatory framework, are awarded with merit or distinction. The criteria for determining the award of merit and distinction for Graduate Diploma and Graduate Certificate awards are not prescribed by the University.

Borderline Regulatory frameworks should include, if appropriate, the criteria for determining the award of merit and distinction for these awards and the criteria for consideration of students on the borderline.

2.6 For regulatory frameworks for all other undergraduate awards, including University awards refer to Course Handbooks.

3 Undergraduate awards and borderline cases

3.1 Introduction

3.1.1 Students whose overall arithmetic result for the degree falls below a classification boundary by up to 2% (borderline zone) will be considered as a borderline case.

3.1.2 A student's overall result is expressed to two decimal places and should not be rounded up either to place the student in the borderline zone or, where a student's overall result falls within the borderline zone to automatically move the student to a higher classification.

3.1.3 The minutes of the Course Examination Board should record the consideration of all students considered borderline cases.

3.2 Principles

3.2.1 Where a student falls within the 2% borderline zone, the higher classification will be awarded by an examination board where the student has achieved:

- 50% or more credits at level 6⁵⁹ in the higher classification including any module(s) specified in the course-specific regulations and agreed at the validation of the course⁶⁰.

3.2.2 Where a student falls within the 2% borderline zone and does not meet this primary criterion, an examination board will consider the student's profile and will raise the student's classification where the student has achieved:

- at least 120 credits across levels 5 and 6 in the higher classification with at least 40 credits of these at level 6 in the higher classification including any module(s) specified in the course-specific regulations and agreed at the validation of the course⁶¹.

3.3 Honours degrees

3.3.1 For a top-up Honours degree where 120 credits at level 6 have been studied, the higher classification will be awarded by an examination board where a student who is in the borderline zone has achieved:

- 50% or more credits at level 6 in the higher classification including any module(s) specified in the course-specific regulations and agreed at the validation of the course⁶².

3.3.2 The examination board has the right in exceptional cases to award the higher classification to a student who falls within the 2% borderline zone but does not meet the criteria in 3.3.1 where a strong case for this can be made. The reasons for all

⁵⁹ For courses structured with 110 credits at level 5 and 130 credits at level 6, this would be taken as 60 credits or more (i.e. the lesser %)

⁶⁰ This would include any PSRB requirements and be included in programme specification

⁶¹ This would include any PSRB requirements and be included in programme specification

⁶² This would include any PSRB requirements and be included in programme specification

such decisions must be recorded in the minutes and details sent to the Registrar and Secretary for monitoring purposes.

3.3.3

In considering students in the 2% borderline zone, the examination board should only take into account the mitigating circumstances for a student where these have not already been taken into account such as through deferral opportunities or extensions. The examination board will then have due regard to the alignment of the mitigating circumstances and the module(s), the time period of the mitigating circumstances and the student's profile of marks in reaching its decision on the award of the higher classification as an exceptional case.

3.4

Foundation Degree

3.4.1

Students whose overall arithmetic result for the degree falls below a classification boundary (distinction/merit, merit/pass, pass/fail) by up to 2% (borderline zone) will be considered as a borderline case.

3.4.2

A student's overall result is expressed to two decimal places and should not be rounded up either to place the student in the borderline zone or, where a student's overall result falls within the borderline zone to automatically move the student to a higher classification.

3.4.3

Where a student falls within the 2% borderline zone, the higher classification will be awarded by an examination board where the student has achieved:

- 50% or more credits at level 5 in the higher classification including any module(s) specified in the course-specific regulations and agreed at the validation of the course⁶³.

3.4.4

The examination board has the right in exceptional cases to award the higher classification to a student who falls within the 2% borderline zone but does not meet the criteria in 3.4.3 where a strong case for this can be made. The reasons for all such decisions must be recorded in the minutes and details sent to the Registrar and Secretary for monitoring purposes.

3.4.5

In considering students in the 2% borderline zone, the examination board should only take into account the mitigating circumstances for a student where these have not already been taken into account such as through deferral opportunities or extensions. The examination board will then have due regard to the alignment of the mitigating circumstances and the module(s), the time period of the mitigating circumstances and the student's profile of marks in reaching its decision on the award of the higher classification as an exceptional case.

3.5

The above regulations apply to Integrated Masters degrees following undergraduate classification rules.

⁶³ This would include any PSRB requirements and be included in programme specification

4 Postgraduate awards framework

4.1 Regulatory frameworks for courses will specify the minimum number of credits to be achieved by a student on a programme of study leading to a University of Brighton award to ensure eligibility for that award. In addition, the normal minimum credit at the level of award will not fall below those shown below.

Award		FHEQ Level	Normal total credit value	Normal minimum credit at level of award	Maximum period of registration ⁶⁴	Maximum amount of credit which can be awarded RPL	
Postgraduate (taught)	Postgraduate Certificate <i>PG Cert</i>	7	60	40	3 years	30 level 7	
	Postgraduate Certificate in Education <i>PGCE</i>	7	120	40	4 years	60 level 5 or 6	
	Postgraduate Certificate in Education <i>PGCE (non QTS)</i>	7	60	40	4 years	30 level 7	
	Bachelor of Medicine, Bachelor of Surgery <i>BM BS</i> ⁶⁵	7	780	180	7 years ⁶⁶	<i>not applicable</i>	
	Postgraduate Diploma <i>PG Dip</i>	7	120	90	4 years	60 level 7	
	Master of Architecture <i>MArch</i>	7	240	240	6 years	<i>not specified</i>	
	Integrated Masters degree ⁶⁷ Master of Engineering <i>MEng</i> Master of Pharmacy with Honours <i>MPharm (Hons)</i> Master of Design <i>MDes</i> Master of Fine Art <i>MFA</i> Master of Computing <i>MComp</i> Master of Chemistry <i>MChem</i>	7	480	120	10 years	120 level 4 120 level 5	
	Master of Arts <i>MA</i> Master of Science <i>MSc</i> Master of Business Administration <i>MBA</i> Master of Public Administration <i>MPA</i> Master of Laws <i>LLM</i>	7	180	150	6 years	90 level 7 (taught modules only) and exceptionally in specific circumstances up to 120 credits at level 7 (taught modules only) ⁶⁸	
	Master of Teaching and Learning <i>MTL</i>	7	180	180	5 years		
	Master of Research <i>MRes</i> ⁶⁹	7	180	150	6 years	Refer MRes framework	
Research	Professional Doctorate ⁷⁰ Doctor of Education <i>EdD</i> Doctor of Midwifery <i>D.Mid</i> Doctor of Nursing <i>D.Nursing</i> Doctor of Occupational Therapy <i>D.Occ.T</i> Doctor of Physiotherapy <i>D.PT</i> Doctor of Podiatry <i>D.Pod</i> Doctor of Social Work <i>D.S.W</i> Doctor of Business Administration <i>DBA</i> Doctor of Counselling and Psychotherapy <i>D.C.P</i> Doctor of Biomedical Science (<i>DBMS</i>) Doctor of Healthcare (<i>DHC</i>) Doctor of Pharmacy (<i>DPharm</i>)	8	540	360	6 years	Refer <i>Professional Doctorates framework</i> positional paper, section 6	
	Doctor of Engineering <i>EngD</i>	8	540	360	6 years		
	Univer sity awards	Certificate in Management	7	60	60	<i>not specified</i>	<i>not specified</i>
		Diploma in Management Studies <i>DMS</i>	7	120	120	<i>not specified</i>	<i>not specified</i>
		Diploma in Teaching English to Speakers	7	120	120	4 years	<i>not specified</i>

⁶⁴ Refer section A15 - PSRB requirements may specify completion of awards accredited in a shorter time than University norm

⁶⁵ Joint award with the University of Sussex.

⁶⁶ 8 years where an intercalated degree is incorporated into the period of study

⁶⁷ Refer [Integrated Masters degree framework](#).

⁶⁸ Subject to chair of Academic Board approval

⁶⁹ Refer MRes generic framework for further guidance.

⁷⁰ Modules/units taken in the taught stage/phase 1 of the Professional Doctorate and any intermediate Masters awards are not subject to the postgraduate (taught) regulations (except where units/modules are shared with other level 7 courses).

of Other Languages (TESOL)					
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- 4.2 The examination and assessment regulations for the BM BS Programme are set out in the [BM BS Programme Examination and Assessment Regulations](#) (PEAR).

In addition the regulatory framework for postgraduate taught courses which are joint awards of the University of Brighton and the University of Sussex are set out in the [BSMS Postgraduate Taught Examination and Assessment Regulations](#) (PGTEAR)⁷¹.

5 Postgraduate awards and their classification

5.1 Postgraduate Certificate (PGCert), Postgraduate Diploma (PGDip)

Classification Postgraduate Certificate and Postgraduate Diploma degrees are awarded as a pass, merit or distinction.

Merit will be awarded to students for the PGCert and PGDip awards who have satisfied the requirements of the award and have achieved a credit-weighted mean mark from all modules across the award of 60.00-69.99.

Distinction will be awarded to students for the PGCert and PGDip awards who have satisfied the requirements of the award and have achieved a credit-weighted mean mark from all modules across the award of at least 70.00.

Borderline There are no borderline criteria for PGCert and PGDip awards.

5.2 Integrated Masters degrees (MEng, MPharm, MDes, MFA, MComp, MChem) and MArch

Classification A subject-specific classification and algorithm for the award is permitted which should be approved⁷² at validation of the course and be one of the following:

- i. the award has an undergraduate Honours classification, with level 6 and 7 marks included in the algorithm (ratio 50:50);
- ii. the award has a postgraduate classification of pass, merit and distinction, with level 7 marks only included in the algorithm.

Borderline The arithmetic mark for a degree result is determined to two decimal places.

Where an undergraduate Honours award algorithm and classification is operated, students whose arithmetic result is within 2% below a classification borderline may be considered for the higher class of award. Refer to section D3 on borderline cases.

There are no borderline criteria for Integrated Masters degrees

⁷¹ Available from Staffcentral.

⁷² An academic subject specific rationale for the classification should be included in the documentation for validation.

using a postgraduate classification.

5.3 **Masters degrees (MA, MSc, MBA, MPA, LLM, MRes)**

Classification Masters degrees are awarded as pass, merit or distinction.

Merit will be awarded to students for the Masters award who have satisfied the requirements of the award and have achieved a credit-weighted mean mark from all modules across the award of at least 60.00 and a mark of at least 60 in the final element.

Distinction will be awarded to students for the Masters award who have satisfied the requirements of the award and have achieved a credit-weighted mean mark from all modules across the award of at least 70.00 and a mark of at least 70 in the final element.

The 'final element' will normally be valued at 60 credits at level 7 and includes the following types of modules; dissertation, research project or completion element of a Masters award, as defined in the programme specification. Where the final element is composed of more than one module, the mark for the final element will be determined as a credit-weighted mean mark over the modules.

Borderline There are no borderline criteria for Masters awards.

5.4 For regulatory frameworks for all other postgraduate awards, including University awards refer to Course Handbooks.

6 **Intermediate awards**

6.1 Where a student has not satisfied the requirements for progression or award on the course for which he/she is registered, or has withdrawn or indicated that he/she wishes to withdraw, the Course Examination Board may recommend an intermediate award.

These awards are only available when they have been approved explicitly by the University, and may also have conditions attached apart from the simple accumulation of credit.

6.2 The acceptance of an intermediate award entails the student's withdrawal from the course, with re-admission possible only after a new application⁷³.

Thus the offer of an intermediate award should not be made where it is known that the student wishes to continue on the course, either by repeating the year or by intermitting and returning to continue with his/her studies at a later date, and where this course of action is acceptable to the Course Examination Board.

6.3 In the case of intermediate awards for which the student was not originally registered, the Course Examination Board may record recommendations made at the time when the student was required to withdraw from the course.

⁷³ The only exceptions to this are where the intermediate award is also a professional qualification, such as some awards in Architecture and Occupational Therapy.

These awards will not appear on a pass list until it has been established that the student has either withdrawn from the course, or has transferred to another course in the University and following the transfer still has sufficient specific credit remaining to enable an intermediate award to be made.

- 6.4 An Ordinary degree is an unclassified Bachelor's degree without honours. This is an intermediate award recommended by a Course Examination Board in recognition of student learning where insufficient credit has been achieved to award an undergraduate honours degree in the subject. The student must have achieved at least 300 credits.

7 Failure to qualify for a final award

If a student has failed to qualify for the final award, the Course Examination Board may, at its discretion, offer the student the choice between:

- i. accepting an intermediate award or;
- ii. being reassessed for the original higher award⁷⁴.

8 Aegrotat awards

An Aegrotat degree (Aegrotat Ordinary degree or Aegrotat unclassified Honours degree) is a degree awarded where the student might have obtained an Ordinary or Honours degree had it not been for illness or other valid cause which prevented normal assessment in the final stage.

The Diploma of Higher Education may also be conferred as an Aegrotat Diploma of Higher Education.

Aegrotat award for students on other courses may be conferred in certain exceptional circumstances.

Aegrotat awards are not normally made at a level higher than that at which the student has already studied and provided evidence of satisfactory performance.

The Registrar and Secretary will be able to provide advice on precedent in the recommendation of Aegrotat awards.

9 Posthumous awards

Examination Boards have the authority to recommend, and the Academic Board to confer, posthumously, any of the University's formal awards. The normal conditions for the achievement of the award should be satisfied. The award may be accepted on the student's behalf by an appropriate individual e.g. a close relative or partner.

10 Rescission of awards

- 10.1 There may be exceptional circumstances where an Examination Board of the University agrees to rescind an award which has previously been conferred on a student.

⁷⁴ Unless prevented by course specific regulations disallowing reassessment of final stage modules.

- 10.2 In some situations the decision to rescind an award or not is dependent on the time period that has elapsed from when an award was conferred to when the student is (re)registered on an award. Where the timescale is short e.g. several months, the award will normally be rescinded. Where a student accepted an intermediate (exit) award (and hence withdrew from the course) and now wishes to return to complete the course for which they had originally been registered, and the timescale is longer (normally several years), the exit award will not be rescinded and RPL regulations will be applied, as appropriate.
- 10.3 In all cases of rescission, a rescission list⁷⁵ should be sent to Academic Services and be accompanied by an explanatory memo addressed to the Registrar and Secretary indicating the reasons for the decision. In some cases, where there has been a formal conferment of the original award by the Vice-Chancellor, Academic Services will then pass the memo and the list to the Registrar and Secretary with an amended list for the Vice-Chancellor to sign.

⁷⁵ Generated from SITS via Infoview. The date on the rescission list should be the date of the original incorrect award and not the date the rescission was actioned. If the student has been issued with a Certificate, the University will request the return of the Certificate, defaced, to Academic Services.