

Part 3c

Regulations for D level or level 8 modules in courses and for Professional Doctorates (and associated awards)

These regulations apply to all Professional Doctorates unless Academic Board has agreed an exemption as a result of Professional and Statutory Regulatory Body requirements

Definitions and Explanations

- 1.1 A **module** is a separate identifiable block of learning which is credit-rated, with credit allocated on the basis of 10 hours of study for each credit. Modules are 30 credits in size (indicating 300 hours of student study).
- 1.2 A unique **module level** is associated with each module in a professional doctorate. This is level 7 or 8, D level reflecting the level of achievement expected in order to pass (i.e. be awarded credit) in the module. The regulations governing level 7 modules are contained within Part 3: Academic Regulations of the *Manual of General Regulations*
- 1.3 A module is a **prerequisite module** for another module if a student must have passed the prerequisite module (i.e. been awarded credit) in order to study on the other module.
- 1.4 A module is a **precursor module** for another module if a student must register on the precursor module (and remain registered for the duration of that module) in order to study subsequently on the other module.
- 1.5 A module is a **co-requisite module** with another module if both modules must be studied at the same time.
- 1.6 A module has one or more **delivery modes**. These will be either 'on-campus' or by 'distance learning' or both. The delivery mode(s) must be designated at approval.

- 1.7** An **on-campus module** is predominantly delivered on campus. A **distance learning module** is predominantly delivered by distance learning.
- 1.8** A **component** of a module is a separate part of a module, as identified in the module specification. Whole number marks are awarded for each component of a module. A standard module may have one, two or three components. Double and treble modules have a maximum of six and nine components respectively.
- 1.9** A **Department** comprises modules forming a coherent academic grouping. Each module belongs to one, and only one, Department.
- 1.10** A **module specification** specifies (amongst other matters)
- module name
 - module unique identifying code
 - module credit value
 - the Department to which the module belongs
 - any prerequisites, precursors and co-requisites
 - module learning outcomes
 - outline module content
 - details of the component assessments and their weightings (together with the threshold mark for assessment if, for Professional and Statutory Regulatory Body requirements, this is set above the minimum standard threshold)
- 1.11** In order to study, be assessed, or be reassessed on a module, a student must be **registered** on the module. Provided a student has registered on a module (and not subsequently been formally withdrawn from the module), the student will be assessed at the next assessment point (for that mode of delivery) and (if the module is not passed) reassessed on that module at the next reassessment point (for that mode of delivery). Assessment or reassessment cannot be deferred.
- 1.12** Reassessment for all on-campus modules will occur in the summer reassessment period.
- 1.13** A taught D level or level 8 module for which a pass has neither been achieved at assessment nor at subsequent reassessment has been failed. If the module is core to the course the student must withdraw from the course.
- 1.14** A **course** leads to a university award.
- 1.15** A **course specification** specifies (amongst other matters)
- the structure of the course

- any particular conditions to be met (e.g. Professional and Statutory Regulatory Body requirements) for conferment of the relevant named award

1.16 A **core module** for a course is a module which a student must have passed (i.e. been awarded credit) in order to achieve the relevant named award. Core modules are specified in the course specification.

1.17 An **option module** for a course is a module selected from a range of modules specified in the course specification.

2. Professional Doctorates (and associated awards)

2.1 Credit is regarded as ‘taught’ or ‘research’ (the thesis/submittal)

2.2 Professional Doctorate

A course leading to a Professional Doctorate consists of a minimum of 540 credits at level 7 or 8, D level This consists of
 a minimum of 360 credits at level D or level 8
 a maximum of 390 research credits at level D or level 8
 a minimum of 60 taught credits at level D or level 8
 a maximum of 180 credits at level 7
 a minimum of 90 research credits at level D or level 8

2.3 Master of Professional Studies

A course leading to a Master of Professional Studies consists of 240 credits at level 7 or 8, D level with a minimum of 120 credits at level D and a minimum of 60 dissertation credits at level 7 or 8, D level

2.4 Postgraduate Diploma

A course leading to a Postgraduate Diploma consists of 120 credits at level 7 or 8, D level.

2.5 Postgraduate Certificate

A course leading to a Postgraduate Certificate consists of 60 credits at level 7 or 8, D level.

2.6 Up to half of the credits for an award may be achieved through accredited or experiential learning.

It is not possible to claim accredited or experiential learning against the research stage of the course.

3. The Structure of Professional Doctorates

- 3.1 Professional Doctorates consist of credit obtained through the study of modules and through research
- 3.2 Credit obtained through research is governed by Part 9 of the *Manual of General Regulations* or, exceptionally, as agreed by Academic Board.

3.3 Modules

- 3.3.1 Modules composing Professional Doctorates consist of standard modules whose value is 30 credits (equivalent to 300 student study hours), extending over one semester. Modules of 60 credits may extend over one or two semesters.
- 3.3.2 A module is allocated to a single level – level 7 or 8 D level
- 3.3.3 No module can be a pre-requisite for another taught module at the same level. One or more modules may be specified as pre-requisites for the research stage of the course.
- 3.3.4 The course specification will specify for each module within a course whether it is a core module or an option module for that course.
- 3.3.5 A standard module may be composed of one, two, or three components. Double and treble modules have a maximum of six and nine components respectively.

3.4 Professional Doctorate Awards

- 3.4.1 A professional doctorate award is named. The name and abbreviation are agreed at (re)approval.

4. Professional Doctorate Study

4.1 Student registration and study

- 4.1.1 A student must be registered on a module in order to be assessed or reassessed on the module.
- 4.1.2 Once a student has passed a module the student may not register, be assessed or reassessed on the module.
- 4.1.3 A student may study up to 60 credits in any semester or summer period as specified in the course specification.

4.2 Time Limits for Student Study

4.2.1 The time limit for completion of the research thesis/submittal part of a Professional Doctorate course is as stipulated in Part 9 of the *Manual of General Regulations* or, exceptionally, as agreed by Academic Board.

4.2.2 The time limit for completion of a course is eight years after first enrolment on the course.

4.3 Intermission

4.3.1 Depending on the timing of the research stage in the course intermission may comprise two distinct processes.

4.3.2 A student may intermit from a course when undertaking taught modules only with the agreement of the course leader.

4.3.3 During the intermitted period, which must be one or more complete semesters, no module study may be undertaken. However all outstanding reassessment requirements should be undertaken or else the module will automatically be regarded as not passed on reassessment.

4.3.4 A student may intermit from a course when undertaking the research stage only with the agreement of Postgraduate Research Review Sub Committee (see Part 9 of the *Manual of General Regulations*).

4.3.5 A student undertaking both taught modules and research must follow the procedures in 4.3.2 **and** 4.3.4.

4.3.6 An intermission extends the time limits for study on the module and the course for the period of the intermission (unless prohibited by Professional and Statutory Regulatory Body requirements).

5. Admission to Professional Doctorate Courses

5.1 Students are admitted in accordance with the admission requirements in the course specification of the approved course.

5.2 Students may be admitted with advanced standing through the recognition of credit or the accreditation of experiential or certificated learning according to the University of East London Accreditation of Experiential Learning policy.

Up to half of the credits for an award may be achieved through accredited or experiential learning.

It is not possible to claim accredited or experiential learning against the research stage of the course.

6. Assessment for Professional Doctorate Courses

6.1 Department Boards and Module Assessment

6.1.1 Department Boards

- 6.1.1.1** Department Boards are responsible for:
- assuring the appropriate standards for modules
 - considering the performance of students on modules
 - confirming the marks achieved by students on modules
 - awarding credit for the achievement of students on modules
 - awarding credit for certificated and experiential learning
 - noting Breaches of Regulations

- 6.1.1.2** The Department Board considers all and only modules within the Department. The Department Board meets at the end of Semester A, at the end of Semester B and at the end of the summer reassessment period.

6.1.2 Module Assessment – D level or level 8 modules

(The regulations governing level 7 modules are contained within Part 3: Academic Regulations of the *Manual of General Regulations*)

- 6.1.2.1** In calculating the mark for a module on the basis of the component marks, the final mark is calculated as a percentage with all decimals points rounded up to the nearest whole number.
- 6.1.2.2** In order to pass a module, a student must both achieve an aggregate mark of 50% and also meet the component threshold marks.
- 6.1.2.3** For the purposes of passing a module each component has a threshold mark of 40%. (The threshold may be higher where there are Professional and Statutory Regulatory Body requirements; this will be specified in the module specification)

6.1.3 Reassessment in a D level or level 8 Module Not Passed

- 6.1.3.1** Where a student does not achieve an aggregate of 50%, or does not achieve component threshold marks, the student is reassessed in the module at the next reassessment point in all and only those components achieving a mark of less than 50%. Component marks of 50% or over are carried forward to reassessment.
- 6.1.3.2** The reassessment point for all on-campus modules is in the summer reassessment period.
- 6.1.3.3.** In determining whether a student has passed a module on reassessment the calculation is based on the highest component marks achieved, whether in assessment or reassessment.
- 6.1.3.4** In order to pass a module on reassessment a student must both achieve an aggregate mark of 50% and achieve the component threshold marks. If the module is passed, the module mark is capped at 50%. The actual mark achieved will be recorded on the student diploma supplement.
- 6.1.3.5** A taught D level or level 8 module for which a pass has neither been achieved at assessment nor at subsequent reassessment has been failed. If the module is core to the course the student must withdraw from the course.

6.1.4 Procedure in the event of illness or other valid cause (extenuating circumstances for taught modules)

- 6.1.4.1** A student who believes that
- his/her performance in assessment or reassessment has been impaired, or
 - he/she was unable to attend for an assessment or reassessment, or
 - he/she was unable to submit assessed or reassessed work by the scheduled date

due to illness or other valid cause (as defined in the Procedures Governing Extenuating Circumstances), may submit an application for extenuation for the relevant component(s) to the

University of East London Extenuation Panel. Such applications will only be considered if the applicant has followed prescribed procedures, which can be found in the Procedures Governing Extenuating Circumstances.

- 6.1.4.2** Please consult Part 6 of the Manual of General Regulations: Extenuating Circumstances for a summary of the possible outcomes of the Extenuation Panel.
<http://www.uel.ac.uk/qa/policies/manual/>
- 6.1.4.3 Once a component has been capped extenuation does not uncap it.
- 6.1.4.4 If a student does not achieve enough credits to progress to the following level of their course, or does not achieve sufficient credit to gain an award, an accepted claim for extenuation should be taken into account when considering the student's profile at the relevant assessment board.

6.2 Conferment of Award for Completion of a Course

6.2.1 Academic Board will confer an award on a student on completion of a course at the first occasion at which the student is eligible for the award.

6.2.2 Where a student has withdrawn from, or is discontinued on, a course and has not transferred to another UEL course, the relevant School Award Board will confer the highest taught credit award for which the student is eligible.

- 6.2.3 School Award Boards are responsible for:
- awarding credit to students on modules passed by compensation (see 6.2.4)
 - formally implementing the decisions of the Extenuation Panel
 - noting credits achieved on the basis of accredited learning
 - noting Breaches of Regulations on taught modules

6.2.3.1 Each School will have one Award Board which meets following Department Boards at the end of Semester A, at the end of Semester B and at the end of the summer reassessment period.

6.2.4 Compensation

6.2.4.1 A student is awarded a compensated pass in a module by a School Award Board and awarded credit provided that:

- the module is a 30 credit option module
- the student has been awarded UEL credits for all other modules on the course
- the student has both attained at least 55% in the case of a D level or level 8 module or 45% in the case of a level 7 module to be compensated and attained the threshold in all components
- the module is not specified as non-compensatable in the course specification as an award-specific requirement

6.2.5 Aegrotat and Posthumous Awards

6.2.5.1 These may be conferred in accordance with the *Manual of General Regulations*

6.2.6 Award Name

6.2.6.1 In order to qualify for a named award the student must have been enrolled on the course and satisfied the course specifications associated with that named award.

6.2.7. Discontinuation of a student on a course

6.2.7.1 A student cannot continue on a course if the student has not achieved a pass in the reassessment of a core module for the course.

7. Modular Courses - General

7.1 These regulations do not restrict penalties imposed for Breaches of Regulations.

Appendix A

Assessment Board Membership

Department Board

Head of School or senior nominee i.e. Principal Lecturer or above (Chair)

Head of Department

Module Leaders for all modules under consideration by the Department Board

Department External Examiners