



3 April 2020

Dear External Examiner

Further to our email sent on 25th March 2020, we are writing to update you about approval of our new approaches to assessment in response to the current unprecedented health crisis and suspension of all face-to-face assessments through to 31st July 2020.

The University's Academic Board has agreed to invoke its *Extraordinary Circumstances Regulations for Assessment* to enable us to assess students' progress by alternative means, where necessary. The specific nature of the assessments will vary from course to course. For example, some may be coursework based, some may be assessments taken online, some may be video or audio recording, photographs of design work etc. All course teams are working with relevant external examiners and, where appropriate, professional, statutory and regulatory bodies (PSRBs), to ensure that the assessments meet their requirements. It should be noted that many assessments will not change as they were already coursework submissions, or similar.

Academic Board has also approved a new *Alternative Assessment Framework* (attached). In developing the Framework, the maintenance of our academic standards has remained paramount.

Within the framework, which applies to September entry starts, continuing students and those scheduled to qualify have been categorised, at pre-progression boards held in w/c 30 March, into one of three categories:

Continuing Students

- a. Category A – continuation without further assessment with sufficient evidence from assessments undertaken to date that module/programme learning outcomes were met
- b. Category B – alternative assessment set should there be insufficient evidence of learning outcomes met and/or PSRB requirements not fulfilled. Revised deadline for submission of assessment would be extended to 15th June 2020.
- c. Category C - where a student is Category B but is unable to complete the alternative assessment by the extended deadline date, a late submission would be accepted on following the streamlined extenuating circumstances policy (revised to take account of Covid-19 related claims)

Approx. 60% of students have progressed under the framework. Approx 40% did not progress.

Students Qualifying in 2019/20

- a. Category A – does not apply for final/qualifying year students
- b. Category B – Alternative assessment will be offered and there would be no exams at the end of Term 2. Revised deadline for submission of assessment would be extended to 15th June 2020. The exception would be students on clinical/performance modules who cannot undertake online assessment due to PSRB requirements, these students would undertake the necessary clinical hours and/or assessment during the last week of August.
- c. Category C – where a final/qualifying student is unable to complete the alternative assessment by the extended deadline date, a late submission would be accepted on following the streamlined extenuating circumstances policy (revised to take account of Covid-19 related claims).

In developing the new framework we have at all times worked closely with the Students' Union to develop a way forward that is appropriate and supportive. The Students' Union is supporting students on an ongoing basis with advice and guidance in relation to the new assessment framework.

We thank you for your ongoing support to the university at this unprecedented and challenging time. If you require any further information, please contact gae@uel.ac.uk.

Yours faithfully



Philip Brimson
Quality Manager (Validation & Review)

Assessment Framework Table for September Entry Programmes.

CONTINUING STUDENTS			
	CATEGORY A	CATEGORY B	CATEGORY C
	<i>If there is sufficient evidence, from assessments to date, that module/programme learning outcomes can be evidenced:</i>	<i>If there is INSUFFICIENT evidence from assessment to date at a module/programme student level that learning outcomes can be evidenced &/or PRSB requirements have not been fulfilled:</i>	<i>If the student is in Category B, however, and the student is unable to complete alternative assessments to the extended deadline, a late submission should be made following the streamlined extenuating circumstances (EC) policy:</i>
Level 3 (Foundation year)	<p><u>Continuation without further assessment post-16th March 2020.</u></p> <p>Students who have been proactively engaged with their course of study will progress to the next level and will be awarded moderated marks based on work already submitted until the week commencing the 16th March 2020.</p> <p>University Assessment Boards meet w/c 2nd June 2020. Students will be auto-enrolled into September 2020 Term at Level 4 (please note that, if this category is exercised, an exit qualification will not be available).</p>	<p>Alternative assessment will be provided, via Moodle, at a module level by Friday 27th March 2020.</p> <p><u>Assessment deadlines will be extended to the 15th June 2020</u> with moderated marks considered at University Programme Boards on during w/c 13th July 2020.</p> <p>Students who have met their programme criteria will be able to continue/auto-enrol into Level 4 in the September 2020 Term and/or an exit qualification provided.</p>	<p>Alternative assessment will be provided, via Moodle, at a module level by Friday 27th March.</p> <p>If an Extenuating Circumstances (EC) submission is made successfully, the last possible date for assessment submission (to enable uninterrupted continuation into the 2020/21 academic year) is 15th July 2020.</p> <p>Moderated marks will be considered at University Programme Boards during w/c 3rd August 2020.</p> <p>Students who have met their programme criteria will be able to continue/auto-enrol into Level 4 in the September 2020 Term and/or an exit qualification provided.</p>
Level 4 (1st year continuing degree students)	<p><u>Continuation without further assessment</u></p> <p>Students who have been proactively engaged with their</p>	<p>Alternative assessment will be provided, via Moodle, at a module level by Friday 27th March 2020.</p>	<p>Alternative assessment will be provided, via Moodle at a module level by Friday 27th March 2020.</p>

	<p>course of study will progress to the next level and will be awarded moderated marks based on work already submitted until the week commencing the 16th March 2020.</p> <p>University Assessment Boards meet w/c 2nd June 2020. Students will be auto-enrolled into September 2020 Term at Level 5.</p>	<p><u>Assessment deadlines will be extended to 15th June 2020</u> with moderated marks considered at University Programme Boards during w/c 13th July 2020.</p> <p>Students who have met their programme criteria will be auto-enrolled into September 2020 Term at Level 5.</p>	<p>If an EC submission is made successfully, the last possible date for assessment submission (to enable uninterrupted continuation into the 2020/21 academic year) is 15th July 2020. Moderated marks will be considered at University Programme Boards during w/c 3rd August 2020.</p> <p>Students who have met their programme criteria will be auto-enrolled into September 2020 Term at Level 5.</p>
<p>Level 5 (2nd year continuing degree students)</p>	<p><u>Continuation without further assessment.</u></p> <p>Students' progression will be determined based on moderated marks of all assessments taken during this academic year until the week commencing the 16th of March 2020.</p> <p>University Assessment Boards meet w/c 2nd June 2020. Students will be auto-enrolled into September 2020 Term at Level 6.</p> <p>As Level 5 marks comprise 20% of the overall degree classification, Assessment Boards will also take into account students' performances across levels 4 and 5, as appropriate, and in such a way as to ensure that students are not disadvantaged in their final qualification.</p>	<p>Alternative assessment will be provided, via Moodle, at a module level by Friday 27th March 2020.</p> <p><u>Assessment deadlines will be extended to 15th June 2020</u> with moderated marks considered at University Programme Boards during w/c 13th July 2020.</p> <p>Students who have met their programme criteria will be auto-enrolled into September 2020 Term at Level 6.</p>	<p>Alternative assessment will be provided, via Moodle, at a module level by Friday 27th March 2020.</p> <p>If an EC submission is made successfully, the last possible date for assessment submission (to enable uninterrupted continuation into the 2020/21 academic year) is 15th July 2020. Moderated marks will be considered at University Programme Boards during w/c 3rd August 2020.</p> <p>Students who have met their programme criteria will be auto-enrolled into September 2020 Term at Level 6.</p>
<p>Placement students</p>	<p>/</p>	<p>No changes to assessment.</p>	<p>EC policy applies as usual.</p>

STUDENTS QUALIFYING IN 2019/20:

	CATEGORY A	CATEGORY B	CATEGORY C
	<p><i>There is insufficient evidence for all Level 6 and Level 7 students to qualify / maintain all academic standards, PSRB requirements and the value of the degree without final assessments. As such, this category can not apply to final/qualifying year students.</i></p>	<p><i>If there is INSUFFICIENT evidence from assessment to date at a module/programme student level that learning outcomes can be evidenced &/or PRSB requirements have not been fulfilled:</i></p>	<p><i>If the student is in Category B, however, the student in unable to complete alternate assessments to the extended deadline, a late submission should be made following the streamlined extenuating circumstances policy:</i></p>
<p>Level 6: Final year students expecting to graduate in July</p>	<p>/</p>	<p>There will be no face-to-face examinations at end of term 2. Alternative assessments will be offered (e.g. coursework or 'open book' examination).</p> <p><u>The deadline for assessments (* 1&2) will be extended to 15th June 2020</u>, to offer students enough time to either prepare for their online assessment or submit their coursework.</p> <p>Student transcripts will be reviewed at University Assessment Boards during w/c 13th July 2020 and degrees awarded in August 2020.</p> <p>*</p> <p>1. For those projects & dissertations with a significant fieldwork component, deadlines will be automatically extended to 15th July. This will be communicated to students, where</p>	<p>Alternative assessment will be provided, via Moodle at a module level by Friday 27th March.</p> <p>If an EC submission is made successfully, the last possible date for assessment submission (to enable degree award in the 2019/20 academic year) is 15th July 2020 * with moderated marks considered at University Programme Boards on during w/c 3rd August and degrees awarded in Sept 2020.</p> <p>*</p> <p>1. Projects & dissertations with significant fieldwork extension to 18th September 2020.</p> <p>2. Clinical/performance modules during last week of August until the 3rd week of September and the Exam Board to be held during the second week of October 2020 - with students able to graduate in November 2020.</p>

		<p>appropriate, by programme leaders.</p> <p>2. There are a small number of clinical/performance modules where the assessments are not able to be delivered on-line due to PSRB requirements (e.g. health, psychology, sports, performing arts). The students will undertake the necessary clinical hours and assessment during last week of August until the 3rd week of September and the Exam Board to be held during the second week of October 2020 - with students able to graduate in November 2020.</p>	
<p>Level 7 (Taught component of postgraduate Masters degree)</p>	<p>/</p>	<p>There will be no face-to-face examinations at end of term 2. Alternative assessments will be offered (e.g. coursework or 'open book' examination).</p> <p><u>The deadline for assessments will be moved back to 15th June 2020 *</u>, to offer students enough time to either prepare for their online assessment or submit their coursework with results reviewed at University Assessment Boards during w/c 13th July and degrees awarded in August 2020 (where appropriate) or enabling continuation to placement in August/Sept 2020.</p> <p>*</p> <p>1. For those projects & dissertations with a</p>	<p>Alternative assessment will be provided, via Moodle at a module level by Friday 27th March.</p> <p>If an EC submission is made successfully, the last possible date for assessment submission (to enable degree award in the 2019/20 academic year) is 15th July 2020 * with moderated marks considered at University Programme Boards on during w/c 3rd August and degrees awarded in September 2020 (where appropriate) or enabling continuation to placement in Sept 2020.</p> <p>*</p> <p>1. Projects & dissertations with significant fieldwork extension to 18th September 2020.</p>

		<p>significant fieldwork component, deadlines will be automatically extended to 15th July. This will be communicated to students, where appropriate, by programme leaders.</p> <p>2. There are a small number of clinical/performance modules where the assessments are not able to be delivered on-line due to PSRB requirements (e.g. health, psychology, sports, performing arts). The students will undertake the necessary clinical hours and assessment during last week of August until the 3rd week of September and the Exam Board to be held during the second week of October 2020 - with students able to graduate in November 2020.</p>	<p>2. Clinical/performance modules during last week of August until the 3rd week of September and the Exam Board to be held during the second week of October 2020 - with students able to graduate in November 2020.</p>
Level 7 (Placement component of postgraduate Masters degree)	/	<p>For those currently on placement (September 2018 programme start dates and expected to complete in May 2020), there is no anticipated impact. Awards will be considered in the w/c 2nd June Assessment Board with degrees awarded in July in line with the original programme timeline.</p>	<p>If an EC submission is made successfully, the last possible date for assessment submission (to enable degree award in the 2019/20 academic year) is 15th July 2020 with moderated marks considered at University Programme Boards on during w/c 3rd August and degrees awarded in September 2020.</p>
Level 8 (Postgraduate research Degrees)	To be dealt with on a case by case basis with students contacted by their School and or the Graduate School.		
Taught component	To be dealt with on a case by case basis by Programme Leader		

Research component (including thesis for ALL programmes)	To be dealt with on a case by case basis with students contacted by their School and or the Graduate School.
Apprentices	Block mode delivery, with results considered at August 2020 Board.

JANUARY ENTRY PROGRAMMES:

The schools are currently working on the assessment framework for both Undergraduate and Postgraduate January cohort students and further detail will be published separately.