

## Coding for Results Template

Outcome	Outcome Code	Outcome Description
<b>Award (Completion)*</b> <i>* AW is to be used where the qualification awarded matches their initial target qualification (i.e. the programme they are currently registered on)</i>	AW	<p>This outcome should be used when a student has successfully achieved the required number of credits at the required level (including any programme specific requirements as set out in the Programme Specification) to be considered for award, and the College is authorised by the Board of Examiners to confer the degree award.</p>
<b>Award (Exit)</b> <i>**AT is to be used where the qualification being awarded is different to the target qualification initially registered for (e.g. exit award)</i>	AT	<p>This outcome should be used when the student has <b>not</b> achieved the required number of credits at the required level to proceed on their current programme of study but have been confirmed as eligible for a different award by the Board of Examiners.</p> <p>Progression outcome decisions of AT are subject to the criteria outlined in the Programme Specification with regards to minimum required number of credits at the required level (including any programme specific requirements) for the award conferred by the Board of Examiners (i.e. MSci/MEng student awarded a BSc (Hons)/BEng (Hons)).</p> <p>Progression outcome decisions of AT should also be used where there is provision in the Programme Specification for an exit award.</p>
<b>Proceed</b>	PP	<p>This outcome should be used when a student has successfully achieved the required number of credits at the required level and is authorised by the Board of Examiners to proceed to the next level of study.</p>
<b>Proceed (Transfer)</b>	PT	<p>This outcome should be used in either of the below scenarios:</p> <ul style="list-style-type: none"> <li>➤ where the minimum required number of credits at the required level to proceed on their current programme of study <b>has not been met</b>, and the student is authorised by the Board of Examiners to transfer to a different programme of study (with no re-assessment required);</li> <li>➤ where the minimum required number of credits at the required level to proceed (or be awarded) on their current programme of study <b>has been met</b>, but the student is authorised by the Board of Examiners to proceed on a programme with a different target award to that of their initial programme award (e.g. BEng to MEng).</li> </ul> <p>Progression outcome decisions of PT are subject to the criteria outlined in the Programme Specification for the particular programme of study, which clearly states the circumstances in which a student would be required, or authorised, to transfer, including if</p>

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		<p>they have not met the required level of performance for a placement year (including study abroad).</p> <p><i>Operational note: the programme transfer will be actioned upon progression to the next year of study, and will not be reflected on the student's record during the current academic year</i></p>
<b>Referral (same session)</b>	DR	<p>This outcome should be used when a student has failed a module(s) and is authorised by the Board of Examiners to be re-assessed in the module(s) during the <b>current</b> academic year (e.g. summer resits).</p>
<b>Referral (next session)</b>	FR	<p>This outcome should be used when a student has failed a module(s) and is authorised by the Examination Board to be re-assessed in the module(s) during the <b>next</b> academic year. Students are not expected to be in attendance for the duration of the next academic year and will not be re-registered for the module in Banner.</p> <p>Students should be provided with an opportunity to complete a referred assessment prior to the next academic year (with an initial progression outcome of DR), in order to allow them to progress with their cohort subject to successful completion.</p> <p>Updated outcomes for students reported as FR for the previous academic year are expected at the next review point (i.e. June/July of the next academic year).</p>
<b>Referral (required to transfer)</b>	DT	<p>This outcome should be used when a student has failed a module(s) and is authorised by the Board of Examiners to be re-assessed in the module(s) during the <b>current</b> academic year (e.g. summer resits) in order to proceed on a different programme of study.</p> <p>Students who successfully complete the re-assessment will subsequently be considered to progress under the Proceed (Required to Transfer) (PT) arrangements set out above following the resit examination board.</p> <p>The Programme Specification must clearly state the circumstances in which a student would be required to transfer (i.e. MSci/MEng to the BSc (Hons)/BEng (Hons)), including if they have not met the required level of performance for a placement year (including study abroad).</p> <p><i>Operational note: the programme transfer will be actioned upon progression to the next year of study, and will not be reflected on the student's record during the current academic year</i></p>
<b>Deferral (same session)</b>	MS	<p>This outcome should be used when a student has been granted mitigation which permits them to be re-assessed in the module without penalty (as if for the first time) during the <b>current</b> academic year.</p>

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		<p>If a student has <u>ANY</u> failed modules not covered by mitigation, then a Referral (same session) (DR) progression outcome should be used.</p>
<p><b>Deferral (next session)</b></p>	<p>MN</p>	<p>This outcome should be used when a student has been granted mitigation which permits them to be re-assessed in the module without penalty (as if for the first time) during the <b>next</b> academic year. Students are not expected to be in attendance for the duration of the next academic year and will not be re-registered for the module in Banner.</p> <p>If a student has <u>ANY</u> failed modules not covered by mitigation, then a Referral (next session) (FR) progression outcome should be used.</p> <p>Students should be provided with an opportunity to complete a deferred assessment prior to the next academic year (with an initial progression outcome of MS), in order to allow them to progress with their cohort subject to successful completion.</p> <p>Updated outcomes for students reported as MN for the previous academic year are expected at the next review point (i.e. June/July of the next academic year).</p>
<p><b>Re-take (full year)</b></p>	<p>FY</p>	<p>This outcome should be used when the minimum required number of credits at the required level to proceed on their current programme of study have not been met, and the student is authorised by the Board of Examiners to <b>re-take the entire year</b>, in attendance.</p> <p>This would only normally be offered after an unsuccessful referral opportunity.</p> <p>This outcome may also be used in <b>exceptional</b> cases where a student is authorised by the Board of Examiners to re-take the entire year, as if for the first time due to significant mitigation.</p>
<p><b>Re-take (part year)</b></p>	<p>FP</p>	<p>This outcome should be used when the minimum required number of credits at the required level to proceed on their current programme of study have not been met, and the student is authorised by the Board of Examiners to <b>re-take all failed module(s)</b>, in attendance.</p> <p>This would only normally be offered after an unsuccessful referral opportunity.</p>
<p><b>Fail (required to withdraw)</b></p>	<p>FW</p>	<p>This outcome should be used when the Board of Examiners terminate a student's programme registration due to insufficient academic progress, and where no exit award can be offered (e.g. where a student has exhausted the maximum permitted number of attempts at a module).</p>

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<b>Minor amendments required*</b> <i>*applicable to PG programmes only</i>	SP	<p>This outcome should be used when a student has satisfied the examiners in all other parts of the examination, but their essay/report/dissertation requires minor amendments. The Board of Examiners may require the student to complete the amendments specified within one month, which must then be approved by a member of the Board of Examiners or a nominee.</p>
<b>Decision pending</b>	DP	<p>This outcome should only be used in exceptional circumstances when the Board of Examiners is unable to confirm a progression outcome, or for Year Abroad or Placement years where results are yet to be received by the College for consideration and review by the Board of Examiners.</p> <p>Any DP progression outcomes reported must be accompanied with a note indicating why a decision on progress cannot yet be made.</p> <p>A progression outcome decision <b>must</b> be made prior to the start of the next academic year and reported to the Assessment Records Team for processing.</p>
<b>No formal progression</b>	NA	<p>This outcome should only be used when confirming module results only (i.e. students on part-time programmes with no formal progression point, students registered on occasional programmes, students currently on an interruption of study*, or in cases of voluntary withdrawals where no exit award has been offered).</p> <p>*Module results for students currently interrupted can only be returned for assessments and modules completed prior to the interruption. Students cannot attempt module assessments during an interruption of study period.</p>