

Boards of Examiners Policy: Appendix B

Module Consideration Guidance Flowcharts

Introduction

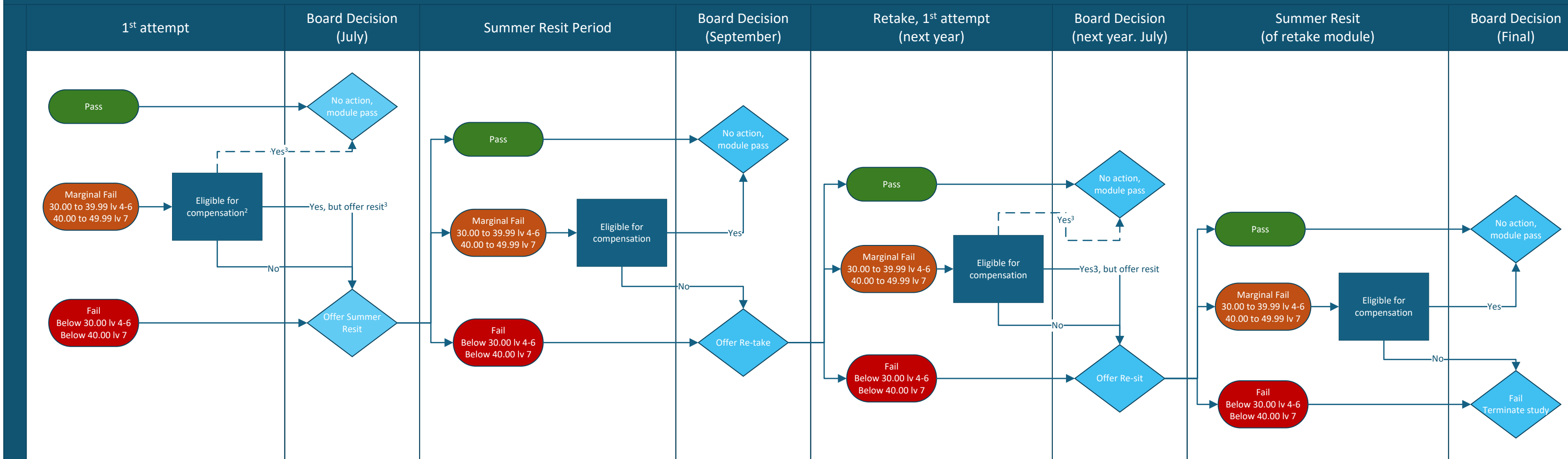
1. These module consideration guidance flowcharts have been developed to support the Board of Examiners in their decision-making process about individual module outcomes.
2. Due to the differing nature of the regulations across taught programmes, 4 versions have been produced which cover:
 - a. Chart 1: Undergraduate programme modules for which re-sits are available
 - b. Chart 2: Undergraduate programme modules for which a re-sit is not available as the assessment requires in person activity such as lab or field work which cannot be completed over the re-sit period.
 - c. Chart 3: MBBS
 - d. Chart 4: Postgraduate Taught Programmes
3. The charts show a standard path. They deliberately exclude circumstances such as accepted mitigating circumstances, significant failure across the year, limited remaining maximum registration period, or other reasons which would potentially amend or alter how a module would be considered by the Board.
4. Further advice and guidance can be sought from the Quality Assurance and Enhancement Team at quality@imperial.ac.uk

Document Control

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Notes and latest changes:			

Module Consideration Flowchart 1 – Undergraduate (excluding MBBS)

This flowchart shows the expected route for consideration of a single module for which summer resits can be taken¹, under the assumption that there is no mitigating circumstance or other factor that would lead to amendments to standard consideration, and that the student has not had significant failure that would lead to an academic failure decision.



¹ Where a module assessment regime means that it is not possible to offer a re-sit over the summer, for example it requires fieldwork, placement or lab time, please refer to the flowchart 2.

² To be eligible for compensation the module must be designated compulsory or elective, have a module score of 30.00 – 39.99 (lv4-6) or 40.00 – 49.99 (lv 7), and all ‘must pass’ assessment components have been passed. The overall average mark for the year must meet the programme passmark (40.00 for undergraduate, 50.00 postgraduate). Boards must also take into account the maximum level of compensation per academic level and programme.

³ In order to allow students the maximum opportunity to have an outright pass and to achieve the maximum Year/Programme Overall Weighted Average (POWA), compensation would normally only be offered after the resit opportunity.

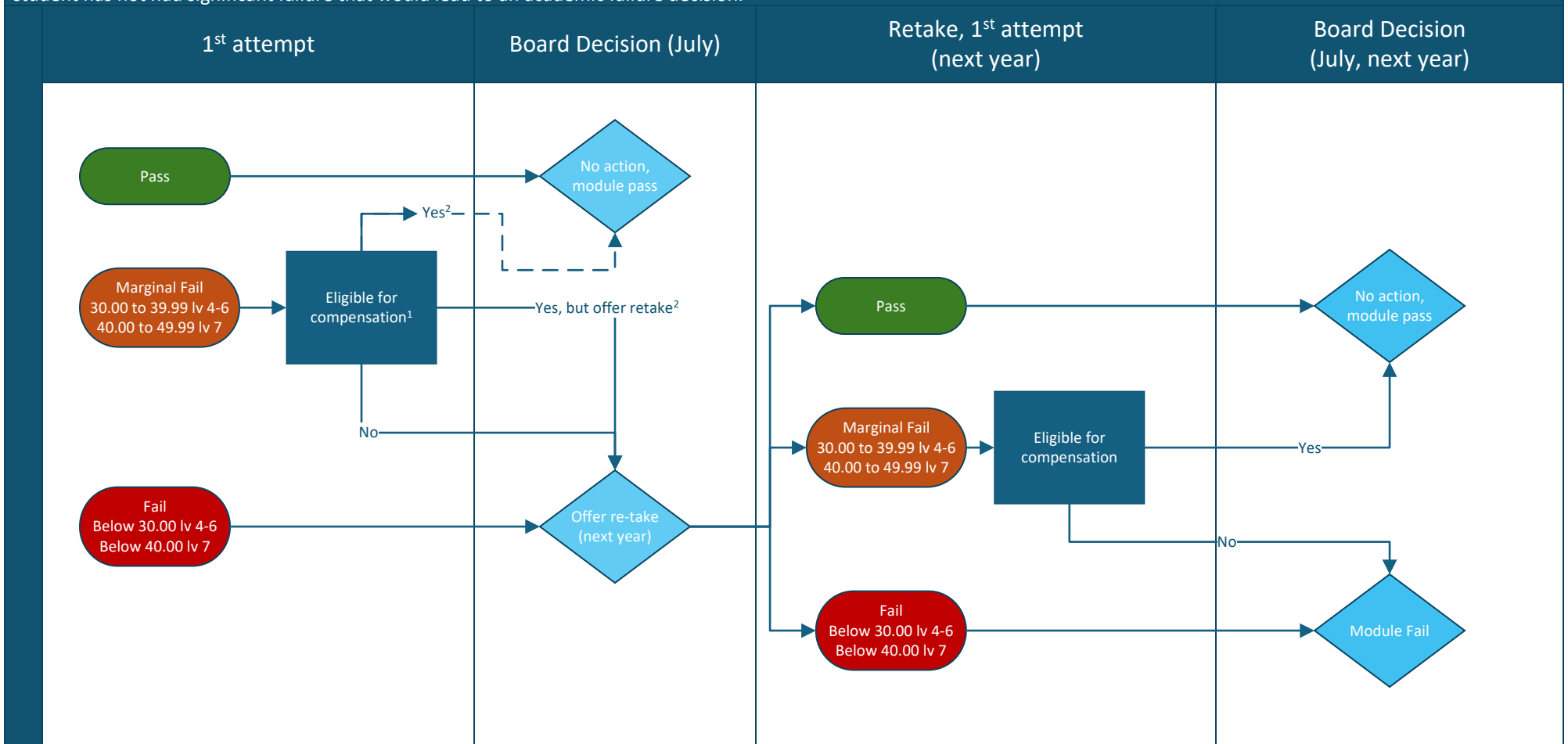
When considering the student’s eligibility for reassessment, the Board will need to consider the student’s academic profile. The following would normally apply for the summer reassessment period:

- Student has passed (including compensated pass) at least 45 ECTS – offer reassessment
- Student has passed at least 30 ECTS but less than 45 ECTS – normally offer reassessment however, a student with a very low marks or significant assessment load may be referred by the Board to re-take all **outstanding** modules.
- Student has failed more than 30 ECTS and there are no factors to convince the Board that the student would be successful – Academic Failure (termination of study)

Exceptionally, at Level 4 or Level 5 (year 1 or year 2) the Board may consider offering a full retake of the year for uncapped marks. In these cases, any modules that the student has successfully completed are voided and the student must take all learning and teaching activity including all assessments again. This may only be offered once per period of registration for the programme.

Module Consideration Flowchart 2: Undergraduate excluding MBBS for “no re-sit” modules

This flowchart shows the expected route for consideration of a single module for which a summer resit cannot be offered due to the assessment regime (e.g. fieldwork or lab project). This flowchart makes the assumption that there is no mitigating circumstance or other factor that would lead to amendments to standard consideration, and that the student has not had significant failure that would lead to an academic failure decision.



¹ To be eligible for compensation the module must be designated compulsory or elective, have a module score of 30.00 – 39.99 (lv4-6) or 40.00 – 49.99 (lv 7), and all ‘must pass’ assessment components have been passed. The overall average mark for the year must meet the programme pass mark (40.00 for undergraduate, 50.00 postgraduate). Boards must also take into account the maximum level of compensation per academic level and programme.

² In order to allow students the maximum opportunity to have an outright pass and to achieve the maximum Year/Programme Overall Weighted Average (POWA), compensation would normally only be offered after the resit opportunity.

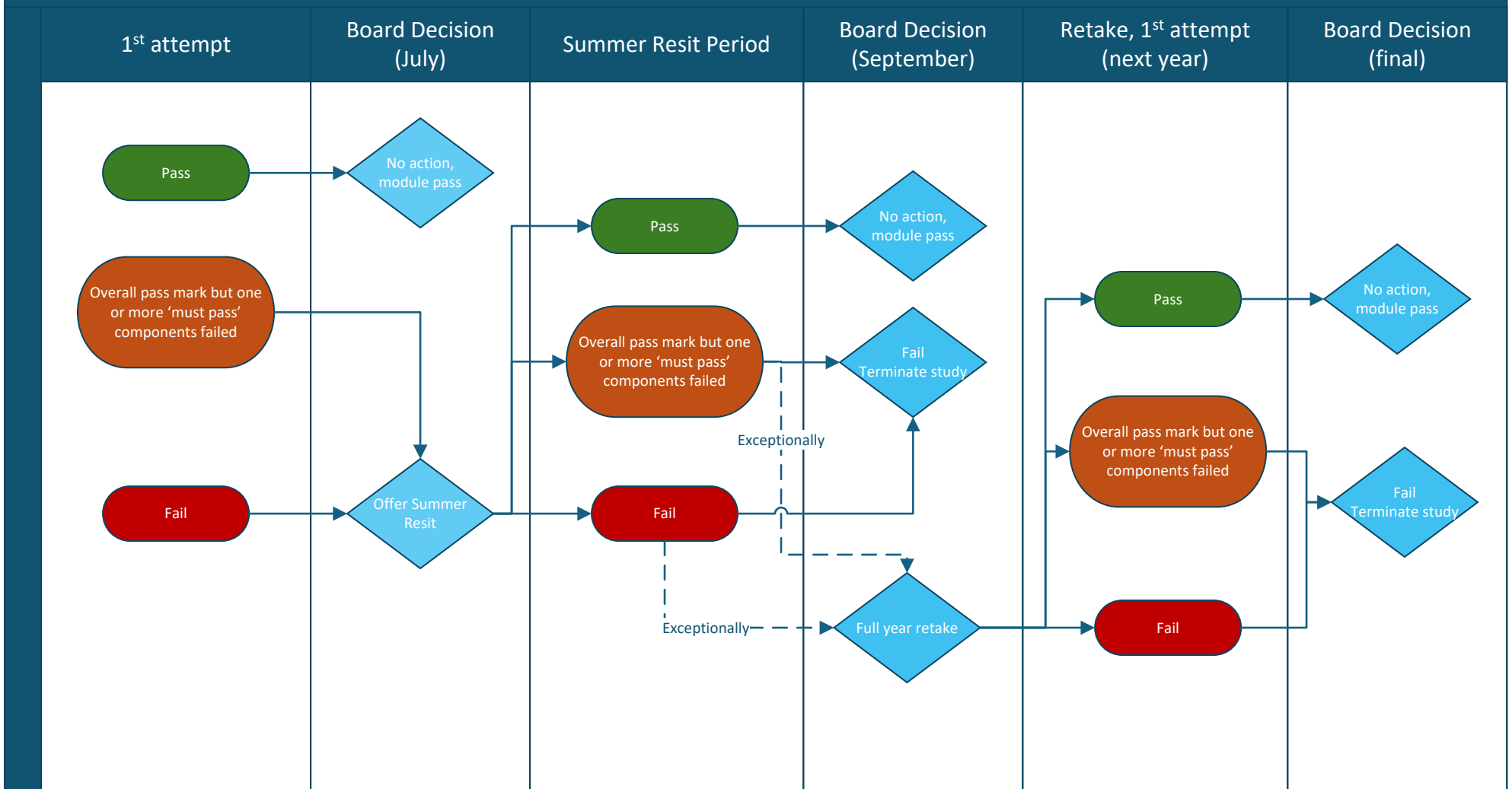
When considering the student’s eligibility for reassessment, the Board will need to consider the student’s academic profile. The following would normally apply for the summer reassessment period:

- Student has passed (including compensated pass) at least 45 ECTS – offer reassessment
- Student has passed at least 30 ECTS but less than 45 ECTS – normally offer reassessment however, a student with a very low marks or significant assessment load may be referred by the Board to re-take all outstanding modules.
- Student has failed more than 30 ECTS and there are no factors to convince the Board that the student would be successful – Academic Failure (termination of study)

Exceptionally, at Level 4 or Level 5 (year 1 or year 2) the Board may consider offering a full retake of the year for uncapped marks. In these cases, any modules that the student has successfully completed are voided and the student must take all learning and teaching activity including all assessments again. This may only be offered once per period of registration for the programme.

Module Consideration Flowchart 3: MBBS Programmes

This flowchart shows the expected route for consideration of a single module, under the assumption that there is no mitigating circumstance or other factor that would lead to amendments to standard consideration, and that the student has not had significant failure that would lead to an academic failure decision.

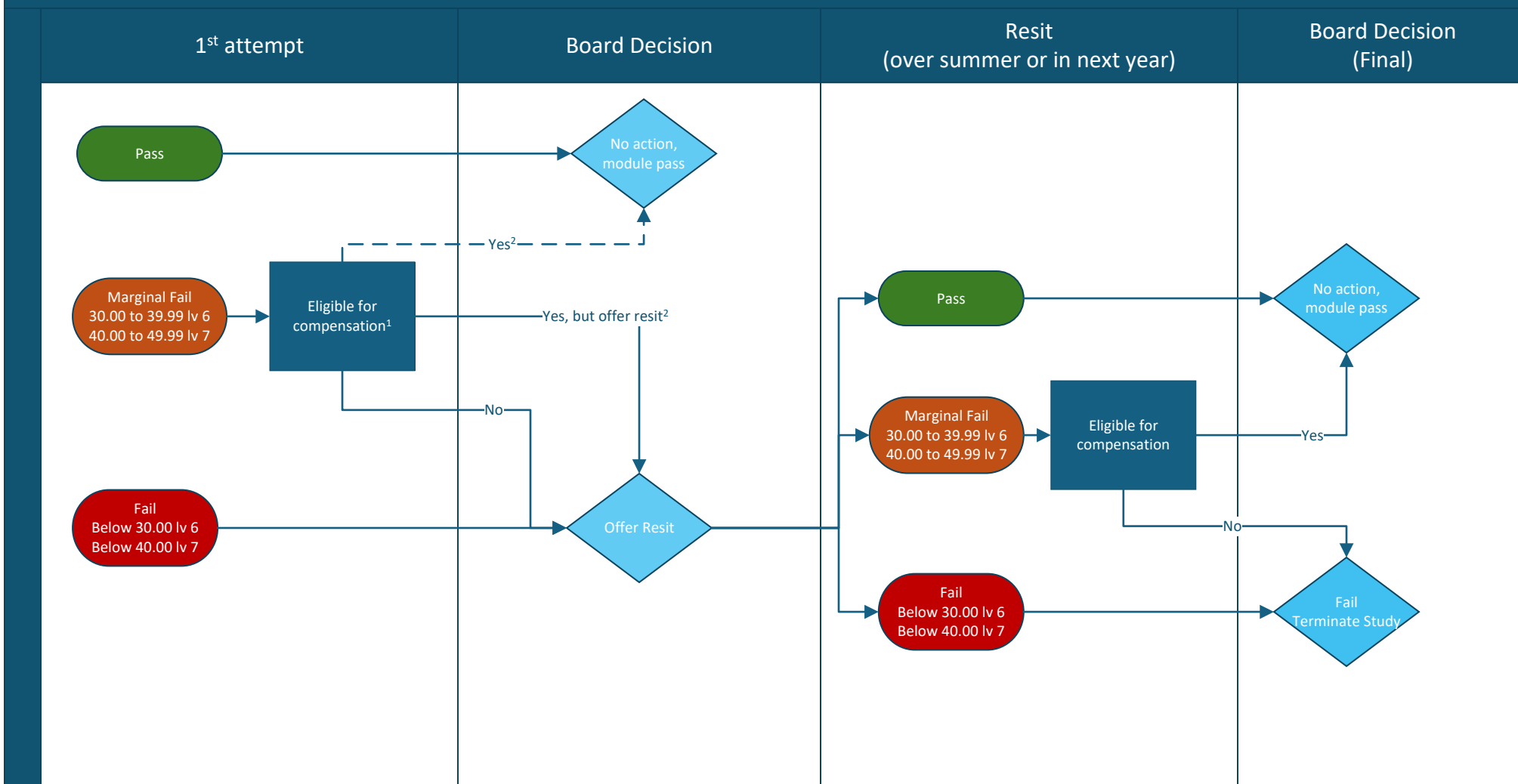


To be eligible for compensation the module must be designated compulsory or elective, to be no more than 1 Standard Error Mean (SEM) from the pass mark, and all 'must pass' assessment components have been passed. Boards must also take into account the maximum level of compensation per level and programme.

If a student has accumulated significant failure in the first year, the Board may consider offering a full retake of the year for uncapped marks. In these cases, any modules that the student has successfully completed are voided and the student must take all learning and teaching activity including all assessments again. This may only be offered once per period of registration for the programme.

Module Consideration Flowchart 4: Postgraduate Taught Programmes

This flowchart shows the expected route for consideration of a single module. This flowchart makes the assumption that there is no mitigating circumstance or other factor that would lead to amendments to standard consideration, and that the student has not had significant failure that would lead to an academic failure decision.



¹ To be eligible for compensation the module must be designated compulsory or elective, have a module score of 30.00 – 39.99 (lv 6) or 40.00 – 49.99 (lv 7), and all ‘must pass’ assessment components have been passed. The overall average mark for the year must meet the programme pass mark (40.00 for undergraduate, 50.00 postgraduate). Boards must also take into account the maximum level of compensation per academic level and programme.

² In order to allow students the maximum opportunity to have an outright pass and to achieve the maximum Year/Programme Overall Weighted Average (POWA), compensation would normally only be offered after the resit opportunity.

When considering the student’s eligibility for reassessment, the Board will need to consider the student’s academic profile. The Board are expected to make consistent decisions based on overall performance, compensation limits and any other particular factors relevant to programme.