

Regulations for Validated awards of The Open University

SUBSTANTIAL CHANGE:

1 Section 17.5.3 P24: has been amended to read as follows:

With the approval of the Board of Examiners students may be eligible to progress to a higher stage of a programme without having completed the requisite 120 points of the lower stage, may exceptionally be allowed to do so provided that each of the following conditions are met:

- (a) A minimum of 80 points at the lower level have been successfully completed including passes in all designated core modules;
- (b) All requirements for academic prerequisites for the higher level modules are met;
- (c) The Examination board have approved progression following a successful application for extenuating circumstances, and results are still pending in the student's profile.

TERMINOLOGY CLARIFICATIONS AND DEFINITIONS (FOR NOTING):

- 2 Introduction, P6: insertion of mention to 'Students'.
- 3 Introduction, P6: Explanation that 'This document was amended in the 2016/17 academic year for clarification purposes, following feedback from stakeholders'.
- 4 Glossary, P7-9: Insertion of definition of Apprenticeships students; Compensation; Degree Apprenticeships; Resit; Retake.
- 5 Glossary, P7-9: Revision of Learning outcomes definition to include 'Learning outcomes featured within the programme specification must align with module descriptors'.
- 6 Glossary, P7-9: Revision of Validation outcomes definition to include 'Within his documentation references to the validation process also include the revalidation process'.
- 7 Section 3.0 P11-12, Validated awards offered by the University: The Bachelor of Music (BMus), Masters of Fine Art (MfA) and Masters in Design (MDes) programme have been highlighted to indicate 'these awards have variance in structure and numbers of credits across the sector, as a result the above acts as a guideline on the number of credits which needs to be included within the award'.
- 8 Section 3.0 P11-12: Inclusion of paragraph 'Titles and Characteristics of Programmes':
 - a) A title will be given to an approved programme leading to any taught award and will not be changed without reference to The Open University.
 - b) The title will accord with the normal expectations of higher education bodies, relevant professional bodies, students and employers about the level of knowledge and skills to be expected from a person holding such a qualification.
 - c) The University recognises four types of honours degrees in named subjects:
A -Subject or field of study degree, for example, BA (Hons)/BSc (Hons) or MA/MSc in Psychology.
 - d) B -Major subject or field of study, with a specialist minor (where the minor subject is part of the broad-based field of study that is the major subject of the degree), for example, BA (Hons)/BSc (Hons) or MA/MSc Humanities (Music).

- e) C – Major subject or field of study with a supplementary minor honours subject, (where the minor subject is not part of the field of study which is the major subject of the degree), for example, BA (Hons)/BSc (Hons) or MA/MSc Computing with Psychological Studies.
 - f) D – Joint degrees in two approximately equally-weighted subjects or fields of study, for example, BSc (Hons)/BA (Hons) or MSc/MA Philosophy and Psychological Studies.
 - g) The Open University’s recommended practice for the programme titles that will appear on certificates is that simple, single-subject titles should be used whenever possible. Where students study more than one subject, up to three separate fields of study may be identified in the title with or without the addition of ‘combined studies’.
 - h) Where awards include named pathways, the University recommends a minimum requirement of 25% subject specific credits.
- 9 Section 4.1 P14 inserted: ‘this policy should also be read in conjunction with guidance contained in section 22, covering the Recognition of Prior learning’.
- 10 Section 7.2 P15: inclusion of the line ‘Stated in the box below’.
- 11 Section 7.4 P15: Amended resit and retake to ‘resit and repeat’.
- 12 Section 13.3 P17: Amended to read:
- a) Submission within 6 working days: a 10% reduction deducted from the overall marked score for each working day late, down to the 40% pass mark (for UG) and 50% pass Mark (PG awards);
 - b) Students who fail to submit work for assessments or attend examinations shall be deemed to have failed the assessments components concerned and will be marked as 0.
- 13 Section 14.4 P18: Inclusion of ‘overall’ within paragraph.
- 14 Section 15.1 P20: revised to read ‘The overall module mark shall be determined as per the assessment strategy detailed in the module specification and published in the Programme Handbook’.
- 15 Section 15.4 P20: amended numbering reference.
- 16 Section 17.1.1 P20: revised to read ‘The paths through which students are required to progress through the programme in order to obtain an award, and the elements identified as compulsory or optional, are set out in the programme specification and approved in the programme validation process’.
- 17 Section 17.2.1 P21: revised to read ‘Progression through any programmes offered by partner institutions may require students to complete prerequisite or co-requisite modules which are set out in the programme specification and approved during the validation process’.
- 18 Section 17.2.3 P22: revised to read ‘In order to complete and pass a stage of a programme, a student must normally acquire the total number credits set out in the programme specification at the approved qualification level for the award. Exceptions are restricted to those detailed in paragraph 17.5.3 below or have been exempted through advanced standing, or through the implementation of the processes covering extenuating circumstances (see Section F)’.
- 19 Section 17.2.5 (i) p22: revised to read ‘a second attempt (i) of an assessment component within a module’.
- 20 Section 17.2.5 (i) p22: revised to read ‘a second attempt (i) of all assessment components within a module following failure at the first or resit attempt. Retake of the failed

component may require the student to participate in classes to prepare them for the second attempt. This will be confirmed at the Examination Board’.

- 21 Section 17.3 P22: inclusion of paragraph ‘The board of examiners may, at its discretion, make such special arrangements as it deems appropriate in cases where it is not practicable for students to be reassessed in the same elements and by the same methods as at the first attempt. However, where a validated programme is discontinued, provision has to be made to ensure fair assessment opportunities for all students who have been enrolled’.
- 22 Section 17.3.1(a) P22: inclusion of ‘and programme specification’ at the end of the paragraph.
- 23 Section 17.3.1(d) P23: inclusion of ‘for the individual assessment component’ within the paragraph.
- 24 Section 17.3.1(e) P23: inclusion of ‘A student shall not be permitted to be reassessed by resit in any module that has received a pass mark, or in a component that has received a mark of 40% or above’.
- 25 Section 17.3.1(e) P23: inclusion of ‘The resit will normally be carried out by the same combination of written examination, coursework etc. as in the first attempt’.
- 26 Section 17.4 P23: section retitled Compensation for Marginal Fail.
- 27 Section 17.4.1 P23: Inclusion of ‘at stage level and agreed during examination board’ within paragraph.
- 28 Section 17.5 P23 (onwards): references to repeat of study amended to ‘retake of study’.
- 29 Section 17.5.4 P23: inclusion of paragraph ‘Institutions that offer a rolling entry system for qualifications with a high study intensity may find that the timings of examination boards do not coincide with those institutions that offer programmes within the traditional academic year. Under such circumstances, students are provisionally allowed to progress on the programmes, with the recommendation deferred until the next Board of Examiners which must be held within twelve calendar weeks. At which point the student’s full profile will be considered and a formal recommendation for progression will be made (if applicable)’.
- 30 Section 18.4 P25: Inclusion of the word ‘award’.
- 31 Section 18.5-18.8 P25/26: Inclusion of classification criteria for Foundation Degree, DipHE, CertHE, Masters and PgCERT awards.
- 32 Section 19.5 P27: Inclusion of the word ‘award’.
- 33 Section 20.2 P27: Included wording to read ‘Where a student leaves a partner Institution with an exit award they may reapply at a later date to upgrade to a higher award on the same programme, if still offered by the partner institution’.
- 34 Section 20.3 P27: Included wording to read ‘A student who has withdrawn from a programme or has exhausted all assessment attempts (as outline in sections 17.3-17.5.2 above) will automatically be considered for an exit award where sufficient credit has been accrued’.
- 35 Section 21.2 P28: Included wording to read ‘Posthumous awards are permitted for all programmes. The classification for such awards is based on past performance and aligned to the closest exit award (which may include a classification). Recommended to The Open University’s Module Results Approval and Qualifications Classification Panel (MRAQCP) for approval’.
- 36 Section 22.4 P28: Inclusion of the word ‘directly’ within the paragraph of text.

- 37 Section 22.5 P28: revised to read 'Credit for prior learning (certified, experiential or uncertified) is not permitted at level 6 of a Bachelor's Degree or for the thesis/dissertation module, where students are expected to complete 120 credits in order to gain the award'.
- 38 Section 22.6(onwards) P28/29: Inclusion of RPL requirements.
- 39 Section 23.0 P30: Inclusion of reference to the AMBeR Tariff which partner institutions are required to adopt for issues pertaining to academic misconduct.
- 40 Section 24.8 P32: Inclusion of The Open University's Module Results Approval and Qualifications Classification Panel (MRAQCP) as part of the Examination board process.
- 41 Section 25.3 P33: Inclusion of paragraph outlining the clarification of reporting lines of an appointed External Examiner.
- 42 Section 26.1 P33: removal of the word 'actual'.
- 43 Section 26.2 P33: wording of paragraph now reads 'Where institutions operate a tiered board structure/subsidiary boards and have many External Examiners appointed, the Chief External Examiner(s) only will be required to be members of the board where recommendations for awards to The Open University's Module Results Approval and Qualifications Classification Panel (MRAQCP) are made'.
- 44 Section 26.3 P33: paragraph revised to read 'Under no circumstances may a student of a partner institution of The Open University or student studying for an award of The Open University can be a member of, or attend, a Board of Examiners'.
- 45 Sections 26.5 and 26.6 P33: wording in paragraphs restructured for ease of reference, though content not changed.
- 46 Section 27.2 P35: Inclusion of 'All progression and award recommendations are made to The Open University's Module Results Approval and Qualifications Classification Panel (MRAQCP) for them to ratify. The Panel is responsible for approving recommendations for module results and the award and Classification of qualifications (including partner institutions)' (moved from section 29.0).
- 47 Section 28.1 P35: Paragraph revised to read 'will include all approved subject-based or cognate group External Examiners'.
- 48 Section 28.3 P35: Amended 'students' to 'students' grades'.
- 49 Section 33.1 P38: Inclusion of the wording 'Which students should have access to through the partner institution'.