



ACADEMIC REGULATIONS:

Undergraduate and Integrated Masters

These academic regulations apply to all new and continuing undergraduate and integrated masters students except for:

BMus students who were new in 2022/23

Apprentice students on the Registered Nurse Degree Apprenticeship who were new in 2022/23

Integrated Masters students who were new in 2022/23

Some part time students who were new or continuing in 2022/23

Students listed above should refer to the Outgoing Academic Regulations



This handbook is published annually by Academic Services.
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TABLE OF CHANGES

Table of changes to the 25/26 Undergraduate and Integrated Masters Academic Regulations

Blue highlight = regulatory change

No highlight = admin change

SECTION	25/26 CLAUSE NO	24/25 CLAUSE NO	CHANGE
Front Cover	-	-	Inclusion of which students the regulations do not apply to
Introduction	1.1.2	1.1.2	Clarification that these regulations apply to ug and integrated masters (im) only
	1.1.3	1.1.3	Removed reference to esfa and replaced with dfe
	1.1.4	1.1.4	Clarification that separate regulations apply to pgt as well as research degrees etc
	1.1.5	1.1.5	Clarification that these regulations apply to ug levels and not all levels (so excludes pgt)
	1.1.6	1.1.6	Remains highlighted as reference to ltaqc may change following the governance review
	1.1.6	1.1.6	Removed reference to variations being available in course specifications
	1.1.7	-	New clause regarding teaching in english
	1.1.8	1.1.7	Updating of date academic board approve the final version
University Awards Framework	1.3.1	1.3.1	Remains highlighted as reference to ltaqc may change following the governance review
	1.3.1	1.3.1	Removed the process for approving variations and signposts to location of approved list of variations
Recognition of Prior or Experiential Learning	2.1	2.1	Removed reference to pgt
Registration and Enrolment	3.1	3.1	Clarification of when new and returning students and students returning from a break in study should enrol/re-enrol
	3.2	3.2	Removed reference to pgt
	3.3	3.3	Clarification that pt students can enrol on modules up to 80 credits
	3.3	3.3	Removed reference to maximum number of credits part-time students normally enrol on
	3.3	3.3	Removed reference to pgt
Change of circumstances	4.1	4.1	Added clearer examples
	4.2	-	New clause on re-application following academic decision to withdraw
	4.3	4.2	Removed procedural information
Maximum registration periods	5.2	5.2	Added reference to break in study
	5.2	5.2	Removed reference to the role of ad tese
	5.2	5.2	Removed reference to progression and award board and chair, replaced with progression and award process
Attendance and engagement	6.2	6.2	Added reference to the apprentices attendance and engagement policy
Assessment	7.2.1	7.2.1	Clarification that clause applies to ug and im, reference to pgt removed
	7.2.1	7.2.1	Clarification that im pass mark is 50% for level 7 modules
	7.2.2	7.2.2	Removed reference to pgt
	7.2.3	7.2.3	Added that module marks are automatically rounded
	7.2.5	7.2.5	Replaced examination boards with progression and award process

SECTION	25/26 CLAUSE NO	24/25 CLAUSE NO	CHANGE
Compensation	7.3.2	7.2.7	Removed reference to PGT
	7.3.4	7.2.9	Removed reference to PGT compensation within table
	7.3.4	7.2.9	Clarified compensation for IM, UG Honours Degrees (480 and 360 credits), Non-Honours Degrees, Foundation Degrees, Diploma of Higher Education and Higher National Diploma is 20 credits at any one level
	7.3.4	7.2.9	Added footnote clarification that BMus compensation applies per block of study
	7.3.5	7.2.10	Clarification that compensation is applied automatically and when
	7.3.5	7.2.10	Removed reference to PGT
	7.3.6	7.2.11	Remains highlighted as reference to LTAQC may change following the governance review
Progressing to the next stage of a degree course	7.3.7	7.2.12	Removed reference to PGT
	7.5	7.4	Amended to read 'of a degree course' to ensure IM included
Full-time progression	7.5.2	7.4.2	Removed reference to 'board' and replaced with 'process'
	7.6.1	7.4.4	Removed requirement for 120 credits to progress from level 3 to 4 (level 3 can now trail credit into level 4)
	7.6.4	7.4.6	Extracted from 7.6.3 as separate clause
	7.6.5	-	NEW CLAUSE repeat is not permitted for placement or study abroad years/semester
	7.6.6	-	NEW CLAUSE relating to repeat of the Diploma in Creative Computing
Part-time progression	7.6.7	7.4.7	Replaced 'discontinued' with 'withdrawn'
	7.7.4	7.7.4	Replaced 'discontinued' with 'withdrawn' and amended wording for clarity
Number of attempts	7.8.1	7.5.1	Clarification that a referred resit or assessment attempt is taken at the next available opportunity
	7.8.1	7.5.1	Clarification that a trailed module (2nd resit attempt) is taken at the earliest opportunity in the next academic year and is without repeat teaching
Re-assessment of failure	7.9.3	7.5.4	Removed reference to PGT
	7.9.3	7.5.4	Added 50% for modules at level 7
Trailed resits	7.10	7.5	Removed 'on undergraduate courses' from the title of the section
	7.10.1	7.5.8	Added inclusion of level 3 modules are permitted to trail
	7.10.1	7.5.8	Clarified modules must be trailed into the next academic year
	7.10.1	7.5.8	Removed exceptional cases content/example
	7.10.2	-	NEW CLAUSE permitting zero credit modules to be trailed alongside a credit bearing trailed module (subject to PSRB permission where applicable)
	7.10.3	7.5.9	Clarified retake is with repeat teaching and incurs a fee
	7.10.4	7.5.10	Clarified also applies to study abroad year
Repeating or replacing a failed module after re-assessment	-	7.5.11	Removed reference to PGT
	7.11	-	Replaced 'retaking' with 'repeating' throughout
	7.11.1	7.5.12	Replaced 'retake' with 'repeat' throughout
	7.11.4	-	NEW CLAUSE repeating of modules is not permitted alongside the next level of study
	7.11.5	-	NEW CLAUSE repeat modules incur a fee
	7.11.6	-	NEW CLAUSE apprentices repeating is subject to the employer

SECTION	25/26 CLAUSE NO	24/25 CLAUSE NO	CHANGE
Repeating a year of study	7.12.5	-	New clause repeat year will incur a fee
Achieving the final credit based academic award	7.14	7.6	Amended section title from 'achieving the final award, credit based academic awards'
Classification of awards	7.16.1	7.6.5	Removed reference to pgt
Eligibility criteria for undergraduate awards	7.17.2	-	New clause an apprentices academic qualification certificate will only be issued upon completion of the end point assessment
	-	7.6.7	Removed reference to pgt
Methods for calculating award classifications	7.18.3	-	New clause emphasising study abroad year credits do not count towards the classification of an award
	-	-	Removed reference to pgt in table
Consideration band (borderline decisions)	7.19.1	7.6.10	Clarification that marks are rounded to the nearest whole number to calculate the final degree classification
	7.19.1	7.6.10	Removed reference to pgt in table
	7.19.2	7.6.11	Removed reference to pgt
Exit awards	7.20.2	7.6.13	Removed reference to pgt
Aegrotat and Posthumous awards	7.21.1	7.6.14	Clarification that aegrotat awards will not be classified
	7.21.2	7.6.15	Clarification that aegrotat awards will reflect the full award
	7.21.3	-	New clause reflecting posthumous awards
Appendix A – Academic Framework	2.3	2.3	Added advanced postgraduate diploma to table
	4.1 Bullet 2	4.1 Bullet 2	Added advanced postgraduate diploma
Table of awards	UG Bachelor Arts (Level 6 top-up degree)		'BSc' add
	UG Bachelor Arts with Honours (Level 6 top-up degree)		'BSc' add
	Integrated Master's Degree		Minimum credit at level of the award amended from 240 to 120
	Master of Music		Minimum credit requirement and minimum credit at level of the award amended from 240 to 180 credits
	Advanced Postgraduate Diploma in Music (Professional Practice)		Minimum credit values amended from 180/135 to 120
	Professional Doctorate		Maximum registration period amended from 5 years (PT)/6 years (FT) to 7 years (PT)
	Doctor of Psychology		Maximum registration period amended from 5 years (PT)/6 years (FT) to 4 years (FT)

INTRODUCTION

1.1 Status

- 1.1.1 The regulations apply to students from the time they accept the offer of a place until their registration ends.
- 1.1.2 They apply to all Undergraduate and Integrated Master's courses at all levels leading to a Birmingham City University (BCU) award including courses offered in collaboration with approved partner institutions (except where otherwise agreed) and BTEC Higher National awards conferred under the University's License Agreement with Pearson Education Ltd (Edexcel). They also apply, where appropriate, to students registered for taught modules for which credit is awarded on successful completion but which by themselves do not lead to a BCU award.
- 1.1.3 Apprentices adhere to the Academic Regulations for University awards integrated within, or offered as part of, apprenticeship training. Where Department for Education funding rules for providers specify an alternative requirement to that set out in the Academic Regulations, these rules will take precedence.
- 1.1.4 Separate regulations apply to BCU's taught postgraduate and research degrees including professional doctorates, higher doctorates and honorary degrees.
- 1.1.5 The regulations are the definitive statement over all other BCU documents of the regulatory framework for courses leading to a BCU taught award at undergraduate level. In the unlikely event of a discrepancy between the regulations and any other BCU publication, the regulations take precedence and are applied in all cases.
- 1.1.6 Any Variations to the regulations require the approval of the Learning, Teaching, Assessment and Quality Committee (LTAQC). Such exceptional Variations (see also regulation 1.3) will normally be for the purpose of meeting the requirements of a Professional, Statutory or Regulatory Body (PSRB) in respect of assessment.
- 1.1.7 All BCU provision including provision delivered by academic partners are taught in English.
- 1.1.8 The regulations are maintained by Student and Academic Services and are approved by Academic Board. This version (Third Edition) was approved on 15 May 2025 and applies from 1 August 2025.

1.2 University Awards Framework

- 1.2.1 The University Awards Framework (UAF) is designed to ensure compliance with the Office for Students (OfS) Regulatory Framework and the 'sector-recognised standards' adopted in relation to the quality and standards conditions of registration. The UAF ensures that the University adheres to Part A (threshold standards for qualifications at all levels) of the sector-recognised standards through the adoption of standard conventions for qualification titles and the alignment of BCU awards with the relevant level of the Framework for Higher Education Qualifications (levels 4-8) and the typical volumes of credit for qualifications at each level. The UAF also describes the University's approach to credit and the award of credit and specifies the maximum period of registration for each University award.
- 1.2.2 The UAF is approved by the University's Academic Board. Any changes to the framework, including the addition of new awards, removal of existing awards and/or any changes to credit requirements and periods of registration require the approval of Academic Board. The UAF forms part of the regulations and is included at Appendix A.

1.3 Variations from the Academic Regulations

- 1.3.1 For particular courses, the Learning, Teaching, Assessment and Quality Committee (LTAQC) will consider a Variation to allow exemptions from aspects of the Academic Regulations. A full list of variations is provided within the [Student Contract](#) web page.

SECTION 2: RECOGNITION OF PRIOR OR EXPERIENTIAL LEARNING

- 2.1 The process through which students can be admitted with credit to a particular undergraduate course through formal recognition of prior learning (RPL) is detailed in the University's [Recognition of Prior Learning Policy](#)

SECTION 3. REGISTRATION AND ENROLMENT

- 3.1 Students must enrol at the start of their course and re-enrol for each year of study by the Friday of week four from the start date of their course unless a Break in Study (section 4.1) has been approved. New students can only take a Break in Study once they are fully enrolled. Returning students are eligible to take a Break in Study before they re-enrol, for the next year, re-enrolment must be completed by Friday of week four from their resumption date.
- 3.2 Full-time undergraduate students are normally enrolled on modules totaling 120 credits in one academic year (180 credits in an extended year for a full-time student registered on an accelerated degree course). Full-time students normally take modules totaling 60 credits per semester.
- 3.3 Part-time students are enrolled on modules totaling up to 80 credits in one academic year.
- 3.4 While enrolled, students can request a course transfer, take a break in study for a specified period or permanently withdraw from the University details of the process and requirements are set out in the [Change of Circumstances Policy](#).

SECTION 4. CHANGES OF CIRCUMSTANCES

- 4.1 The process for students who may wish to either take a temporary break from their studies (Break in Study) or permanently withdraw (PWD) from the University is set out in the [Change of Circumstances Policy](#). It deals specifically with student-initiated breaks in study and permanent withdrawal. This is distinct from University-initiated permanent or break in study on the basis of an academic decision including, attendance and engagement, fitness to study/practice, non-payment of tuition fees, where an apprentice is no longer employed or able to continue their apprenticeship or failure to comply with enrolment terms.
- 4.2 The University Policy on re-application following an academic decision to withdraw a student is governed by the [Admissions Policy](#).
- 4.3 A student may be suspended from attendance at the University for alleged misconduct or other good or urgent cause for a limited period. Suspension is not a penalty but a precautionary measure which the University may use in order to exercise its duty of care or whilst necessary investigation takes place. See the [Student Suspensions Guidance](#) for more details.

SECTION 5. MAXIMUM REGISTRATION PERIODS

- 5.1 There are no minimum registration periods, but each University award has a maximum registration period. These are specified in the University Award Framework (see Appendix A) and incorporate any permitted period(s) for suspension of studies and/or resubmission of assessed work.
- 5.2 The maximum period of registration (including any Breaks in Study) can exceptionally be extended for one further academic year through the progression and award process. Any such decisions are reserved for instances where serious medium to longer term circumstances mean that a student has been unable to study for significant periods of time within the period of registration and it therefore becomes impossible to complete the course on a full-time basis within the specified period.

SECTION 6. ATTENDANCE AND ENGAGEMENT

- 6.1 Students are expected to participate fully in their course by attending regularly, engaging actively with learning opportunities and by taking responsibility for their learning and independent study.
- 6.2 The University monitors attendance and engagement. If there is cause for concern, students will be contacted and offered support. See the [Student Attendance and Engagement Policy](#) for more details. Apprentices should refer to the [Apprentices Attendance and Engagement Policy](#).

SECTION 7. ASSESSMENT

7.1 Introduction

7.1.1 The University's expectations regarding attendance and engagement also apply to student engagement with assessment. The expectation is that students should aim to complete all assessments first time, on time. Students who successfully complete assessments at the first attempt and who submit assessments on time are likely to achieve better marks, complete their course on time and achieve a better overall degree outcome.

7.2 Passing a module

7.2.1 The pass mark for a standard undergraduate module is 40%. For integrated masters it is 50% at level 7. Where the pass mark is achieved, credit is awarded for the module.

7.2.2 In modules where there is more than one element of assessment, a weighted average of 40% must be achieved to pass the module. Where an overall pass mark has been achieved, students are not required to pass all assessment elements. The only permitted exception will be in cases where there is a PSRB requirement that all assessments within a module are passed, in addition to achieving the overall pass mark. In such cases a Variation will be required (see regulation 1.3).

7.2.3 Module marks are expressed as whole number percentages. Where weighted marks for elements of assessment are combined and the result is not a whole number, it is automatically rounded. For example: 69.5% is rounded to 70%; 69.4% rounded to 69%.

7.2.4 Some modules are marked as pass or fail and therefore will not have a percentage mark. Pass/fail modules do not contribute to the calculation of the overall mark required for progression or for award classification.

7.2.5 Marks are provisional until they have been confirmed through the progression and award process.

7.3 Compensation

7.3.1 Compensation is the practice of permitting marginal failure in one or more modules on the basis of good overall academic performance and in accordance with specified criteria.

7.3.2 Compensation is available for marginal failure provided a student meets the following criteria:

- (i) An overall module mark of 35-39% has been achieved
- (ii) An average mark of 40% or above for the level of study has been achieved.

7.3.3 If all the above criteria have been satisfied, the failed module(s) are automatically compensated. The original module mark is retained and the module is classified as a 'compensated pass'. Credit is awarded for the module in the same way as a module where the pass mark has been achieved.

7.3.4 Compensation is limited to the following maximum number of credits per level/award:

Award	Limits to volume and level of compensation
Master's Degree (MA, MSc, MBA, LL.M etc.)	Maximum of 40 credits for entire award
Postgraduate Diploma (PG Dip)	Maximum of 20 credits for entire award
Integrated Master's Degree (e.g., MEng)	Maximum of 80 credits for entire award and maximum of 20 credits at any one level, except Level 6 and Level 7 where a maximum of 20 credits is permitted
Honours Degree (480 credits)	Maximum of 80 credits for entire course and maximum of 20 credits at any one level, except Stage 4 where a maximum of 20 credits is permitted
Honours Degree (360 credits)	Maximum of 60 credits for entire course, with maximum of 20 credits at Levels 4 and 5, and maximum of 20 credits at Level 6
Level 6 Top-Up Honours Degree	Maximum of 20 credits for entire award
Non-honours Degree (BA, BSc etc.)* Foundation Degree (FdA, FdSc etc.) Diploma of Higher Education Higher National Diploma	Maximum of 40 credits for entire course and maximum of 40 credits at any one level
Higher National Certificate Certificate of Higher Education	Maximum of 20 credits for entire award
Graduate Diploma	Maximum of 20 credits for entire award
Foundation Year (Level 3)	Maximum of 20 credits for the level
Professional Placement Module	Compensation of credit is not permitted
Diploma in Professional Studies	Compensation of credit is not permitted
Advanced Diploma in Professional Studies	Compensation of credit is not permitted
Graduate Certificate	Compensation of credit is not permitted

*Compensation for the BMus is 20 credits per block of study

** Where a non-honours degree (300 credits) is awarded as an exit award, a maximum of 60 credits can be applied for entire award.

Where a non-honours degree (360 credits) is awarded as an exit award on the BMus, a maximum of 80 credits can be applied for the entire award

7.3.5 Compensation is automatically applied once all marks, including marks for resits, are ratified through the progression and award process.

7.3.6 The principle of compensation applies to all undergraduate courses except those courses containing fewer than 120 credits. Compensation may be excluded from other courses (or modules within them) only if exclusion is required by a PSRB, for which LTAQC approval is required through a Variation request.

7.3.7 Final year dissertations and/or major projects cannot be compensated.

7.3.8 Students who are awarded a compensated pass are not required to be reassessed in the compensated module.

7.4 Assessment requirement during a study abroad

7.4.1 Students taking a study abroad/placement semester as a variation to a three-year degree course will be required to achieve an overall average of 40% on the study abroad/placement assessments. For the placement semester, the assessment will be based on the assessment submitted and marked by the University, whereas the assessment for the study abroad will be agreed in advance. Any marks achieved for assessments completed during the study abroad will not contribute to the final degree classification.

7.5 Progressing to the next stage of a degree course

7.5.1 Progression is the process of moving from one year (or level) of study to the next on an undergraduate course.

7.5.2 A formal annual progression decision for all students is made through the progression and award process at the designated progression point for each course.

7.5.3 The level/stage average is used to calculate the final award classification for some undergraduate awards but is not used for progression decisions.

7.6 Full-time Progression

7.6.1 To progress beyond level 3, a minimum of 100 credits (or exceptionally 80 credits if one 40 credit module is failed) must be passed at each level. These credit requirements include compensated passes (see section 7.3).

7.6.2 Students who progress to the next level of study having achieved the minimum amount of credit required (100 or 80 credits) are required to successfully complete reassessment for the outstanding 20 or 40 credit module before they can progress to any further level of study. This is referred to as 'trailed' credit (see section 7.10 below).

7.6.3 A student who has not met the progression requirements for Levels 3, 4 and 5 in regulations 7.6.1 and 7.6.2 is not permitted to progress to the next year of study. If the student has passed at least 40 credits they will be offered the opportunity to repeat the entire year of study again.

7.6.4 The opportunity to repeat a foundation year (Level 3) is not permitted.

7.6.5 The opportunity to repeat a placement year, or study abroad year/semester (usually between levels 5 and 6) is not permitted.

7.6.6 Students completing the Diploma in Creative Computing (usually between levels 5 and 6) as part of a 4-year undergraduate course are not permitted to repeat the year if they have already repeated a previous level of study.

7.6.7 A student who fails both the initial and re-assessment attempts for modules totaling more than 80 credits in the year of study will be withdrawn from the course and may be eligible to receive an exit award.

7.7 Part-time Progression

- 7.7.1 The requirements for part-time progression are based on the same principles as used for full-time progression and the same range of progression decisions are used for part-time students.
- 7.7.2 Part-time students will normally study 60 or 80 credits in any one year of study. To progress to the next year of study a minimum of 40 or 60 credits respectively must be passed. Students will be required to successfully complete reassessment for any outstanding trailed credit before progressing to any further year of study.
- 7.7.3 A student who has not met the progression requirements in regulation 7.6.1 is not permitted to progress to the next year of study. If the student has passed at least 40 credits they will be offered the opportunity to repeat the entire year of study again.
- 7.7.4 A student who fails both the initial and re-assessment attempts for modules totaling more than 80 credits (see 7.6.1 above) in the year of study will be withdrawn from the course and may be eligible to receive an exit award.

7.8 Number of attempts

- 7.8.1 A Student who fails a module at the first attempt is permitted one further opportunity to pass the module. This is referred to as a resit or reassessment attempt (without attendance) and will be taken at the next available opportunity. An exception to this is where a student is permitted to trail one module (up to 40 credits) into the next level of study. In this circumstance, the student is permitted a second resit or reassessment attempt for that module (without repeat teaching) at the earliest opportunity during the next academic year.

7.9 Re-assessment of failure

- 7.9.1 Where a student fails a module, they may only be re-assessed in the failed assessment elements. Students may not be re-assessed in assessment elements or modules which have already been passed.
- 7.9.2 There are no limits on the number of modules or assessment components a student can be reassessed in.
- 7.9.3 A student who passes a module after re-assessment will be awarded the module pass mark (40% for modules at level 6 and below and 50% for modules at level 7). This includes modules with more than one element of assessment where a student may only be re-sitting one of a number of elements of assessment for the module. The overall mark for the module will be capped at the pass mark. This ensures that students who are undertaking resits do not have an unfair opportunity to improve marks.
- 7.9.4 Where a student has been assessed more than once in the same module but has still failed it, the highest mark achieved will be shown on the student's record.
- 7.9.5 Students will be automatically registered to take reassessments at the first opportunity provided.
- 7.9.6 If a student does not submit a reassessment when required or does not attend a resit examination as scheduled, the student will be recorded as having failed the reassessment.

7.10 Trailed resit opportunities

- 7.10.1 A trailed resit is a third, and final, attempt to pass the assessment for one failed module (without attendance). Trailed modules are only permitted for Levels 3, 4 and 5 of a standard 3- or 4-year undergraduate degree. A Level 6 module can only be trailed on an integrated masters degree course. Where a student has met the minimum credit requirements for progression they will be permitted to trail credit into the next academic year; they must successfully pass the outstanding module alongside study of modules in the next academic year before they can progress to any subsequent level or year of study. A trailed module cannot be carried into a further subsequent level or year of study.
- 7.10.2 Zero credit modules can be trailed alongside a trailed resit as stated in regulation 7.10.1 (subject to Professional, Statutory or Regulatory Body (PSRB) permission where applicable).
- 7.10.3 If a student fails the trailed module resit assessment (the third, and final, attempt at the assessment), the only remaining option for the student to continue on the course is to retake (restudy) the failed module with repeat teaching, which will incur a further module fee and will delay completion. The alternative is withdrawal from the course with an exit award, where eligible.
- 7.10.4 Students are not permitted to trail a module into a Professional Placement Year or study abroad.

7.11 Repeating or replacing a failed module after re-assessment

- 7.11.1 Any student who fails a 20, 40 or 60 credit module after re-assessment is permitted to repeat (restudy) the same module, whether compulsory or optional. Students can retake modules totaling up to a maximum of 60 credits.
- 7.11.2 If the failed module is optional a student can replace it with an alternative module at the same level from the list of optional modules set out in the relevant course specification (subject to availability).
- 7.11.3 When repeating a module, or taking a replacement module, a student is required to fully engage with the module in its entirety, attending all scheduled learning and teaching. The student is entitled to an initial attempt at all assessment elements and, if unsuccessful, one further re-assessment attempt (as per regulation 7.8.1). The first attempt for a repeat or replacement module will not be capped at the pass mark. Resit attempts will however be capped (as per regulation 7.4.4).
- 7.11.4 Repeating of modules is not permitted alongside the next level of study.
- 7.11.5 Repeat modules will incur a fee.
- 7.11.6 If an apprentice on a Degree Apprenticeship is unsuccessful in all permitted resit attempts the right to repeat that module is subject to the consent of the apprentices Employer. If the apprentice is not permitted to repeat the module, this may result in the apprentice being withdrawn from the University.

7.12 Repeating a year of study

- 7.12.1 Where a student has not met the requirements for progression but has passed at least 40 credits in the year/level of study (full-time and part-time students) they will be eligible to repeat the year/level of study.
- 7.12.2 Students in this position will be given the choice to repeat the year but it will be optional.
- 7.12.3 Students repeating a year of study are required to take the entire year again, as if for the first time. No marks or credit awarded in the original attempt at the year of study are carried forward. The expected completion date of the student's registration period is extended by one year.

7.12.4 Students will only be able to repeat a year of study on one occasion. Only one year/level of study can be repeated in a single award, so a student who has repeated level 4 of an undergraduate award would not be eligible to repeat another year/level of study.

7.12.5 Repeat year will incur a fee.

7.13 Academic Misconduct

7.13.1 In cases where an allegation of misconduct is upheld, and it is deemed as Moderate, the mark for their work will be recorded as zero as per the [Academic Misconduct Policy](#). Should a resit attempt be available, the student will be required to resubmit work for the element of the module in which the misconduct took place. The resubmitted work will be capped at the pass mark.

7.13.2 In cases where an allegation of cheating in an exam is upheld, the exam will be deemed void, and the student will receive a mark of zero as per the [Academic Misconduct Policy](#). Should a resit opportunity be available, the student will be required to resit the exam.

7.14 Achieving the final credit based academic award

7.14.1 The majority of students studying at the University will be enrolled on a course which will lead to an academic award.

7.14.2 The most common awards of the university are outlined below. To gain an award a student must obtain a certain number of academic credits. The number of credits required and any additional criteria for gaining each award type are detailed below.

7.14.3 Credits are awarded either by passing a module or by a compensated pass for a marginal failure in a module(s).

7.15 Credits required for awards

7.15.1 The minimum credits needed to gain a university award are listed in the University Awards Framework (Appendix A).

7.16 Classification of awards

7.16.1 The table below shows the classification bands for the University's awards.

Classification band	Honours degree Integrated master's	Foundation degree HNC/HND DipHE
70% and above	First class honours	Distinction
60-69%	Upper second (2:1)	Merit
50-59%	Lower second (2:2)	Pass
40-49%	Third class honours	Pass
Below 40%	Fail	Fail

¹ Postgraduate Certificate (PGCert) and Postgraduate Diploma (PGDip) exit awards are not classified. PGCE, PGCE (PCET) and PGDE awards are also not classified. Please refer to the UAF for full details.

7.17 Eligibility criteria for undergraduate awards

7.17.1 The university will make an undergraduate award if a student has met all the following criteria:

- (i) Gained the minimum number of credits required for that award, as set out in the University Awards Framework. This may include a proportion of passed and compensated credits. The requirements for each award are provided in the table under 7.6.9 below.
- (ii) Achieved an overall average mark of at least:
 - 40% across the modules studied at the level of the award for all undergraduate awards.
 - 50% across the modules studied at level 7 for integrated master's awards.

7.17.2 An apprentice's academic qualification certificate will normally be issued upon completion of the Apprenticeship Assessment (previously End Point Assessment).

7.18 Methods for calculating award classifications

7.18.1 The methods for calculating the classification of awards are set out in the table below. The outcome of this classification calculation is called the 'average for classification' and will determine which classification band a student will be awarded.

7.18.2 Where an award includes a Professional Placement the placement module must be passed in order for the award title to include the suffix 'with professional placement'.

7.18.3 Grades achieved during a period of study abroad do not count towards the classification of the award.

Award	Credit Requirement	Calculation of Classification
HNC	120 credits	Overall weighted average of 120 credits at Level 4.
HND Foundation Degree DipHE ²	240 credits	Overall weighted average of 120 credits at Level 5.
Honours Degree (Level 6 top-up)	120 credits	Overall weighted average of 120 credits at Level 6.
Honours Degree	360 credits	Overall weighted average of best 100 credits at Level 5 and 100 credits at Level 6. 40:60 weighting.
Honours Degree (BMus)	480 credits	Overall weighted average of 60 credits at Level 5 and 180 credits at level 6, comprising: 60 level 5 credits and 60 level 6 credits (year 3) 120 level 6 credits (year 4) 25:75 weighting (year 3:4)
Integrated Master's Degree	480 credits	Overall weighted average of best 100 credits at Level 5, 100 credits at Level 6 and 120 credits at Level 7. 20:30:50 weighting.

² Diploma of Higher Education (DipHE) exit awards are not classified. Please refer to the UAF for full details.

7.19 Consideration band (borderline decisions)

7.19.1 The process of rounding marks to the nearest whole number to calculate the final degree classification may result in the 'average for classification' coming close to but below a degree classification boundary. A consideration band is applied for all classified awards where a student's average for classification is within one percent of the next classification band, as follows:

Consideration band	Postgraduate awards ⁵	Integrated master's Honours degree	Foundation degree HNC/HND DipHE
69-70%	Distinction	First class honours	Distinction
59-60%	Merit	Upper second (2:1)	Merit
49-50%	Pass	Lower second (2:2)	Pass
39-40%	N/A	Third class honours	Pass

7.19.2 If a student achieves an average for classification no more than one percent below the next classification band and at least 50% (100 credits) of the credit that contributes to classification is in the higher classification band, the student will be automatically promoted to the higher classification.

7.20 Exit Awards

- 7.20.1 Sometimes a student is unable to achieve their intended award because they have run out of reassessment opportunities or reached the maximum period of registration for the award. In these cases the university will make an exit award, if possible, based on the credits the student has achieved. Permitted exit awards are listed in the University Awards Framework and in individual course specifications.
- 7.20.2 In making an exit award, passed modules at higher levels of study may be used to offset module failure at lower levels to reach the minimum number of credits required at each level for the award.

7.21 Aegrotat and Posthumous Awards

- 7.21.1 An Aegrotat or Posthumous award is an award that may be awarded to a student who is unable to continue their studies, on the presumption that they would have satisfied the requirements for the award had they been able to continue. The award will not be classified.
- 7.21.2 Aegrotat awards will reflect the full award (non-accredited) for which the student was registered.
- 7.21.3 Posthumous awards will reflect the full award (accredited where applicable) for which the student was registered.
- 7.21.3 Before an award is made, consultation will take place with the student, if appropriate, or next-of-kin if the student is deceased or unable to make a decision. The student or next-of-kin will be asked to decide whether to accept the award. If a student does not accept the aegrotat award they may undertake the required assessments to gain the intended award or may leave the university with an exit award.

7.22 Revoking an award of the University

- 7.22.1 The university reserves the right to revoke an award if it is discovered at any time and proved to the satisfaction of the university that there is good cause to do so. Good cause may include (but is not limited to) the following:
- (i) Discovery, subsequent to the conferment of an award, of academic misconduct in work submitted for the qualification;
 - (ii) Discovery, subsequent to the conferment of an award that it was obtained by fraud and/or deception.

APPENDICES

APPENDIX A – ACADEMIC FRAMEWORK

1. Introduction

- 1.1 The Awards Framework sets out the criteria and regulations for awards offered by Birmingham City University. In setting out these criteria the framework seeks to ensure that the University's academic standards are set in accordance with the sector recognised standards published by the Office for Students for the award of academic credit and individual qualifications.
- 1.2 The Awards Framework is approved by the University's Academic Board. Any changes to the framework, including the addition of new awards, removal of existing awards and/or any changes to credit requirements and periods of registration require the approval of Academic Board.

2. Academic Standards

- 2.1 Birmingham City University uses learning outcomes to define academic standards and the level of student achievement. Learning outcomes describe at a threshold level the knowledge, understanding and transferable skills which students are expected to demonstrate on successful completion of a period of learning. Within the University's modular curriculum structure, learning outcomes are expressed for both courses and modules. Specifically:
- the primary level of student achievement is expressed in terms of intended learning outcomes at course level;
 - intended learning outcomes at module level collectively contribute to student achievement of intended learning outcomes at course level;
 - intended learning outcomes at module and course level define a threshold level of learning which all students who successfully complete a module and course are expected to demonstrate. Module and course learning outcomes are developed with reference to the Quality Assurance Agency's UK Quality Code for Higher Education and specifically the Frameworks for Higher Education Qualifications of UK Degree Awarding Bodies (FHEQ).
- 2.2 Level is an indicator of the academic standard set for a module and in its delivery and assessment. Level is also used to define the academic standard of a Birmingham City University award in terms of the knowledge, understanding and skills that an award holder is expected to demonstrate on successful completion of the course.
- 2.3 The Awards Framework recognises the following six levels within the curriculum⁶:

Level	Qualification
Level 3	Foundation Year
Level 4	Certificate Level
Level 5	Diploma Level
Level 6	Honours Level
Level 7	Master's Degree Level [including Integrated Master's]
Level 8	Doctoral Degree Level

⁶ Birmingham City University's levels of study map directly to Levels 4-7 of the Frameworks for Higher Education Qualifications of UK Degree Awarding Bodies (FHEQ) within the QAA UK Quality Code. Where courses include an integrated foundation year (Level 3) the level of the final qualification is used as the reference point as set out within the FHEQ.

3. University-Wide Regulatory Framework

3.1 Birmingham City University's Academic Framework ensures the comparability of academic standards across its named awards by applying standard Academic Regulations to all taught courses. A single set of regulations govern undergraduate and taught postgraduate awards. A second set of regulations govern postgraduate research awards (eg MPhil, PhD and Professional Doctorate awards).

4. Credit and Credit Accumulation

4.1 Birmingham City University's Academic Framework is based on the accumulation of credit during a student's period of study. Credit is awarded to a learner in recognition of the verified achievement of designated learning outcomes. Specifically:

- a student who successfully completes a Foundation (level 3) module or an undergraduate module (levels 4-6) is awarded a mark of at least 40% and the associated volume and level of credit;
- a student who successfully completes a postgraduate module (level 7) and Advanced Postgraduate Diploma s awarded a mark of at least 50% and the associated volume and level of credit;
- failure in a module can be retrieved through resit opportunities, the retaking or replacement of modules within prescribed limits and by repeating stages of study;
- in certain circumstances and within prescribed limits compensation is permitted for a failed module(s) within both undergraduate and postgraduate courses;
- credit volume for a module is based on the notional learning hours required for successful completion of the module, using the ratio 1 credit for 10 notional learning hours.

Table 1: Awards of the University

Award		Nomenclature	FHEQ	European Level (FQ-EHEA cycle)	Minimum Credit Requirement	Minimum credit at level of the award	Maximum period of registration	
Undergraduate	Certificate of Higher Education	Cert HE	4	Short cycle (within 1st cycle). Typically 120 ECTS	120	90	3 years	
	Certificate in Education	Cert Ed	5		120	120	5 years	
	Higher National Certificate	HNC	4		120	120	5 years	
	Diploma of Higher Education	Dip HE	5		240	90	5 years	
	Higher National Diploma	HND	5		240	90	5 years	
	Foundation Degree in Arts Foundation Degree in Engineering Foundation Degree in Science	FdA FdEng FdSc	5		240	90	5 years	
	Bachelor of Arts (Level 6 top-up degree)	BA BSc	6	First cycle Typically 180 to 240 ECTS	60	60	3 years	
	Bachelor of Arts Bachelor of Education Bachelor of Engineering Bachelor of Laws Bachelor of Science	BA BEd BEng LLB BSc	6		300	60	7 years	
	Bachelor of Music Bachelor of Music Jazz	BMus BMus Jazz	6		360	60	7 years	
	Bachelor of Arts with Honours (Level 6 top-up degree)	BA BSc	6		120	120	3 years	
	Bachelor of Arts with Honours Bachelor of Education with Honours Bachelor of Engineering with Honours Bachelor of Laws with Honours Bachelor of Science with Honours	BA (Hons) BEd (Hons) BEng (Hons) LLB (Hons) BSc (Hons)	6		360	90	7 years	
	Bachelor of Music with Honours Bachelor of Music Jazz with Honours	BMus (Hons) BMus Jazz (Hons)	6		480	180	9 years	
	Integrated Master's Degree Master of Accountancy Master of Business Master of Engineering Master of Finance Master of Planning Master of Science Master of Surveying	MAcc ⁷ MBus MEng MFin MPlan MSci MSurv	7		Second cycle Typically represented by 90-120 ECTS (min of 60 ECTS)	480	120	9 years
	Graduate	Graduate Certificate	Grad Cert			6	No equivalent in European Framework	60
	Graduate Diploma	Grad Dip	6	120	120	3 years		
Postgraduate [Taught]	Postgraduate Certificate	PG Cert	7	No equivalent in European Framework	60	40	2 years	
	Postgraduate Certificate in Education	PGCE	7		60	40	2 years	
	Postgraduate Certificate in Education (International)	PGCEi	7		60	40	2 years	
	Postgraduate Certificate in Education (Post-Compulsory Education and Training)	PGCE (PCET)	7		120	100	2 years	
	Postgraduate Diploma	PG Dip	7		120	90	4 years	
	Postgraduate Diploma in Education	PGDE	7		120	120	3 years	
	Postgraduate Diploma in Education (International)	PGDEi	7	Second cycle (end of cycle) qualifications	120	120	3 years	
	Master of Architecture	MArch	7		240	240	5 years	
	Master of Music	MMus	7		240	180	5 years	
	Master of Fine Art	MFA	7		300 ⁸	300	6 years	

⁷ The final intakes to the MAcc and MFin awards will be in September 2020. The awards will be removed from the Academic Framework once all students have completed (estimated to be 2026).

⁸ The requirement of 300 credits for the MFA award relates to the version of the award which commenced in September 2019. Students who commenced prior to September 2019 will be registered on the previous version of the MFA award which consisted of 360 credits (see 2018/19 academic regulations) and must therefore meet that credit requirement to achieve the award of MFA.

Award		Nomenclature	FHEQ Level	European Level (FQ-EHEA cycle)	Minimum Credit Requirement	Minimum credit at level of the award	Maximum period of registration
Postgraduate [taught]	Master of Arts Master of Business Administration Master of Education Master of Laws Master of Public Health Master of Research Master of Science Master of Teaching and Learning Master of Learning and Teaching Master of Education and Learning Master of Educational Practice Master of Education Leadership Master of Landscape Architecture	MA MBA MEd LLM MPH MRes MSc MTL MLT ⁹ MEL MEP ¹⁰ MEL ¹¹ MLA	7	Second cycle (end of cycle) qualifications	180	150	6 years
	Advanced Postgraduate Diploma in Music (Professional Practice)	Adv PG Dip	8	No equivalent.	120	120	5 years
Research	Master of Philosophy	MPhil	7	Second cycle (end of cycle) qualifications	N/A	N/A	2 years (FT) 3 years (PT)
	Professional Doctorate Doctor of Business Administration Doctor of Education Doctor of Health Doctor of Sport	DBA EdD DHealth DSport	8	Third cycle (end of cycle) qualifications	N/A	N/A	7 years (PT)
	Doctor of Psychology	DPsych	8		N/A	N/A	4 years (FT)
	Doctor of Philosophy	PhD	8		N/A	N/A	4 years (FT) 7 years (PT)
	Foundation Certificate	FCert	3	No equivalent in European Framework	120	120	3 years
Certificate in Professional Studies	CPS	4	60		60	2 years	
Diploma in Professional Studies	DPS	5	60		60	2 years	
Advanced Diploma in Professional Studies	Advanced DPS	6	60		60	2 years	

Awards including the suffix 'with Professional Placement'

Undergraduate awards with Honours and Integrated Master's as set out in the table above may include the suffix 'with Professional Placement' where appropriate. Where a professional placement is included the minimum credit requirement for the award increases by 120 credits and the maximum period of registration increases by one year. As set out elsewhere in the regulations, the 120 credit professional placement module must be passed in order for the award to be conferred with the suffix 'with Professional Placement'.

Master's awards as set out in the table above may include the suffix 'with Professional Placement' where appropriate. Where a professional placement is included the minimum credit requirement for the award increases by 60 credits and the maximum period of registration increases by six months. As set out elsewhere in the regulations, the 60 credit professional placement module must be passed in order for the award to be conferred with the suffix 'with Professional Placement'.

⁹ The Master of Learning and Teaching (MLT) replaces the award of Master of Teaching and Learning (MTL) wef 2021/22 entry. The final intake to the MTL award was in September 2020 and the award will be removed from the Academic Framework once all students have completed.

¹⁰ The Master of Educational Practice (MEP) replaces the award of Master of Education and Learning (MEL) wef 2021/22 entry. The final intake to the MEL award was in September 2020 and the award will be removed from the Academic Framework once all students have completed.

¹¹ The Master of Education Leadership (MEL) replaces the award of Master of Education and Learning (MEL) wef 2021/22 entry. The final intake to the Master of Education and Learning was in September 2020 and the award will be removed from the Academic Framework once all students have completed.

Differentiation of Awards

The following awards are undifferentiated meaning that they do not have different classification divisions.

- Foundation Certificate
- Certificate in Professional Studies
- Diploma in Professional Studies
- Advanced Diploma in Professional Studies
- Certificate of Higher Education
- Bachelors (Ordinary) Degree
- Graduate Certificate
- Graduate Diploma
- Postgraduate Certificate (undifferentiated as an exit award)
- Postgraduate Certificate in Education
- Postgraduate Certificate in Education (Post-Compulsory Education and Training)
- Postgraduate Diploma (undifferentiated as an exit award)
- Postgraduate Diploma in Education