



Dear External Examiner

Arrangements for graduating and continuing students in 2022/23

I hope you are keeping well, and thank you for your input into, and support of, our assessment processes and academic standards. Now that we are moving further away from the pandemic-related disruption of 2019/20 and 2020/21, there is no longer the need for a detailed 'assessment framework' for graduating and continuing students in the same way as there has been over the past three years. There is, however, still a need to take account of the previous disruption where appropriate to ensure that students are not disadvantaged in any way and so I am writing to update you on the arrangements for UG and PGT graduating cohorts for 2022/23.

UG Graduating Cohorts

For **UG students due to graduate this academic session**, the majority will have been able to take all of the credits and assessments that will contribute to their degree classification. However, the previous disruption will still have some impact, particularly for students on four-year programmes, and the approach to mitigate this is set out below. The main points can be summarised as follows:

Normal Regulations apply, except for:

- Second year marks from 2020/21: Second year marks from 2020/21 will continue to be used for the degree classification only if they do not have a negative overall impact.
- Year abroad year weightings: For year abroad and inverted year abroad students, the marks for Stage 2 (the second year in 2020/21 and the year abroad) will only be used if they improve the overall mark for degree classification.
- Explanatory letter: The explanatory letter accompanying transcripts for all four-year programmes will be retained.
- Profiling: The simplified credit requirements for profiling (see **Degree classification thresholds/profiling** below) will be retained for 2022/23. Consideration will be given to whether to retain this arrangement permanently.

More specific details to graduating cohorts can be found in Appendix A below.

PGT Graduating Cohorts

For **PGT students due to graduate this academic session**, no particular provisions are required for the majority of students. For those who are in the final year of a multi-year part-time postgraduate taught programme, the following principle will continue to apply as it has done in previous years:

- For students now in the final year of a multi-year part-time postgraduate taught programme (for example, year three of a three-year programme), the marks carried forward from each year relate to the Regulations in place at the time. The Regulations in place in each year of study will be taken into account at final award Boards when calculating the student's degree. This refers to (where applicable, depending on the cohort), the Policy on Fair Outcomes and Fair Assessments for PGT students ("Fair Assessment Policy") published in January 2021, and (where applicable, depending on the cohort) the Framework for Assessment and

Progression of Undergraduate and Postgraduate Taught Graduating Cohorts (“the Emergency Framework”) developed in spring 2020. For PGT students graduating in 2022/23, if they were also studying in 2019/20 and/or 2020/21 the requirement to have achieved a mark of 40 or more in all taught modules does not apply for credits attempted in those years; the requirement to pass all taught modules to be awarded a 3 degree with Merit or Distinction also does not apply for credits attempted in those years.

Continuing Cohorts

For **continuing UG and PGT students**, no particular provisions are required, and any adjustments required at the point of graduation, such as those detailed above, will be implemented as appropriate in future years.

Registry will provide the usual guidance pack for Boards of Examiners ahead of the summer assessment period.

Degree classification thresholds/profiling

- Agreed approach:
 - Zone of discretion same as normal (68%, 58%, 48%, 38%)
 - Retain simplified credit requirements for 2022/23, i.e.:
 - For graduating cohorts on a 3-year degree (BSc, BA, BEng), in order to profile up to a 1st class degree, at least 60 credits (50% of the module marks) in the final year must normally be in the 1st class category and, of the remainder, at least 40 credits must be in the 2.1 category.
 - For graduating cohorts on a 4-year degree (MSci, MEng) in order to profile up to a 1st class degree, at least 50% of the module marks at Stage 3 (i.e. year 3 and 4) must normally be in the 1st class category and a majority of the remainder of the module marks at Stage 3 must be in the 2.1 category.
 - Note: There might be situations in which a student has an overall mark of <70% but is not awarded a 1st class degree because the above criteria are not fulfilled. In such cases, if the Board of Examiners decides that a student with <70% should be awarded a 1st Class Honours, based on the full profile of marks across all years of study, an award can be made ‘Notwithstanding Regulations’ as long as the External Examiner is supportive.

These measures are designed to ensure that students are not disadvantaged by the previous pandemic situation, while also providing assurance that the University’s academic standards and the value of students’ achievements are maintained. We will continue to keep the measures under review.

Once again, I would like to thank you for your continued support. Colleagues in the relevant academic School will be able to support you regarding specific programme/module information. If you have any queries, please let your colleagues know as soon as possible.

With very best wishes



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1) UG Graduating Cohorts 2022/23 – three-year Bachelor’s programmes

- Points to note:
 - Disruption in year 1 (2020/21) but marks should be complete
 - Year 2 marks also complete (2021/22)
 - Year 3 marks will be complete this year (2022/23)
- Agreed approach:
 - Retain simplified credit requirements for profiling cases for 2022/23
 - Everything else as per normal Regulations

2) UG Graduating Cohorts 2022/23 – four-year integrated Master’s programmes

- Points to note:
 - Disruption in year 1 (2019/20 – Emergency Assessment Framework used)
 - Disruption in year 2 (2020/21) but marks should be complete
 - Year 3 marks also complete (2021/22)
 - Year 4 marks will be complete this year (2022/23)
- Agreed approach:
 - Continue only to use second year marks (2020/21) if they do not have a negative impact on the overall degree classification
 - Retain simplified credit requirements for profiling cases for 2022/23
 - Retain explanatory letter to accompany transcript as first year marks will be incomplete

3) UG Graduating Cohorts 2022/23 - LANS four-year Bachelor’s programme

- Points to note (same as UG Master’s):
 - Disruption in year 1 (2019/20 – Emergency Assessment Framework used)
 - Disruption in year 2 (2020/21) but marks should be complete
 - Year 3 marks are complete (2021/22)
 - Year 4 marks will be complete this year (2022/23)
- Agreed approach:
 - Return to the normal position regarding Stage 2 i.e. use the best 120 credits from Stage 2
 - Continue only to use second year marks (2020/21) if they do not have a negative impact on the overall degree classification
 - Retain simplified credit requirements for profiling cases for 2022/23
 - Retain explanatory letter to accompany transcript as first year marks will be incomplete

4) UG Graduating Cohorts 2022/23 - LANS four-year MSci/MArt programme

- Points to note (same as UG Master’s):
 - Disruption in year 1 (2019/20 – Emergency Assessment Framework used)
 - Disruption in year 2 (2020/21) but marks should be complete
 - Year 3 marks are complete (2021/22)
 - Year 4 marks will be complete this year (2022/23)

- Agreed approach:
 - Continue only to use second year marks (2020/21) if they do not have a negative impact on the overall degree classification
 - The marks for the credits achieved in the 3rd year (i.e. in 2021-22) will be combined with the 4th year (2022-23) to contribute 75% to the final degree classification. Year 2 (2020/21) counts for 25%.
 - Retain simplified credit requirements for profiling cases for 2022/23
 - Retain explanatory letter to accompany transcript as first year marks will be incomplete

5) UG Graduating Cohorts 2022/23 – four-year UG Programmes with a year of study abroad

- Points to note:
 - Disruption in year 1 (2019/20 – Emergency Assessment Framework used)
 - Disruption in year 2 (2020/21) but marks should be complete
 - Year 3 marks (2021/22) – year abroad; may not have complete marks from host institution
 - Year 4 marks will be complete this year (2022/23)
- Agreed approach:
 - The marks for Stage 2 (the second year in 2020/21 and the year abroad in 2021/22) will only be used if they improve the overall mark for degree classification; if not, the Year 4 marks will count for 100% of the overall mark.
 - Retain simplified credit requirements for profiling cases for 2022/23
 - Retain explanatory letter to accompany transcript as first year marks will be incomplete

For students where year two contributes 18.75% and year three (year abroad) contributes 6.25% towards the final degree classification:

- If students have at least 20 credits worth of marks (7.5 ECTS or equivalent) for the Year Abroad, the mark will contribute 6.25% to the overall mark for degree classification.
- For students with <20 credits from the Year Abroad, their mark from the year abroad will not be used for the overall mark for degree classification.

For students where year two contributes 12.5% and year three (year abroad) contributes 12.5%:

- If students have at least 20 credits' worth of marks (7.5 ECTS or equivalent) in the Year Abroad the mark will contribute 12.5% to the overall mark.
- For students with <20 credits, their formal progression mark from the year abroad will not be used for the overall mark for degree classification.

6) UG Graduating Cohorts 2022/23 – four-year UG Programmes with an inverted year of study abroad

- Points to note:
 - Disruption in year 1 (2019/20 – Emergency Assessment Framework used)
 - Disruption in year 2 (2020/21) but marks should be complete
 - Year 3 marks (2021/22) are complete
 - Year 4 marks (inverted year abroad); may not receive complete marks from host institution in time for graduation

- Agreed approach:
 - The marks for Stage 2 (the second year in 2020/21 and the year abroad in 2022/23) will only be used if they improve the overall mark for degree classification; if not, the Year 3 marks will count for 100% of the overall mark.
 - Retain simplified credit requirements for profiling cases for 2022/23
 - Retain explanatory letter to accompany transcript as first year marks will be incomplete

For students where year two contributes 18.75% and year four (inverted year abroad) contributes 6.25% towards the final degree classification:

- If students have at least 20 credits worth of marks (7.5 ECTS or equivalent) for the Year Abroad, the mark will contribute 6.25% to the overall mark for degree classification.
- For students with <20 credits from the Year Abroad, their mark from the year abroad will not be used for the overall mark for degree classification.

For students where year two contributes 12.5% and year four (inverted year abroad) contributes 12.5%:

- If students have at least 20 credits' worth of marks (7.5 ECTS or equivalent) in the Year Abroad the mark will contribute 12.5% to the overall mark.
- For students with <20 credits, their mark from the year abroad will not be used for the overall mark for degree classification.