

## VII. Graduate Diploma and Certificate Regulations

*These regulations apply only to students registered on a Graduate Diploma or Graduate Certificate programme in academic year 2014/15. These regulations are not to be applied to students on Undergraduate degree programmes.*

### A. Definitions

- Both the Graduate Diploma and Graduate Certificate are Undergraduate level awards.
- The Newcastle University *Qualifications and Credit Framework* stipulates that Graduate Certificates normally consist of 60 credits, with a minimum of 40 credits at level 6. Graduate Diplomas normally consist of 120 credits with at least 90 credits at level 6.

### B. General Principles

- The University's normal General Regulations, Undergraduate Progress Regulations and Undergraduate Examination Conventions apply to all students on Graduate Diploma or Graduate Certificate programmes, except where these regulations state otherwise.

### C. Return of Marks

- The mark for each module on a Graduate Diploma or Graduate Certificate programme must be returned to the board of examiners and disclosed to students using the scale below:

	<b>MARKING SCALE APPLICABLE TO GRADUATE DIPLOMA AND GRADUATE CERTIFICATE PROGRAMMES</b>
0-39	<i>Fail</i>
40-59	<i>Pass</i>
60-69	<i>Pass with Merit</i>
70 and over	<i>Pass with Distinction</i>

### D. Compensation, Failure and Core Modules

- A student shall, on assessment and any reassessment, be deemed to have passed all modules of the programme, notwithstanding that marks of less than 40 have been obtained in one or more modules, provided that each of the following conditions for compensation are met:

- a) the average mark over all modules taking due account of the credit value, is not less than 40;
  - b) no single mark for any module of levels 4-6 assessed is below 35;
  - c) no single mark for any level 7 module assessed is below 40;
  - d) module marks less than 40 (levels 4-6) or 50 (level 7) are compensatable, provided the total credit value of these modules does not exceed 40 out of the 120 credits studied as part of a Graduate Diploma, or 20 out of the 60 studied as part of a Graduate Certificate;
  - e) no such compensation is permitted for core modules (UG Progress Regulations B 4(c))
6. All calculations used to determine a student's right to pass modules by compensation must use the best module marks available, regardless of whether the assessments are first or later attempts.
7. Where the rules for compensation do not apply, the board of examiners may still exercise discretion under Undergraduate Examination Conventions 19, 40-42.
8. Candidates for Graduate Diploma and Graduate Certificate awards are required to pass all modules (including by resit, compensation or discretion). Graduate Diploma students failing modules outright may be considered for the award of Graduate Certificate (see below).

## **E. Reassessment**

9. A student who passes a module (including by compensation or discretion) cannot be reassessed for any component of that module.
10. A student who fails up to 40 credits of the Graduate Diploma or 20 credits of the Graduate Certificate has the right to one reassessment for each module failed. The form of the reassessment may vary from the original, at the discretion of the board of studies.
11. A student who fails more than 40 credits of the Graduate Diploma or 20 credits of the Graduate Certificate will not normally be permitted to continue or be reassessed without the support of the chair of the board of examiners.
12. A student who has the right to a second attempt will be automatically entered for failed modules (and any failed non-modular aggregated assessments) at the next available occasion of assessment (normally in August of the same academic year).

## **F. The Award and Classification of Graduate Diplomas and Graduate Certificates**

13. Students are entitled as of right to the class of award ( i.e. Pass, Merit or Distinction) yielded by the average mark for all modules and all non-modular aggregated assessment taking credit values into account.

14. The board of examiners must consider whether or not students should be awarded a higher classification of award by the exercise of discretion in the following cases:

- a) where there is a positive assessment of the impact of medical or other mitigating circumstances by the Programme Extenuating Circumstances Committee (UG Exam Convention 14 and 15).
- b) where students have weighted averages of 58 or 59, 68 or 69, (after rounding of marks). The board of examiners shall have regard to the following:
  - i. the overall profile of individual marks achieved in modules;
  - ii. exceptional performance by the student in any particular module, including, for example, research-based modules or in an oral examination where this is part of the programme regulations;
  - iii. progressive improvement in performance by the student
- c) The board may also use discretion to recommend the award of a Graduate Diploma or Graduate Certificate of any class to a student who has not been recommended for an award under point 13 of these regulations.

## **G. Failing Performance by Graduate Diploma students**

15. A candidate for a Graduate Diploma, who fails to meet the criteria for the Diploma award, may be recommended for the award of a Graduate Certificate by the board of examiners:

- a) Where there is an associated Graduate Certificate, this may be awarded using the criteria laid down in those regulations;
- b) Where there are no associated regulations, a Graduate Certificate may be awarded to a candidate who has achieved an average mark of at least 40 over the course of 60 credits, which satisfy the requirements of point 2 of these regulations.

Under this provision, the award of a Graduate Certificate is not classified.

## **H. Mid-year Student Withdrawals**

16. A student who withdraws from the University during the academic year will be considered for the appropriate exit award at the next scheduled meeting of the Board of Examiners.

