

# Regulations for Specific Programmes



| Summary  |  |                               |            |
|--|--|-------------------------------|------------|
| Those taught programmes of study that do not conform with the standard regulations for assessment, progression and the award of qualifications, as set out in the University's Regulations and Code of Practice for Taught Programmes, have their own regulations where there is good academic reason to deviate from those regulations. |  |                               |            |
| Scope - This document applies to:  |  |                               |            |
| The programmes of study listed in the document.  |  |                               |            |
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| Related documents  | <a href="#">Regulations and Code of Practice for Taught Programmes</a> |                               |            |
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## Regulations for Specific Programmes

The regulations in the Code have primacy over these regulations, should there be a conflict in policy, with regard to students newly registered on the following programmes:

- [MBChB](#)
- [BDS](#)
- [BVSc](#)
- [Gateway to Medicine, Dentistry and Veterinary Science](#)
- [MSc in Veterinary Sciences and Postgraduate Diploma in Veterinary Clinical Practice](#)
- [BSc in Veterinary Nursing and Bioveterinary Sciences and BSc in Veterinary Nursing and Companion Animal Behaviour](#)
- [BSc in Dental Hygiene and Therapy](#)
- [the International Foundation Programme](#)
  - in the Centre for Academic Language and Development
  - in Dentistry
- [Foundation programmes](#)
- [Postgraduate Certificate in Education](#)
- [Graduate Diploma](#)
- [MA in Law](#)
- [MSc in Social Work](#)
- [Postgraduate programmes in Clinical Neuropsychology](#)
- [Postgraduate Certificate in Academic Practice](#)
- [the Pre-Sessional English for Academic Purposes Courses.](#)

## REGULATIONS FOR THE CONJOINED DEGREES OF MBCHB

1. For the purpose of these regulations 'the University' shall include those hospitals and outreach practices that the University may use regularly or occasionally.

### Admission

2. To be eligible for admission to the MBChB programme, candidates shall have such qualifications and experience as described in the relevant Admissions Statement. Requests for transfers into the programme are not considered.

### Programme Structure

3. The MBChB programme shall extend over not less than five years from the commencement of professional study in the University or other institution approved for that purpose by the University. The next year shall not normally be entered upon until the preceding year has been successfully completed.
4. The programme will be divided into five years of units. Students must attend the prescribed units and may not take courses elsewhere in place of units or elements provided unless approved by the Faculty of Health Sciences. Information on the programme structure and its units is provided in the University's Programme Catalogue.

### Fitness to Practise

5. Students on the MBChB programme are subject to the University's Fitness to Practise requirements.

### Assessment

6. Each year shall comprise a range of assessments and shall cover those units or elements studied during the year. The Board of Examiners shall determine whether a candidate has satisfactorily completed a unit for the purpose of proceeding to the next year of the programme. Full details of examination and assessment are held in the Standing Orders/Student Progression Requirements, approved annually.

7. The failure of any student to

1. show satisfactory progress in a unit of the MBChB programme or
2. attend regularly any prescribed activity (including such lectures, discussion periods, tutorial and practical classes, clinical commitments, as may be required) or
3. undertake prescribed written or other work or to attend any examination or
4. reach a satisfactory standard in any terminal, sessional or degree examination, or any part or parts thereof,

shall be reported to the Faculty Examination Board. The Board may, at its discretion, require the student concerned to complete additional work, repeat a unit/s or to re-sit an examination/s or to withdraw from the MBChB programme. The exact requirements for progression from year to year are provided in the University's Regulations and Code of Practice for Taught Programmes, the Standing Orders/Student Progression Requirements for the programme and year concerned.

### Online Proctored Examinations

8. When necessary, students will be required to undertake online proctored examinations away from University premises. Proctored exams are timed exams that students take while proctoring software monitors the student's computer desktop, webcam video and audio.

9. Online proctoring will be used by the University when invigilation is required for accreditation and compliance reasons to maintain academic integrity, but in-person examination facilities are not available.
10. Exceptionally, if a student has a valid reason, that has been agreed by the Faculty Education Director, to not undertake the proctored examination online they will be required to either:
  - Take the examination at the same time but on University premises, or
  - Defer the assessment to the next assessment period.

#### Awards

11. The degree classification of a student shall be awarded in accordance with the regulations set out in the University's Regulations and Code of Practice for Taught Programmes.
12. The unclassified degree of Bachelor of Science in the Science of Medicine may be awarded at the discretion of the relevant Board of Examiners. The BSc will only be obtainable by a student registered for the programme who has passed year 3, but who chooses to leave or is required to leave the programme after this point.
13. A candidate who has satisfactorily completed year 1 of the programme, but who either does not proceed or does not complete year 2 satisfactorily, may be awarded the Certificate of Higher Education. Similarly, a candidate who has completed year 2 satisfactorily, but who either does not proceed or does not complete year 3 satisfactorily, may be awarded the Diploma of Higher Education.

## **REGULATIONS FOR THE DEGREE OF BACHELOR OF DENTAL SURGERY (BDS)**

1. For the purpose of these regulations 'the University' shall include those hospitals and outreach practices that the University may use regularly or occasionally.

### Admission

2. To be eligible for admission to the BDS programme, candidates shall have such qualifications and experience as described in the relevant Admissions Statement. Requests for transfers into the programme are not considered.
3. A transfer of study from the BDS programme at Bristol to a Dentistry programme at any other higher education institution is not permitted.

### Programme Structure

4. The BDS programme shall extend over not less than five years from the commencement of professional study in the University or other institution approved for that purpose by the University. The next year shall not normally be entered upon until the preceding year of study has been successfully completed.
5. The programme will be divided into five years of units. Students will be admitted to the year unit only at the beginning of the year. Students must attend the units in the prescribed order. Students may not take courses elsewhere in place of units provided unless approved by the Faculty of Health Sciences. Information on the programme structure and its units are provided in the University's Programme Catalogue.

### Fitness to Practise

6. Students on the BDS programme are subject to the University's Fitness to Practise requirements.

### Assessment

7. Each year will comprise a range of assessments and shall cover those units studied during the year or in previous years. The Board of Examiners will determine whether a candidate has satisfactorily completed a unit for the purpose of proceeding to the next year of the curriculum. Full details of examination and assessment are held in the BDS Assessment Handbook, including Student Progression Requirements for the programme, approved annually.
8. The failure of any student to
  - show satisfactory progress in a unit of the BDS programme, or
  - attend regularly any prescribed activity (including such face-to-face or online lectures, discussion periods, tutorial and practical classes, clinical commitments, as may be required), or
  - undertake prescribed written or other work, or
  - attend any assessment or examination, or
  - reach a satisfactory standard in any terminal, sessional or degree examination, or any part or parts thereof,

shall be reported to the Faculty Examination Board, which may, at its discretion, require the student concerned to complete additional work, repeat a unit or element, re-sit an examination, or withdraw from the BDS programme. The exact requirements for progression from year to year are provided in the Regulations and Code of Practice for Taught Programmes and in the BDS Assessment Handbook, including Student Progression Requirements for the programme.

## Online Proctored Examinations

9. When necessary, students will be required to undertake online proctored examinations away from University premises. Proctored exams are timed exams that students take while proctoring software monitors their computer's desktop, webcam video and audio.
10. Online proctoring will be used by the University when invigilation is required for accreditation and compliance reasons to maintain academic integrity, but in-person examination facilities are not available.
11. Exceptionally, if a student has a valid reason, that has been agreed by the Faculty Education Director, to not undertake the proctored examination online they will be required to either:
  - Take the examination at the same time but on University premises, or
  - Defer the assessment to the next assessment period.

## Awards

12. The degree classification of a student shall be awarded in accordance with the regulations set out in the Regulations and Code of Practice for Taught Programmes.
13. The unclassified degree of Bachelor of Science in the Science of Dentistry may be awarded at the discretion of the Faculty Examination Board. The BSc will only be awarded to a student registered for the BDS programme who has passed three years of the programme, but who chooses to leave or is required to leave the programme after this point.
14. A candidate who has satisfactorily completed year 1 of the BDS Degree, but who either does not proceed to, or does not complete year 2 satisfactorily, may be awarded the Certificate of Higher Education. Similarly, a candidate who has completed year 2 of the BDS degree satisfactorily, but who either does not proceed nor does not complete year 3 satisfactorily, may be awarded the Diploma of Higher Education.

## **REGULATIONS FOR THE DEGREE OF BACHELOR OF VETERINARY SCIENCE (BVSC)**

1. For the purpose of these regulations 'the University' shall include those veterinary surgeries and practices that the University may use regularly or occasionally.

### Admission

2. To be eligible for admission to the BVSc programmes, candidates shall have such qualifications and experience as described in the relevant Admissions Statements.

### Programme Structure

3. The standard curriculum will be divided into five parts and shall extend over not less than five academic years from the commencement of professional study in the University or other institution approved for that purpose by the University. Information on the programme structure and its units are provided in the University's Programme Catalogue. Students must attend the prescribed units and may not take courses elsewhere in place of units or elements provided unless approved in advance by the Faculty of Health Sciences.
4. The graduate entry curriculum will be divided into four parts and shall extend over not less than four years from the commencement of professional study in the University or other institution approved for that purpose by the University. Information on the programme structure and its units is provided in the University's Programme Catalogue. Students must attend the prescribed units and may not take courses elsewhere in place of units or elements provided unless approved in advance by the Faculty of Health Sciences.
5. The next year shall not normally be entered unless the preceding year has been successfully completed. From 2022-23 animal management practical examinations must be successfully completed for progression to the next year.

Exceptionally, for students in BVSc 1 and 2 in 2021-22 and students returning to BVSc 2 and 3 after suspension of studies who completed BVSc 1 and 2 before the academic year 2021-22, animal management practical examinations related to Units in BVSc Year 1 and BVSc Year 2 must be passed before progression to BVSc Year 3 and BVSc Year 4 respectively.

For students in Year 1 in 2021/22 on the Accelerated Graduate Entry Programme, animal management practical examinations must be passed before progression to BVSc (AGEP) Year 3.

### Fitness to Practise

6. Students on the BVSc programmes are subject to the University's Fitness to Practise requirements.

### Assessment

7. Each year shall comprise a range of assessments and shall cover those units or elements studied during the year. The assessment for units that contribute formally to the curriculum for the degree of BVSc may comprise several components, which may include a mid-session examination, directed self-education assessment and a final examination, together with practical or other assessments. Students shall be informed at the start of any academic year of the assessments they will be required to undertake in that year the distribution of marks between the assessments and any components that are 'must pass'.

8. The Board of Examiners shall determine whether a candidate has satisfactorily completed a unit or element for the purpose of proceeding to the next year of the programme. The exact requirements for progression from year to year on the BVSc are provided in the University Regulations and Code of Practice for Taught Programmes and in the Standing Orders/Student Progression Requirements.
9. All practical classes shall be compulsory; failure to attend may necessitate the student undertaking additional work specified by the unit organiser.
10. The failure of any student to
  - show satisfactory progress in a unit of study or
  - attend regularly any prescribed teaching session (including such lectures, practicals, case-based learning, directed self-education (DSE), clinical commitments, field work and vacation units as may be required) or
  - undertake prescribed written or other work or
  - present themselves for any assessment or
  - reach a satisfactory standard in any assessment,shall be reported to the Faculty Board of Examiners, which may, at its discretion, require the student concerned to repeat a unit, to complete any additional work, to sit an examination or to withdraw from the programme.

#### Online Proctored Examinations

11. When necessary, students will be required to undertake online proctored examinations away from University premises. Proctored exams are timed exams that you take while proctoring software monitors your computer's desktop, webcam video and audio.
12. Online proctoring will be used by the University when invigilation is required for accreditation and compliance reasons to maintain academic integrity, but in-person examination facilities are not available.
13. Exceptionally, if a student has a valid reason, that has been agreed by the Faculty Education Director, to not undertake the proctored examination online they will be required to either:
  - Take the examination at the same time but on University premises, or
  - Defer the assessment to the next assessment period.

#### Extramural Studies

14. Before entering the third year of the programme a candidate must normally produce satisfactory evidence that they have undertaken extramural experience in accordance with arrangements approved by the Veterinary Programme Committee for a total period of not less than that required by the Royal College of Veterinary Surgeons. The progression of any student who has not undertaken the specified period will be considered by the Faculty Examination Board and will take into account RCVS guidance related to the COVID-19 pandemic.
15. Before presenting themselves for the final examination a candidate must normally produce satisfactory evidence that they have undertaken extramural experience in accordance with arrangements approved by the Veterinary Programme Committee for a total period of not less than that required by the Royal College of Veterinary Surgeons. The progression of any student who has not undertaken the specified period will be considered by the Faculty Examination Board and will take into account RCVS guidance related to the COVID-19 pandemic.



## Awards

16. The degree classification shall be awarded in accordance with the regulations set out in the University's Regulations and Code of Practice for Taught Programmes.
17. The unclassified degree of Bachelor of Science (Veterinary Science) may be awarded at the discretion of the Faculty Examination Board. A student who satisfactorily completed the three years of the BVSc but who chooses to leave or is required to leave after this point will be eligible for the BSc.
18. A candidate who has completed satisfactorily the first year of the Degree, but who either does not proceed or does not complete satisfactorily the second year, may be awarded the Certificate of Higher Education. Similarly, a candidate who has satisfactorily completed two years of the programme, but who either does not proceed or does not complete satisfactorily the third year, may be awarded the Diploma of Higher Education.

## REGULATIONS FOR THE GATEWAY PROGRAMMES IN MEDICINE, DENTISTRY AND VETERINARY SCIENCE

1. For the purpose of these regulations 'the University' shall include those hospitals and outreach practices that the University may use regularly or occasionally.

### Admission

2. To be eligible for admission to the Gateway programmes, candidates shall have such qualifications and experience as described in the relevant Admissions Statement. Requests for transfers into the programme are not considered.

### Programme Structure

3. For the purposes of University Regulation, the 'Gateway' programmes are non-modular. These regulations apply to the first year of study; the subsequent years of study are governed by the Regulations and Code of Practice for Taught Programmes and relevant Standing Orders/Student Progression Requirements.
4. In non-modular professional programmes, the teaching and learning in a year of study is designed to be cohesive and complementary and students are required to demonstrate, and are subsequently judged upon, the ability to manage a workload at a standard appropriate to the time available. Therefore a component part of the teaching is not assessed in isolation and students are not permitted to undertake a supplementary year due to academic failure. Students who have not passed all units within an academic year will be required to retake the year in its entirety in the next academic year.
5. Students on a Gateway programme are subject to the University's Fitness to Practise requirements.
6. The normal period of study for the programmes is six academic years and the maximum is eight years on a full-time basis. Within this, the normal period of study for the first year of the Gateway programme is one academic year and the maximum is two academic years on a full-time basis.

### Transfer of Programme

7. Any request to transfer, in the first year of study, from one of the Gateway programmes to another must be made prior to the end of the second week of teaching (see: [www.bristol.ac.uk/university/dates/](http://www.bristol.ac.uk/university/dates/)).

### Progression from Year 1 to Year 2

8. Gateway Year 1 shall comprise a range of assessments and shall cover those units studied during the year. Students shall be informed at the start of the academic year of the unit assessments they will be required to undertake in that year, the distribution of marks between the assessments and any components that are 'must pass'.
9. A student must attain the pass mark in each and every unit (a mark of 50 out of 100, except Chemistry 1E which is 40 out of 100).
10. All units on the Gateway programme, including Year 1, are 'must pass'. Students are not permitted to undertake a supplementary year due to academic failure.
11. Where extenuating circumstances may have affected the performance of a student in a summative assessment, Section 19 'Extenuating Circumstances' will apply.
12. The re-sit opportunities where the progression requirements are not met at the first attempt are:

- A student who achieves the pass mark in at least 40 credit points of units will be permitted a second attempt in the failed unit/s in the same academic year.
  - A student who does not achieve the pass mark (i.e. 'fails') in 100 credit points of units or more will be required to withdraw from the programme.
13. A student who does not achieve the pass mark in one or more units at the second attempt will be required to withdraw from the programme.
  14. Where a student achieves the pass mark in a unit at the second attempt, the recorded mark for the unit will be capped at the pass mark.
  15. Students who fail to meet the requirements for progression, as outlined above, may be offered the opportunity to be admitted onto Year 1 of a suitable Bachelors biomedical science or science programme, subject to fulfilling the admissions criteria for the programme and there being a place available.

*Progression in subsequent years*

16. The requirements for progression between subsequent years of study of the programmes are provided in the Regulations and Code of Practice for Taught Programmes and the relevant Standing Orders/Student Progression Requirements.

*Awards*

17. A student who has successfully completed a Gateway programme will receive one of the following awards:
  - Bachelor degree in Medicine (MBChB)
  - Bachelor degree in Dental Surgery (BDS)
  - Bachelor degree in Veterinary Science (BVSc)
18. A student who has completed the first year of one of the Gateway programmes by passing all the requisite units but does not proceed onto the next year of study, will be eligible for the award of a Certificate of Higher Education in Gateway to Medicine, Dentistry or Veterinary Science.

## **REGULATIONS FOR THE MASTER OF SCIENCE IN VETERINARY SCIENCES AND THE POSTGRADUATE DIPLOMA IN VETERINARY CLINICAL SCIENCE**

### Admission

1. Application for admission to the above programmes shall be subject to the Taught Code, and the relevant admissions statement.

### Study

2. The Postgraduate Diploma shall extend over a period of not less than one academic year and no more than two academic years on a full-time basis and consist of seminars (both face-to-face and online), clinical work and rotations including emergency out of hours care, clinical ward rounds, journal clubs and independent study as specified by the school.
3. The curriculum for the MSc shall extend over a period of not less than three academic years and no more than four academic years on a full-time basis and consist of seminars (both face to face and online), discussion groups, clinical work and rotations including emergency out of hours care, clinical ward rounds and other online rounds, journal clubs, supervision discussions and independent study as specified by the school.

### Progression and Examination

4. Students are required to obtain clinical skills via attendance on clinics and participation in rotations, including out of hours and emergency care in order to progress and be eligible for a qualification; therefore students are expected to attend and actively partake in timetabled clinical sessions.
5. Due to the nature of the assessment of clinical skills, the programmes and its constituent units are classified on a pass/fail basis; there will be no merit or distinction for the programmes.
6. All units on both programmes are 'must pass'. Students are not permitted to undertake a supplementary year due to academic failure. Exceptionally the Faculty Board of Examiners may allow a supplementary year on the basis of where accepted extenuating circumstances has impacted the student's ability to complete units.
7. The Faculty Board of Examiners will permit students a second attempt in a unit where the credit points are not achieved at the first attempt.
8. A student who does not pass a unit at the second attempt will be required to withdraw from the programme.

### *For the MSc:*

9. Students will be expected to have gained 80 credit points in order to progress from year 1 to 2, and 160 credit points to progress from year 2 to 3. Students on the Veterinary Science (4-year) version will be expected to have gained 240 credit to progress from year 3 to 4. Exceptionally, the Faculty Exam Board may allow conditional progression to the next year of study and permit students to carry a small number of assessments into the subsequent year, as mitigation for accepted extenuating circumstances. Failure to achieve the stated learning outcomes for any clinical unit will result in a failure to progress into the subsequent year of study.
10. Due to the need to collate data from a range of potentially rare and complex clinical cases the research project will run for the entirety of the period of study. Formative

assessment and review will occur at 6 monthly intervals to ensure students are supported and progressing as expected.

11. The degree of Master of Science in Veterinary Sciences shall be awarded to a candidate who satisfies the examiners in the following areas:
  - (a) satisfactory completion of prescribed work for the taught curriculum; including clinical work via rotations and out of hours emergency care;
  - (b) satisfactory completion of the dissertation; and
  - (c) on the 3-year version of the programme: obtains a total of 300 credits at level 7 for the degree of Master of Science comprising 240 credits for the taught /practice learning component and 60 credits for the dissertation; or  
on the 4-year version: obtains a total of 380 credit points at level 7 comprising 320 for the taught/practice learning component and 60 credits for the dissertation.
12. There are no exit awards available for this MSc programme due to the structure of the programme.

*For the Postgraduate Diploma:*

13. The Postgraduate Diploma in Veterinary Clinical Practice shall be awarded to a candidate who satisfies the examiners in the following areas:
  - (a) satisfactory completion of prescribed work for the taught curriculum; including clinical work via rotations and out of hours emergency care and
  - (b) obtains a total of 140 credits at level 7.
14. There is no Postgraduate Certificate exit award for this Postgraduate Diploma due to the structure of the programme.

**Appointment of External Examiners**

15. Each programme will appoint at least one external examiner. In some cases more than one examiner may be appointed to reflect the diversity of clinical specialities that may be covered by the programmes.

**Suitability for Veterinary Practice Procedure**

16. A candidate whose performance on the programme causes serious concerns, whether arising from clinical work, academic work or their general conduct, may be referred to the Royal College of Veterinary Surgeons.

## **REGULATIONS FOR THE DEGREES OF BACHELOR OF SCIENCE IN VETERINARY NURSING (BSC)**

1. These regulations cover all variants of the Veterinary Nursing BSc degrees.
2. For the purpose of these regulations 'the University' shall include those veterinary surgeries and practices that the University may use regularly or occasionally.

### Admission

3. To be eligible for admission to the BSc programmes, candidates shall have such qualifications and experience as described in the relevant Admissions Statements.

### Programme Structure

4. These are modular, professional programmes. The standard curriculum shall extend over not less than four years. Information on the programme structures and units is provided in the University's Programme Catalogue.
5. The next year shall not normally be entered upon until the preceding year has been successfully completed. Students must attend the prescribed units and may not take courses elsewhere in place of units or elements provided unless approved by the Faculty of Health Sciences.

### Fitness to Practise

6. Students are subject to the University's Fitness to Practise requirements.

### Assessment

7. The Regulations and Code of Practice for Taught Programmes (referred to throughout these Regulations as "the Code") will apply to this degree, except where separate provision is made below.
8. The pass mark for each unit is 40. All units, and all components of each unit, are 'must pass'. There is no compensation permitted between units, or between components of a unit.
9. Each year shall comprise a range of assessments and shall cover those units or elements studied during the year. The assessment for units that contribute formally to the curriculum for the degree may comprise several components, which may include a mid-session examination, directed self-education assessment and a final examination, together with practical or other assessments. Students shall be informed at the start of any academic year of the assessments they will be required to undertake in that year and the distribution of marks between the assessments. The exact requirements for progression from year to year on the BSc are provided in the University Regulations and Code of Practice for Taught Programmes and in the Standing Orders/Student Progression Requirements for the programme.
10. All practical classes, external speaker lectures and seminars are compulsory; failure to attend will normally necessitate the student undertaking additional work specified by the unit organiser.
11. The failure of any student to
  - show satisfactory progress in a unit of study or
  - attend regularly any prescribed teaching session (including such lectures, practicals, seminars, workshops, study days, educational visits, directed self-education (DSE), clinical commitments and vacation units as may be required) or
  - undertake prescribed written or other work or

- present themselves for any assessment or
- reach a satisfactory standard in any assessment, to include the professional behaviour tool

will be reported to the Faculty Board of Examiners, which may, at its discretion, require the student concerned to repeat a unit, to complete any additional work, to sit an examination or to withdraw from the programme.

#### Online Proctored Examinations

12. When necessary, students will be required to undertake online proctored examinations away from University premises. Proctored exams are timed unseen exams that you take while proctoring software monitors your computer's desktop, webcam video and audio.
13. Online proctoring will be used by the University when invigilation is required for accreditation and compliance reasons to maintain academic integrity, but in-person examination facilities are not available.
14. Exceptionally, if a student has a valid reason, that has been agreed by the Faculty Education Director, to not undertake the proctored examination online they will be required to either:
  - Take the examination at the same time but on University premises, or
  - Defer the assessment to the next assessment period.

#### Awards

15. Successful completion of the programmes leads to direct entry to the Royal College of Veterinary Surgeons (RCVS) Register of Veterinary Nurses. This requires students to have completed a minimum of 1800 hours of clinical placement within a RCVS approved training practice and to have been signed off on the RCVS day one skills and competencies via the Nursing Progress Log. The Faculty Board of Examiners will take into account RCVS guidance related to the COVID-19 pandemic.
16. The degree classification shall be awarded in accordance with the regulations set out in the University's Regulations and Code of Practice for Taught Programmes.
17. A candidate who has completed satisfactorily Year 1 of the Degree, but who either does not proceed or does not complete satisfactorily Year 2, may be awarded the Certificate of Higher Education. Similarly, a candidate who has completed satisfactorily Year 2, but who either does not proceed or does not complete satisfactorily Year 3, may be awarded the Diploma of Higher Education.

## **REGULATIONS FOR THE DEGREE OF BACHELOR OF SCIENCE IN DENTAL HYGIENE AND THERAPY**

1. For the purpose of these regulations 'the University' shall include those hospitals and outreach clinics that the University may use regularly or occasionally.

### Admission

2. To be eligible for admission to the BSc programmes, candidates shall have such qualifications and experience as described in the relevant Admissions Statements.

### Programme Structure

3. The programme will be divided into three years, with four units in each year. Students must attend the units or components of the units in the prescribed order and in the years of the curriculum in which they are scheduled. Students may not take courses elsewhere in place of units, unless approved by the Faculty of Health Sciences. The programme shall extend over not less than three years from commencement of professional study in the University. Information on the programme structures and units is provided in the University's Programme Catalogue.
4. The next year shall not normally be entered upon until the preceding year has been successfully completed.

### Fitness to Practise

5. Students on this programme are subject to the University's Fitness to Practise requirements.

### Assessment

6. The Regulations and Code of Practice for Taught Programmes (referred to throughout these Regulations as "the Code") will apply to this degree, except where separate provision is made.
7. All units, and all components of each unit, are must pass. There is no compensation permitted between units, or between components of a unit.
8. Each year shall comprise a range of assessments and shall cover those units or elements studied during the year. The assessment for units that contribute formally to the curriculum for the degree may comprise several components, which may include a mid-session examination, and a final examination, together with practical and other assessments. Students shall be informed at the start of any academic year of the assessments they will be required to undertake in that year and the distribution of marks between the assessments. The exact requirements for progression from year to year on the BSc is provided in the University Regulations and Code of Practice for Taught Programmes and in the Standing Orders/Student Progression Requirements for the programme.
9. All practical classes and lectures shall be compulsory; failure to attend will normally necessitate the student undertaking additional work specified by the unit organiser.
10. Progression to clinical activity in year one will be subject to students passing the relevant assessment of clinical competency before a Spring deadline. The exact requirements for progression to clinical activity, and the deadline for meeting these, are provided in the Standing Orders/Student Progression Requirements for the programme.
11. The failure of any student to
  - show satisfactory progress in a unit of study or



- attend regularly any prescribed teaching session (including such lectures, self-directed learning (SDL), clinical commitments as may be required) or
- undertake prescribed written or other work or
- present themselves for any assessment or
- reach a satisfactory standard in any assessment,

shall be reported to the Faculty Board of Examiners, which may, at its discretion, require the student concerned to repeat a unit, to complete any additional work, to sit an examination or to withdraw from the programme.

#### Online Proctored Examinations

12. When necessary, students will be required to undertake online proctored examinations away from University premises. Proctored exams are timed exams that you take while proctoring software monitors your computer's desktop, webcam video and audio.
13. Online proctoring will be used by the University when invigilation is required for accreditation and compliance reasons to maintain academic integrity, but in-person examination facilities are not available.
14. Exceptionally, if a student has a valid reason, that has been agreed by the Faculty Education Director, to not undertake the proctored examination online they will be required to either:
  - Take the examination at the same time but on University premises, or
  - Defer the assessment to the next assessment period.

#### Awards

15. Successful completion of the programmes leads to registration with General Dental Council using the title Dental Hygienist/Therapist.
16. The degree classification shall be awarded in accordance with the regulations set out in the University's Regulations and Code of Practice for Taught Programmes.
17. A candidate who has completed satisfactorily Year 1 of the programme, but who either does not proceed or does not complete satisfactorily Year 2, may be awarded the Certificate of Higher Education. Similarly, a candidate who has completed satisfactorily Year 2, but who either does not proceed or does not complete satisfactorily Year 3, may be awarded the Diploma of Higher Education.

## **REGULATIONS FOR THE INTERNATIONAL FOUNDATION PROGRAMME**

### ***In the Centre for Academic Language and Development***

1. The normal period of study is one academic year on a full-time basis.
2. The programmes are modular and consist of 120 credit points. Credit is awarded by achieving the pass mark (at least 40 out of 100) in a unit. All units are equivalent to level 3 in the UK Qualifications and Credit Framework.

### ***Completing the IFP***

3. Students who acquire 120 credit points will be deemed to have completed the International Foundation Programme and receive a certificate of achievement.
4. The Faculty Board of Examiners will normally permit the award of 120 credit points on the basis of a 40% pass overall in units specified by the programme.

### ***Entry onto a degree programme at Bristol***

5. Any student registered on the International Foundation Programme will be offered a conditional place on an undergraduate degree at the University of Bristol.
6. Students must meet the entry requirements to be admitted onto an undergraduate degree at the University of Bristol. Different degree programmes may have different entry requirements.
7. The IFP Board will review the mark profiles of all students who are close to attaining the entry requirements but are outside the previously agreed near miss criteria and may agree to admit them to a degree programme.
8. If not admitted, students may be offered a further opportunity (i.e. two attempts in total) to meet the entry requirements for their intended degree programme at the University of Bristol by re-taking a relevant assessment. Marks are not capped for this purpose.
9. If a student is absent or their performance in assessment is significantly affected due to extenuating circumstances, they may re-take the relevant assessment at the next appropriate time, without penalty.

### ***In Dentistry***

1. The programmes are modular and consist of 120 credit points. Credit is awarded by achieving the pass mark (at least 40 out of 100) in a unit. All units are equivalent to level 3 in the UK Qualifications and Credit Framework.
2. The normal period of study is one academic year on a full-time basis. Admission to the programme is subject to the requirements detailed in the Admissions Statements.
3. Students must achieve the pass mark (at least 40 out of 100) to gain credit for a unit. In order to complete the programme, students must acquire 120 credit points in the units specified by the programme.
4. Students who acquire 120 credit points will be deemed to have completed the International Foundation Programme and receive a certificate of achievement.
5. Notwithstanding clause 4, the Faculty Board of Examiners may choose to permit the award of 120 credit points on the basis of a pass overall in units specified by the programme.

6. If a student is significantly affected by extenuating circumstances, they may be permitted to re-take the relevant assessment at the next available opportunity, without penalty.
7. Any student registered on the International Foundation Programme will be offered a conditional place on an undergraduate degree at the University of Bristol.
8. Students must meet the entry requirements to be admitted onto an undergraduate degree at the University of Bristol. Different degree programmes may have different entry requirements.

## REGULATIONS FOR FOUNDATION PROGRAMMES

1. A Foundation programme is a stand-alone programme at level 4 that prepares students for further study at undergraduate degree level. Foundation programmes are subject to the general regulations provided in the Regulations and Code of Practice for Taught Programmes, except where specified below. The International Foundation programmes have their own specific regulations.
2. The University of Bristol offers Foundation programmes in:
  - Science, Engineering and Mathematics
  - Arts and Social Sciences
3. The normal period of study is one academic year and the maximum period of study is two academic years on a full-time basis.
4. The programmes are modular and consist of 120 credit points. Credit is awarded by achieving the pass mark of a least 40 out of 100 in a unit, or for units that are designated as pass/fail only by demonstrating that they have achieved the specified unit intended learning outcomes. Students are not permitted to be reassessed on a unit for which credit has already been awarded.
5. The Foundation Year will be deemed to have been completed where the student has acquired 120 credit points.
6. The relevant Exam Board will award 120 credit points where a student has achieved a year average, weighted by credit point value, of at least 40 out of 100, has demonstrated the programme's intended learning outcomes and they have attempted the assessment for the programme.
7. If a student does not meet the conditions set out in 5 or 6 such that the programme is not completed but has achieved at least 40 credit points, they will be permitted to retake the failed assessment/s as a final attempt for a capped mark, following which point 6 will apply. If a student does not achieve 40 credit points following the first attempt at assessment in each unit, then they will be withdrawn from the programme.
8. If a student is significantly affected by exceptional circumstances in a unit/s they have failed and have not met the condition in point 6, they may be permitted to take the relevant affected assessment at the next available opportunity, without academic penalty, subject to the maximum period of study for the programme. A student may be permitted by the relevant board of examiners to undertake any outstanding units (i.e. where the assessment is incomplete or where the exam board permits assessment to be taken again without academic penalty to account for the impact of extenuating circumstances) in a supplementary year at its July meeting where the student has more than 80 credit points outstanding or the September meeting following the reassessment period.
9. Students will be eligible for direct entry onto a designated undergraduate degree programme at the University of Bristol provided that they meet the specified direct entry requirements for the degree programme from the Foundation programme.
10. Students will receive a Certificate of Higher Education on satisfactory completion of the programme only where they do not progress to an undergraduate programme at the University of Bristol.

## REGULATIONS FOR THE POSTGRADUATE CERTIFICATE IN EDUCATION

### 1. General

- 1.1 The Regulations and Code of Practice for Taught Programmes (referred to throughout these Regulations as "the Code") will apply to this degree, except where separate provision is made below.
- 1.2 Candidates for the programme will be issued with a programme handbook and are bound by the contents of the handbook in addition to these Regulations. Handbooks contain detailed information on the expectations placed upon candidates. Handbooks addressing the experience of the individual candidate will be produced by the University. These may differ for candidates studying for the same award but undertaking placements in different professional environments. This is due to the variety of environments and regulatory structures under which Initial Teacher Education may now take place (via. Academies and associated chains/federations; Free Schools; Local Authority Schools; School Direct Partner Schools; Independent Schools; School Centred Initial Teacher Training (SCITT) or any other structures as appropriate).
- 1.3 Successful completion of the programme will normally lead to recommendation for Qualified Teacher Status, based on successful completion of both the programme and other requirements as set by the Department for Education (or any future successor).

### 2. Conditions for Admission

- 2.1 A candidate for the Postgraduate Certificate in Education shall hold a qualification deemed by the Department for Education (or any future successor) to entitle a qualified teacher to be classified as a graduate for salary purposes or shall have qualifications or experience deemed equivalent to the above. In addition, a candidate shall, at the time of admission to the programme, normally hold a GCSE at Grade C or 4 or above, or its equivalent (for applicants from outside the UK), in both English and Mathematics.

### 3. Application

- 3.1 Application for admission is made through one of three routes:
  - a) *either* through the DfE Apply Service or any other agreed future successor process) at any time during the period October to August preceding commencement of study. Candidates registering *via* this route will be known as "*Student Teachers*";
  - b) *or* normally through the DfE Apply Service application route for School Direct allocated places (or any agreed future successor process). Candidates registering *via* this route will be known as "*Student Teachers*";
  - c) *or* normally through recruitment by a SCITT via the DfE Apply Service. Candidates registering *via* this route will be known as "*Trainees*".

Recruitment will close when each subject is deemed full by the Head of School.

- 3.2 The University of Bristol upholds legal responsibility for determining academic, medical and professional suitability for *Student Teachers* permitted to register on its programmes. In the case of SCITT, the University of Bristol upholds all legal responsibility for determining the academic suitability for all *trainees* permitted to

register on its programme and accepts the SCITT's medical and professional processes for determining suitability to teach.

#### **4. Progression**

- 4.1 In cases of failure in a unit, any piece of assessed work may be resubmitted once only. The resubmitted piece of work will receive a capped mark.
- 4.2 *Student Teachers* may undertake a repeat school placement once only, subject to a two year time limit. The two year time limit is counted from the date of the Board of Examiners.
- 4.3 In addition to the Regulations and Code of Practice for Taught Programmes, a *Student Teacher* who is absent from any part of the programme for 10 days or more will be referred to the Board of Examiners and may be required to complete additional time or other requirements.
- 4.4 A *Student Teacher* who, without good cause, fails to take up a school placement offered to him or her or who withdraws from a school placement will be deemed by the Board of Examiners to have withdrawn from the entire programme.
- 4.5 A *Student Teacher* who is required to withdraw from a school placement by the regulating authority for that placement will be deemed to have failed practical teaching by the Board of Examiners.
- 4.6 If a *Student Teacher's* placement is withdrawn by the placement school or they are required to undertake a repeat placement the University will approach a maximum of three schools within the two-year time limit to secure a placement. If, after approaching three schools, the University is unable to secure a placement the candidate will be required to withdraw from the entire programme by the Board of Examiners.
- 4.7 If a Student Teacher has a second placement withdrawn by the placement school, the Student Teacher will be required to withdraw from the programme by the Board of Examiners.
- 4.8 *Student Teachers*, whose continuance on the programme causes serious concerns, may be referred under the Procedure for Termination for the Postgraduate Certificate in Education.
- 4.9 *Trainees* will be bound by the SCITT's regulations for placements.

#### **5. In the case of DfE changes to ITT criteria in-year**

- 5.1 The regulations on the delivery of the programme and the award of Qualified Teacher Status may be required to be adjusted in-year in response to any changes to the ITT criteria published by the Department for Education (DfE). These changes may arise in response to crises, such as COVID-19, and will take due consideration of the regulatory requirements and the interests of involved parties.

#### **6. Assessment and Awards**

- 6.1 A *Student Teacher* who is deemed by the Board of Examiners to have passed all level 6 and level 7 requirements of the programme will be awarded the Postgraduate Certificate of Education (in specialty subject) with 60 level 7 credits, and with Qualified Teacher Status.
- 6.2 A *Student Teacher* who is deemed by the Board of Examiners to have passed all level 6 requirements of the programme, but not all level 7 requirements of the

programme will instead be awarded the Professional Graduate Certificate of Education (in specialty subject), with Qualified Teacher Status.

- 6.3 A Trainee who is deemed by the Board of Examiners to have passed all level 7 requirements of the programme will be awarded the Postgraduate Certificate of Education with 60 credit points at level 7.
- 6.4 As a consequence of failure, the Board of Examiners may require the candidate to re-sit or withdraw, as outlined in section 4 (above) as deemed appropriate.
- 6.5 Candidates meeting the requirements of any of 6.1 – 6.3 (above) will be eligible for the award to be made with a passing classification.
- 6.6 Candidates meeting the requirement in 6.1 or 6.3 (above) may additionally be eligible for the award to be made with a classification of distinction or merit.

## REGULATIONS FOR THE GRADUATE DIPLOMA

### *Qualification for Entry*

1. Candidates for the Graduate Diploma shall be holders of a degree (or other appropriate qualification) of any university (or other comparable institution) approved by the relevant Faculty Board.

### *Programme Requirements*

2. The qualification for the award of the Graduate Diploma shall be the pursuance of a curriculum consisting of 120 credit points with at least 80 at level 6.

### *Period of Study*

3. The period of study for the degree will be not less than one year of full time study or two years of part-time study, where permitted.

### *Assessment*

4. The pass mark for the Graduate Diploma is 50 out of 100.
5. For the Graduate Diploma in Economics, re-sit exams are not available, however, the relevant Board of Examiners will award credit to a student, despite failure to achieve a pass mark associated with taught unit(s) at the first attempt (i.e. a 'compensated pass'), provided conditions (a)-(d) are satisfied.
  - a) The total of the units failed in the year of study does not exceed 20 credit points.
  - b) The relevant unit mark is within 45-49 out of 100 at the first attempt.
  - c) The student fulfils all other requirements for the award of credit, as stated in the programme and/or unit specification, such as:
    - completion of practical work, e.g. field courses, laboratory sessions, language tuition, etc, deemed essential to understanding the academic discipline the student is studying;
    - a combination of coursework and practical work, supplemented by a record of attendance at teaching sessions, e.g. tutorials or laboratory sessions;
    - the acquisition of professional skills and attributes required in disciplines such as education, the health professions or the performing arts.
  - d) The student satisfactorily completes any additional work deemed necessary, as determined by the relevant Board of Examiners, so as to enable the student to achieve the learning outcomes in the assessment(s) that they had failed.

### *Award*

6. The Graduate Diploma may be awarded where a student has achieved at least 80 credit points at level 6.
7. The Graduate Diploma may be awarded in subjects approved by Senate. The subjects available at present are:
  - Economics
8. A Graduate Certificate may be awarded as an exit award where a student has achieved at least 40 credit points at level 6.



## REGULATIONS FOR THE MASTER OF ARTS IN LAW

1. The MA in Law is an accredited, qualifying law degree programme and specifically designed for non-law graduates wishing to enter the legal profession. Students are not required to undertake a dissertation for the award of the degree. It requires students to achieve 240 credit points within the following periods of study:
  - Full-time study: normal period of two years and a maximum period of study of three years.
  - Part-time study: normal period of four years and a maximum period of study of five years.

### *Progression*

2. Progression in this programme constitutes the satisfactory performance of a student in Year 1 such that they are permitted to progress into Year 2. Students are required to obtain 120 credit points before they are permitted to progress to Year 2.
3. All units in Year 1 are equally weighted when calculating the year mark for progression to Year 2.
4. Progression is governed by the regulations for taught postgraduate programmes within the *Regulations and Code of Practice for Taught Programmes*, with the exception of the following, which applies to this programme:
  - Clause 30.9 within the regulations for undergraduate programmes that enables a board of examiners to permit a student who has achieved credit for a unit or units, despite being affected by extenuating circumstances, to repeat an entire year of study without penalty.
  - Clause 30.14 within the regulations for undergraduate programmes that permits a student to conditionally progress to the next year of study and make up a credit deficit where they have failed a particular unit or units, except that the maximum amount that a student may fail, whilst still being eligible for conditional progression, is 30 credit points.
5. All units in the programme are equally weighted when calculating the classification of the degree.
6. The classification of a degree is, as follows:
  - For the award of a Distinction:
    - (1) the final programme mark is 70% or above, or
    - (2) the final programme mark is 65% or above with a mark of 70 or more in 120 of 240 credit points
  - For the award of a Merit: not less than an overall mark of 60 out of 100 with a mark of not less than 60 out of 100 in 120 of 240 credit points.
  - Pass: a final programme mark of at least 50 out of 100
  - Fail: a final programme mark of 49 or below out of 100

*The approach to calculating the classification of students who will be considered for a classified award in 2020/21 and subsequent academic years, where assessment that contributes to degree classification has been affected by COVID-19 in 2019/20 and/or 2020/21, is available: [temporary amendments to academic regulations for 2021/22](#).*

## **REGULATIONS FOR THE DEGREE OF MASTER OF SCIENCE IN SOCIAL WORK**

1. The Regulations and Code of Practice for Taught Programmes (referred to throughout these Regulations as "the Code") will apply to this degree, except where separate provision is made below.

### *Curriculum*

2. The curriculum for the degree shall extend over a period of not less than two academic years and shall consist of lectures, seminars, placements, fieldwork and training periods as specified by the school. The curriculum aims to develop candidates' practical, theoretical and applied social work skills and knowledge in line with professional requirements.

### *Progression and Examination*

3. In year 1 of the programme, students are required to achieve a pass in the Readiness for Practice portfolio in order to progress to the practice placement. Students who fail to meet this standard will be required to withdraw from the Programme, and credit will be awarded at Masters level in respect of any unit in which they have satisfied the examiners up to the point of withdrawal.
4. Students will normally be required to have gained 160 credit points in order to progress from year 1 to year 2.
5. The degree of Master of Science in Social Work shall be awarded to a candidate who satisfies the examiners in the following areas:
  - (a) satisfactory completion of prescribed work for the taught curriculum;
  - (b) satisfactory completion of social work practice placements;
  - (c) satisfactory completion of the dissertation; and
  - (d) obtains a total of 320 credits at level 7 for the degree of Master of Science including 260 credits for the taught /practice learning component and 60 credits for the dissertation.

### *Assessment of Practice*

6. The school will establish a Practice Assessment Panel with the following responsibilities:
  - (a) monitoring the assessment of students' practice, and making recommendations to the school Board of Examiners in individual cases where special circumstances have occurred;
  - (b) monitoring the quality of placement provision.

Composition and terms of reference of the Panel will be determined by the school, and it will normally include a balanced representation of practice educators and university staff.

7. In the event of a student being required to re-take a placement or requesting a placement outside the programme's normal geographical or timetabling arrangements, the School will approach a maximum of three placement providers to attempt to identify a suitable placement provider who can offer the student the necessary opportunities. In the event that these efforts are unsuccessful, the student will be required to withdraw from the programme, and, subject to the eligibility criteria in clause 12, will be awarded a qualification in Social Welfare Studies.

8. A candidate who, without good cause, fails to take up a placement offered, or who withdraws from a placement, will be deemed by the Board of Examiners to have withdrawn from the entire programme.

#### *Appointment of External Examiners*

9. In compliance with requirements of Social Work England (or any future successor to this agency), external examiners appointed to the MSc in Social Work programme must be appropriately qualified, and a registered Social Worker.

#### *Award of Postgraduate Diploma*

10. A candidate who has failed to satisfy the examiners in the dissertation, or, exceptionally, chooses not to proceed to the dissertation, may be recommended for the award of the Postgraduate Diploma in Social Work subject to the following conditions:

In the case of the Postgraduate Diploma in Social Work, candidates must obtain 260 credits in total through successful completion of all the taught and practice learning components of the programme.

#### *Award of MSc in Social Work with Merit or Distinction*

11. **In addition** to the final programme marks thresholds specified in the Code, regarding the award of Merit or Distinction, the following condition will apply to the MSc in Social Work.

To be granted the award with Merit or Distinction, candidates for the MSc in Social Work must normally pass **both** practice placements **at the first attempt**. Exceptions to this rule will normally be made only where the failure to achieve the necessary standard was demonstrably outside the control of the student concerned. Where appropriate, the school's Practice Assessment Panel may act as an Extenuating Circumstances Committee to consider such cases and make recommendations to the Examinations Board.

#### *Award of qualification in Social Welfare Studies*

12. Students who satisfy the academic requirements and achieve 60, 120, or 180 credit points, but who:
  - (a) fail the practice learning components or are otherwise deemed unsuitable for professional social work, or
  - (b) choose not to proceed to the postgraduate Diploma or MSc in Social Work,will be eligible respectively for the award of Postgraduate Certificate, Postgraduate Diploma or Master of Science in Social Welfare Studies. The 180 credits for the MSc in Social Welfare Studies must include 60 credits awarded as a result of successful completion of the dissertation.
13. The University does not award Aegrotat qualifications for the Social Work Programme, and the awards of PG Certificate, PG Diploma and MSc in Social Welfare Studies do not confer eligibility for admission to Social Work England's Register of Social Workers.

#### *Protected Title*

14. The MSc in Social Work is a programme approved by Social Work England (SWE). Successful completion of the programme (at MSc or PGDip level) confers, on the successful candidate, eligibility for registration with SWE as a social worker. 'Social worker' is a protected title and the MSc and PG Diploma in Social Work are the only

awards available at the University of Bristol that confer eligibility for admission to the Register of Social Workers.

*Suitability for Social Work Procedure*

15. A candidate whose continuance on the programme causes serious concerns, whether arising from academic work, placement work or their general conduct, will be subject to the 'Suitability for Social Work Procedure' (or any future successor procedure).

## REGULATIONS FOR THE POSTGRADUATE PROGRAMMES IN CLINICAL NEUROPSYCHOLOGY

1. The *MSc in Clinical Neuropsychology* is accredited by the British Psychological Society and delivers the equivalent of the Knowledge and Practice Dimension of the Qualification in Clinical Neuropsychology. The MSc in Clinical Neuropsychology provides the Knowledge and Practice competencies required for entry onto the Specialist Register of Clinical Neuropsychologists. The programme comprises two components: a knowledge dimension and clinical practice dimension. Satisfying the requirements of the knowledge dimension involves completion of the 120 credits of taught component on the MSc in Clinical Neuropsychology. The 60 credit point Clinical Practice Project unit delivers the clinical practice dimension. Progression from the taught component to the project unit depends upon the student achieving 120 credit points. The programme requires students to achieve 180 credit points. Compensating a failed unit to permit completion is not permissible on the programme.
2. The *Postgraduate Diploma in Theoretical and Practical Clinical Neuropsychology* is accredited by the British Psychological Society and deliver the equivalent of the Knowledge and Practice Dimension of the Qualification in Clinical Neuropsychology. This Diploma provides the Knowledge and Practice competencies required for entry onto the Specialist Register of Clinical Neuropsychologists. Certain elements of the taught component have already been achieved by a student's prior learning. Satisfying the requirements of the knowledge dimension requires: (i) satisfactory performance in an entrance examination prior to study at Bristol; and (ii) the subsequent achievement of 90 credit points of units specified by the programme. The 40 credit point Clinical Practice Portfolio unit delivers the clinical practice dimension in conjunction with up to two neuropsychological patient cases accrued in the context of prior clinical psychology doctorate (DClinPsych). Compensating a failed unit to permit completion is not permissible on the programme..
3. The *Postgraduate Certificate in Clinical Neuropsychology* is accredited by the British Psychological Society and delivers the equivalent of the Practice Dimension of the Qualification in Clinical Neuropsychology. It provides Practice competencies required for entry onto the Specialist Register of Clinical Neuropsychologists. Satisfying the requirements of the equivalent Practice Dimension involves the completion of the 60 credit point Clinical Practice Project unit. Compensating a failed unit to permit completion is not permissible on the programme.

### *Period of study*

| Programme                       | Full-time |           | Part-time |           | Part-time variable |         |
|---------------------------------|-----------|-----------|-----------|-----------|--------------------|---------|
|                                 | Normal    | Max       | Normal    | Max       | Normal             | Max     |
| <i>Postgraduate Certificate</i> | 12 months | 24 months | 24 months | 36 months | 36 months          | 4 years |
| <i>Postgraduate Diploma</i>     | 12 months | 24 months | 24 months | 36 months | 36 months          | 4 years |
| <i>MSc</i>                      | 12 months | 24 months | 24 months | 36 months | 36 months          | 5 years |

*Students studying on a part-time basis on the MSc and Postgraduate Diploma are required to complete the taught component with a normal period of study of 24 months and maximum period of 36 months. The 'part-time variable' mode of study is only available for the practice component of the programme.*

*The Clinical Practice Project (60cp) unit*

4. The unit is worth 60 credit points and must-pass on the MSc and Certificate in Clinical Neuropsychology. It contains nine assessment components; all of which are must-pass. Six of the assessment components are marked and contribute to the calculation of the unit mark, and degree classification in the MSc, whilst the other three are marked on a pass/fail basis and do not contribute to the unit mark or classification but are required to be passed for the award of credit.
5. If a student fails any of the assessment components, they will be permitted to re-take the assessment as a second attempt. Where relevant, it is the assessment mark rather than the unit mark that is capped at the pass mark.
6. Students are permitted three attempts to pass all the assessments in the unit.

*Clinical Practice Portfolio (40cp) unit*

7. The unit is worth 40 credit points and is must-pass on the Diploma in Theoretical and Practical Clinical Neuropsychology. It contains nine assessment components; all of which are must-pass. Six of the assessment components are marked and contribute to the calculation of the unit mark and classification, whilst the other three are marked on a pass/fail basis and do not contribute to the unit mark or classification but are required to be passed for the award of credit.
8. If a student fails any of the assessment components, they will be permitted to re-take the assessment as a second attempt. Where relevant, it is the assessment mark rather than the unit mark that is capped at the pass mark.
9. Students are permitted three attempts to pass all the assessments in the unit.

## **REGULATIONS FOR THE POSTGRADUATE CERTIFICATE IN ACADEMIC PRACTICE**

### Recognition of prior learning

1. The recognition of Prior Learning (RPL) of 30 credit points will be permitted in lieu of the 'Engaging Higher Education Students in their Learning' unit for University of Bristol staff who have successfully completed part-1 of the CREATE programme or new staff who have commensurate qualifications (such as Associate Fellowship) and/or relevant experience.

### Classification

2. Students who have successfully completed the programme by achieving 60 credit points will be awarded a classified postgraduate certificate. The classification of the programme is as follows:
  - For the award of a Distinction: a final programme mark of 70% or above
  - For the award of a Merit: a final programme mark of at least 60%
  - Pass: a final programme mark of at least 50%
3. Students who have successfully completed the programme by achieving 60 credit points, where 30 credit points have been recognised by prior learning, will be awarded a non-classified postgraduate certificate provided a final programme mark of 50% or above has been achieved.
4. The final programme mark is calculated by averaging the relevant unit marks. The result of the calculation should then be rounded to the nearest integer.

## **REGULATIONS FOR THE PRE-SESSIONAL ENGLISH FOR ACADEMIC PURPOSES COURSES**

1. These Regulations apply to the Pre-sessional Language Courses (PSLC) in the Centre for English Language and Foundation Studies. The periods of study are either 7 or 11 weeks.
2. A student's point of admission onto the courses will be determined by his or her English language competence. Competence will be determined through a Secure English Language Test.
3. The course may only be studied on a full-time basis.
4. In order to progress to a University of Bristol degree programme, a student must meet the conditions set out in his or her offer of admission to their intended degree programme.
5. Students must achieve the pass mark (at least 40 out of 100) to gain credit for a unit.
6. There are no opportunities to re-take assessments. The coursework extension policy applies.
7. Students are expected to meet the requirements for completing the course by engaging fully with all assessments. Engagement with the programme is closely monitored and minimum engagement thresholds are established. If students fail to meet these thresholds, this will trigger the process for non-engagement.