DE MONTFORT UNIVERSITY

TAUGHT POSTGRADUATE PROGRAMMES

UNIVERSITY REGULATIONS

12TH EDITION: July 2016

Page

1 Registration on the postgraduate scheme

according to the undergraduate mark descriptors and pass mark and will be excluded from the calculation of distinction or merit.

1.4 Dissertation

For the award of a Master s degree a dissertation, major project or design work should be undertaken which must comprise at least 60 credits at level 7.

The award of Postgraduate Diploma may incorporate a dissertation, a major project or design work.

The award of Postgraduate Certificate would not normally incorporate a dissertation, a major project or design work.

1.5 Research methods

In preparation for undertaking a dissertation, major project or design work students will take an appropriate research methods module which will be delivered at level 7.

No assessment completed as part of a research methods module may be resubmitted as part of the assessment for a dissertation, major project or design work.

1.6 Maximum registration periods

The normal maximum registration periods for an award are as set out below.

	Full-time	Part-time
Master s Degree with Sandwich	4 years	7 years
Master s Degree:	3 years	6 years
Postgraduate Diploma:	3 years	

1.7 Return of previous De Montfort University students to the university

1.7.1 Credit progression[4]

A student who has achieved an intermediate award (PgCert or PgDip) which is their intended award can, upon successfully completing this award, continue onto a higher or final award (PgDip or Master s Award) without delay, providing that the programme offers the higher award.[5] Where a student does not immediately continue onto a higher or final award they will be subject to the regulations in force on their return.

On achieving the higher or final award, a student must return any previous diploma supplements and certificates to the university before a diploma supplement and certificate are issued for the higher or final award, which will reflect the entirety of the student s studies.

1.7.2

1.11 Registration

Students are required to register in accordance with arrangements notified by the University. Continuing students are normally required to make a preliminary choice of modules during the spring term and confirm their registration immediately before the start of the autumn term of the following session. Programmes specify which modules a student must take or may choose from. Any subsequent changes are subject to timetable and other resource constraints and must be approved by the appropriate programme leader(s) and relevant Head of Postgraduate Studies.

All module choices are subject to timetable and resource constraints as well as to academic constraints imposed by programme regulations. If a student chooses a module which, for timetable or resource reasons, is not available to that student, the student will be advised accordingly and be invited to select an alternative(s).

The University reserves the absolute right to withdraw a module on resource grounds

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credit. In these circumstances the appropriate board will have responsibility for the award of general credit which could, if approved by the programme leader, become specific credit against a particular programme.

1.16 Students from overseas institutions studying at the University

Overseas students are required to register, as determined, with the University and to abide by its regulations. Approval of the modules taken by such students is at the discretion of the appropriate Head(s) of Postgraduate Studies. Details concerning the award of credit for such students are given in section 1.15.1.

1.17 Registration on non-contributory, associate modules

Subject to the agreement of the appropriate programme and module leader and subject to timetable and resource constraints, a student may choose to register on a module or modules which do not form part of the student s formal programme. In such circumstances the student formally registers to take these extra modules as associate modules, and the following conditions apply:

- The appropriate fee will be due for each associate module registration (unless otherwise agreed by Student and Academic Services).
- Associate module credits do not contribute to the student s primary award, except that, with the permission of the assessment board and subject to programme regulations, an associate module for which credits have been awarded may be accepted as and converted to a replacement module for a module which has been failed at the first attempt. In such a case the mark awarded will be capped at 50% for purposes of calculating any eligibility for the award of distinction or merit, or 40% for students who enrolled upon their programme prior to September 2010.
- Associate modules taken after a student has been conferred with an award cannot affect that award.
- No student may register for more than 30 credits of associate module in any one semester.

Credits and marks assigned to associate modules will be recorded on students transcripts and notifications of results will make clear that they are non-contributory for purposes of award specification.

2. Assessment and awards

2.1 Marking scheme

Modules are marked on a range of 0-100%. Mark descriptors are given in the table below. **A mark below 50% indicates a Fail grade** (the shaded boxes).

Mark Range	Criteria
90-100% **Distinction**	Demonstrates an exceptional ability and insight, indicating the highest level of technical competence. The work has the potential to influence the forefront of the subject, and may be of publishable/exhibitable quality. Relevant generic skills are demonstrated at the highest possible standard.
80-89% **Distinction**	Demonstrates an outstanding ability and insight based on authoritative subject knowledge and a very high level of technical competence. The work is considered to be close to the forefront of the subject, and may be close to publishable/exhibitable quality. Relevant generic skills are demonstrated at a very high level.
70-79% **Distinction**	Demonstrates an authoritative, current subject knowledge and a high level of technical competence. The work is accurate and extensively supported by appropriate evidence. It may show some originality. Clear evidence of capacity to reflect critically and deal with ambiguity in the data. Relevant generic skills are demonstrated at a high level.
60-69% **Merit**	Demonstrates a sound, current subject knowledge. No significant errors in the application of concepts or appropriate techniques. May contain some minor flaws. The work is well developed and coherent; may show some originality. Clear evidence of capacity to reflect critically. Relevant generic skills are demonstrated at a good level.
50-59% **Pass**	Demonstrates satisfactory subject knowledge. Some evident weaknesses; possibly shown by conceptual gaps, or limited use of appropriate techniques. The work is generally sound but tends toward the factual or derivative. Limited evidence of capacity to reflect critically. Relevant generic skills are generally at a satisfactory level.
40-49%	Demonstrates limited core subject knowledge. Some important weaknesses; possibly shown by factual errors, conceptual gaps, or limited use of appropriate techniques. The work lacks sound development. Little evidence of capacity to reflect critically. The quality of the relevant generic skills do not meet the requirements of the task.

30-39%	Demonstrates inadequate subject knowledge. The work lacks coherence and evidence of capacity to reflect critically. The quality of the relevant generic skills do not meet the requirements of the task.
20-29%	Demonstrates seriously inadequate knowledge of the subject. The work contains minimal evidence of awareness of relevant issues or theory. The quality of the relevant generic skills do not meet the requirements of the task.
10-19%	The work is almost entirely lacking in evidence of knowledge of the subject. No evidence of awareness of relevant issues or theory. The quality of the relevant generic skills do not meet the requirements of the task.
0-9%	The work presents information that is irrelevant and unconnected to the task. No evident awareness of appropriate principles, theories, evidence and techniques.

2.2 Language of instruction and assessment

The language of instruction and assessment for De Montfort University awards is English unless otherwise agreed.

2.3 Assessment regulations for programmes and modules

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If a student obtains the assistance of a proof-reader, a statement must be included in the assessed work declaring proof-reading assistance was used and a copy of the original unedited script must be available on request.

Marks for end-of-semester/end of module examinations will not be released in any form until the date set for the release of ratified marks following the assessment boards.[10]

Students who owe tuition or other academic fees will be given their results on the standard notification form but the fact that they are in debt to the University will be noted on the form.

2.7 Reassessment regulations

2.7.1 Principles of reassessment

- Reassessment is permitted only where a module has been failed. There is no provision for reassessment of a passed module.
- A student is not permitted to submit for reassessment, if award criteria can be otherwise satisfied.
- The maximum outcome of a reassessment, which will appear on the transcript, is in accordance with these regulations.
- All reassessment attempts must be made within the maximum registration period for the qualification for which the student is registered.
- A student may be required to retake with attendance a failed module or modules in order to submit for reassessment. In such cases payment of the appropriate module fee is required.

2.7.2 Reassessment opportunities

- Students are entitled to one reassessment opportunity in each module, including the dissertation, major project or design work. Students are additionally entitled to a further 30 credits of reassessment in taught modules. Reassessments must be completed within the maximum period of registration of the programme. Students must not exceed a maximum of three attempts in any one module.
- Reassessment is permitted in relation to fail marks only. The outcome of a reassessment will be given on a student s transcript, together with the original fail mark. Where a student has undertaken reassessment in one or more components of a module, and has passed the reassessment, the overall module mark will be capped at 50%.
- Students must take reassessments when required by the faculty.

2.7.3 Reassessment in the dissertation, major project or design work

The dissertation, major project or design work should be the culmination of academic activity.

To become eligible to start a diss

The assessment options available to a board are as follows:

- x pass with percentage mark
- x fail with the opportunity to resubmit the same piece of work, which would be capped at 50% (40% for students enrolled before September 2010)
- x fail with the opportunity to resubmit a different piece of work, which would be capped at 50% (40% for students enrolled before September 2010)

2.7.4 Obsolete and changing modules

Where a module is discontinued, reassessment opportunities in it will only be made available at the first reassessment opportunity following the last occasion the module was offered and normally on two subsequent occasions. When a faculty has gained approval for the discontinuation of a module, the board is responsible for taking reasonable and timely steps for appropriately drawing the matter to the notice of those students who are eligible for assessments and reassessments in that module. The board may also be able to advise such students about the availability of replacement or alternative modules. The board concerned is responsible for making appropriate arrangements. It is then the responsibility of such students to make arrangements, either for taking the reassessment while it is available, or availing themselves of the regulation which permits the taking of alternative modules. The relevant module tuition fee is payable in such cases.

2.8 Viva Voce **Examinations**

Assessment methods shall be appropriate to the discipline and nature of the learning

For a Master s degree, a **merit** will be awarded if:

- the dissertation is at merit level (60%) **and**
- **either** at least 120 credits are at merit level (including the dissertation)
- **or** the overall average mark is at merit level.

For a Postgraduate Diploma, a **merit** will be awarded if:

- **either** at least 90 credits are at merit level (60%)
- **or** the overall average mark is at merit level

For a Postgraduate Certificate a **merit** will be awarded if:

- **either** at least 45 credits are at merit level (60%)
- **or** the overall average mark is at merit level

Programme regulations may additionally specify particular modules where merit marks must be achieved in order for the merit to be awarded.

2.9.1 Award of distinction and merit where recognition of prior learning (RPL) has been granted

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3.1.3 Constitution

Chair: senior member of academic staff with subject responsibility at postgraduate level
Deputy Chair: a member of the Board
Representatives from programme and module teaching teams as nominated by the Chair of the Board
External examiner(s)
Director of Student and Academi

3.3 Role of Programme Leader

Each programme has a designated programme leader appointed by the Dean of the Faculty. The role of the programme leader comprises academic leadership and management of the delivery and development of the programme, as detailed below.

3.3.1 Academic Leadership

- promotion of curriculum development and enhancement within the programme; the programme leader will ensure effective liaison with module leaders in matters associated with the planning, management and review of the programme.

- promotion of appropriate approaches towards innovation in teaching, learning and methods of assessment within the programme.

- ensuring the coherence of the programme as experienced by a student in leading to its named award.

- ensuring that the programme is monitored and evaluated in accordance with agreed quality assurance procedures.

- drafting the programme template and programme handbook for validation and approval and ensuring that it is periodica(he)10.5(998 0 Td 2g 0.v)8.9(al)2.7(and ens)]TJ 9

- in liaison with the faculty Head of Postgraduate Studies ensuring that all students within the programme are provided with appropriate support.
- notifying the Head of Postgraduate Studies of any prolonged absence which is likely to have a serious impact on a student s achievement.
- overseeing arrangements for supervised work experience including, where appropriate, liaison with dedicated placement units.
- ensuring effective communication to facilitate the management, development and enhancement of collaborative provision.
- assisting students in organising elections for representatives to the management board

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3.3.3 Assessment

- co-ordination of assessment procedures within the programme.
- ensuring the appropriate and timely feedback to students on assessments.
- ensuring that the students results for each module within the programme

- in consultation with the programme leader, co-ordinating staffing arrangements for the delivery of the module.

- monitoring, evaluation and review of the module in accordance with agreed quality assurance requirements.

- ensuring that appropriate arrangements are in place to monitor and address

4 External Examiners

4.1 Purposes and Functions

4.1.1 Purposes and Functions of External Examiners

The overall purposes of external examiners at taught postgraduate level are to ensure:

- that taught postgraduate awards granted by the University are comparable in standard to those of other institutions of Higher Education; external examiners must also ensure that awards comply with national threshold standards in subjects.

- that the assessment system is fair and is fairly operated. External examiners must also ensure that management of processes for progression of students and for determining awards provides for

understood, that the load of assessment is appropriate, and that assessment is properly and impartially conducted.

4.1.3 Specific Functions

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- significant academic and teaching experience at postgraduate level including competence and experience relating to designing and operating a variety of assessment tasks appropriate to the subject and operating assessment procedures (either externally or internally). External examiners from outside the Higher Education system[12], for example, from industry or the professions, may be appointed where appropriate; but each board shall have at least one external examiner who has recent examining experience at postgraduate level and who is familiar with the standards required for comparable programmes

- sufficient standing, credibility and breadth of experience within the discipline to be able to command the respect of academic peers and, where appropriate, professional peers

- familiarity with the standard to be expected of students in the programme to achieve the award that is to be assessed

- fluency in English, and where programmes are delivered and assessed in languages other than English, fluency in the relevant language(s) (unless other secure arrangements are in place to ensure that external examiners are provided with the information to make their judgements)

- met the applicable criteria set out by professional, statutory or regulatory bodies

- awareness of current developments in the design and delivery of relevant curricula

- competence and experience relating to the enhancement of the student learning experience

Colleagues who are new to external examining at postgraduate level or have professional experience relevant to a professional or vocational programme can be appointed with detailed mentoring arrangements approved by the Faculty Head of Quality. In such circumstances AQC will have due regard to the internal examining experience of nominees. Retirees can be

employment at the University). To avoid potential conflicts of interest, external examiners should not be appointed if they are covered by any of the following categories or circumstances:

- a member of a governing body or committee of De Montfort University or one of its collaborative partners, or a current employee of De Montfort University or one of its collaborative partners
- anyone with a close professional, contractual or personal relationship with a member of staff or student involved with the programme of study
- anyone required to assess colleagues who are recruited as students to the programme of study
- anyone who is, or knows they will be, in a position to influence significantly the future of students on the programme of study
- anyone significantly involved in teaching on the programme of study

The External Examiner Appointments Committee

- failure to undertake external examiner duties to the satisfaction of the University by providing inadequate scrutiny of proposed assessments and/or an unacceptable delay in corresponding with the programme team

- any change in the external examiners circumstances which brings about potential conflicts of interest which might jeopardise objectivity

- persistent refusal to work within the University s academic regulations

- relocation of the external examiner far from the United Kingdom

- withdrawal of or non-recruitment to programmes

- if a reciprocal arrangement is discovered after the appointment or is created when an existing examiner moves to another institution, the appointment will be reviewed.

4.4 Information for External Examiners

External examiners will be briefed before the start of their duties. The Faculties and Subject Teams in conjunction with the Department of Academic Quality will arrange the briefings on an annual basis for newly appointed examiners.

4.4.1 From the Department of Academic Quality

The Department of Academic Quality shall ensure that the following generic information is provided to brief external examiners:

- a website link to the ˝@ögn (Bnögn (Bn÷ fÆ ˆ 5 ÚVn & &

- student handbooks
- summary of review and evaluation reports including previous external examiner reports
- dates of assessment board meetings at which attendance of external

advice of the external examiner. This would include, for example, exceptional cases where there is internal disagreement about a mark for a script or coursework assignment.

The external examiner has the right to see any worked scripts and other assessed assignments, including coursework, pro

APPENDIX 1

Typical taught postgraduate awards offered at DMU

Award	Total credits	Level of credits	Maximum period of registration	Notes
Taught doctorate				
Professional taught doctorate	480	At least 360 credits at level 8. Remainder at level 7 or above	6 years part-time	Typically 120 credits will be taught at level 7 as per the PgDip. The remainder form the research project. Cannot be used as an intermediate exit award. The first 120 credits will be governed by postgraduate regulations. The remainder will be governed by the code of Practice for Research Degree Students.
Standard taught postgraduate awards				
Taught masters (MA, MBA, MSc, LLM, MRes etc.)	180	At least 150 credits at level 7. Remainder at level 6 or above	3 years full-time 6 years part-time	Award of distinction and merit available. Cannot be used as an intermediate exit award.
Postgraduate Diploma (PgDip)	120	At least 90 credits at level 7. Remainder at level 6 or above	2 years full-time 4 years part-time	Award of distinction and merit available. Can be either an end award or an intermediate exit award.
Postgraduate Certificate (PgCert)	60	At least 45 credits at level 7. Remainder at level 6 or above	1 years full-time 2 years part-time	Award of distinction and merit available. Can be either an end award or an intermediate exit award.
Other postgraduate awards				
DMS PgDip Management Studies	60 plus CMS or equivalent by APL			

Management Studies		30 credits at level 6	time	postgraduate regulations.

Integrated masters

Integrated masters (MPharm, MEng, MDes etc.)	480	At least 120 credits at level 7. Remaining credits as per		

MSc Mechatronics 35

MSc Media Production 35

MSc Micro Electronics and Nano Technologies 35

MSc Rapid Product Development

Faculty of Art, Design and Humanities

Programme title/award:

1.13 Interruption of Studies **2.10 – 2.11 Deferrals**	During the De Montfort University module students will have access to the Faculty of Art, Design and Humanities deferral procedures and/or interruption of studies if required on the grounds of extenuating circumstances.
2.1 Marking Scheme	The marking scheme for the programme is different to the DMU descriptors. It is based on the SDA Bocconi scheme which has been adopted by all three of the academic partner institutions across the full programme. All handbooks, module guides and assessment feedback adopts this specific grading system. The course grading scheme is from 1 - 10 (and includes a full point scale). For example, a mark of 63% would equate to 6.3 on the scale. To pass a unit of assessment a candidate must achieve a mark of 6 or above. Scale mark

Faculty of Business and Law

Programme title/award:
MA/PG Dip Human Resource Management (Full-time & Part-time routes)

Programme codes:
N60078/N60079

Owning Faculty:
Business and Law

	Certificate award or in cases where candidates have been admitted to the programme by advanced standing.

Programme title/award:
Legal Practice Course (LPC)
PgDip/LLM

Programme code:
M25092, M25094

Owning Faculty:
Business and Law

Owning Board:
Legal Practice Programme Board

Name of professional/statutory/regulatory body: Solicitors Regulation Authority

ASSESSMENT REGULATIONS

1 Definitions

"Core Practice Areas" are Business Law and Practice, Property Law and Practice and Litigation.

Course Skills are Practical Legal Research, Writing, Drafting, Interviewing and Advising and Advocacy.

Postgraduate Diploma External Examiners means the persons appointed as external examiners by De Montfort University. .

PCR means Professional Conduct and Regulation.

Stage 1 means the Core Practice Areas, the Course Skills, PCR, Wills and Administration of Estates and Accounts.

Stage 2 means the three Vocational Electives chosen by a student from the Vocational Electives offered by De Montfort University.

Subject Assessment means a written examination.

"Vocational Electives" are the subjects offered from time to time by De Montfort University.

2 Applicability of General Regulations of De Montfort University

The current Academic Ordinances and Regulations of De Montfort University shall apply. If there is any conflict between the Academic Ordinances and Regulations and these regulations, these regulations shall prevail. If there is any conflict between the Academic Ordinances and Regulations and these regulations and the Solicitors Regulation Authority Legal Practice Course Assessment Requirements (the Requirements), the Requirements shall prevail.

3 The Assessment Board

The Assessment Board for the Postgraduate Diploma in Legal Practice shall consist of the following:

3.1 The Head of the Leicester Institute of Legal Practice as Chair, or in their absence, the member of the Assessment Board elected as Chair;

3.2 The Postgraduate Diploma External Examiners;

3.3 Members of the Board of Study excluding student representatives.

4 Rights and Responsibilities of Postgraduate Diploma External Examiners

The rights and responsibilities of Postgraduate Diploma External Examiners as are prescribed by De Montfort University.

5 Subject Assessments

5.1 In all Subject Assessments the pass mark shall be 50%.

5.2 In all Subject Assessments (save as provided in Regulation 7.7) students shall have access to such material as is approved by the Assessment Board.

6 Award of Legal Practice Postgraduate Diploma

6.1 A student who passes all the assessments prescribed in Regulation 7 shall be awarded the Postgraduate Diploma in Legal Practice.

6.2 The Postgraduate Diploma in Legal Practice shall also be awarded to a student who has successfully completed either a Bar Vocational Course (BVC) or a Bar Professional Training Course (BPTC) within 5 years of enrolling on the Postgraduate Diploma in Legal Practice and who passes all of the assessments prescribed in Regulation 7 subject to the following exemptions:

6.2.1 The Core Practice Area of Litigation
6.2.2 The Course Skills of Advocacy and Drafting
6.2.3 The Course Skill of Practical Legal Research (previous BVC students only).
6.2.4 Up to 2 vocational Electives, the syllabi of which are (in the opinion of the Assessment Board for the Postgraduate Diploma in Legal Practice) also taught on De Montfort University s Postgraduate Diploma in Legal Practice.

6.3 The Postgraduate Diploma in Legal Practice shall also be awarded to a student who has successfully become a Graduate Member of CILEx within 5 years of enrolling on the Postgraduate Diploma in Legal Practice and who passes all of the assessments prescribed in Regulation 7 subject to the following possible exemptions for which

recognised prior learning can be used (up to a maximum of 50% of the Postgraduate Diploma in Legal Practice):

6.3.1 Subject to Regulation 7.1.2, the Core Practice Area of Business Law and Practice

6.3.2

10 Extenuating Circumstances

10.1 Subject to Regulation 10.4 a student who is absent from any assessment fails that assessment.

10.2 By taking any assessment a student is confirming that there is no reason why they should not take the assessment at that time or why they might subsequently submit a request for extenuating circumstances to be taken into account. They are also confirming that any requests for reasonable adjustments have already been submitted to and considered by De Montfort University.

10.3 If a student attempts an assessment but believes that their performance was affected by an unforeseen illness or other circumstance occurring during an assessment the Assessment Board may, in exceptional circumstances, take into account evidence of such extenuating circumstances.

10.4 If a student submits evidence which satisfies the Assessment Board that they were unable to take an assessment due to illness or other good cause, or their performance in an assessment was adversely affected by an unforeseen illness or other circumstance occurring during the assessment, then that attempt shall be disregarded and the student will be allowed to take another assessment at the time stipulated by the Assessment Board.

10.5 Condonation (i.e. a discretion to depart from the Assessment Regulations and pass an assessment, or modify the mark or grade, without it having achieved a pass mark, or having achieved that mark or grade on its merits) is never permitted, either in response to extenuating circumstances or otherwise.

10.6 Compensation (i.e. the ability to make good marks below 50% with marks from another Subject Assessment) is never permitted, either in response to extenuating circumstances or otherwise.

10.7 A candidate who wants the Assessment Board to exercise their power under Regulation 10.4 must make a written application for extenuating circumstances to be taken into account as soon as possible but in any event within 10 days of the date of the assessment including such supporting evidence as may be relevant.

10.8 An application for extenuating circumstances to be taken into account which is received after the time limit referred to in Regulation 10.7 will be considered only if there are exceptional circumstances and the student satisfies the Assessment Board that there was a good reason for the delay.

11 Failure in a mode of assessment

11.1 A student has a maximum of three attempts at any assessment.

11.2 A student who is unsuccessful on the 1st DC /TT..6(e w)13.5(ho w)13.556.6(1)]TJ 0 Tmer

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normal assessment cycle De Montfort University is not required to set separate examinations for such students.

12 General

The Assessment Board shall determine whether a student who has failed a 1st or 2nd attempt at a Subject Assessment in any subject should be required or permitted to attend again the teaching sessions for that subject.

13 Distinctions and Merits

13.1 Subject to Regulation 13.2, if a student is entitled to the Postgraduate Diploma in Legal Practice and has been graded as competent at the 1st attempt in all assessments in the Course Skills and has achieved the pass mark at the first attempt in all Subject Assessments, the Assessment Board shall award a distinction or a merit in the following circumstances:

13.1.1 If the student has obtained an average final mark of 70% or more across the Core Practice Area and Vocational Elective Subject Assessments, and four or more of the marks in those Subject Assessments are 70% or more, a distinction

13.1.2 If the student has obtained an average final mark of 60% or more across the Core Practice Area and Vocational Elective Subject Assessments, and four or more of the marks in those Subject Assessments are 60% or more, a merit.

13.2 A student may be awarded a merit provided only one of the following applies: the student has been assessed as competent in one assessment in the Course Skills following a 2nd attempt OR the student has passed one of the Subject Assessments in Solicitors Accounts, PCR or Wills and Administration of Estates following a 2nd attempt.

13.3 A student who has not passed any Subject Assessment in the Core Practice Areas or Vocational Electives at the 1st

14 Time limit for completion of the course

A student must successfully complete all their Stage 1 and Stage 2 assessments within 5 years of the date on which they took their first assessment (regardless of whether they were successful in such assessment).

LL.M IN LEGAL PRACTICE

15 The Assessment Board

The Assessment Board for the LL.M in Legal Practice shall consist of the following:

15.1 The Head of the Leicester Institute of Legal Practice as Chair, or in their absence, the member of the Assessment Board elected as Chair;

15.2 The external examiner(s) appointed in accordance with the current Academic Ordinances and Regulations of De Montfort University;

15.3 Members of the Board of Study excluding student representatives.

16 Award of LL.M in Legal Practice

16.1 A student who:

16.1.1 has been awarded the Postgraduate Diploma in Legal Practice by De Montfort University in accordance with Regulation 6; and

16.1.2 passes the assessments prescribed in Regulations 17 and 18

shall be awarded the LL.M in Legal Practice.

16.2 A student who:

16.2.1 has passed Stages 1 and/or 2 of the Legal Practice Course or equivalent at an institution other than De Montfort University; and

16.2.2 passes the assessments prescribed in Regulations 17 and 18

shall be awarded the LL.M in Legal Practice.

17 Practical Legal Research Assessment

17.1 A student must complete the practical legal research assessment which comprises two elements:

Research methods
Dissertation Proposal.

A student must pass both elements of the assessment.

17.2 The pass mark for each element of the practical legal research assessment is 50%.

17.3 In assessing the practical legal research assessment, the Assessment Board shall award a pass/fail grade only.

17.4 A student who fails either or both elements of the practical legal research assessment shall be entitled to one further attempt only at the failed element(s).

17.5 A student will not be allowed to commence the Dissertation referred to in Regulation 18 until an Assessment Board has confirmed that they have successfully completed the practical legal research assessment.

18 Dissertation

18.1 A student must complete a Dissertation, the word limit for which is 20,000 words (exclusive of bibliography, footnotes and appendices) and no Dissertation will be accepted that exceeds this limit.

displaying originality, insight into current debates and conceptual positions, in-depth critical analysis; and

- possesses a high degree of relevant technical competence and accurate and precise use of legal authorities; and
- is able to produce work that is well presented with good attention to detail.

60 - 69% (merit level).

This is a good quality pass which demonstrates that the student:

- has a clear grasp of an appropriate methodology suitably focused on the topic/problem; and
- possesses a good level of understanding, organisation and relevant technical ability; and
- possesses an ability to synthesise material and to construct isuciees a.2.6(i)-2120.5(a)10l a
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20 Penalty for late submission

20.1 Where a piece of work is submitted up to 7 days after the stipulated submission date, or the agreed extended submission date, normally the mark given for that assessment will be no more than a bare pass mark of 50%.

20.2 Where a piece of work is submitted later than 7 days after the stipulated submission date, or agreed extended submission date, normally the work will receive a mark of zero for assessment purposes.

21 Distinctions and Merits

21.1 A distinction may be awarded if the Dissertation is at distinction level (70% or more)

21.2 A merit may be awarded if the Dissertation is at merit level (60 - 69%)

22 Time limit for completion of the course

22.1 A student within Regulation 16.1 must successfully complete the assessment referred to in that regulation within 6 years of the date on which they enrolled on the Legal Practice Course.

22.2 A student within Regulation 16.2 must successfully complete the assessments referred to in that regulation within 6 years of the date on which they enrolled on the LL.M in Legal Practice.

22.3 Periods of interruption of studies are included within these maximum periods.

GENERAL

23 Finality of Decision of Assessment Board and Appeals

23.1 Students may appeal against a decision of the Assessment Boards for the Postgraduate Diploma in Legal Practice and LL.M in Legal Practice in accordance with the Current Academic Ordinances and Regulations of De Montfort University.

23.2 Notwithstanding regulation 23.1, the decision of the Assessment Boards for the Postgraduate Diploma in Legal Practice and LL.M in Legal Practice about marks, grades and other information relating to a candidate's performance and the level of award shall be final.

24 Assessment Offences

Any allegation of assessment offences committed by a student shall be dealt with in accordance with the Current Academic Ordinances and Regulations of De Montfort University. If any allegation is found to be proven, and the offence has a bearing upon the character and suitability of the student to become a solicitor, the matter will be reported to the SRA. This may result in further penalties being imposed including denial of entry to the profession.

Faculty of Health and Life Sciences

Programme title/award:
MRes Applied Health Studies

Programme code:
B90075

Owning Faculty:
Health and Life Sciences

Owning Board:
HLS Postgraduate Board

Name of professional/statutory/regulatory body: N/A

University generic regulation	Programme-specific regulation
1.4 Dissertation	The dissertation is 45 rather than 60 credits.

Programme title/award:
CPD Pharmacy

Programme code:
B23091

Owning Faculty:
Health and Life Sciences

Owning Board:
HLS Postgraduate Board

Name of professional/statutory/regulatory body: GPhC (for Independent Prescribing only)

University generic regulation	Programme-specific regulation
2. Assessment and awards	For the independent prescribing module (PHAR5557 and PHAR5556), any error or action in a summative assessment which may potentially cause the patient harm will be reviewed in light of the NPSA (2010) traffic light system and the NHS (2013) Serious Incident Framework criteria. This review will take place by a panel which will consist of a minimum of the module leader, the internal moderator and the programme leader with advice from the doctor teaching the clinical skills section. Incidents which are classed as red, i.e. causing significant or catastrophic long term patient impact, or serious incidents e.g. never events , will result in an overall failure of the Independent Prescribing module and will require resubmission of all of the assessments, not just the one failed. Incidents which are classed as amber e.g. risk of short term patient impact, will result in failure of the relevant assessment with a mark of 0%. Only the failed assessment must be re-submitted. Incidents which are classed as green e.g. where no clinical error has taken place and

	there is no or negligible risk of patient impact, will result in appropriate advice but not a failure of the relevant component.

Programme title/award:
MSc/PgD/PgC Clinical Pharmacy/Clinical Pharmacy (with Independent Prescribing)

Programme code:

	doctor teaching the clinical skills section. Incidents which are classed as red, i.e. causing significant or catastrophic long term patient impact, or serious incidents e.g. never events , will result in an overall failure of the Independent Prescribing module and will require resubmission of all of the assessments, not just the one failed. Incidents which are classed as amber e.g. risk of short term patient impact, will result in failure of the relevant assessment with a mark of 0%. Only the failed assessment must be re-submitted. Incidents which are classed as green e.g. where no clinical error has taken place and there is no or negligible risk of patient impact, will result in appropriate advice but not a failure of the relevant component.

Programme title/award:
PgDip Clinical Pharmacy (Hospital)

Programme code:
B23080

Owning Faculty:
Health and Life Sciences

Owning Board:
HLS Postgraduate Board

Name of professional/statutory/regulatory body: N/A

University generic regulation	Programme-specific regulation
1.6 Maximum registration periods	The maximum period of registration is five years, rather than four, including a maximum period of three years for the certificate stage.

Programme title/award:
Health Science doctorate (DHSci)

Programme code:
B90093

Owning Faculty:
Health and Life Sciences

Owning Board:
HLS Postgraduate Board

Name of professional/statutory/regulatory body: N/A

University generic regulation **Programme**

Programme title/award:	**Programme code:**
PgCert Higher Education with NMC Recordable Teacher Qualification	X30080 ET278U
NMC Recordable Teacher Qualification	B70091 PH189T (Module MPHE5109)

Owning Faculty:
Health and Life Sciences

Students are allowed only one reassessment opportunity for practice assessments.
A student may be discontinued for failure in practice after only one attempt, if such failure is related to their professional behaviour or

Programme title/award:
MRes Psychology

Programme code:
C80075

Owning Faculty:
Health and Life Sciences

Owning Board:
HLS Postgraduate Board

Name of professional/statutory/regulatory body: N/A

University generic regulation	Programme-specific regulation
1.4 Dissertation	The dissertation is 45 rather than 60 credits.

Programme title/award:
PgCert Low Intensity Psychological Interventions

Programme code:
To be confirmed

Owning Faculty:
Health and Life Sciences

Owning Board:
HLS Postgraduate Board

Name of professional/statutory/regulatory body: N/A

University generic regulation	Programme-specific regulation
1.1 Programmes and modules	The programme will consist of 20 credit modules
N/A	Each module has an 80% attendance requirement. The clinical practice element has a 100% attendance requirement.

Programme title/award:
MRes Social Work

Programme code:
L50075

Owning Faculty:
Health and Life Sciences

Owning Board:
HLS Postgraduate Board

Name of professional/statutory/regulatory body: N/A

University generic regulation	Programme-specific regulation
1.4 Dissertation	The dissertation is 45 rather than 60 credits.

Programme title/award:
PgCert Social Work Practice Education

Programme code:
L50078

Owning Faculty:
Health and Life Sciences

Owning Board:
HLS Postgraduate Board

Name of professional/statutory/regulatory body: N/A

University generic regulation	Programme-specific regulation
2. Assessment and awards	ASCS5827 Practice Educator Stage One Students must pass the PMA Report before they are eligible to start ASCS5903 Practice Educator Stage Two. This is to ensure that students have demonstrated The College of Social Work requirements for Stage One Practice Educator Professional Standards before progressing to Stage Two.

Programme title/award:
MSc/ PG Dip Specialist Community Public Health Nursing (Health Visiting or School Nursing)

Programme code:
B71071

Owning Faculty:
Health and Life Sciences

Owning Board:
HLS Postgraduate Board

Name of professional/statutory/regulatory body: NMC

University generic regulation	Programme-specific regulation
2. Assessment and awards	Where an element of failure relates to unsafe practice, in either theory or practice, the module will be failed with a mark of 0%.

Programme title/award:
MA/PgDip Youth/Health and Community Development Studies (CPD PT)

Programme code:
L53072

Owning Faculty:
Health and Life Sciences

Owning Board:
HLS Postgraduate Board

Name of professional/statutory/regulatory body: N/A

University generic regulation	Programme-specific regulation
2.7.3 Reassessment in dissertation	In order to become eligible to start the dissertation or practice-related project students must normally have passed 60 of the 120 taught credits at the first attempt

Programme title/award:
MA/PgDip Youth/Health and Community Development Studies (CPD FT)

Programme code:
L53074

Owning Faculty:
Health and Life Sciences

Owning Board:
HLS Postgraduate Board

Name of professional/statutory/regulatory body: N/A

University generic regulation	Programme-specific regulation
2.7.3 Reassessment in dissertation	In order to become eligible to start the dissertation or practice-related project students must normally have passed 60 of the 120 taught credits at the first attempt

Programme title/award:
MA/PgDip Youth Work/Health and Community Development (PQ PT)

Programme code:
L53075

Owning Faculty:
Health and Life Sciences

Owning Board:
HLS Postgraduate Board

Name of professional/statutory/regulatory body:

	professional qualification is dependent on all practice hours being successfully completed.
2.7.3 Reassessment in dissertation	In order to become eligible to start the dissertation or practice-related project students must normally have passed 60 of the 120 taught credits at the first attempt Health and Social Research Methods (ASCS5201) and Professional Field Practice (ASCS5218) must normally be passed before the dissertation or practice-related project can be commenced.

Programme title/award:
MA/PgDip Youth Work/Health and Community Development (PQ FT)

Programme code:
TBC

Owning Faculty:
Health and Life Sciences

Owning Board:
HLS Postgraduate Board

Name of professional/statutory/regulatory body: English Standards Board/National Youth Agency

University generic regulation	**Programme-specific regulation**
1.2 Credit Accumulation and Awards	The award of the MA/PgDip with JNC professional qualification is dependent on all practice hours being successfully completed.
2.7.3 Reassessment in dissertation	In order to become eligible to start the dissertation or practice-related project students must normally have passed 60 of the 120 taught credits at the first attempt

Faculty of Technology

Programme title/award:	**Programme code:**
MSc Business Intelligence Systems & Data Mining	G50077
Owning Faculty:	**Owning Board:**
Technology	Informatics

Name of professional/statutory/regulatory body2 56toryyy

Programme title/award:
MSc Computer Games Programming

Programme code:
G62071

Owning Faculty:
Technology

Owning Board:
Informatics

Name of professional/statutory/regulatory body: N/A

University generic regulation	Programme-specific regulation
N/A	To be eligible to progress to the optional placement, a student should normally have

Programme title/award:

Programme title/award:
MSc Forensic Computing

Programme code:
G49073

Owning Faculty:
Technology

Owning Board:
Computer Technology

Name of professional/statutory/regulatory body:
British Computer Society

University generic regulation	Programme-specific regulation
N/A	To be eligible to progress to the optional placement, a student should normally have

	Individual modules may have a maximum period of registration of up to two years. Normally a student who has reached the end of the maximum registration period without achieving their intended qualification will be awarded the highest qualification to which they are entitled by their accrued credits

Programme title/award:
MSc Information Technology

Programme code:
G40072

Owning Faculty:
Technology

Owning Board:
Informatics

Name of professional/statutory/regulatory body:
N/A

University generic regulation	Programme-specific regulation
N/A	To be eligible to progress to the optional placement, a student should normally have passed their first four modules at the first attempt.

Programme title/award:
MSc Intelligent Systems

Programme code:
G50076

Owning Faculty:
Technology

Owning Board:
Informatics

Name of professional/statutory/regulatory body:
British Computer Society

University generic regulation	Programme-specific regulation
N/A	To be eligible to progress to the optional placement, a student should normally have passed their first four modules at the first attempt.

Programme title/award:
MSc Intelligent Systems and Robotics

Programme code:
G70071

Owning Faculty:
Technology

Owning Board:
Informatics

Name of professional/statutory/regulatory body:
British Computer Society

University generic regulation	Programme-specific regulation
N/A	To be eligible to progress to the optional placement, a student should normally have passed their first four modules at the first attempt.

Programme title/award:
MSc Mechatronics

Programme code:
H73071

Owning Faculty:
Technology

Owning Board:
Engineering

Name of professional/statutory/regulatory body:
Institution of Mechanical Engineers (IMechE)

University generic regulation	Programme-specific regulation
N/A	To be eligible to progress to the optional placement, a student should normally have passed their first four modules at the first attempt.

Programme title/award:
MSc Media Production

Programme code:
P31071

Owning Faculty:
Technology

Owning Board:
Media Technology

Name of professional/statutory/regulatory body: N/A

University generic regulation	Programme-specific regulation
N/A	To be eligible to progress to the optional placement, a student should normally have passed their first four modules at the first attempt.

Programme title/award:
MSc Micro Electronics and Nano Technologies

Programme code:
H61171

Owning Faculty:
Technology

Owning Board:
Engineering

Name of professional/statutory/regulatory body:
Institution of Engineering and Technology (IET)

University generic regulation	Programme-specific regulation

N/A

Programme title/award:	**Programme code:**
MSc Rapid Product Development	H13171