

# **EXAMINATION AND ASSESSMENT REGULATIONS FOR CREDIT BEARING SHORT COURSES**

September 2014

# Contents

Summary.....	4
What is this document about? .....	4
Who is this for?.....	4
How does the University check this is followed? .....	4
Who can you contact if you have any queries about this document?.....	4
Examination and Assessment Regulations for Credit Bearing Short Courses .....	5

<b>Document title</b>		
Examination and Assessment Regulations for Credit Bearing Short Courses		
<b>Document author and department</b>		
Academic Standards, Quality and Partnerships, Department of Student and Academic Administration		
<b>Approving body</b>		
Academic Council		
<b>Date of approval</b>		
24 <sup>th</sup> June 2014		
<b>Review date</b>		
Every three years		
<b>Edition no.</b>		
1		
<b>ID Code</b>		
162		
<b>Date of effect</b>		
September 2014		
<b>EITHER</b> For public access online (internet)? <i>Tick as appropriate</i>		YES
For public access on request copy to be mailed <i>Tick as appropriate</i>		YES
<b>OR</b> For staff access only (intranet)? <i>Tick as appropriate</i>		
Password protected <i>Tick as appropriate</i>	NO	
External queries relating to the document to be referred in the first instance to the Corporate Governance team: email <a href="mailto:corporate-governance@port.ac.uk">corporate-governance@port.ac.uk</a>		
If you need this document in an alternative format, please email <a href="mailto:corporate.communications@port.ac.uk">corporate.communications@port.ac.uk</a>		

The latest version of this document is always to be found at:

<http://policies.docstore.port.ac.uk/policy-162.pdf>

# Summary

## What is this document about?

The examination and assessment regulations are detailed academic rules that explain what a student must do to obtain the credits for the short course on which they are registered.

## Who is this for?

This document will be of most interest to new and existing students, academic staff, and external examiners.

It will be of interest to the UK Quality Assurance Agency (QAA) and it may also be of interest to the wider public.

## How does the University check this is followed?

Academic Standards, Quality and Partnerships within the Department of Student and Academic Administration is responsible for reviews and audits to ensure the policy is followed. Additionally there is an external examiner for every module and every course in the University who ensures this policy is followed.

## Who can you contact if you have any queries about this document?

If you are external to the University and you have any questions about this policy, please contact Academic Standards, Quality and Partnerships at [asqp@port.ac.uk](mailto:asqp@port.ac.uk)

If you are internal to the University, please contact your Faculty Associate Dean (Academic).

This document is pending revision subject to the outcome of the University Academic Regulations review scheduled for 2021/22.

# Examination and Assessment Regulations for Credit Bearing Short Courses

The relevant sections of the Examination and Assessment Regulations for Credit Bearing Short Courses can be found by clicking on the link below:

1. [Introduction](#)
2. [Before Assessment](#)
3. [Adjustments for Disabled Students](#)
4. [Nature of Assessment](#)
5. [Coursework](#)
6. [Examinations](#)
7. [Marking and Feedback](#)
8. [Extenuating Circumstances](#)
9. [Assessment Boards](#)
10. [Exemptions](#)
11. [Academic Appeals](#)
12. [Assessment Offences](#)