

Re-sit Examinations and Supplementary Qualifying Tests (SQTs) for Undergraduate Students

1. Policy Guidelines

- 1.1. The Quality Assurance and Enhancement Committee (QAEC) has undertaken a review of assessment procedures to ensure consistency in the management of academic standards within and across degree structures, and to ensure parity of treatment for examination candidates.
- 1.2. On the recommendation of QAEC, the Senate has approved the following practices to come into effect from October 2013.
- 1.3. Arrangements for the School of Medicine were further revised on the recommendation of QAEC by Senate in June 2014 and again in October 2016. Unless stated otherwise, these revisions to the School of Medicine policy are for new entrants only, with effect from 1st October 2014.

2. Faculty of Engineering

2.1. Undergraduate Re-sit Opportunities and SQTs for the award of BEng and MEng, BSc and MSci

- 2.1.1. Students may be offered SQTs at the discretion of the Board of Examiners if they marginally fail the year.
- 2.1.2. The form of the SQTs will normally be unseen assessments taken under examination conditions.
- 2.1.3. The pass mark for each SQT will normally be 40%.
- 2.1.4. Students taking SQTs cannot improve their examination total beyond that required to pass the year.
- 2.1.5. Students failing the year outright or failing SQTs are required to re-take ALL the written examinations at the next available occasion.
- 2.1.6. Students retaking the whole year's examinations do not have their marks capped.
- 2.1.7. Students are only allowed one re-sit per year.

3. Faculty of Natural Sciences

3.1. Undergraduate Re-sit Opportunities for the award of BSc and MSci

- 3.1.1. Students may, at the discretion of the examiners, be permitted to re-sit examinations in which they have failed on no more than two occasions. Re-sit examinations may be taken on the first two available occasions. These may be in September or at the prescribed time during the two sessions

immediately following the first failure. Students cannot proceed to the next year of a degree programme until they have passed all the examination requirements of their current year. Students may only be permitted to re-sit final year examinations in which they have failed where they have not qualified for the award of a degree.

4. School of Medicine

4.1. Undergraduate Re-sit Opportunities for the award of the MBBS/BSc:

Pre 2014 Entry (for students registered in or before October 2013):

4.1.1. Candidates who entered the programme prior to the 2014-5 entry and who fail to satisfy the examiners in any of the examinations at the first attempt in Years 1 to 4 will be required to re-sit all or part of the examination on one further occasion. In Years 1 to 4 a candidate who fails at the second attempt of a paper will normally be required to withdraw from the programme.

4.1.2. Years 5 and 6 form the 'Finals Phase' of the programme. A student who, on his/her first entry, does not successfully complete the Year 5 examination may, at the discretion of the examiners, progress into Year 6. Students must pass the Year 5 examinations before attempting the Year 6 examinations. During the Finals Phase (Years 5 and 6), students may be offered two re-sits.

4.1.3. All examinations must be passed within 24 months of completing the programme.

Post 2014 Entry (for students who registered on or after October 2014):

4.1.4. Candidates who entered the programme in or post 2014-5 entry and who fail to satisfy the examiners in any of the examinations at the first attempt will be required to re-sit all or part of the examination on one further occasion. A candidate who fails at the second attempt of a paper will normally be required to withdraw from the programme.

4.1.5. Years 5 and 6 form the 'Finals Phase' of the programme. A student who, on his/her first entry, does not successfully complete the Year 5 examination may, at the discretion of the examiners, progress into Year 6. Students must pass the Year 5 examinations before attempting the Year 6 examinations.

4.1.6. All examinations must be passed within 24 months of completing the programme.

4.2. Undergraduate Re-sit Opportunities for the MBBS (Graduate Entry):

Pre 2014 Entry (for students who registered in or before October 2013):

- 4.2.1. Candidates who entered the programme prior to the 2014-5 entry and who fail to satisfy the examiners in any of the examinations at the first attempt in Years 1 and 2 will be required to re-sit all or part of the examination on one further occasion. A candidate who fails at the second attempt of a paper will normally be required to withdraw from the programme.
- 4.2.2. Years 3 and 4 form the “Finals Phase” of the programme. A student who, on his/her first entry, does not successfully complete the Year 3 examination may, at the discretion of the examiners, progress into Year 4. Students must pass the Year 3 examinations before attempting the Year 4 examinations. During the Finals Phase (Years 3 and 4) students may be offered two re-sits.
- 4.2.3. All examinations must be passed within 24 months of completing the programme.

Post 2014 Entry (for students who registered in or after October 2014):

- 4.2.4. Candidates who entered the programme in or post 2014-5 entry and who fail to satisfy the examiners in any of the examinations at the first attempt will be required to re-sit all or part of the examination on one further occasion. A candidate who fails at the second attempt of a paper will normally be required to withdraw from the programme.
- 4.2.5. Years 4 and 5 form the ‘Finals Phase’ of the programme. A student who, on his/her first entry, does not successfully complete the Year 4 examination may, at the discretion of the examiners, progress into Year 5. Students must pass the Year 4 examinations before attempting the Year 5 examinations.
- 4.2.6. All examinations must be passed within 24 months of completing the programme.

4.3. Undergraduate Re-sit Opportunities for the MBBS (Oxbridge Advanced Entry)

Pre 2014 Entry (for students who registered in or before October 2013):

- 4.3.1. Candidates who entered the programme prior to the 2014 entry and who fail to satisfy the examiners in any of the examinations at the first attempt in Year 3 of the programme (their first year of study) will be required to re-sit all or part of the examination on one further occasion. A candidate who fails at the second attempt of a paper will normally be required to withdraw from the programme.
- 4.3.2. The ‘Finals Phase’ of the programme consists of the final 2 years. A student who, on his/her first entry, does not successfully complete the penultimate year examination may, at the discretion of the examiners, progress into the final year. Students must pass the penultimate year examinations before

attempting the final year examinations. During the Finals Phase students may be offered two re-sits.

- 4.3.3. A student cannot proceed to the next year of their programme without having passed all examinations.

Post 2014 Entry (for students who registered in or after October 2014)

- 4.3.4. Candidates who entered the programme in or post 2014-5 entry and who fail to satisfy the examiners in any of the examinations at the first attempt will be required to re-sit all or part of the examination on one further occasion. A candidate who fails at the second attempt of a paper will normally be required to withdraw from the programme.

- 4.3.5. The 'Finals Phase' of the programme consists of the final two years. A student who, on his/her first entry, does not successfully complete the penultimate year examination may, at the discretion of the examiners, progress into the final year. Students must pass the penultimate examinations before attempting the final year examinations.

- 4.3.6. All examinations must be passed within 24 months of completing the programme.

4.4. Undergraduate Re-sit Opportunities for the BSc in Biomedical Science, The BSc in Biomedical Science with Management and the intercalated BSc in Medical Sciences:

Post 2013 Entry

- 4.4.1. Candidates who entered the programme in or post 2013-4 entry and who fail to satisfy the examiners in any of the examinations at the first attempt will be required to re-sit all or part of the examination on one further occasion. A candidate who fails at the second attempt of a paper will normally be required to withdraw from the programme.

- 4.4.2. A student cannot proceed to the next year of their programme without having passed all examinations.

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