

**UNIVERSITY OF ESSEX / PORTOBELLO  
INSTITUTE**

**UNDERGRADUATE RULES OF ASSESSMENT**

**Applicable to Students Starting in  
Academic Year 2024-25**

**BA (Hons) Inclusive Education Practice**

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## Year One

### Requirement to Pass Year One

- 1.1 To pass Year One and proceed to Year Two, you must:
  - a) Pass all modules and:
    - Standard Entry programme: achieve 120 credits at Level 4 and 30 credits at Level 5 in the Year, or;
    - Advanced Entry programme: achieve 30 credits at Level 4 and 60 credits at Level 5 in the Year.
- 1.2 You may be allowed to proceed to the next Year, following an attempt at reassessment, having passed a minimum of 90 credits (Standard Entry) or 60 credits (Advanced Entry).
- 1.3 Students within Standard Entry Year One must pass all placement modules to progress. Specific rules relating to the placement modules are set out within 1.6.
- 1.4 You can only fail 30 credits across your degree. For example, if you fail 30 credits in Year One, you cannot fail any more credits in your degree. Carrying forward failed credits to following years is called condonement. Where credits are condoned, the Module Mark will still be used to calculate the Year Mark. Table 1.1 sets out the possibilities for condonement across BA (Hons) Inclusive Education Practice.

**Table 1.1: Condonement of credits across the BA (Hons) Inclusive Education**

<b>Year</b>	<b>Entry</b>	<b>Possibilities for condonement</b>
<b>One</b>	<b>Standard Entry</b> 120 credits at Level 4 30 credits at Level 5	Following compulsory reassessment, failure may be condoned in up to 30 credits.
	<b>Advanced Entry</b> 30 credits at Level 4 60 credits at Level 5	
<b>Two</b>	<b>Standard Entry</b> 90 credits at Level 5 60 credits at Level 6	a) If you have failed 30 credits in Year One, you must pass 150 credits in Year Two if on the Standard Entry course, and 120 credits if on the Advanced Entry course. b) If you have failed 15 credits in Year One, following reassessment, failure may be condoned in up to 15 credits in Year Two. c) If you passed all attempted credits in Year One (i.e., you had no failures), following reassessment, failure may be condoned in up to 30 credits in Year Two.
	<b>Advanced Entry</b> 60 credits at Level 5 60 credits at Level 6	
<b>BA (Hons) Final Year</b>	<b>All Entries</b> 60 credits at Level 6	Within the Final Year, all modules must be passed to obtain the classified degree.

**1.5** As an alternative to condonement, up to 30 credits of reassessment can be carried forward to the next Year of your course. Carrying forward the reassessment in failed credits the following Year is called trailing. Where credits are trailed, the mark for the reassessment will be recorded as part of the previous Year's marks. Trailing is only offered where the failed credits are eligible for condonement (see Table 1.1 above). You are only able to trail credits from one Year into the next Year, i.e., Year One credits can be trailed into Year Two but cannot be subsequently trailed into the Final Year. They will either need to be passed or condoned prior to progression to the Final Year. Table 1.2 sets out the possibilities for trailing across the BA (Hons) Inclusive Education Practice.

**Table 1.2: Trailing of credits across the BA (Hons) Inclusive Education Practice**

Year	Entry	Possibilities for trailing
<p><b>One</b></p>	<p><b>Standard Entry</b> 120 credits at Level 4 30 credits at Level 5</p>	<p>Following compulsory reassessment, trailed reassessment may be permitted in up to 30 credits.</p>
	<p><b>Advanced Entry</b> 30 credits at Level 4 60 credits at Level 5</p>	
<p><b>Two</b></p>	<p><b>Standard Entry</b> 90 credits at Level 5 60 credits at Level 6</p>	<p>a) If you are carrying 30 failed credits from Year One you must pass 150 credits for the Standard Entry, and 120 credits for the Advanced Entry, in Year Two, no trailing will be permitted.</p> <p>b) If you are carrying 15 failed credits from Year One, following compulsory reassessment, trailing may be permitted in up to 15 failed credits in Year Two.</p> <p>c) If you passed all attempted credits in Year One, following compulsory reassessment, trailing may be permitted in up to 30 failed credits in Year Two.</p>
	<p><b>Advanced Entry</b> 60 credits at Level 5 60 credits at Level 6</p>	

## **Placement Modules**

- 1.6** Standard Entry Year One contains the following placement-based module:
- a) PB225-4-FY: Understanding Personal and Professional Development (Level 4) (30 credits)
- 1.7** For specific work-based modules there are two components involved in passing the Placement module:
- a) Completion of the portfolio
  - b) Placement attendance
- 1.8** If the student fails the Portfolio component, they can benefit from reassessment (see 1.12).
- 1.9** Students must accumulate a minimum number of placement hours to pass the 'Placement attendance' component. The minimum number will be provided within the relevant module outline.
- 1.10** Where students are deemed to be eligible for an exemption for the placement module PB225-4-FY in Standard Entry Year One (as determined by the course team and approved by the Deputy Dean of Partnerships), the Board of Examiners will award credits for this module, but no mark shall be assigned.

### **Pass With Distinction**

- 1.11** To achieve a Distinction in Year One, you must have the following, either:
- a) A Year Mark of 70 or above; or
  - b) 60 Credits at 70 or above with a Year Mark of 68 or 69.

### **Reassessment: General Principles**

- 1.12** If you have failed any module(s) after you have completed all your assessments, but you have a Year Mark of 20 or above, you will need to take reassessment before you can progress to the next Year of study. It is not possible to progress and take the reassessment or repeat the module while you are studying in the next Year unless you have been offered trailed reassessment (see 1.4).
- 1.13** The Board of Examiners can permit up to two further attempts at any module. However, your Module Mark(s) for those further attempts will be capped at 40.

- 1.14** The Board of Examiners will offer you all the reassessment opportunities that are available to you.
- 1.15** If you have attempted the reassessment of a module in the resit period or without attending the University and your Module Mark is lower than your previous attempt, the Board of Examiners will use the previous higher mark to determine whether or not you can progress. However, if you repeat the Year (either full-time or part-time), the marks you achieve during your repeat Year will be the marks that are used by the Board of Examiners to determine whether or not you can progress. They will not take account of marks from a previous Year or attempt, even if they are higher.
- 1.16** Following reassessment, if you have failed up to 30 credits but have attempted reassessment for each of the failed modules, you may progress with the failed credits or trail the reassessment in these failed credits into your next Year of study. You must attempt reassessment before the Board of Examiners can consider your eligibility for condonement or trailing of failed credits.
- a) You can only fail a total of 30 credits over the first two Years of your degree. Where credits are condoned, the Module Mark will still be used to calculate the Year Mark.
  - b) Where reassessment in failed credits is trailed into the next Year of study the mark for the reassessment will be recorded as part of the previous Year's Mark.

### **Reassessment Opportunities at the End of the Year**

- 1.17** If you do not pass the Year, but have a Year Mark of 20 or above, you may be offered reassessment.
- 1.18** If you fail up to 60 credits you will be offered compulsory reassessment before the start of the next Year. Your Module Mark(s) will be capped at 40.
- 1.19** If you fail more than 60 credits you will be offered one or more of the following:
- a) A full-time repeat year for uncapped Module Marks;
  - b) A part-time repeat year for uncapped Module Marks;
  - c) Reassessment in the following Year without attending the University for capped Module Marks.

## **Reassessment Opportunities Following the Resit Assessment Period**

- 1.20** Following reassessment, if you do not meet the requirements to progress, but achieve a Year Mark of 20 or above, you may be offered one or more of the following opportunities:
- a) A full-time repeat year for uncapped Module Marks;
  - b) A part-time repeat year for up to 105 credits for uncapped Module Marks;
  - c) Reassessment in the following Year without attending the University for capped Module Marks.
- 1.21** Following an attempt at reassessment for all the required modules, if you have failed up to 30 credits, the Board of Examiners will offer you one or more of the following opportunities:
- a) If you have not had three attempts at the failed module(s), you can remain in Year One and take reassessment (see 1.16 above);
  - b) If you have not had three attempts at the failed module(s), you can progress to Year Two and trail the reassessment in your failed module(s) (see Table 1.2);
  - c) If you have not had three attempts at the failed module(s), you can progress to Year Two carrying the failed credits and have no further reassessment attempts at the failed module(s);
  - d) If you have had three attempts at the module(s) but have still not achieved the pass mark, you can proceed to Year Two carrying the failed credits.
- 1.22** You can only fail 30 credits across your degree (see Table 1.1 above).

## **Placement Module Reassessment**

- 1.23** For placement-based modules where the Board of Examiners permits reassessment, it will be offered as follows:
- a) For failure in the portfolio, reassessment will be offered.
  - b) If students fail to accumulate the required minimum placement hours, students will be provided the opportunity to build up these hours within the reassessment period.
  - c) If students fail to attend the required minimum placement hours following the reassessment period, the following options will be considered:



- i. If students have attended 40% of their placement hours, they will be permitted to progress and build the hours up across the next Academic Year, or;
  - ii. If students have not attended 40% of their placement hours, they will be required to repeat the whole module within the next cohort, as per part-time reassessment.
- d) Failure in the placement module cannot be condoned.
  - e) Failure in the placement module cannot be trailed, with the exception of students who have met the 40% attendance criteria.
  - f) Following repeating the module, if the student fails, then they will be required to withdraw from the programme.

## **Withdrawal**

**1.24** You will be required to leave the University if:

- a) Your Year Mark is less than 20; or
- b) You were required to take compulsory reassessment and you undertook none of the reassessment; or
- c) You have failed the same module after three attempts and you need the module credits in order to progress to the next Year; or
- d) You cannot complete your studies in your maximum period.

## **Mitigating Circumstances**

**1.25** If you submit Mitigating Circumstances and they are accepted as valid, the Board of Examiners may be able to offer additional assessment opportunities, such as reassessment for uncapped Module Marks or voluntary reassessment, in line with the Mitigating Circumstances [Policy](#) and [guidelines](#).

## End of document

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