Queen Mary University of London
Academic Regulations 2026-27

Queen Mary
University of London

Contents

Contents 1
1. Framework and Governance 8
Scope 8
Awards 8
Undergraduate awards 8
Postgraduate awards (taught) 9
Postgraduate awards (research) 9
Delegated authorities 9
Programme and module regulations 10
Exceptions and suspensions of regulations 10
Appeals 11
2. General Regulations 12
Admission 12
Accreditation of prior learning 12
Fraudulent admission 12
Student conduct and expectations 13
Enrolment and registration 13
Immigration permission permitting study, or exemption from immigration control 14
Personal details 14
Student identity card 14
Occupational Health and Disclosure and Barring Service checks 15
Medical fitness to study or practise 15
University fees and other charges 15
Deregistration and withdrawal 16
Studying for a programme 16
Duration of study 16
Concurrent study 17
Change of programme 17
Modes of study 17
Developmental years 18
Attendance and participation 18
Studying for a module 19
Module registration 19
Taking and completing a module 20
Passing or failing a module 20
Repeating a module or a year (retakes and first takes) 23
Award of academic credit for a module 24

Awards 24
Field of study 24
Classification Mark 24
Borderline classification policy 24
Exit awards 25
Aegrotat awards 26
Replacement award certificates 26
Revocation of awards 27
Graduation and academic dress 27
3. Assessment 30
Assessment schemes 30
Setting an assessment 30
Marking an assessment 30
Examination and assessment access arrangements 31
Academic misconduct 31
Assessment types 31
Invigilated examinations 31
Assessments other than invigilated examinations 32
Late submission of assessment 32
Extenuating circumstances 32
4. Progression and Award: Undergraduate Programmes 34
Foundation Certificate (FdCert) 34
Resits 34
Award requirements 34
Special regulations 34
Programmes with an integrated foundation year 35
Progression requirements 35
Certificate of Higher Education (CertHE) 35
Award requirements 35
Diploma of Higher Education (DipHE) 36
Foundation Degree in Arts (FdA) 36
Foundation Degree in Science (FdSc) 36
Progression requirements 36
Award requirements 36
Graduate Certificate (GradCert) 37
Award requirements 37
Graduate Diploma (GradDip) 37
Award requirements 37
Ordinary Degree 38

Award requirements 38
Bachelor of Arts (BA) 38
Bachelor of Engineering (BEng) 38
Bachelor of Law (LLB) 38
Bachelor of Science (BSc) 38
Bachelor of Science (Economics) (BSc (Econ)) 38
Bachelor of Science (Engineering (BSc (Eng)) 38
Progression requirements 38
Award requirements 40
Intercalated bachelors awards (BSc, BMedSci) 42
Eligibility to take an integrated programme 42
Award requirements 42
Master of Engineering (MEng) 43
Master in Science (MSci) 43
Progression requirements 43
Award requirements 44
Special regulations 44
Bachelor of Dental Surgery (BDS) 45
General requirements 45
Progression requirements 46
Award requirements 46
Bachelor of Medicine and Bachelor of Surgery (MBBS) 48
5. Progression and Award: Postgraduate Taught Programmes 52
Programmes with an integrated foundation year 52
Progression requirements 52
Postgraduate Certificate (PgCert) 53
Award requirements 53
Special regulations 53
Postgraduate Diploma (PgDip) 54
Award requirements 54
Special regulations 54
Master of Arts (MA) 55
Master of Business Administration (MBA) 55
Master of Education (MEd) 55
Master of Law (LLM) 55
Master of Public Administration (MPA) 55
Master of Research (MRes) 55
Master of Science (MSc) 55
Progression requirements 55

Award requirements 56
Special regulations 56
Master of Science designated 'Euromasters' 58
Progression requirements 58
Award requirements 58
Master of Clinical Dentistry 59
Progression requirements 59
Award requirements 59
6. Special Regulations 60
School of the Arts 60
BA Modern Languages programmes with a compulsory year abroad 60
Barts Cancer Institute 60
MSc Laparoscopic Surgery and Surgical Skills 60
Blizard Institute 60
MSc Biomedical Science (Medical Microbiology) 60
MSc in Emergency and Resuscitation Medicine 60
MSc in Gastroenterology 61
MSc in Paediatric Emergency Medicine 61
MSc in Tactical, Military, Operational and Austere Medicine 61
Institute of Dentistry 61
BSc Dental Therapy and Hygiene 61
MSc in Endodontic Practice 61
School of Economics and Finance 61
CertHE in Applied Finance 61
BSc (Econ) in Applied Finance 62
MRes in Economics and MRes in Finance 62
School of Electronic Engineering and Computer Science 63
Programmes accredited by the Engineering Council (EngC) 63
School of Engineering and Materials Science 63
Programmes accredited by the Engineering Council (EngC) 63
Programmes accredited by the Engineering Council (EngC) 63
All programmes accredited by the Engineering Council 63
BSc and BEng programmes accredited by the Engineering Council 63
MEng and MSci programmes accredited by the Engineering Council 64
MSc programmes accredited by the Engineering Council 65
Institute of Health Sciences Education 65
PgCert in Clinical Education 65
MA in Medical Education 65
MSc in Prehospital Medicine 65

FdCert in Clinical Foundation Studies 66
MBBS Graduate Entry Programme (GEP) 66
School of Law: Department of Law 67
All LLB programmes (including Senior Status programmes) 67
Senior Status LLB programmes 67
School of Law: Centre for Commercial Law Studies 67
PgCert in Intellectual Property Law 67
PgCert in Trade Mark Law and Practice 68
LLMs with SQE 68
School of Mathematical Sciences 68
MSc Mathematics (and associated PgDip/PgCert exit awards) 68
School of Physical and Chemical Sciences 68
BSc in Digital and Technology Solutions (three-year version) 68
BSc in Digital and Technology Solutions (four-year version) 68
MSc in Chemical Research 69
Queen Mary Academy 70
Certificate in Learning and Teaching 70
PgCert in Academic Practice 70
MEd in Academic Practice 70
Queen Mary Business School 70
BSc in Accountancy [Flying Start] 70
William Harvey Research Institute 71
MSc in Endocrinology and Diabetes 71
MRes/PgDip/PgCert in Clinical Research 71
Wolfson Institute of Population Health 72
MSc in Forensic Psychology and Mental Health (PSFPM) 72
7. Special Regulations for Collaborative Programmes 73
University of London Institute in Paris (ULIP) 73
University College London (UCL) 73
MA in History of Political Thought and Intellectual History 73
Beijing University of Posts and Telecommunications (BUPT) (undergraduate) 73
Beijing University of Posts and Telecommunications (BUPT) (postgraduate) 85
Queen Mary School Hainan 92
Nanchang University (NCU) 93
Northwestern Polytechnical University (NPU) 102
University of International Business and Economics (UIBE) 111
Master of Intellectual Property and Data Law (MIPDaL) 116
LLM in Law of the Creative Industries 116
Singapore Management University 116

LLM in Commercial Law: Singapore and London 116
Université Paris 1 Panthéon-Sorbonne 119
LLB in English and French Law 119
Double LLM in International Business Law and in French and European Law 121
University of Malta 127
MSc in Surgical Skills 127
International Medical University of Malaysia (IMU) 129
Double MSc in Molecular Medicine and in Genomic Medicine 129
8. Regulations for Postgraduate Research Programmes 130
Scope 130
Registration and enrolment 131
General 131
Associate students 131
Transfer from another institution 132
Concurrent study 132
Mode of attendance 132
Writing up status 132
Examination status 133
Interruption 133
Minimum and maximum registration periods 133
Attendance 135
Termination of registration 135
Studentships and scholarships 135
Research integrity 135
Title of thesis or dissertation 136
MPhil, PhD and EngD 136
MD(Res) and ResM 136
DrPS, DPsych, DClin and DClinDent 136
Change of title 136
Supervision 136
Progress monitoring 136
Progression 136
Transfer of registration from MPhil and MD(Res) to PhD 138
Students registered for a research studies programme before 1 September 2010 138
Students registered for a research studies programme after 1 September 2010 138
Examination entry 138
Submission of thesis/dissertation 139
Requirements for a thesis/dissertation 139
Requirements for DrPS, DPsych, DClin and DClinDent 139

Word limits 139
Panel of examiners 140
Examination requirements 140
Decisions of the Panel of Examiners 141
Outcomes for ResM 141
Outcomes for PhD, MPhil, MD(Res) and EngD 142
Outcomes for PhD by Publication 144
Outcomes for DrPS, DPsych, DClin and DClinDent 144
Points applicable to all degrees 146
Re-examination 146
Award of the degree 146
Availability of theses 147
Examination offences and academic misconduct 147
Appeals 147
Collaborative arrangements 147
Revocation of award 148
Additional award requirements for European Doctorate 148
Appendix 1: Degree requirements ResM, MPhil, PhD, PhD by Publication, MD(Res), EngD, DrPS, DPsych, DClin, and DClinDent 149
Master by Research 149
Master of Philosophy 149
Doctor of Philosophy and Doctor of Engineering 150
Professional Doctorates (DrPS, DPsych, DClin and DClinDent) 151
Failure to meet requirements for award 152
Doctor of Medicine (Research) (MD(Res)) 153
Appendix 2: Declaration on the availability of the thesis 154
Declaration 154
Glossary 155
Delegations of the Senate 158

1. Framework and Governance

Scope

1.1 The Academic Regulations regulate the principal institutional mechanisms for the articulation and management of academic standards at Queen Mary University of London.

1.2 The Senate is the body responsible to Queen Mary's Council for the management of academic activity, including academic standards and the quality of programmes leading to awards of Queen Mary and of the University of London. The Senate delegates responsibility for certain matters to other bodies and individuals.

1.3 The Academic Regulations will be approved by the Senate, normally in advance of their coming into effect.

1.4 The Academic Regulations 2026-27 take effect from 1 August 2026 and apply to programmes and modules leading to awards or academic credit from Queen Mary or the University of London, and to - students (including associate students) registered on those programmes and modules. Specifically, they apply to all students registering for the first year of a programme from 1 August 2026 except for:

i a student admitted with accredited prior learning to a subsequent (e.g. second) developmental year of a programme. The regulations for the cohort joined apply, here.
ii a student transferred within Queen Mary to another programme. The regulations for the cohort joined apply, here.
iii a student changing programme duration (e.g. from a four-year to a three-year programme). The regulations for the cohort joined apply, here.
iv where a programme has approved special regulations that deviate from the standard regulations.
v where it is otherwise specified in these regulations.

1.5 The processes of enrolment and registration confirm a student's acceptance of Queen Mary's Charter, Ordinances, regulations, rules, and other policies and codes of practice. This forms the basis of the contract between Queen Mary and the student.

1.6 All references to the 'Academic Regulations' include programme, module, and special regulations.

Awards

1.7 Queen Mary holds and exercises independent degree awarding powers, and – under the Ordinances of the University of London – delegated powers to make awards in the name of the University of London. All awards are made in the name of Queen Mary University of London unless special regulations apply. The awards covered by these regulations are:

Undergraduate awards

- Foundation Certificate (FdCert) (level 3)
- Certificate of Higher Education (CertHE) (level 4)
- Foundation Degree in Arts (FdA) (level 5)
- Foundation Degree in Science (FdSc) (level 5)
- Diploma of Higher Education (DipHE) (level 5)
- Bachelor of Arts (BA) (level 6)
- Bachelor of Engineering (BEng) (level 6)
- Bachelor of Laws (LLB) (level 6)
- Bachelor of Medical Science (BMedSci) (level 6)

- Bachelor of Science (BSc) (level 6)
- Bachelor of Science (Economics) (BSc (Econ)) (level 6)
- Bachelor of Science (Engineering) (BSc (Eng)) (level 6)
- Graduate Certificate (GradCert) (level 6)
- Graduate Diploma (GradDip) (level 6)
- Ordinary Degree (level 6)
- Master of Engineering (MEng) (level 7)
- Master in Science (MSci) (level 7)
- Bachelor of Dental Surgery (BDS) (level 7)
- Bachelor of Medicine and Bachelor of Surgery (MBBS) (level 7)

Postgraduate awards (taught)

- Certificate in Learning and Teaching (CILT) (level 7)
- Postgraduate Certificate (PgCert) (level 7)
- Postgraduate Diploma (PgDip) (level 7)
- Licence in Dental Surgery (LDS) (level 7)
- Master of Arts (MA) (level 7)
- Master of Business Administration (MBA) (level 7)
- Master of Clinical Dentistry (MClinDent) (level 7)
- Master of Education (MEd) (level 7)
- Master of Laws (LLM) (level 7)
- Master of Public Administration (MPA) (level 7)
- Master of Research (MRes) (level 7)
- Master of Science (MSc) (level 7)

Postgraduate awards (research)

- Master by Research (ResM) (level 7)
- Master of Philosophy (MPhil) (level 7)
- Clinical Doctorate (DClin) (level 8)
- Doctor of Philosophy (PhD) (level 8)
- Doctor of Engineering (EngD) (level 8)
- Doctor of Medicine (Research) (MD (Res)) (level 8)
- Doctor in Professional Studies (DrPS) (level 8)
- Doctor in Clinical Dentistry (DClinDent) (level 8)
- Doctor in Clinical Psychology (DPsych) (level 8)

Delegated authorities

1.8 The Senate delegates authority for the consideration of achievement, progression, awards, and other related matters for taught programmes to the Subject and Degree Examination Boards. More details are available in the Assessment Handbook, which is approved by the Senate.

1.9 The Senate delegates authority for the management of academic quality and standards, including development of academic policy, to the Academic Quality and Standards Board. More details are available in the quality framework.

1.10 The Senate delegates authority for the consideration of achievement, progression, and awards for research students, and programme approval and amendment for research programmes, to the Research Degrees Programmes and Examinations Board. More details are available in the quality framework.

1.11 The Senate delegates authority for the approval, amendment, and withdrawal of taught programmes of study to the Education Programmes Board. Authority for the approval, amendment, and withdrawal of modules is delegated to school- and institute-level Education Committees. More details are available in the quality framework.

1.12 Authority for the development, approval, management, and review of partnerships and other initiatives with external partners is delegated to the Partnerships Board. More details are available in the quality framework.

Programme and module regulations

1.13 Programme and module regulations provide a greater level of detail and amplify the Academic Regulations. Where programme or module regulations are silent in any regard, default to the Academic Regulations will occur. In the unlikely event that other materials or advice do not align with these Academic Regulations, these Regulations will be used to determine the correct position.

1.14 Programme regulations specify requirements for admission, curriculum content and outcomes, module diets, methods of assessment, and any further requirements for progression or award. Each programme of study has a specification that includes these regulations.

1.15 Module regulations specify the requirements to take, complete, and pass specific modules. Each module has a specification that details the approved learning outcomes and assessment methods and weightings. Any other requirements that must be met to pass a module will also be detailed in those forms.

1.16 The programme and module regulations in place at the time a student starts that programme or module apply for the full duration of that study, though amendments may sometimes be made where the change is to the benefit of the student.

1.17 In certain circumstances Queen Mary may need to amend or withdraw a programme or module. Normally, an amendment will affect only the next cohort of students to join the programme or module and students will be formally notified and provided with an opportunity to object, should they wish to do so, where an amendment would affect the current cohort.

1.18 Once the withdrawal of a programme is approved no further students can be recruited, but the programme will not be formally withdrawn until no students remain registered on it.

Exceptions and suspensions of regulations

1.19 Programme and module regulations will not diverge from the standard Academic Regulations without exceptionally good reason. Such exceptions are known as special regulations. Special regulations must be approved by the Senate or its delegated authority and, once approved, will be detailed as part of the relevant programme or module specifications. Special regulations will only be considered where:

i there is a legitimate academic rationale; and/or,
ii a specific requirement has been set down by an accrediting professional, statutory or regulatory body (PSRB); and/or,
iii it is a requirement for a collaborative programme with another institution.

1.20 An exception to the standard application of the approved regulations can only be granted by approval of a suspension of regulations. Such requests are exceptional, and can only be made where:

i circumstances have arisen that were not foreseen by the regulations; and/or,
ii the application of the regulations would be manifestly unfair to one or more students.

1.21 A request for suspension of regulations can only be made on the authority of a Degree Examination Board (generally following the recommendation of a Subject Examination Board) or a Head of School, Institute, Directorate, or equivalent. Requests will be considered for approval by a nominee of the Senate but must be submitted to a nominee of the Chief Governance Officer and University Secretary.

1.22 The outcome of a suspension request will be communicated by the nominee of the Chief Governance Officer and University Secretary to the requesting body, which will communicate the outcome to any student or other party involved.

Appeals

1.23 A student may appeal against a decision taken under Queen Mary's regulations, policies, or procedures where they do so within the permitted timeframe and where they believe they have valid grounds, as set out in the relevant appeal policy.

2. General Regulations

Admission

2.1 An application for admission to Queen Mary will be considered in line with the Admissions policies. General and programme-specific requirements for entry to Queen Mary are approved by the Senate, or its delegated authority. Entry requirements may be adjusted as Queen Mary deems appropriate and will be published annually by the start of the relevant admissions cycle.

2.2 An applicant who has previously been registered as a student at Queen Mary or elsewhere may not apply for a programme with significant overlap with the previous programme. Applications will be considered in line with the Policy on Accreditation of Prior Learning. The Senate, or its delegated authority, will determine where there is overlap and will be empowered to grant exceptions to this rule on a case-by-case basis.

Accreditation of prior learning

2.3 An applicant who has been awarded an exit award from Queen Mary and who wishes to complete their studies will be considered for admission in line with the Policy on Accreditation of Prior Learning and subject to the conditions below:

i the exit award was not made as a result of failure to meet the requirements for progression or award;
ii no more than five years have elapsed since the award of the exit award;
iii the certificate for the exit award is returned to Queen Mary prior to the award of the higher qualification.

2.4 An applicant who has been awarded Queen Mary credits from modules, either taken standalone or as part of study toward an intended award, may be considered for readmission, subject to being in good standing with the University.

2.5 Minimum and maximum permitted durations of study for a student admitted with Accredited Prior Learning are based upon the time registered on the new programme at Queen Mary, rather than the normal programme duration (e.g. a student who directly entered year two of a three-year programme would have a maximum permitted duration of three years, rather than four).

2.6 Marks for Accredited Prior Learning achieved at other institutions are not used in classification. Instead the weighting of study will be adjusted, as appropriate to the programme, such that classification is based solely on credits taken at Queen Mary

2.7 Other than in exceptional circumstances approved by the Director of Admissions a student will not be admitted directly to the final developmental year of an undergraduate programme, unless they are studying a programme with an approved collaborative arrangement. In such cases, the prior study and marks achieved count towards the final award, as agreed through the collaborative arrangement or at the point of admission.

Fraudulent admission

2.8 Where a student secures admission to Queen Mary based on qualifications, documents or statements that are found to be false or cancelled, the Senate or its delegated authority will terminate that student's registration.

Student conduct and expectations

2.9 Each student must comply with all Queen Mary policies and procedures. These include, but are not limited to:

- the Academic Regulations, and programme and module regulations.
- The Examination Regulations for Students.
- health and safety policies.
- the Student Discipline Policy.
- Fitness to Practise and Professional Capability regulations (where relevant).
- the Library Regulations.
- information technology policies.
- Estates and Environment policies, including policies on smoking and alcohol and drugs.
- Local school- or institute-level policies and procedures.

2.10 Each student must comply with the Student Discipline Policy. Behaviour must not interfere in any way with the proper functioning or activities of Queen Mary or those who work or study at Queen Mary, and a student must not engage in actions that otherwise damage Queen Mary or that do not align with Queen Mary's values.

2.11 A student must check their Queen Mary email account regularly for messages.

2.12 A student who is subject to a police investigation or criminal proceedings or who receives a criminal conviction during the course of their studies must notify the University, ensuring that the Head of the Appeals, Complaints and Conduct Office is informed. A risk assessment will be conducted to determine whether the matter should be considered under the Student Discipline Policy, and the reasons for the decision will be documented.

Enrolment and registration

2.13 A student of Queen Mary must be registered for a programme of study at Queen Mary, and for the modules associated with that programme.

2.14 Before registration, a student must ensure that their programme and modules are acceptable to them, and that they can meet the attendance, learning, and assessment requirements. Queen Mary cannot change programme or module regulations, requirements, or scheduling to meet the needs of an individual student.

2.15 A student must enrol at the beginning of their studies and re-enrol at the beginning of each subsequent academic year of their programme, in accordance with instructions and deadlines issued by Queen Mary. A student who does not enrol or re-enrol by the specified deadline will be deregistered and will cease to be a student.

2.16 A student who has not complied with all requirements for enrolment or re-enrolment may be temporarily enrolled for a specified period. During that period the student may attend classes and use Queen Mary facilities. If, at the end of that period, the student has still not met all the requirements then they will be deregistered and will cease to be a student.

2.17 An individual not registered for a programme of study cannot be an enrolled student. However, it is possible for a registered student to not be enrolled (e.g. while on an interruption of studies or resitting out of attendance). Where registration is terminated, enrolment is also terminated.

2.18 An individual who is not enrolled or registered cannot use Queen Mary facilities except where this is expressly approved on the delegated authority of the Senate. A student who is registered but not enrolled (e.g. on an interruption of studies or while resitting out of attendance) may have limited access to some facilities.

2.19 An enrolled student may take a temporary break from their studies, known as an interruption. The procedure and conditions are detailed in the Interruption of Study Policy.

Immigration permission permitting study, or exemption from immigration control

2.20 A student who fails to provide the following on request will have their registration and enrolment terminated, and will cease to be a student:

i evidence that they hold immigration permission with conditions that do not restrict them from undertaking their programme of study in the country or territory where they are studying; or,
ii evidence that they are exempt from immigration control in the country or territory where they are studying.

Personal details

2.21 A student must provide documentary evidence of identity on initial enrolment; this may be required in advance. A student who enrols or registers under a false name or identity, or with other information that is subsequently found to be false, will be deregistered and will cease to be a student.

2.22 A student must inform Queen Mary of their personal and term-time addresses on enrolment and inform Queen Mary in writing or by other prescribed means of any subsequent change of address.

2.23 All letters, transcripts, certificates, and awards will be issued in the name under which a student is enrolled. Any request to record a change of name must be made in writing, or by other prescribed means, and supported by appropriate documentary evidence. Queen Mary will not issue revised documents where a graduate has changed their name after graduation unless there has been an administrative error, or where the graduate has undergone gender reassignment.

Student identity card

2.24 Each student will be issued a student identity card upon enrolment. A student must always carry this when on Queen Mary premises, including the Students' Union, and when participating in Queen Mary or Students' Union activities. Queen Mary reserves the right to exclude from any campus, building or activity a student who cannot produce their current identity card upon demand. If an identity card is lost or stolen, the student is responsible for arranging a replacement; Queen Mary reserves the right to charge a fee for this replacement.

2.25 The Queen Mary student identity card includes a photograph showing the full head and face. There must be no head-covering in the photograph unless it is worn for medical or religious reasons. In no circumstances can the face be covered in the photograph. Queen Mary reserves the right to check the identity of any student by comparison of the student's face and the photograph on the identity card.

Occupational Health and Disclosure and Barring Service checks

2.26 Queen Mary reserves the right to require any student to undertake relevant Occupational Health and Disclosure and Barring Service checks in order to continue on the programme; this may be required as a condition of admission, or at any time in a student's studies, or both. Failure to comply with this regulation or to meet set deadlines to engage with the clearance process may result in the student being deregistered from Queen Mary, or in a recommendation or requirement for the student to interrupt their studies.

Medical fitness to study or practise

2.27 Queen Mary reserves the right to require any student to undertake a medical examination to determine fitness to study and/or fitness to practice; this may be required as a condition of admission, or at any time in a student's studies. Queen Mary may require full disclosure of any report on a student's fitness to study or practise. A student who is required to undertake a medical examination/assessment to determine fitness to study and/or fitness to practice may have restrictions placed on their activity while the assessments are ongoing. Failure to comply with any part of this regulation may result in the student being deregistered from Queen Mary, or in a recommendation or requirement for the student to interrupt their studies.

2.28 A student who has been absent because of illness or an infectious or contagious disease may be required to produce medical certification of fitness to study or practice before being permitted to resume study at Queen Mary.

2.29 A student not deemed fit to study or practise after a required medical examination may be deregistered from Queen Mary or may be advised or required to interrupt their studies.

2.30 A student on a medical or dental programme must inform the Queen Mary Health Centre if they are, or have reason to believe that they may be, an infectious carrier of any disease or condition specified by the Senate, or its delegated authority, as requiring notification.

University fees and other charges

2.31 A student must pay all fees, charges, or debts incurred during their registration, enrolment, or residence at Queen Mary promptly on demand.

2.32 An individual in debt to Queen Mary from a previous registration will not be permitted to enrol as a new student until the debt is cleared.

2.33 Queen Mary will determine a student's fee status and resulting university fees upon application in accordance with the University Fee Regulations. Once determined, a student's fee status cannot change during their period of registration except under conditions specified in those regulations. Queen Mary reserves the right to increase fees at any time and without prior notice, normally for implementation in the next academic year.

2.34 Queen Mary may charge an application fee and/or a fee deposit during the process of admission. The provisions governing application fees and fee deposits are published in the University Fee Regulations.

2.35 Arrangements and acceptable methods for the payment of university fees are stated in the University Fee Regulations, and are dependent on each student's fee status and programme of study. Exceptionally, Queen Mary may approve arrangements for a self-financing student to pay by instalments; a student who defaults on the agreed instalments will immediately become liable for the full outstanding balance. University fees are not normally refundable.

2.36 A student must make arrangements for the payment of their university fees at the beginning of each academic year as a pre-condition of enrolment or re-enrolment. Exceptionally, a student may be temporarily enrolled for a specified period to make arrangements for the payment of fees. If the student has not made satisfactory payment arrangements by the end of that period then they will be deregistered and will cease to be a student.

2.37 University fees include fees for registration and examinations (including resits), but exclude fees for retakes or first takes (where a student repeats the teaching for one or modules), or for field trips.

2.38 A student with university fee debts is not entitled to receive formal confirmation of results or progression from one year to the next, or any award of Queen Mary or the University of London.

Deregistration for non-payment of fees or charges

2.39 A student who defaults on the payment of university fees will be deregistered in accordance with the University Fee Regulations.

2.40 Queen Mary will issue a formal, written notification of the intention to deregister the student and a specific deadline by which they must pay the relevant fee or charge. Where payment is not received by that deadline, the student's registration and enrolment will be terminated and they will cease to be a student. A student may appeal against deregistration where they believe they have grounds to do so, in accordance with the appeal policies.

Deregistration and withdrawal

2.41 A student may leave Queen Mary before completing their programme of study. Where this is an active decision initiated by the student this is known as 'withdrawal'. Where the action is taken by Queen Mary it is known as 'deregistration' (used in situations including where a student has failed to meet the requirements for engagement, exhausted all opportunities to pass or progress in their programme, or reached the maximum permitted duration of study). Both withdrawal and deregistration lead to the immediate termination of registration and enrolment, upon which the individual ceases to be a student of Queen Mary.

2.42 A student will not normally be admitted to a new programme of study until at least 12 months have passed following deregistration or withdrawal. Exceptions will be considered for approval on a case-by case basis by the Senate, or its delegated nominee (the Director of Admissions).

2.43 In accordance with its statutory obligations, Queen Mary will report when an individual ceases to be a registered student to the relevant governmental and other external agencies. These include but are not limited to: UK Visas and Immigration, the Student Loans Company, Local Education Authorities, any other sponsors, and Transport for London.

Studying for a programme

Duration of study

2.44 Each programme has a normal duration of study. Where this is not explicitly specified at the point of programme approval it will be set at the minimum period of time in which the programme can be completed where full module loads are taken according to the mode of study.

2.45 The minimum duration of study to be eligible for award is one third of the normal duration.

2.46 The maximum duration of study is the normal duration plus one year (excepting the MBBS and BDS programmes, where it is the normal duration plus two years). A student who exceeds this limit will have their registration and enrolment terminated and will cease to be a student. Queen Mary may also deregister a student where it is no longer possible for a student to complete a programme within the remaining period of permitted maximum duration.

2.47 Interruptions of study, first takes, and years of intercalation do not count towards the duration of study. Retakes, and periods spent resitting (or first sitting) out of attendance do count towards the duration of study.

2.48 In exceptional circumstances, Queen Mary may extend a student's maximum permitted duration of study. This requires support from the student's school or institute, which will submit a formal request to the Student Records Office for consideration by the Director of Registry Services (or nominee).

Concurrent study

2.49 A student cannot simultaneously be registered for more than one Queen Mary programme without the express permission of the Senate, or its delegated authority (the Director of Admissions, or nominee). Intercalated programmes are an exception to this rule; an intercalating student remains registered on their primary programme, though there must be no overlap with the subsequent year of the primary programme unless the intercalation period is for a postgraduate programme.

2.50 It is recommended that students do not concurrently study at another institution while registered at Queen Mary. Workload associated with another programme of study will not be treated as good reason for a lack of engagement or as grounds for extenuating circumstances. Students commit on enrolment to being able to meet the requirements of the Queen Mary programme.

Change of programme

2.51 When Queen Mary makes an offer to study at Queen Mary, it is for the programme specified in the offer communication. Requests to change programme will only be considered exceptionally, only where places are available, and only where the conditions below are met. A request to change programme requires approval from the relevant Head of School (or nominee) and, for applicants and first-year students, the Director of Admissions (or nominee).

i an applicant may only change programme at the offer stage if they meet the published entry requirements for the intended programme.
ii a first-year student may only change programme if they meet the published entry requirements for the intended programme and all published requirements for the intended programme up to the point of transfer, including registration for or satisfactory completion of all specified modules.
iii a student in a subsequent year of study may only change programme if they meet all published requirements for the intended programme up to the point of transfer, including registration for or satisfactory completion of all specified modules.

Modes of study

2.52 Each programme has one or more specified modes of study. These relate to (i) the intensity of study (full-time, part-time, or variable-mode) and (ii) the mode of delivery (on campus, distance learning, study abroad/on placement). A programme may sometimes include different modes of study in different developmental years.

2.53 It is not possible to change the mode of study except in the following circumstances:

i where a programme is available in multiple approved modes of study (for example, full-time and part-time, or on campus and distance learning) a student who meets all requirements for registration on the other mode may request to change to that version in line with the change of programme regulations.

ii exceptionally (normally in a case related to severe extenuating circumstances), a reduction to the intensity of study for an individual student may be approved so as to allow part-time study where there is no approved part-time version of a programme. The student must already be registered with Queen Mary and must be eligible to study on a part-time basis. This requires approval from the Senate, or its delegated authority (the Director of Registry Services, or nominee, on the recommendation of a Head of School/Institute Director).

iii by exception, remote delivery may also be permitted in circumstances where requiring face-to-face delivery would constitute discrimination under the Equality Act 2010, or where continuity of education provision would otherwise be interrupted by unforeseen circumstances (for example industrial action, extreme weather, periods of travel restriction).

2.54 In addition to these modes of study a student may, subject to a decision of an examination board, be registered to resit out of attendance (taking resit or first sit assessments without attendance) or to retake or first take one or more modules (repeating the teaching and assessment in attendance as a consequence of either failure or extenuating circumstances).

Developmental years

2.55 The term 'developmental year' refers to one year of full-time study, or the equivalent workload where study is not full-time. Where study is not full-time, a developmental year may extend over more than one academic year. There will normally be a progression point at the end of each developmental year.

2.56 At undergraduate level, one developmental year comprises modules to the value of 120 academic credits and normally extends across one academic year, for a full-time programme. At postgraduate level the required volume of credit varies depending on the award (typically 60 credits for a Postgraduate Certificate, 120 credits for a Postgraduate Diploma, and 180 credits for a standard one-year Masters award); in the case of a Masters programme, one full-time developmental year is normally equivalent to one calendar year, spanning two academic years.

2.57 An undergraduate student must take modules to the value of 120 credits in a full-time academic year. A postgraduate (taught) student must take the prescribed volume of credit (typically 60 credits for a Postgraduate Certificate, 120 credits for a Postgraduate Diploma, and 180 credits for a standard one-year masters award) in a full-time developmental year.

Attendance and participation

2.58 Queen Mary sets expectations and minimum requirements for a student's engagement with teaching, learning, and assessment in the Student Learning Engagement Policy, which is expanded upon in information published by the student's school/institute. Failure to comply with these requirements may result in deregistration.

2.59 Queen Mary will specify term, semester, and examination dates, and hours of operation. Teaching, learning, and assessment will be delivered in these periods. A student must be available to participate in these activities during the published periods and hours of operation. Occasionally, these activities may occur outside of the periods specified as term or semester dates (e.g. field trips); dates will be published in advance, and students are still expected to attend these activities.

Deregistration as a result of non-engagement

2.60 A student who does not meet the published requirements for engagement through one or more of persistent absence, failure to participate, or failure to submit assessments by the relevant deadlines without good reason should ordinarily be deregistered from the programme of study.

2.61 Where a student does not meet published engagement requirements, the Head of School/Institute (or nominee) will issue the student with a written formal warning and allow a specified period in which to improve one or more of attendance, participation, and submission of assessments. If the student does not satisfactorily improve their engagement then they will be deregistered. Before deregistering a student with a declared mental health condition, the School/Institute must consult the Mental Health Manager (or nominee within the Advice and Counselling Service) and the Disability and Dyslexia Service and hold a meeting with the student under Queen Mary's Enhancing Support for Students' Fitness to Study guidance with a suitable member of Student Wellbeing present. Where a student holds a Student visa (formerly called Tier 4 immigration permission), Queen Mary is obliged to report non-engagement to UK Visas and Immigration and may deregister a student without this formal warning process.

2.62 A student may appeal against a deregistration decision if they believe they have grounds to do so, in accordance with the appeal policies.

Studying for a module

Module registration

2.63 A student must register for modules each year in accordance with instructions from their school or institute and the specified requirements of their programme of study by the specified deadline. A student who does not register for a module is not permitted to undertake teaching, learning, or assessment for that module.

2.64 An enrolled student who fails to complete module registration by the specified deadline will not be able to make their own selections. The student's school or institute will make selections for the student, including where there would normally be an element of choice.

2.65 Once a student's module choices have been confirmed, the student will not normally be permitted to make any further changes. A student will only be permitted to change modules more than two weeks into the teaching of a module in exceptional circumstances.

2.66 Many programmes of study include modules designated as 'compulsory' (must be taken) and 'core' (must be taken and must be passed). Rarely, a student may have taken the same module or a directly equivalent module previously, at Queen Mary or elsewhere. In these circumstances a Head of School/Institute (or nominee) may seek approval from the Senate or its delegated authority (the Director of Registry Services (or nominee)) to exempt a student from a particular module. In such cases the module must be replaced with one or more alternatives to bring the student up to the required credit load for award.

2.67 Each module has an 'academic level' indicating its relative complexity, intellectual challenge, depth of learning, and expected level of learner autonomy. A minimum 75 per cent of credits taken by a student in any developmental year must be at, or higher than, the academic level corresponding to that developmental year. Individual programmes and awards may specify higher requirements (eg, all modules taken in the final year of an MSci or MEng programme must be at level 7).

Intercollegiate module registration

2.68 A student may take up to 60 credits of modules from other institutions within the University of London in place of Queen Mary elective modules across their programme of study (core and compulsory modules cannot be substituted). This requires permission from the student's Head of School/Institute (or nominee) and the Director of Registry Services (or nominee), as well as the host institution.

Study abroad

2.69 Some programmes of study include a compulsory year of study overseas; these have specific regulations detailed in Section 4 of these regulations. Other programmes do not include a compulsory year of study overseas but a student may spend one semester studying overseas at another institution of university status with whom Queen Mary has an approved exchange agreement. In those cases the regulations below apply.

2.70 A student who wishes to study for a semester abroad must complete an application process, following procedures managed by the Global Opportunities Office.

2.71 To be eligible to study for a semester overseas, a student must pass all modules from developmental years prior to the period abroad and achieve a weighted average mark of 60.0 or higher up to the relevant point in the weightings 1:3:6:6 (for years 1:2:3:4).

2.72 A student cannot study abroad in the first year or in the final semester of a programme of study.

2.73 Module results from a semester abroad count towards a student's programme in the same way as modules studied at Queen Mary. However, there will normally be a rescaling and/or reweighting process to bring credits and marks into line with Queen Mary standards. These conversion arrangements will be approved by the Senate or its delegated authority (the Academic Quality and Standards Board) and subject to periodic review.

2.74 While studying for a semester abroad, a student is subject to the regulations and policies of the host institution. This includes reassessment; some institutions do not offer resits, and in those cases a student will have only one attempt to pass the modules.

Taking and completing a module

2.75 Once registered for a module, a student is deemed to be taking it or to have taken it even if they subsequently withdraw or are deregistered. Where a student changes to a new module the original module will be replaced by the new module.

2.76 When a student withdraws or is deregistered they will receive marks for any assessment(s) completed up to that point, or else marks of zero. A student is not entitled to resit if they have withdrawn or have been deregistered.

2.77 A student does not need to pass a module to complete it (although 'successful' completion of the module does require a pass). A module is completed when a student passes, fails, or withdraws from the module or programme of study, or is deregistered from the programme of study.

Passing or failing a module

2.78 To pass a module, a student must undertake the approved assessment for the module and meet all specified requirements for a pass in the module. In most cases this is a requirement to achieve an overall module average mark above the module pass mark, but some modules specify additional conditions (e.g. a requirement to pass every element of assessment outright, or to achieve a minimum mark in some or all elements of assessment).

2.79 A student who does not meet the requirements to pass a module will fail that module. This will normally be because the module mark achieved is lower than the module pass mark, but it is possible to fail with a module mark above the module pass mark. This is known as 'qualified failure' and occurs when a student fails to meet additional conditions for passing the module, as specified in the module regulations. Qualified failure is recorded with a grade of 'FQ', and the mark will be reduced to 39.0 (where the module pass mark is 40.0) or 49.0 (where the module pass mark is 50.0).

2.80 The module pass mark for all postgraduate taught modules and for level 7 undergraduate modules is 50.0. The module pass mark for other undergraduate taught modules is normally 40.0. Special regulations detail any exceptions to these rules; notably, the MBBS, BDS, BSc Dental Therapy and Hygiene, and FdCert Clinical Foundation Studies (undergraduate awards) have module pass marks of 50.0.

2.81 A student will receive a mark of zero if they fail to attempt an assessment (recorded as 0NS, to indicate non-submission). This will be used in the calculation of the module mark.

2.82 The module mark is held to one decimal place. It is calculated using the marks for each summative element of assessment for the module, using the approved weightings from the module specification.

2.83 Module marks have associated grades, as shown below. Other grades may also be used, to reflect outcomes including but not limited to extenuating circumstances, late submission penalties, academic misconduct, and withdrawal.

Module mark	Module grade (undergraduate) [1]	Module grade (postgraduate)
70.0 – 100.0	A	D (Distinction)
60.0 – 69.9	B	M (Merit)
50.0 – 59.9	C	P (Pass)
40.0 – 49.9	D	F (Fail)
0.0 – 39.9	F (Fail)	F (Fail)

Number of attempts

2.84 A student has a maximum of two attempts to pass a module – the first attempt, and one resit. In rare circumstances the resit may be replaced by a retake. Students registered for MBBS or BDS awards are an exception to this rule; the MBBS and BDS regulations grant three attempts – the first attempt, one resit, and one retake (for the MBBS, and parts of the BDS, a module is normally equivalent to a Section or Part in the context of this regulation).

Resits

2.85 A resit is a second or subsequent attempt to pass a module, by reassessment. A resit does not allow or require attendance at classes. Marks and credit achieved for a resit count towards the developmental year in which the module was taught, not the year in which the resit occurs (where this differs).

[1] As noted above, level 7 undergraduate modules and all modules on certain undergraduate programmes have a module pass mark of 50.0. In those cases, any mark below 50.0 will have a grade of F (Fail).

2.86 A student cannot resit a module that has been passed. This includes circumstances where a student has passed a module overall but has failed one or more elements of assessment. Additionally, a student who meets the requirements for an award is not entitled to take any remaining resit opportunities; where the minimum award requirements are met, the award will be made.

2.87 Where a student resits one or more assessments for a module, the mark for the module will be capped to the minimum pass mark.

2.88 If a student fails a module at both the first attempt and resit then the higher module mark (calculated using the best of the two marks for each element of assessment) will stand; this is known as the 'best fail'.

2.89 Resits can take two forms: 'standard' or 'synoptic'. The module specification will state which form applies. Where standard reassessment is used, the marks for assessments passed at the first attempt stand; a student resits only the failed elements, the results of which are combined with those from the elements passed previously. Where synoptic reassessment is used, the results from the first attempt are set aside and the student will resit one or more new elements of assessment that, together, will count for 100 per cent of the module mark (normally, but not always, a single assessment).

2.90 A student due to resit (or first sit) must do so at the next available opportunity; deferral is not permitted. However, if a student is abroad as part of their programme of study at the next available opportunity they will be permitted to resit at the next opportunity after their return, without penalty.

2.91 There are normally two assessment opportunities for each module each year. The appropriate Subject Examination Board must agree failure in the module (not just the assessment) before any resit can take place. Queen Mary has a system of semester-based examinations for most modules; the first attempt will occur at the end of the semester in which teaching ended, and the resit opportunity in the late summer examination period (i.e. a student who fails an examination at the end of semester one will not resit it at the end of semester two, but will resit in the standard late summer resit period).

2.92 A student will be automatically registered to take any available resits (or first sits) at the next normally available assessment opportunity. The student may opt out of an assessment opportunity by following the published procedure, but in doing so will forfeit any remaining attempts to pass the module. In circumstances where this would leave the student unable to achieve the intended award outcome this may result in their deregistration.

2.93 If a student does not attempt a resit (or first sit) assessment for which they are registered, it will count as one of their permitted attempts at the module and the student will receive a mark of zero for the assessment (recorded as 0NS, to indicate non-submission). This mark will be used in the calculation of the module mark. In circumstances where this would leave the student unable to achieve the intended award outcome this may result in their deregistration.

2.94 Visiting associate students are subject to the same provisions as Queen Mary students, except for the timing of the next available assessment opportunity after the first attempt:

i for semester one-only associate students this will occur by the end of the main examination period, with the results approved at the June meeting of the Subject Examination Board.
ii for full-year and semester two-only associate students this will occur by the end of the late-summer examination period, with the results approved at the August Subject Examination Board.

Repeating a module or a year (retakes and first takes)

2.95 A student cannot normally repeat the teaching for a module. In the limited circumstances where this is permitted it is known as a 'retake' (or, where it was awarded based on extenuating circumstances, a 'first take'). Retakes and first takes are distinct from 'resits' and 'first sits'; in the latter cases a student will repeat only the assessment for a module and not the teaching.

2.96 A retake/first take involves attendance at classes and completion of all elements of assessment, whether previously failed or not. A student cannot retake a module that was passed and cannot normally first take a module that was passed.

2.97 A retake/first take attracts additional pro rata University Fees.

2.98 Where a student is granted a retake or first take they must attempt the same module(s) that they attempted in the original year of study. Substitutions will only be permitted where:

i the original module has been withdrawn; or,
ii the original module has had its code or title amended (in which case the student will normally take the amended version); or,
iii the original module is not running in the year of the retake/first take; or,
iv there is an unavoidable clash with another module (in which case core/compulsory modules take precedence over elective modules).

2.99 A student's transcript will list all attempts at a module (i.e. both the original attempt and any retake/ first take).

2.100 A retake or first take can only be awarded on the recommendation of a Subject Examination Board and with the approval of the associated Degree Examination Board.

2.101 A retake or first take must be taken at the next available opportunity. If a student fails to do so, the missed retake/first take will count as one permitted attempt at the module irrespective of whether the student actually registered for the attempt.

Retakes

2.102 A retake will only normally be recommended where it is not practically possible to resit a module (i.e. where assessment requires regular attendance, e.g. in laboratory facilities).

2.103 A retake counts as one of the permitted attempts at a module and is awarded instead of a resit opportunity. Module results are capped to the minimum pass mark unless special regulations apply.

First takes

2.104 A first take may be recommended where extenuating circumstances impacted meaningfully upon a student's attendance and performance for one or more modules and where there is good reason why the student did not interrupt their studies at the proper time.

2.105 A first take replaces the original teaching and does not count as an additional attempt. The results for the first take are not capped, and normal resit provision will apply (however, should a student be awarded a first take of what was already a retake (e.g. a first take of the MBBS and BDS third attempt), the results will be capped and no further resit provision will apply, carrying over the status of the attempt being replaced). A student on the MBBS or BDS programmes will normally need to first take a full year, rather than individual affected modules.

Award of academic credit for a module

2.106 The award of academic credit relates to achievement in individual modules. A student who passes a module will receive academic credit.

2.107 Each module has a specified credit value agreed at the point of approval. The volume of credit awarded when a module is passed is fixed and does not vary in accordance with the level of achievement (which is reflected in the module mark).

2.108 Certain programmes (normally leading to postgraduate taught awards) allow for the award of credit where a module is failed, subject to certain conditions. This is known as 'condoned failure'.

Awards

2.109 Eligibility requirements for individual awards are detailed in later sections of the Academic Regulations. This section details policies common to all awards.

2.110 Awards of Queen Mary are conferred by the approval of a Degree Examination Board, on the recommendation of a Subject Examination Board.

2.111 An award will be made once a student meets the minimum requirements for award. A student who meets the minimum award requirements but has resit or first sit attempts remaining will not be eligible to take those resits or first sits (though a Degree Examination Board may approve an exception, for first sits only).

Field of study

2.112 The 'field of study' (the degree title, for example 'English') for an award will be the title approved by the Senate or its delegated authority.

Classification Mark

2.113 The Classification Mark is an aggregate mark that reflects a student's overall performance across their programme of study. The Classification Mark always factors in weightings from modules of different credit values, and normally also factors in year weightings. It is held to one decimal place and is always calculated as if the required volume of academic credit was taken. In most cases the Classification Mark will determine the classification of a student's award. The means of classification and the means of calculating the Classification Mark are detailed in the Academic Regulations specific to each award.

Borderline classification policy

2.114 The borderline classification policy can be used to recommend a higher award classification than that indicated by a student's Classification Mark where specified criteria are met and the Subject Examination Board agrees, with collective academic judgement, that the higher classification better reflects the student's overall performance. The policy does not apply to awards that do not classify using the Classification Mark (notably the BDS and MBBS awards).

2.115 The borderline classification policy can only be used to recommend a higher classification where the following conditions are met. There is no discretion at the pass/fail border, as this represents a minimum standard of achievement for the award.

i each student with a Classification Mark within 1.5 per cent of a borderline (except at the pass/fail border) is determined to fall within the 'zone of consideration' and will be considered as a possible case for application of the borderline policy;
ii a student falling within the zone of consideration and with at least half of their final year credits (half of 'all' credits for postgraduate taught awards) with marks at the level of the upper classification (or higher), will be raised to the higher classification.
iii Where the final year includes advanced standing credits from another institution, only Queen Mary credits will be considered in the borderline policy (i.e. at least half of the 'Queen Mary' credits must be at or above the level of the higher classification).
iv Where a student studies on a part-time basis, all modules comprising the full-time equivalent final year will be used in the borderline policy.

2.116 The borderline policy is applied after the initial award and classification calculations. Where an award has specific requirements for marks in particular modules (e.g. a minimum dissertation/project mark for Merit or Distinction level), those rules take precedence over the borderline policy (i.e. if a student meets the borderline policy requirements but does not meet the dissertation/project requirement, the classification will not be raised).

Exit awards

2.117 An exit award is an award at a lower level than that for which a student initially registered. An exit award may be recommended where a student meets the requirements for the lower level award and where the student has either withdrawn or been deregistered. Where a student has been deregistered the nature of the deregistration will be considered when determining whether or not to recommend an exit award. Certain programmes do not permit exit awards or attach special conditions to exit awards (e.g. alternative fields of study).

2.118 Exit awards for postgraduate programmes have the following hierarchy. A student will be awarded the highest linked award for which they meet all requirements:

i Master of Clinical Dentistry (MClinDent) (the next highest award is the MSc).
ii Master of Science (Euromasters) (MSc (Euromasters)) (the next highest award is the MSc).
iii Master of Arts (MA), Business Administration (MBA), Education (MEd), Laws (LLM), Research (MRes), Public Administration (MPA), or Science (MSc).
iv Postgraduate Diploma (PgDip).
v Postgraduate Certificate (PgCert).
vi Certificate in Learning and Teaching (as an exit award from the PgCert Academic Practice, only).

2.119 Exit awards for undergraduate programmes have the following hierarchy. A student will be awarded the highest linked award for which they meet all requirements:

i Bachelor of Dental Surgery (BDS), Bachelor of Medicine and Bachelor of Surgery (MBBS) (the next highest award for the BDS and the MBBS is the BSc).
ii Master in Science (MSci) (the next highest award is the BSc), Master of Engineering (MEng) (the next highest award is the BEng or BSc (Eng)).
iii Bachelor of Arts (BA), Engineering (BEng), Laws (LLB), Medical Science (BMedSci), Science (BSc) Science (Economics) (BSc (Econ)), or Science (Engineering) (BSc (Eng)).

iv Ordinary Degree (only used as an exit award).
v Graduate Diploma (GradDip) (not used as an exit award).
vi Graduate Certificate (GradCert) (only used as an exit award for the GradDip).
vii Foundation Degrees in Arts (FdA) and Science (FdSc) (not in use as intended or exit awards).
viii Diploma of Higher Education (DipHE).
ix Certificate of Higher Education (CertHE).
x Foundation Certificate (FdCert).

2.120 If a student has passed more than the minimum required volume of academic credit for the exit award then the best of those credits will be used to calculate the Classification Mark, to the volume of credit required for that award.

2.121 An exit award will be classified according to the standard classification conventions for the relevant award, excepting the provision of the next regulation.

2.122 An undergraduate exit award not available as an intended award in its own right (Ordinary Degree, GradCert, DipHE, and CertHE) at Queen Mary will be classified using a Classification Mark that is a flat average of the marks for the modules used towards the exit award rather than using the year-weighting algorithm specified in the progression and award regulations.

Aegrotat awards

2.123 An aegrotat is an unclassified award. It may be recommended for a student who has taken all modules required for award but who was absent from the final assessment for the programme due to illness or other medical cause judged sufficient by the Subject Examination Board. Exceptionally this may also apply to a student who completed the assessments but whose performance was adversely affected by serious illness or another cause judged sufficient by the Subject Examination Board, or where a student has died. An aegrotat award will only be made where there is no reasonable prospect of a student being able to return to complete the programme. Where the intended award would have been made with Honours, the aegrotat will also be issued with Honours.

2.124 A student who meets the requirements for the award for which they are registered cannot be considered for an aegrotat award.

2.125 Where a student has not taken the full required quota of academic credit, the Subject Examination Board will consider evidence available from other assessments to determine the likelihood of the student achieving the required standard for award. If the Board agrees that this is the case, it may make a recommendation for an aegrotat award.

2.126 A student may accept or decline the offer of an aegrotat award. If they accept, the award will be conferred and the student will cease to be eligible for any remaining assessments. If they decline, the student may take the missed or failed assessments as first sits, where applicable, and will cease to be eligible for the aegrotat award.

Replacement award certificates

2.127 A graduate who requests a duplicate award certificate must confirm that the original certificate has been lost. Only one copy of each award certificate can be in circulation at any time.

Revocation of awards

2.128 The Senate, or its delegated authority, may revoke an award made under these regulations. A revocation made in a graduate's favour (for example, to replace an award with one with a higher classification) requires approval from the relevant Degree Examination Board (or Chair). Where it would not be in the graduate's favour, approval from the President and Principal (or nominee) is required.

Graduation and academic dress

2.129 A student who successfully completes their programme of study and achieves their award will be invited to attend a graduation ceremony, as a graduand. Graduands, staff, and officers of the University shall wear academic dress as outlined below.

Officers and Fellows of the University

2.130 The official dress of the officers and Fellows of Queen Mary is described in the Regulations on Official Dress, which are published online. Those regulations detail the dress of the Chair and members of the Council, the President and Principal and the Vice-Presidents, Fellows, and honorary graduands.

Staff of the University

2.131 Members of staff (other than the officers described above) wear the prescribed academic dress for their own degrees. Members of staff who hold degrees of overseas universities that do not prescribe academic dress and who do not also hold a degree of a British university are entitled, for ceremonial purposes, to wear Queen Mary University of London academic dress for the degree that most closely corresponds, in the opinion of the President and Principal, to the degree awarded by the overseas university.

2.132 Members of staff are entitled to wear the Queen Mary University of London academic dress that most closely corresponds to their own degree, in the opinion of the President and Principal, for ceremonial purposes.

Graduands

2.133 Academic dress for a graduand is determined by the award with which they will graduate. The official academic dress for each award or category of awards is detailed below. Academic dress comprises a gown, a hood, and a hat: The "undergraduate gown" is black, with wing-like sleeves, while the "postgraduate (taught) gown" is black, with long closed sleeves with square ends.

i Undergraduate Certificates and Diplomas

- a Gown: the undergraduate gown
- b Hood: Queen Mary shape, shell of black, bound on the neckband and cowl with white ribbon of 1-inch depth inside and out. The lining is of Queen Mary blue only.
- c Hat: a black square cap with black tassel.

ii Bachelors and first degrees including integrated masters (except the MBBS and BDS)

a Gown: the undergraduate gown
b Hood: Queen Mary shape, shell of black, bound with silver on the neck band and cowl. The neckband is edged top and bottom with silver, continuing through so it is visible from behind. The lining is of two shades of blue forming a point, one blue being Queen Mary blue and the other blue woven with silver white.
c Hat: a black square cap with black tassel.

iii Bachelor of Medicine and Bachelor of Surgery (MBBS) and Bachelor of Dental Surgery (BDS)

a Gown: the undergraduate gown
b Hood: Queen Mary shape, shell of black lining of black and white creating a chevron. Seen from behind the lining is white, black, white on the left-hand side of the hood and black, white, black on the right-hand side. The hood has a piping of white on the bottom edge of the neckband which continues onto to the cowl and is visible from behind. This pattern reflects the chevron on the shield of Barts and The London School of Medicine and Dentistry.
c Hat: a black square cap with black tassel.

iv Postgraduate Certificates and Diplomas

a Gown: the postgraduate (taught) gown
b Hood: The Queen Mary Certificate and Diploma Hood.
c Hat: a black square cap with black tassel.

v Masters awards (other than those from the Faculty of Medicine and Dentistry)

a Gown: the postgraduate (taught) gown
b Hood: Queen Mary shape, shell of black, bound with dark red on the neck band and cowl, the neckband being edged top and bottom continuing through so it is visible from behind. The lining is of two shades of blue forming a point, one being Queen Mary blue and the other blue woven with silver white.
c Hat: a black square cap with black tassel.

vi Masters awards from the Faculty of Medicine and Dentistry

a Gown: the postgraduate (taught) gown
b Hood: Queen Mary simple shape with the addition of a cape, shell and cape of Queen Mary blue, neckband of Queen Mary pattern ribbon of black and white 2-inch, and a lining of black and white creating a chevron. The lining is as the bachelor hood pattern. The neckband also has a cord of red at the top, continuing through so it is visible from behind.
c Hat: a black square cap with black tassel.

vii Master of Philosophy (MPhil)

a Gown: the postgraduate (taught) gown
b Hood: the hood for the relevant masters award with the addition of silver oak leaf lace as a border on the cape.
c Hat: a black square cap with black tassel.

viii Doctor of Philosophy (PhD)

a Gown: a gown of Queen Mary blue, with bell shaped sleeves. The facings are of 4 inches black silk, with an edging of silver oak leaf lace. The sleeves have a 4-inch cuff of black silk with an edging of silver oak leaf lace at the top.
b Hood: the hood for the relevant masters award with the addition of silver oak leaf lace as a border on the cape.
c Hat: a Tudor bonnet of black velvet with a cord of silver and blue.

ix Higher doctorates

a Gown: a gown of Queen Mary blue, with bell shaped sleeves. The facings are of 4 inches scarlet silk, with an edging of silver oak leaf lace. The sleeves have a 4-inch cuff of scarlet silk with an edging of silver oak leaf lace at the top.
b Hood: the hood for the relevant masters award with the addition of silver oak leaf lace as a border on the cape.
c Hat: a Tudor bonnet of black velvet with a cord, the colour of which is dependent on the specialisation:

- Medical and Dental: black and white cord.
- Science: silver and red cord.
- Arts and letters: silver and blue cord.
- Law: silver and red cord.
- Others to be determined as required.

x Honorary doctorates

a Gown: a gown of Queen Mary blue, with bell shaped sleeves. The facings are of 4 inches scarlet silk, with silver oak leaf lace running down the facing. The sleeves have a 4-inch cuff of scarlet silk with an edging of silver oak leaf lace at the top.
b Hood: the hood for the relevant masters award but with a shell of dark red and the addition of silver oak leaf lace as a border on the cape.
c Hat: a Tudor bonnet of blue velvet with a cord of blue and yellow.

3. Assessment

3.1 The Academic Regulations on assessment cover core requirements and rights for students in relation to assessment. Further assessment policies and procedures are detailed in the Assessment Handbook, and the Examination Regulations for Students while the Assessment and Feedback Strategy informs the design of assessments.

3.2 This section of the regulations does not apply to postgraduate research students, to whom separate regulations apply.

Assessment schemes

3.3 Each module will have an approved scheme for assessment and reassessment, designed to test specified module aims and learning outcomes. This will be detailed in the module specification. A student will be informed of the approved assessment scheme as soon as possible and no later than the start of the module.

3.4 Exceptionally, Queen Mary may use its discretion to use assessment methods other than those detailed in the module specification for an individual student. This may occur as an adjustment for a student with a registered disability (on the advice of the Disability and Dyslexia Service) or when setting a resit or first sit assessment, subject to the following conditions and in accordance with the Reasonable Adjustments in Academic Assessments Policy:

i the alternative assessment must constitute a justifiable and efficient assessment of the intended learning outcomes; and,
ii a full statement of the alternative assessment methods, and the justification for their use, is approved by the Subject Examination Board Chair and submitted to the Directorate of Governance and Legal Services (DGLS).

3.5 Where a module has been withdrawn, the standard assessment scheme will normally be offered for only one year after the discontinuation date. A Subject Examination Board may impose an alternative assessment scheme beyond that date.

Setting an assessment

3.6 The design and setting of assessment is the responsibility of the relevant module organisers and internal examiners, in accordance with the approved module regulations, Assessment Handbook, and Assessment and Feedback Strategy. In some cases (for example examinations) assessments are also subject to approval from the relevant Subject Examination Board and external examiner(s). In other cases (for example some professional capability assessments) approval from the relevant professional body may be required.

Marking an assessment

3.7 Marking is conducted in line with the Marking Policy in the Assessment Handbook. Each element of assessment has a marking scheme or set of assessment criteria used to determine the mark and/or grade awarded. The range of marks and grades available for an assessment normally matches that in use for the associated module; exceptions include elements of assessment that are assessed on a pass/fail basis, and schemes that only use certain marks/grades within the range.

Examination and assessment access arrangements

3.8 A student may apply to complete their assessments with access arrangements if they have grounds and do so before the published deadline and in accordance with the stated procedure. All applications will be considered by the Disability and Dyslexia Service (DDS). Where the DDS agrees special arrangements, it will notify the student, the student's school/institute and (for examination arrangements) the Directorate of Registry Services. Examples of access arrangements include additional time in examinations, provision of assistive technology, separate seating arrangements, and consideration of conditions such as dyslexia and dyspraxia in the marking process. While all possible efforts will be made, Queen Mary cannot guarantee to provide access arrangements where an otherwise valid application is not submitted by the deadline; the student may submit a claim for extenuating circumstances to take the assessment at the following assessment opportunity without penalty and with the special arrangements in place.

Academic misconduct

3.9 Academic misconduct refers to actions or working methods that undermine academic integrity during an assessment task or educational activity. Academic misconduct includes actions that undermine the integrity and/or purpose of an assessment, provide a student(s) with undue advantage over others, or undermine the educational standards and reputation of Queen Mary. Queen Mary takes any allegation of academic misconduct seriously and will investigate it in accordance with the Academic Integrity and Misconduct Policy. Penalties for academic misconduct can be severe, including failure with no right of resit, and expulsion from Queen Mary.

Assessment types

3.10 Queen Mary recognises five categories of assessment, within each of which is a wide variety of assessment types. These are primarily administrative divisions, but there are policies and regulations specific to certain categories, especially examinations. Those that relate to students are detailed below. The high-level assessment categories are:

i Examinations and timed assessments:
  a Centrally timetabled and administered examinations:
    (1) In-person written.
    (2) In-person computer-based.
    (3) Remote computer-based.
  b School/institute timetabled and administered examinations and assessments.
ii coursework.
iii practical assessment.
iv dissertation or project.
v professional capability assessment.

Invigilated examinations

3.11 An invigilated examination is one in which students are under continuous supervision, by one or more invigilators. Detailed provision around invigilated examinations including the expectations and responsibilities of students as well as operational policy details are set out in the Examination Regulations for Students. Students must comply with all aspects of those Regulations.

Examination timetable

3.12 Queen Mary will generate an individual examination timetable for each student, giving the dates, times, and venues for all invigilated examinations for their registered modules. Forgery of an examination timetable is an offence and will be investigated under the Academic Integrity and Misconduct Policy.

3.13 The timetable will normally be published approximately one month before the date of the first examination in the relevant period. Amendments to the timetable may be necessary, and will be published alongside the main timetable. Students are responsible for informing themselves of the dates, times, and venues of their examinations in their personal timetable, querying possible errors or omissions, and checking for any amendments to the timetable.

3.14 If a timetabling clash between two examinations cannot be resolved, the affected student will sit both examinations on the same day and will be quarantined for the period between the examinations. The student's school/institute will be responsible for the quarantine arrangements.

Assessments other than invigilated examinations

3.15 A student will be informed of the arrangements for assessments other than invigilated examinations at the start of the relevant module. This will include details such as the assessment brief and – where relevant – the specified word limit and any penalty for exceeding that limit. A student must adhere to these arrangements.

3.16 For assessments that must be attended (rather than submitted), such as presentations and in-class tests, a student will be informed of the date, arrangements, and rules at least three weeks in advance of the assessment.

3.17 For assessments that must be submitted (rather than attended), such as written coursework and dissertations/projects, a student will be informed of the submission deadline and any specified submission method at the start of the module.

3.18 A student unable to submit/complete an assessment by/on the specified date due to medical or other valid reasons beyond their control may submit a claim for extenuating circumstances.

Late submission of assessment

3.19 If an assessment is submitted after the specified deadline it will be recorded as late and a penalty will be applied, unless there are valid extenuating circumstances. Late submission penalties and procedures are detailed in the Marking Policy, in the Assessment Handbook for the academic year appropriate to the module and assessment.

Extenuating circumstances

3.20 Queen Mary's Extenuating Circumstances Policy addresses the consideration of circumstances that may have impacted a student's ability to undertake an assessment. Extenuating circumstances claims and outcomes must be made and given in full accordance with the Policy.

3.21 Queen Mary operates a 'fit to sit' policy. This means that if an assessment of any type is attempted or submitted then that attempt will be marked and counted as the student is deemed to be fit to sit or submit the assessment. Any subsequent claim for extenuating circumstances will not normally be considered. There is a special process for a student who falls ill 'during' an invigilated examination:

i By attending an examination, a student declares that they are 'fit to sit'. If a student is taken ill during an examination and does not feel able to continue, the invigilators will make a record of the incident. The student may submit a claim for extenuating circumstances with evidence in the usual way, but this will only be accepted if the student was fit to sit on entering the venue but – for unforeseen reasons – became ill during the examination. In these circumstances, any work completed up to the point at which the student left the venue will become null and void, irrespective of whether the extenuating circumstances claim is subsequently upheld; the student will be treated as if they had never attended the examination.

3.22 Queen Mary cannot award extra marks as an outcome of a claim for extenuating circumstances. Assessment is designed to measure achievement, not potential, and marks cannot be awarded for what a student may have had the potential to achieve.

3.23 A student may seek additional guidance on extenuating circumstances from AskQM, the Advice and Counselling Service, or their school/institute.

4. Progression and Award: Undergraduate Programmes

4.1 These regulations detail the requirements to progress from one year to the next, the requirements to achieve the award, and the requirements for each classification for undergraduate awards.

4.2 Certain programmes have special regulations that diverge from the standard regulations for the associated awards. These are detailed in the Special Regulations and (for programmes that Queen Mary runs jointly with other institutions) the Special Regulations for Collaborative Programmes.

4.3 In addition to the award-specific requirements, a student must always complete their programme within the maximum permitted duration of study and meet any programme specific rules and requirements for both progression and award (for example, taking and passing specified modules including core modules, or achieving minimum marks in specified modules).

4.4 If a student fails to meet the minimum requirements for progression or award they may take resits or first sits where they have attempts remaining and where it would be possible for them to meet the requirements if they passed those resits or first sits. Where that is not possible the student will be deregistered; an exit award will normally be issued where the requirements are met. In some limited circumstances it may be possible for a student at risk of deregistration for failure to meet the progression requirements to be transferred to another programme for which they do meet the requirements; this may result in the discounting of some modules to meet the requirements of the new programme.

Foundation Certificate (FdCert)

Resits

4.5 A student who meets the minimum FdCert award requirements at the June examination board may opt to defer the award and take any outstanding resits/first sits in the late summer assessment period. This is an exception to the standard procedure. A student must submit any such request to the Programme Director (or nominee) in writing, no less than 24 hours before the meeting of the relevant Degree Examination Board. A student who accepts the award in June forfeits any remaining attempts.

Award requirements

4.6 To be eligible for the award of a Foundation Certificate (FdCert), a student must:

i take 120 credits, including a minimum 90 credits at academic level 3; and,
ii pass a minimum 105 credits; and,
iii achieve a Classification Mark of 40.0 or higher.

Classification

4.7 The FdCert award is classified using the Classification Mark, as below. The Classification Mark is the weighted average mark for the developmental year.

Classification Mark	Classification
70.0 – 100.0	Distinction
60.0 – 69.9	Merit
40.0 – 59.9	Pass

Special regulations

4.8 The following programmes have special regulations that specify exceptions to these regulations:

i FdCert in Clinical Foundation Studies.

Programmes with an integrated foundation year

Progression requirements

4.9 These regulations apply to a student in the first developmental year ('foundation year') of an undergraduate programme with an integrated foundation year. To progress from the foundation year to the subsequent developmental year, a student must:

i take 120 credits, including a minimum 90 credits at level 3; and,
ii pass a minimum 105 credits; and,
iii achieve an average mark equal to or higher than that specified as a requirement for the student's programme and pathway in the programme handbook.

4.10 A student who meets these requirements will, for subsequent developmental years, follow the regulations for the appropriate bachelors or integrated masters award detailed in this edition of the Academic Regulations. Marks and credits achieved during the foundation year will not count towards the progression or award requirements for the bachelors or integrated masters programme.

Certificate of Higher Education (CertHE)

Award requirements

4.11 To be eligible for the award of a Certificate of Higher Education (CertHE), a student must:

i take 120 credits, including a minimum 90 credits at academic level 4 and no more than 30 credits at level 3; and,
ii pass a minimum 105 credits, including at least 90 at level 4 or higher and excluding any at level 3; and,
iii achieve a Classification Mark of 40.0 or higher.

Classification [2]

4.12 The CertHE award is classified using the Classification Mark, as below. The Classification Mark is the weighted average mark for the developmental year.

Classification Mark	Classification
70.0 – 100.0	Distinction
60.0 – 69.9	Merit
40.0 – 59.9	Pass

Special regulations

4.13 The following programmes have special regulations that specify exceptions to these regulations:

i CertHE in Applied Finance in the School of Economics and Finance

[2] Where a CertHE is issued as an exit award rather than as an intended award in its own right the Classification Mark is determined in a different way, as outlined in Section 2 of the Academic Regulations.

Diploma of Higher Education (DipHE)
Foundation Degree in Arts (FdA)
Foundation Degree in Science (FdSc)

Progression requirements

4.14 To progress from the first to the second developmental year of a DipHE, FdA, or FdSc, a student must:

i take 120 credits, including a minimum 90 at level 4. Pass a minimum 90 of those credits; and,
ii achieve a weighted average year mark of 40.0 or higher; and,
iii fail (after resit) no more than 30 credits in any one developmental year.

Award requirements

4.15 To be eligible for the award of a DipHE, FdA, or FdSc, a student must complete the programme and:

i take 240 credits (120 per developmental year), including a minimum 90 credits at each of academic levels 4 and 5, a maximum 30 credits at level 3, and a maximum 150 credits at level 4; and,
ii pass a minimum 210 credits, including at least 90 at level 5 or higher and excluding any at level 3; and,
iii achieve a Classification Mark of 40.0 or higher.

Classification [3]

4.16 The DipHE, FdA, and FdSc Classification Mark, is calculated as follows:

Award	Weighting of each development year's credit weighted average	
	Year 1	Year 2
DipHE, FdA, FdSc	1 (25%)	3 (75%)

4.17 The DipHE, FdA, and FdSc awards are classified using the Classification Mark, as below.

Classification Mark	Classification
70.0 – 100.0	Distinction
60.0 – 69.9	Merit
40.0 – 59.9	Pass

[3] Where a DipHE is issued as an exit award rather than as an intended award in its own right the Classification Mark is determined in a different way, as outlined in Section 2 of the Academic Regulations.

Graduate Certificate (GradCert)

Award requirements

4.18 To be eligible for the award of a Graduate Certificate (GradCert), a student must:

i take 60 credits at academic level 6; and,
ii pass 60 credits at academic level 6; and,
iii achieve a Classification Mark of 40.0 or higher.

Classification [4]

4.19 The GradCert is classified using the Classification Mark, as below. The Classification Mark is the weighted average mark for the developmental year.

Classification Mark	Classification
70.0 – 100.0	Distinction
60.0 – 69.9	Merit
40.0 – 59.9	Pass

Graduate Diploma (GradDip)

Award requirements

4.20 To be eligible for the award of a Graduate Diploma (GradDip), a student must:

i take 120 credits, including a minimum 90 credits at level 6 and a maximum 30 at level 5 or lower; and,
ii pass a minimum 105 credits, including at least 90 at level 6 or higher and excluding any at level 3; and,
iii achieve a Classification Mark of 40.0 or higher.

Classification

4.21 The GradDip award is classified using the Classification Mark, as below. The Classification Mark is the weighted average mark for the developmental year.

Classification Mark	Classification
70.0 – 100.0	Distinction
60.0 – 69.9	Merit
40.0 – 59.9	Pass

[4] Where a GradCert is issued as an exit award rather than as an intended award in its own right the Classification Mark is determined in a different way, as outlined in Section 2 of the Academic Regulations.

Ordinary Degree

4.22 The Ordinary Degree is a bachelors award that is awarded without honours. It exists only as an exit award; a student cannot be registered or enrolled for an Ordinary Degree.

Award requirements

4.23 To be eligible for the award of an Ordinary Degree, a student must:

i take a minimum 360 credits; and,
ii Pass a minimum 270 credits, including a minimum 60 credits at level 6; and,
iii achieve a Classification Mark of 40.0 or higher.

Classification

4.24 The Ordinary Degree award is classified using the Classification Mark, as below. The Classification Mark is the credit-weighted average of the best 360 credits, including a minimum 60 credits at level 6.

Classification Mark	Classification
40.0 – 100.0	Pass

Bachelor of Arts (BA)
Bachelor of Engineering (BEng)
Bachelor of Law (LLB)
Bachelor of Science (BSc)
Bachelor of Science (Economics) (BSc (Econ))
Bachelor of Science (Engineering (BSc (Eng))

4.25 These regulations apply to Bachelor of Arts (BA), Bachelor of Engineering, Bachelor of Law (LLB) and Bachelor of Science (BSc) awards, including the Bachelor of Science (Economics) (BSc (Econ)) and Bachelor of Science (Engineering) (BSc (Eng)) awards.

Progression requirements

Standard bachelors programmes (full-time)

4.26 To progress from one developmental year to the next on a standard full-time BA, BEng, LLB, BSc, BSc (Econ), or BSc (Eng), a student must both:

i take and pass modules as follows:
  a developmental year one to two: take 120 credits including a minimum 90 at level 4 in year one. Pass a minimum 90 credits in year one. Achieve a minimum weighted average year mark of 40.0 or higher.
  b developmental year two to the final developmental year: take 120 credits including a minimum 90 at level 5 or higher in year two. Pass a minimum 195 credits across years one and two. Achieve a minimum weighted average mark of 40.0 or higher using the two weighted average year marks in a 1:3 weighting (year one counting for 25 per cent and year two for 75 per cent of the mark).
ii fail (after resit) no more than 30 credits in any one developmental year.

Standard bachelors programmes (part-time)

4.27 For a standard part-time bachelors programme, part-time years one and two comprise developmental year one, part-time years three and four comprise developmental year two, and part-time years five and six comprise developmental year three. To progress from one year to the next on a standard part-time BA, BEng, LLB, BSc, BSc (Econ), or BSc (Eng), a student must:

i take 60 credits in each of the six part-time years, which is equal to 120 credits in each developmental year. A minimum 90 credits in developmental year one must be at level 4. A minimum 90 credits in developmental year two must be at level 5. A minimum 90 credits in developmental year one must be at level 6.

ii pass modules to achieve the following minimum credit values and marks:

- a Part-time years one to two: 30 credits.
- b Part-time years two to three (developmental years one to two): 90 credits, with a minimum weighted average mark of 40.0 across developmental year one.
- c Part-time years three to four: 135 credits.
- d Part-time years four to five (developmental years two to three): 195 credits, with a minimum weighted average mark of 40.0 or higher using the two weighted average developmental year marks in a 1:3 weighting (developmental year one counting for 25 per cent and developmental year two for 75 per cent of the mark).
- e Part-time years five to six: 255 credits.

Bachelors programmes with a compulsory extramural year (year abroad or placement year)

4.28 Some programmes include a compulsory extramural year, spent studying abroad or on placement. The standard progression requirements detailed above still apply, with the following notes and exceptions: [5]

i a student on a programme with a compulsory year abroad must pass all modules and achieve a minimum weighted average mark of 60.0 rather than 40.0 to progress to the year abroad. Failure to meet that requirement will result in transfer to the version of the programme without a year abroad. This requirement does not apply to compulsory placement years.

ii a compulsory extramural year does not count towards a student's classification but must be passed. To pass an extramural year, a student must take 120 credits and pass a minimum 90 credits (following the pass/fail standards of the host institution, for a compulsory year abroad). Failure to pass will result in transfer to the version of the programme without an extramural year.

iii while studying for a compulsory year abroad, a student is subject to the regulations and policies of the host institution. This includes reassessment; some institutions do not offer resits, and in those cases a student will have only one attempt to pass each module.

[5] This regulation does not apply to BA programmes in modern languages in the School of the Arts. Special regulations apply.

Degree apprenticeship bachelors programmes

4.29 To progress from one developmental year to the next on a four-year degree apprenticeship programme for a BA, BEng, LLB, BSc, BSc (Econ), or BSc (Eng), a student must both:

i take and pass modules as follows:
   a developmental year one to two: take 90 credits at level 4 in year one. Pass a minimum 75 credits in year one. Achieve a minimum weighted average year mark of 40.0 or higher.
   b developmental year two to three: take 90 credits in year two. Pass a minimum 150 credits across years one and two. Achieve a minimum weighted average mark of 40.0 or higher using the two weighted average year marks in a 1:3 weighting (year one counting for 25 per cent and year two for 75 per cent of the mark).
   c developmental year three to final developmental year: take 90 credits in year three, of which 60 must be at level 5 or higher and 30 at level 6. Pass a minimum 225 credits across years one, two and three. Achieve a minimum weighted average mark of 40.0 or higher using the two weighted average year marks in a 1:3:3 weighting (year one counting for approximately 14.3 per cent, and each of years two and three for approximately 42.9 per cent of the mark).

ii fail (after resit) no more than 30 credits in any one developmental year.

Award requirements

Standard and degree apprenticeship bachelors programmes

4.30 To be eligible for the award of a standard or degree apprenticeship BA, BEng, LLB, BSc, BSc (Econ), or BSc (Eng), a student must:

i take 360 credits (120 per developmental year [6]), including a minimum 90 credits at each of levels 4, 5 and 6, and a maximum 150 credits at levels 3-4 (of which a maximum 30 may be at level 3); and,
ii pass a minimum 315 credits, including at least 90 at level 6 or higher and excluding any at level 3; and,
iii achieve a Classification Mark of 40.0 or higher.

Bachelors programmes with a compulsory extramural year (year abroad or placement year)

4.31 To be eligible for the award of a BA, BEng, LLB, BSc, BSc (Econ), or BSc (Eng) with a compulsory extramural year (except for BA Modern Languages programmes in the School of Languages, Linguistics and Film), a student must:

i take 480 credits (120 per developmental year), including a minimum 90 credits at each of levels 4, 5 and 6, and a maximum 150 credits at levels 3-4 (of which a maximum 30 may be at level 3); and,
ii pass a minimum 315 credits (excluding the extramural year), including at least 90 at level 6 or higher and excluding any at level 3; and,
iii pass the extramural year; and,
iv achieve a Classification Mark of 40.0 or higher.

[6] Except for degree apprenticeship bachelors programmes, where students take 90 credits per year for four years.

Classification

4.32 The BA, BEng, LLB, BSc, BSc (Econ), and BSc (Eng) Classification Mark is calculated as follows:

Award	Weighting of each development year's credit weighted average [7]			
	Year 1	Year 2	Other	Final year
BA, BEng, LLB, BSc, BSc (Econ), BSc (Eng) (standard)	1 (10%)	3 (30%)	- (not applicable)	6 (60%)
BA, BEng, LLB, BSc, BSc (Econ), BSc (Eng) (with extramural year)	1 (10%)	3 (30%)	0 (extramural year)	6 (60%)
BA, BEng, LLB, BSc, BSc (Econ), BSc (Eng) (degree apprenticeship)	1 (7.7%)	3 (23.1%)	3 (year three) (23.1%)	6 (46.2%)

4.33 The BA, BEng, LLB, BSc, BSc (Econ), and BSc (Eng) awards are classified using the Classification Mark, as below.

Classification Mark	Classification
70.0 – 100.0	First Class (Honours)
60.0 – 69.9	Second Class (Honours) (Upper Division)
50.0 – 59.9	Second Class (Honours) (Lower Division)
40.0 – 49.9	Third Class (Honours)

Special regulations

4.34 The following programmes have special regulations that specify exceptions to these regulations:

i All BSc and BEng programmes accredited by the Engineering Council (EngC) in the School of Electronic Engineering and Computer Science and in the School of Engineering and Materials Science.
ii BSc in Accountancy [Flying Start].
iii BSc (Econ) in Applied Finance.
iv BSc in Digital and Technology Solutions (three-year version).
v BSc in Digital and Technology Solutions (four-year version).
vi BA Modern Languages programmes.
vii BSc in Dental Therapy and Hygiene.
viii All LLB programmes in the Department of Law (including Senior Status programmes)
ix Senior Status LLB programmes in the Department of Law.

[7] Percentage weightings with decimal points are approximate, for guidance. Official calculations are made using the weighting units.

Intercalated bachelors awards (BSc, BMedSci)

Eligibility to take an integrated programme

4.35 The programme leading to an intercalated Bachelor of Science (BSc) or Bachelor of Medical Science (BMedSci) award will only be available to a student currently registered for an MBBS, BDS, or BVetMed degree of the University of London (or an equivalent programme at another institution in the United Kingdom or the European Union) and who has completed modules to the value of at least 240 credits on that programme, where there is no break in studies between the other programme and the intercalated programme. Additional admissions requirements may also apply.

Award requirements

4.36 To be eligible for the award of an intercalated bachelors award, a student must:

i take 120 credits, including a minimum 90 credits at level 6, and a maximum 30 at levels 4 or 5; and,
ii pass a minimum 105 credits, including at least 90 at level 6 or higher; and,
iii achieve a Classification Mark of 40.0 or higher.

Classification

4.37 The intercalated bachelor's award is classified using the Classification Mark, as below. The Classification Mark is the weighted average mark for the developmental year.

Classification Mark	Classification
70.0 – 100.0	First Class (Honours)
60.0 – 69.9	Second Class (Honours) (Upper Division)
50.0 – 59.9	Second Class (Honours) (Lower Division)
40.0 – 49.9	Third Class (Honours)

Master of Engineering (MEng)
Master in Science (MSci)

4.38 These regulations apply to Master of Engineering (MEng) and Master in Science (MSci) awards. Programmes leading to these awards are known as 'integrated masters programmes'.

Progression requirements

Standard integrated masters programmes

4.39 To progress from one developmental year to the next on a standard MEng or MSci, a student must both:

i take and pass modules as follows:
   a developmental year one to two: take 120 credits including a minimum 90 at level 4 in year one. Pass a minimum 90 credits in year one. Achieve a minimum weighted average year mark of 40.0 or higher.
   b developmental year two to developmental year three: take 120 credits including a minimum 90 at level 5 in year two. Pass a minimum 195 credits across years one and two. Achieve a minimum weighted average mark of 40.0 or higher using the two weighted average year marks in a 1:3 weighting (year one counting for 25 per cent and year two for 75 per cent of the mark).
   c developmental year three to the final developmental year: take 120 credits including a minimum 90 at level 6 in year three. Pass a minimum 315 credits across years one, two, and three. Achieve a minimum weighted average mark of 60.0 or higher using the three weighted average year marks in a 1:3:6 weighting (year one counting for 10 per cent, year two for 30 per cent, and year three for 60 per cent of the mark).
   Exceptionally, a Subject Examination Board may use discretion to permit progression to the final year with a weighted average of only 57.0 or higher; in doing so, the Board will consider factors including the strength of the student's academic profile and any approved extenuating circumstances.
ii fail (after resit) no more than 30 credits in any one developmental year.

Programmes with a compulsory extramural year (year abroad or placement year)

4.40 Some programmes include a compulsory extramural year, spent studying abroad or on placement. The standard progression requirements detailed above still apply, with the following notes and exceptions:

i a student on a programme with a compulsory year abroad must pass all modules and achieve a minimum weighted average mark of 60.0 rather than 40.0 to progress to the year abroad. Failure to meet that requirement will result in transfer to the version of the programme without a year abroad. This requirement does not apply to compulsory placement years.
ii a compulsory extramural year does not count towards a student's classification, but must be passed. To pass an extramural year, a student must take 120 credits and pass a minimum 90 credits (following the pass/fail standards of the host institution, for a compulsory year abroad). Failure to pass will result in transfer to the version of the programme without an extramural year.
iii while studying for a compulsory year abroad, a student is subject to the regulations and policies of the host institution. This includes reassessment; some institutions do not offer resits, and in those cases a student will have only one attempt to pass each module.

Award requirements

Standard integrated masters programmes

4.41 To be eligible for the award of a standard MEng or MSci, a student must:

i take 480 credits (120 per developmental year), including a minimum 90 credits at each of levels 4, 5 and 6 and 120 at level 7, and a maximum 150 credits at levels 3-4 (of which a maximum 30 may be at level 3); and,
ii pass a minimum 420 credits, including at least 90 at level 7 and excluding any at level 3; and,
iii achieve a Classification Mark of 40.0 or higher.

Integrated masters programmes with a compulsory extramural year (year abroad or placement year)

4.42 To be eligible for the award of an MEng or MSci with a compulsory extramural, a student must:

i take 600 credits (120 per developmental year), including a minimum 90 credits at each of levels 4, 5 and 6 and 120 at level 7, a maximum 30 credits at level 3, and a maximum 150 credits at level 4; and,
ii pass a minimum 420 credits (excluding the year abroad), including at least 90 at level 7 and excluding any at level 3; and,
iii pass the extramural year; and,
iv achieve a Classification Mark of 40.0 or higher.

Classification

4.43 The MEng and MSci Classification Mark, is calculated as follows:

Award	Weighting of each development year's credit weighted average				
	Year 1	Year 2	Year 3	Other	Final year
MSci, MEng (standard)	1 (6.25%)	3 (18.75%)	6 (37.5%)	- (not applicable)	6 (37.5%)
MSci, MEng (extramural year)	1 (6.25%)	3 (18.75%)	6 (37.5%)	0 (extramural year)	6 (37.5%)

4.44 The MEng and MSci awards are classified using the Classification Mark, as below.

Classification Mark	Classification
70.0 – 100.0	First Class (Honours)
60.0 – 69.9	Second Class (Honours) (Upper Division)
50.0 – 59.9	Second Class (Honours) (Lower Division)
40.0 – 49.9	Third Class (Honours)

Special regulations

4.45 The following programmes have special regulations that specify exceptions to these regulations:

i All MSci and MEng programmes accredited by the Engineering Council (EngC) in the School of Electronic Engineering and Computer Science and in the School of Engineering and Materials Science.
ii all MEng programmes in the School of Engineering and Materials Science.

Bachelor of Dental Surgery (BDS)

4.46 The BDS degree is awarded by Queen Mary University of London, however it is also governed by the General Dental Council (GDC) to ensure that the graduand meets the criteria for registration. The programme may therefore be amended / altered to reflect changes in the GDC guidelines as well as Queen Mary expectations of a graduate programme.

General requirements

Definitions

4.47 The following definitions apply to the award of BDS:

i Part: a constituent part of the examinations and assessment leading to the degree of BDS;
ii Section: a component of the Part;
iii Core studies: compulsory elements of the BDS programme, which are organised as modules and threads;
iv Module: A discrete portion of the programme;
v Selected study component and electives (SSCs): these provide opportunities for choice of study area, for study in depth and for study periods spent outside the school. The range of SSCs available may vary from year to year. SSCs will be assessed as part of continuous assessment;
vi Elective: a period of up to two weeks of selected study related to the programme;
vii Continuous assessment: in-course assessment and assessed coursework.

Maximum duration of study

4.48 The maximum permitted duration of study for the BDS is 7 years (the normal duration plus two years).

Programme requirements for award

4.49 A student must complete and pass all five Parts to be awarded the BDS degree. The programme will extend over a minimum period of 5 years.

Exemptions

4.50 No advanced standing is permitted for the BDS programme.

Attendance and professional attitude and conduct

4.51 A student must attend all classes and clinical practice, and must submit work by the prescribed deadlines.

4.52 Professional behaviour will be assessed at various points in the programme using a variety of assessment, appraisal, self-evaluation and reporting techniques. A student whose professional behaviour is deemed to be less than satisfactory may be required to attend a specific remedial programme, or be referred for counselling or health care, or be required to repeat part of the programme to demonstrate improved performance.

4.53 Professional behaviour encompasses personal honesty and integrity, self-awareness and thoughtful conduct towards patients, teaching and hospital staff and fellow students. It also includes attendance, punctuality, reliability, appropriate dress, and personal health and hygiene.

4.54 Clinical performance and experience will be monitored throughout the course. A student whose clinical performance is deemed to be less than satisfactory may be required to attend a specific remedial programme or be required to repeat part of the programme to demonstrate improved performance.

4.55 A student whose attendance, professional attitude and conduct, clinical performance or quality of work is considered to be unsatisfactory will be warned and, if performance does not improve, may have their registration terminated.

Structure of examinations

4.56 Examinations for the award of BDS will be in five Parts. Parts 1 and 2 are divided into 4 modules each; Parts 3, 4 and 5 are each single modules.

Compensation

4.57 No compensation is permitted in any elements in any Part.

Requirements to pass a Section, Part and Stage

4.58 The requirements to pass a Part will be set out in the mark scheme for that Part which specifies:

i the minimum requirements for satisfactory performance in continuous assessment;
ii the minimum requirements for satisfactory clinical performance;
iii the minimum requirements for the written or practical/ clinical examinations;
iv the requirements for resit examinations in the event of failure.

4.59 Where a student has been unable to complete the required component of the Part due to acceptable extenuating circumstances, the Examination Board has the discretion to waive the minimum requirement subject to:

i the student having completed sufficient in-course assessments / experience to satisfy the examiners that they have achieved an adequate command of the material; and,
ii the quality of the completed in-course assessments being of a satisfactory standard; and,
iii the student passing any specified additional course work or written element.

Progression requirements

4.60 A progress review will be conducted at the end of each Part. The review will consider individual students in terms of their academic progress, professional standards and clinical practice.

i to progress from Parts 1 to 2, a student must pass all the components that comprise Part 1.
ii to progress from Parts 2 to 3, a student must pass all the components that comprise Part 2.
iii to progress from Parts 3 to 4 a student must pass all the components that comprise Part 3.
iv to progress from Parts 4 to 5, a student must pass all the components that comprise Part 4.

Award requirements

4.61 To be eligible for the award of BDS, a student must:

i meet the requirements for the approved programme for which they are registered;
ii meet the requirements for the duration of registration;
iii have fulfilled the requirements for each Part of the award;
iv have met the progression requirements at the end of each Part, and be in Part 5 (the final year).

Classification

4.62 The Degree Examination Board may recommend the award the BDS degree ‘with Honours’.

4.63 The award of honours requires that there be no grades lower than a Merit awarded for any Part of the Degree as well as achievement of Distinction in Part 4 and Part 5.

4.64 The requirements for the award of Merit or Distinctions in each Part will be set out in the mark scheme for that Part.

Failure to meet award requirements

4.65 A student who does not meet the requirements for BDS, but meets the requirements for the lower level award of BSc (Hons), DipHE, or CertHE will be conferred the award for which the requirements have been met, unless the student has been deregistered. Where a student has been deregistered, the nature of the deregistration will be considered in deciding whether to recommend an exit award. Where an exit award is conferred upon a student registered on the BDS programme, the field of study will be 'Dental Sciences'.

4.66 A BDS exit award will be classified according to the following scale, using a Classification Mark calculated by taking a mean average of the most recently passed 120 (CertHE), 240 (DipHE), or 360 (BSc) credits:

Classification Mark	Classification: CertHE, DipHE	Classification: BSc
70.0 – 100.0	Pass	First Class (Honours)
60.0 – 69.9	Pass	Second Class (Honours) (Upper Division)
50.0 – 59.9	Pass	Second Class (Honours) (Lower Division)
0.0 – 49.9 (fail)	None (no award)	None (no award)

Professional registration

4.67 A student who has been awarded a BDS may be recommended for full registration by the General Dental Council provided they successfully meet the criteria for professional development and undergraduate study that both Queen Mary and the GDC regard as acceptable.

Bachelor of Medicine and Bachelor of Surgery (MBBS)

Definitions

4.68 The following definitions apply to the award of MBBS:

i *Part*: A discrete period of the programme of study. There are five Parts in the programme that leads to MBBS: Part 1 is Year 1; Part 2 is Year 2; Part 3 is Year 3; Part 4 is Year 4; and Part 5 is Year 5 of the programme. Each full year of study has a progression point at the end of the year;

ii *Section*: A component of the Part: either Section A, B, C, D or E. The Scheme of Assessment is set out in the MBBS Assessment and Progression Handbook.

Duration of study

4.69 The maximum permitted duration of study for the MBBS is 7 years (normal duration plus two years).

4.70 The programme will extend over a minimum period of 56 months.

Programme specific requirements

4.71 A student must pass all five Parts of the MBBS degree to be eligible for the award of MBBS.

4.72 Students will normally be permitted to repeat any given year once only.

4.73 No compensation is permitted on the MBBS programme.

Exemptions

4.74 A student who has pursued, in this or another university or institution in the United Kingdom, a programme of study that covers the material contained in the first two academic years (that is, Parts 1 and 2) of the MBBS and has passed the examinations for this, may be admitted directly to the third year at the start of Part 3.

4.75 A dentist with Diploma Membership of the Joint Dental Faculties of the Royal College of Surgeons of England (MJDF), Diploma Membership of the Faculty of Dental Surgery of the Royal College of Surgeons of England (MFDS), Diploma Membership of the Faculty of Dental Surgery of the Royal College of Surgeons of Edinburgh and Glasgow (MFDS), or Diploma Membership of the Faculty of Dental Surgery of the Royal College of Surgeons of Ireland (MFD), may be admitted directly to the third year at the start of Part 3. Such a student may be required to undertake additional elements of study and assessment, if their prior educational experience deems this necessary.

4.76 A graduate at a standard acceptable to Queen Mary and from an appropriate programme at an overseas university with which Queen Mary has established a memorandum of understanding may be admitted directly to the third year at the start of Part 3.

Attendance and professional attitude and conduct

4.77 The MBBS is professionally regulated by the General Medical Council (GMC). In addition to meeting the academic requirements of the programme, students are required to maintain satisfactory attendance throughout the duration of their studies.

4.78 Failure to maintain satisfactory attendance my result in students being required to undertake remedial work, with or without reassessment, or to repeat part or all of a year of study, in accordance with programme regulations.

4.79 Students must maintain high standards of professional conduct in accordance with the GMC's Achieving Good Medical Practice guidance for medical students. Failure to meet the required standards of professionalism may result in formal investigation under the Fitness to Practise and Professional Capability Policy and may lead to a student being deemed not fit to progress to the next academic year, irrespective of their academic performance.

4.80 Students are expected to attend all classes and clinical attachments, and to submit work by the prescribed deadlines. Students are also required to demonstrate the highest standards of professional attitude and conduct throughout the programme.

4.81 A student whose attendance and/or fitness to practise is formally assessed as unsatisfactory may have their registration and enrolment terminated. A student who fails to comply with any policy put in place by the School that applies to them may have their registration and enrolment terminated.

Structure of assessments

4.82 The MBBS assessment framework includes the following national assessments:

i Part 5 Section B is the Medical Licensing Assessment Applied Knowledge Test (MLA AKT), as prescribed by the General Medical Council.
ii Part 5 Section C is the Prescribing Safety Assessment (PSA), delivered by the British Pharmacological Society.
iii Part 5 Section D is the Medical Licensing Assessment Clinical and Professional Skills Assessment (MLA CPSA), as prescribed by the General Medical Council.

Eligibility for assessments

4.83 Students who have not achieved satisfactory attendance and engagement, as defined by the Programme, may be barred from sitting the end-of-year examinations. This requirement reflects the General Medical Council's Outcomes for Graduates, which require medical students to have completed the necessary educational, clinical and professional learning experiences in order to demonstrate the competencies expected of a graduating doctor.

4.84 The Subject Examination Board may recommend remedial work following any failure at the first sitting. This work must be satisfactorily completed before a student may take any resit. This may mean that a student will have a resit deferred until remediation is completed.

Assessment of Student-Selected Components

4.85 The MBBS programme includes Student Selected Components (SSCs), which are assessed using a range of methods appropriate to the learning outcomes of each SSC. Full details of SSC assessment requirements are set out in the MBBS Progression and Assessment Handbook.

4.86 Satisfactory performance in an SSC (except SSC5b) will be graded on the scale of A+ to C-; unsatisfactory performance is graded D as a borderline l fail, and graded E as a clear/outright fail. SSC5b will be graded on a pass/fail basis.

4.87 At the discretion of the Subject Examination Board, a student who fails an SSC may resubmit coursework or repeat the assessment at a subsequent offering, with attendance if required - this notwithstanding the requirements to pass Section E (the annual SSC hurdle) given in the Requirements to pass a Section and Part (above).

4.88 A student who fails an SSC at the first attempt will be required to complete an alternative piece of assessment, which will be capped at the pass mark of 50%.

4.89 The examiners may require a student to make use of the SSC5b period, normally undertaken elsewhere in the UK or abroad, to remedy any deficit in core studies for Part 5.

Progression

4.90 To progress from one Part to the next Part a student must pass all sections from the previous Part.

4.91 Students are required to demonstrate current knowledge, skills and professional behaviours within the same academic year. Where a student fails one or more Sections of a Part following the main and/or Late Summer assessment sittings in that academic year, the student will be required to repeat the entire Part, including any Sections previously passed, in order to demonstrate full and current competence prior to progression to the next Part. The only exception to this requirement is Part 4 Section E (dissertation), which, if previously passed, will not be required to be repeated.

4.92 Where a student is required to repeat a Part because of approved Extenuating Circumstances affecting one or more assessment sittings, the requirements relating to repetition of the Part as set out in 4.88 still apply.

4.93 Where a student is required to repeat a Part, the sit status for that Part shall correspond to the highest attempt number applicable to any failed Section within that Part. All Sections undertaken during the repeat of the Part, including those previously passed, shall have the same sit status as the Part.

4.94 For Sections previously passed but repeated because of failure in another Section:

i The mark achieved on repetition shall replace the earlier mark, irrespective of whether it is higher or lower.
ii Where a Section had originally been passed on a second or subsequent attempt, the mark achieved on repetition shall be capped at the pass mark.
iii Where a Section had originally been passed on a first attempt, the mark achieved on repetition shall not be capped.

4.95 The validity or currency period applied by an external body to a national assessment taken as part of the MBBS programme does not confer an exemption from the University's requirement to undertake that assessment where a student is required to repeat a Part of the MBBS programme.

4.96 The Subject Examination Board (SEB) has final authority to determine which Sections of assessment a student must repeat where a student is required to repeat a Part.

Eligibility for award

4.97 To be eligible for the award of MBBS, a student must have successfully completed Parts 1 to 5 as set out in these Regulations and have no outstanding fitness to practise concerns.

4.98 The award of the degree constitutes confirmation that the student meets General Medical Council requirements for fitness to practise.

Classification of award

4.99 The Subject Examination Board may award passes 'with Distinction', or 'with Merit' at each Part of the MBBS programme.

4.100 Distinctions will be cited on the degree certificate, as they may form a part of the award. Merits will not be cited on the degree certificate, as they do not form a part of the award.

4.101 A student with a failure in any assessment used to calculate the award of Distinction or Merit will not be eligible for the award.

4.102 The criterion for Distinction or Merit will be sustained excellence over a defined period of time. The standards required for the awards will be determined by the Subject Examination Board and ratified by the Degree Examination Board. The Board will only use marks obtained at first sittings, and will apply either a criterion-referencing or ranking system to target the top 10 per cent of the cohort for the award of Distinction, and the next 15 per cent of the cohort for the award of Merit.

Failure to meet award requirements

4.103 A student who does not meet the requirements for MBBS, but meets the requirements for the lower level award of BSc (Hons), DipHE, or CertHE will be conferred the award for which the requirements have been met, unless the student has been deregistered. Where a student has been deregistered, the nature of the deregistration will be considered in deciding whether to recommend an exit award. Where an exit award is conferred upon a student registered on the MBBS programme, the field of study will be 'Medical Sciences'.

4.104 MBBS exit awards will be classified according to the following scale, using a Classification Mark calculated by taking a flat average of the most recently passed 120 (CertHE), 240 (DipHE), or 360 (BSc) credits:

Classification Mark	Classification: CertHE, DipHE	Classification: BSc
70.0 – 100.0	Pass	First Class (Honours)
60.0 – 69.9	Pass	Second Class (Honours) (Upper Division)
50.0 – 59.9	Pass	Second Class (Honours) (Lower Division)
0.0 – 49.9 (fail)	None (no award)	None (no award)

Special regulations

4.105 The following programmes have special regulations that specify exceptions or additions to these regulations:

i MBBS Graduate Entry Programme (GEP).

5. Progression and Award: Postgraduate Taught Programmes

5.1 These regulations detail the requirements to progress from one year to the next, the requirements to achieve the award, and the requirements for each classification for postgraduate taught awards.

5.2 Certain programmes have special regulations that diverge from the standard regulations for the associated awards. These are detailed in the Special Regulations and (for programmes that Queen Mary runs jointly with other institutions) the Special Regulations for Collaborative Programmes.

5.3 In addition to the award-specific requirements, a student must always complete their programme within the maximum permitted duration of study and meet any programme specific rules and requirements for both progression and award (for example taking and passing specified modules including core modules, or achieving minimum marks in specified modules).

5.4 If a student fails to meet the minimum requirements for progression or award they may take resits or first sits where they have attempts remaining and where it would be possible for them to meet the requirements if they passed those resits or first sits. Where that is not possible the student will be deregistered; an exit award will normally be issued where the requirements are met. In some limited circumstances it may be possible for a student at risk of deregistration for failure to meet the progression requirements to be transferred to another programme for which they do meet the requirements; this may result in the discounting of some modules to meet the requirements of the new programme.

Programmes with an integrated foundation year

Progression requirements

5.5 These regulations apply to a student in the first developmental year ('foundation year') of a postgraduate programme with an integrated foundation year. To progress from the foundation year to the subsequent developmental year, a student must:

i take 120 credits, including a minimum 90 credits at level 6; and,
ii pass a minimum 105 credits; and,
iii achieve an average mark equal to or higher than that specified as a requirement for the student's programme and pathway in the programme handbook.

5.6 A student who meets these requirements will, for subsequent developmental years, follow the regulations for the appropriate masters award detailed in this edition of the Academic Regulations. Marks and credits achieved during the foundation year will not count towards the progression or award requirements for the masters programme.

Postgraduate Certificate (PgCert)

5.7 These regulations apply to Postgraduate Certificate (PgCert) awards.

Award requirements

5.8 To be eligible for a PgCert award, a student must meet all of the following requirements:

i take 60 credits, including a minimum 45 credits at level 7. Any credits below level 7 must be at levels 5 or 6.
ii either:
  a pass 60 credits; or,
  b pass a minimum 45 credits and meet the requirements for condoned failure in the remaining credits.
iii achieve a Classification Mark of 50.0 or higher.

Condoned failure

5.9 Failure may be condoned in up to 15 credits of modules of an PgCert award where all of the following conditions are met:

i the module mark for each failed module is 40.0 or higher; and,
ii the credit-weighted average mark across all modules, including the failed module(s), is 50.0 or higher; and,
iii a failed module is not designated as 'core' (must be passed outright) in the programme regulations.

Classification

5.10 The PgCert award is classified using the Classification Mark, as below. The Classification Mark is the credit-weighted average mark for the full programme of study.

Classification Mark	Classification
70.0 – 100.0	Distinction
60.0 – 69.9	Merit
50.0 – 59.9	Pass

Special regulations

5.11 The following programmes have special regulations that specify exceptions or additions to these regulations:

i PgCert in Academic Practice.
ii PgCert in Clinical Research.
iii PgCert in Computer and Communications Law by Distance Learning.
iv PgCert in Intellectual Property Law.
v PgCert in Trade Mark Law and Practice.

Postgraduate Diploma (PgDip)

5.12 These regulations apply to Postgraduate Diploma (PgDip) awards.

Award requirements

5.13 To be eligible for a PgDip award, a student must meet all of the following requirements:

i take 120 credits, including a minimum 90 credits at level 7. Any credits below level 7 must be at levels 5 or 6; a maximum 15 may be taken at level 5.
ii either:
  a pass 120 credits; or,
  b pass a minimum 90 credits and meet the requirements for condoned failure in the remaining credits.
iii achieve a Classification Mark of 50.0 or higher.

Condoned failure

5.14 Failure may be condoned in up to 30 credits of modules of an PgDip award where all of the following conditions are met:

i the module mark for each failed module is 40.0 or higher; and,
ii the credit-weighted average mark across all modules, including the failed module(s), is 50.0 or higher; and,
iii a failed module is not designated as 'core' (must be passed outright) in the programme regulations.

Classification

5.15 The PgDip award is classified using the Classification Mark, as below. The Classification Mark is the credit-weighted average mark for the full programme of study.

Classification Mark	Classification
70.0 – 100.0	Distinction
60.0 – 69.9	Merit
50.0 – 59.9	Pass

Special regulations

5.16 The following programmes have special regulations that specify exceptions or additions to these regulations:

i PgDip in Computer and Communications Law by Distance Learning.
ii PgDip in Clinical Research.

Master of Arts (MA)
Master of Business Administration (MBA)
Master of Education (MEd)
Master of Law (LLM)
Master of Public Administration (MPA)
Master of Research (MRes)
Master of Science (MSc)

5.17 These regulations apply to Master of Arts (MA), Master of Business of Administration (MPA), Master of Education (MEd), Master of Law (LLM), Master of Public Administration (MPA), Master of Research (MRes), and Master of Science (MSc) awards.

Progression requirements

5.18 Certain programmes specify that certain requirements must be met before a student can progress either from the taught modules to the dissertation/project module or from one year to the next of a part-time programme. These programmes have approved special regulations. The regulations detailed below are the standard ones where a hurdle applies, but the special regulations do include exceptions. A student who fails to meet the progression requirements after exhausting all attempts at the modules will be deregistered.

Progression from the taught modules to the dissertation/project

5.19 Where a programme has a progression hurdle from the taught modules to the dissertation/project, a student must meet the requirements below before they can progress to the dissertation/project. Progression must be confirmed by the Subject Examination Board. In the special regulations, this regulation is referred to as 'the standard hurdle for progression from the taught modules to the dissertation/project'.

iv take modules to the value of 120 credits; and,
v pass modules to a minimum value of 90 credits; and,
vi achieve a minimum credit-weighted average mark of 50.0 across all taught modules; and,
vii achieve a minimum mark of 40.0 in each module.

5.20 A variant progression hurdle from the taught modules to the dissertation/project is used in some cases (normally where a programme has a larger than usual dissertation/project). A student must meet the requirements below before they can progress to the dissertation/project. Progression must be confirmed by the Subject Examination Board. In the special regulations, this regulation is referred to as 'the standard variant hurdle for progression from the taught modules to the dissertation/project'.

i take modules to the value of 60 credits; and,
ii pass modules to a minimum value of 45 credits; and,
iii achieve a minimum credit-weighted average mark of 50.0 across all taught modules; and,
iv achieve a minimum mark of 40.0 in each module.

Progression from one year to the next on a part-time programme

5.21 Where a part-time programme has a progression hurdle from one year to the next, a student must meet the requirements below before they can progress to the second year. Progression must be confirmed by the Subject Examination Board. In the special regulations, this regulation is referred to as the 'standard hurdle for progression on a part-time masters programme'.

i take modules to a minimum value of 60 credits; and,
ii pass modules to a minimum value of 30 credits; and,
iii achieve a minimum mark of 40.0 in each module.

Award requirements

5.22 To be eligible for an MA, MBA, MEd, LLM, MPA, MRes, or MSc masters award, a student must meet all of the following requirements:

i take 180 credits, including a minimum 150 credits at level 7. Any credits below level 7 must be at levels 5 or 6; a maximum 15 may be taken at level 5.
ii either:
  a pass 180 credits; or,
  b pass a minimum 150 credits and meet the requirements for condoned failure in in the remaining credits.
iii achieve a Classification Mark of 50.0 or higher.

Condoned failure

5.23 Failure may be condoned in up to 30 credits of modules of an MA, MBA, LLM, MPA, MRes, or MSc masters award where all of the following conditions are met:

i the module mark for each failed module is 40.0 or higher; and,
ii the credit-weighted average mark across all modules, including the failed module(s), is 50.0 or higher; and,
iii a failed module is not designated as 'core' (must be passed outright) in the programme regulations.

Classification

5.24 The MA, MBA, MEd, LLM, MPA, MRes, or MSc masters award is classified using the Classification Mark, as below. The Classification Mark is the credit weighted average mark for the full programme of study.

Classification Mark	Classification
70.0 – 100.0	Distinction
60.0 – 69.9	Merit
50.0 – 59.9	Pass

Special regulations

5.25 The following programmes have special regulations that specify exceptions or additions to these regulations:

i LLM in Intellectual Property, Data and the Law
ii LLM in Technology, Media and Telecommunications Law by Distance Learning.
iii MA in Education for Clinical Contexts.

iv MEd in Academic Practice
v MRes in Clinical Research.
vi MRes in Economics and MRes in Finance
vii All MSc programmes accredited by the Engineering Council (EngC) in the School of Electronic Engineering and Computer Science and in the School of Engineering and Materials Science.
viii MSc Biomedical Science (Medical Microbiology).
ix MSc in Chemical Research (and PgDip exit awards from that programme).
x MSc in Emergency and Resuscitation Medicine.
xi MSc in Endocrinology and Diabetes.
xii MSc in Endodontic Practice.
xiii MSc in Gastroenterology.
xiv MSc Laparoscopic Surgery and Surgical Skills.
xv MSc in Mathematics (and all exit awards from that programme).
xvi MSc in Paediatric Emergency Medicine
xvii MSc in Prehospital Medicine
xviii MSc in Tactical, Military, Operational and Austere Medicine.

Master of Science designated 'Euromasters'

5.26 These regulations apply only to Master of Science (MSc) awards designated 'Euromasters'.

Progression requirements

Progression from one developmental year to the next

5.27 An MSc designated 'Euromasters' is a two-year full-time programme. A student must meet the requirements below before they can progress to the second year. Progression must be confirmed by the Subject Examination Board. A student who fails to meet the progression requirements after exhausting all attempts at the modules will be deregistered.

i take modules to a minimum value of 120 credits; and,
ii pass modules to a minimum value of 90 credits; and,
iii achieve a minimum mark of 40.0 in each module.

5.28 A student who misses the progression hurdle by 30 or fewer credits due to approved extenuating circumstances or because late summer resits were not offered may be permitted to progress at the discretion of the Subject Examination Board.

Award requirements

5.29 To be eligible for an MSc designated 'Euromasters' award, a student must meet all of the following requirements:

i take 240 credits (equivalent to 120 in each developmental year), including a minimum 210 credits at level 7. Any credits below level 7 must be at levels 5 or 6; a maximum 15 may be taken at level 5.
ii either:
  a pass 240 credits; or,
  b pass a minimum 210 credits and meet the requirements for condoned failure in the remaining credits.
iii achieve a Classification Mark of 50.0 or higher.

Condoned failure

5.30 Failure may be condoned in up to 30 credits of modules of an MSc designated 'Euromasters' award where all of the following conditions are met:

i the module mark for each failed module is 40.0 or higher; and,
ii the credit-weighted average mark across all modules, including the failed module(s), is 50.0 or higher; and,
iii a failed module is not designated as 'core' (must be passed outright) in the programme regulations.

Classification

5.31 The MSc designated 'Euromasters' award is classified using the Classification Mark, as below. The Classification Mark is the credit-weighted average mark for the full programme of study.

Classification Mark	Classification
70.0 – 100.0	Distinction
60.0 – 69.9	Merit
50.0 – 59.9	Pass

Master of Clinical Dentistry

5.32 These regulations apply to Master of Clinical Dentistry (MClinDent) awards.

Progression requirements

Progression from one developmental year to the next

5.33 An MClinDent is a two-year full-time programme. A student must meet the requirements below before they can progress to the second year. Progression must be confirmed by the Subject Examination Board. A student who fails to meet the progression requirements after exhausting all attempts at the modules will be deregistered.

i take modules to a minimum value of 90 credits; and,
ii pass modules to a minimum value of 90 credits; and,
iii have a resit or first sit attempt remaining for any failed module(s).

Award requirements

5.34 To be eligible for an MClinDent award, a student must:

i take 360 credits (equivalent to 180 in each developmental year), including a minimum 330 credits at level 7. Any credits below level 7 must be at levels 5 or 6; and,
ii pass 360 credits (condoned failure is not permitted for an MClinDent award); and,
iii achieve a Classification Mark of 50.0 or higher.

Classification

5.35 The MClinDent award is classified using the Classification Mark, as below. The Classification Mark is the credit-weighted average mark for the full programme of study.

Classification Mark	Classification
70.0 – 100.0	Distinction
60.0 – 69.9	Merit
50.0 – 59.9	Pass

6. Special Regulations

6.1 These regulations detail exceptions or additions to the standard regulations that apply to specific programmes of study. These exceptions are known as 'special regulations'. The standard regulations apply to all elements of those programmes that are not approved as special regulations.

6.2 Programmes that Queen Mary runs jointly with other institutions generally have lengthy and detailed special regulations. Those are recorded separately, in the Special Regulations for Collaborative Programmes.

School of the Arts

BA Modern Languages programmes with a compulsory year abroad

6.3 Some of the standard provisions around compulsory extramural years do not apply. Specifically:

i a student does not need to achieve a minimum weighted average mark of 60.0 to progress to the year abroad. Instead, a minimum mark of 40.0 is required.
ii the compulsory extramural year does not count towards a student's classification and does not necessarily have to be passed.
iii the School of the Arts will provide more detailed information, including the applicability of regulations.

6.4 To be eligible for the award of a BA in Modern Languages in the School of the Arts, a student must:

i take 480 credits (120 per developmental year), including a minimum 90 credits at each of levels 4, 5 and 6, and a maximum 150 credits at levels 3-4 (of which a maximum 30 may be at level 3); and,
ii pass a minimum 315 credits, including at least 90 at level 6 or higher and excluding any at level 3 and the compulsory year abroad; and,
iii achieve a Classification Mark of 40.0 or higher.

Barts Cancer Institute

MSc Laparoscopic Surgery and Surgical Skills

6.5 Exit awards will have the field of study "Laparoscopic Surgical Skills" rather than Laparoscopic Surgery and Surgical Skills.

Blizard Institute

MSc Biomedical Science (Medical Microbiology)

6.6 Exit awards (PgDip and PgCert) are issued with the alternative field of study "Medical Microbiology".

MSc in Emergency and Resuscitation Medicine

6.7 The standard hurdle for progression from the taught modules to the project applies.

MSc in Gastroenterology

6.8 An MSc in Gastroenterology student may request an alternative field of study that reflects the content of their taught modules. A student who achieves a pass in the module 'Neurogastroenterology', 'Hepatology', or 'Paediatric Gastroenterology' will be eligible (respectively) for the field of study 'Gastroenterology (Neurogastroenterology)', 'Gastroenterology (Hepatology)', or 'Gastroenterology (Paediatric)'. A student must make their request to the Programme Director, in writing, before the meeting of the relevant Degree Examination Board.

MSc in Paediatric Emergency Medicine

6.9 The standard hurdle for progression from the taught modules to the project applies.

MSc in Tactical, Military, Operational and Austere Medicine

6.10 The standard hurdle for progression from the taught modules to the project applies.

Institute of Dentistry

BSc Dental Therapy and Hygiene

6.11 The pass mark for assessments, modules, and award (including exit awards) is 50.0.

6.12 Exit awards will have the field of study 'Dental Sciences' rather than 'Dental Therapy and Hygiene'.

6.13 All modules are core, and a student must pass all modules in one year before progressing to the next.

6.14 Where a student is eligible for a retake or first take they will normally need to reattempt the entire year rather than just the affected module(s).

MSc in Endodontic Practice

6.15 The Postgraduate Certificate (PgCert) is not available as an exit award for this programme.

6.16 A non-standard progression hurdle from the taught modules to the project applies. A student must meet the requirements below before they can progress to the dissertation/project.

i take modules to the value of 120 credits; and,
ii pass modules to a minimum value of 60 credits; and,
iii achieve a minimum credit-weighted average mark of 50.0 across all taught modules; and,
iv achieve a minimum mark of 40.0 in each module.

6.17 The standard hurdle for progression from one year to the next on a part-time programme applies.

School of Economics and Finance

CertHE in Applied Finance

6.18 The CertHE in Applied Finance is a 180 credit programme delivered over two years.

6.19 To progress from developmental year one to year two a student must take 105 credits, pass a minimum 75 credits at level 4, and achieve a credit-weighted year average mark of 40.0 or higher.

6.20 To qualify for the award of CertHE in Applied Finance a student must:

i Take 180 credits, including a minimum 150 at level 4 or higher and a maximum 30 at level 3.
ii Pass a minimum of 150 credits at level 4 or higher.
iii Achieve a Classification Mark of 40.0 or higher. The Classification Mark will be calculated using 1:3 weightings for the weighted year average marks of years one:two respectively.

6.21 A student who does not meet the award requirements for the CertHE in Applied Finance will be considered for the exit award of CertHE in Applied Financial Studies, where they meet the requirements for that award. The CertHE in Applied Financial Studies is a standard 120 credit CertHE exit award.

6.22 If a student who successfully completes the CertHE in Applied Finance chooses to undertake the BSc in Applied Finance, the CertHE will be revoked upon acceptance to the BSc and the credits and marks from the CertHE programme will count towards the BSc award.

BSc (Econ) in Applied Finance

6.23 The BSc (Econ) in Applied Finance is a 180-credit programme delivered over two years. It is designed to follow on from the CertHE in Applied Finance, and the award of BSc (Econ) in Applied Finance is based on the 360 credits taken across both the CertHE and BSc (Econ) programmes.

6.24 To progress from developmental year one to year two a student must take 90 credits, pass a minimum 75 credits, achieve a credit-weighted year average mark of 40.0 or higher.

6.25 The award requirements and classification scheme for the BSc Applied Finance are those used for a Queen Mary BSc (Econ) Degree Apprenticeship. However, the following special conditions apply:

i Students must take 180 credits while registered on the BSc (Econ) programme, of which a minimum 150 credits must be at level 6.
ii For the purposes of award and classification Queen Mary will consider the results of both the BSc (Econ) programme and the CertHE programme (or the equivalent advanced standing credit); this means that the award is based on 360 academic credits. For the purpose of calculating the Classification Mark, year one of the CertHE is treated as developmental year one, year two of the CertHE as developmental year two, year one of the BSc (Econ) as developmental year three, and year two of the BSc (Econ) as developmental year four.

MRes in Economics and MRes in Finance

6.26 The MRes in Economics and the MRes in Finance are 240 credit programmes delivered over two calendar years (120 credits in each year).

6.27 A student must meet the requirements below to progress to the second year. Progression must be confirmed by the Subject Examination Board. A student who fails to meet the progression requirements after exhausting all attempts at the modules will be deregistered.

i take modules to a minimum value of 120 credits; and,
ii pass modules to a minimum value of 100 credits; and,
iii achieve a minimum mark of 40.0 in each module.

6.28 A student who misses the progression hurdle by 40 or fewer credits due to approved extenuating circumstances may be permitted to progress at the discretion of the Subject Examination Board.

6.29 To be eligible for the award of MRes Economics or MRes Finance, a student must meet all of the following requirements:

i take 240 credits at level 7.
ii either:
  a pass 240 credits; or,
  b pass a minimum 210 credits and meet the requirements for condoned failure in the remaining credits.
iii achieve a Classification Mark of 50.0 or higher.

6.30 A student who does not meet the requirements for the MRes may be eligible for the exit award of PgDip or PgCert, if the requirements for those awards are met.

School of Electronic Engineering and Computer Science

Programmes accredited by the Engineering Council (EngC)

6.31 All programmes that carry accreditation (if successfully completed) from the Engineering Council (EngC) have special regulations linked to the requirements of the accrediting body. These are detailed in full below, under 'Programmes accredited by the Engineering Council (EngC)'.

School of Engineering and Materials Science

Programmes accredited by the Engineering Council (EngC)

6.32 All programmes that carry accreditation (if successfully completed) from the Engineering Council (EngC) have special regulations linked to the requirements of the accrediting body. These are detailed in full below, under 'Programmes accredited by the Engineering Council (EngC)'.

Programmes accredited by the Engineering Council (EngC)

6.33 Programmes that (if successfully completed) carry accreditation from the Engineering Council (EngC) have special regulations linked to the requirements of the accrediting body. The following rules apply:

All programmes accredited by the Engineering Council

6.34 Where a student fails a module but achieves a minimum mark of 30.0 (for modules at academic level six or lower) or 40.0 (level seven modules) and fulfils all other requirements for progression and award, academic credit will be issued for the failed module(s) up to the limits specified in these regulations. This is called a compensated pass.

BSc and BEng programmes accredited by the Engineering Council

6.35 To progress from one developmental year to the next on an EngC accredited BEng or BSc programme, a student must take and pass modules as follows:

i developmental year one to two: take 120 credits including a minimum 90 at level 4 in year one. Pass a minimum 90 credits in year one, where the mark in any failed modules is at least 30%. Achieve a minimum mean average year mark of 40.0 or higher.

ii developmental year two to the final developmental year: take 120 credits including a minimum 90 at level 5 in year two. Pass a minimum 210 credits across years one and two, where the mark in any failed modules is at least 30%. Achieve a minimum weighted average mark of 40.0 or higher using the two mean average year marks in a 1:3 weighting (year one counting for 25 per cent and year two for 75 per cent of the mark).

6.36 To be eligible for the award of a EngC accredited BEng or BSc a student must:

i take 360 credits (120 per developmental year), including a minimum 90 credits at each of levels 4, 5 and 6, and a maximum 150 credits at levels 3-4 (of which a maximum 30 may be at level 3); and,
ii pass a minimum 330 credits, including at least 90 at level 6 or higher and excluding any at level 3, where the mark in any failed module is at least 30%; and,
iii achieve a Classification Mark of 40.0 or higher.

MEng and MSci programmes accredited by the Engineering Council

6.37 To progress from one developmental year to the next on an EngC accredited MEng or MSci programme, a student must take and pass modules as follows:

i. developmental year one to two: take 120 credits including a minimum 90 at level 4 in year one. Pass a minimum 90 credits in year one, where the mark in any failed module is at least 30%. Achieve a minimum mean average year mark of 40.0 or higher.
ii. developmental year two to developmental year three: take 120 credits including a minimum 90 at level 5 in year two. Pass a minimum 210 credits across years one and two, where the mark in any failed module is at least 30%. Achieve a minimum weighted average mark of 40.0 or higher using the two mean average year marks in a 1:3 weighting (year one counting for 25 per cent and year two for 75 per cent of the mark).
iii. developmental year three to the final developmental year: take 120 credits including a minimum 90 at level 6 in year three. Pass a minimum 330 credits across years one, two, and three, where the mark in any failed module is at least 30%. Achieve a minimum weighted average mark of 60.0 or higher using the three mean average year marks in a 1:3:6 weighting (year one counting for 10 per cent, year two for 30 per cent, and year three for 60 per cent of the mark). Exceptionally, a Subject Examination Board may use discretion to permit progression to the final year with a weighted average of only 57.0 or higher; in doing so, the Board will consider factors including the strength of the student's academic profile and any approved extenuating circumstances.

6.38 To be eligible for the award of an EngC accredited MEng or MSci, a student must:

i. take 480 credits (120 per developmental year), including a minimum 90 credits at each of levels 4, 5 and 6 and 120 at level 7, and a maximum 150 credits at levels 3-4 (of which a maximum 30 may be at level 3); and,
ii. pass a minimum 450 credits, including at least 90 at level 7 and excluding any at level 3, where the mark in any failed module is at least 30% at levels 3-6 and 40% at level 7; and,
iii. achieve a Classification Mark of 40.0 or higher.

MSc programmes accredited by the Engineering Council

6.39 To be eligible for an EngC accredited MSc masters award, a student must meet all of the following requirements:

i. take 180 credits, including a minimum 150 credits at level 7. Any credits below level 7 must be at levels 5 or 6; a maximum 15 may be taken at level 5.
ii. pass a minimum 165 credits and meet the requirements for compensation in the remaining credits.
iii. achieve a Classification Mark of 50.0 or higher.

Compensation

6.40 A compensated pass may be granted in up to 15 credits of failed modules of an EngC accredited MSc masters award where all of the following conditions are met:

i. the module mark for each failed module is 40.0 or higher; and,
ii. the credit-weighted average mark across all modules, including the failed module(s), is 50.0 or higher; and,
iii. a failed module is not designated as 'core' (must be passed outright) in the programme regulations.

Institute of Health Sciences Education

PgCert in Clinical Education

6.41 A student who meets the standard Queen Mary award requirements for a PgCert but who fails the end-point assessment (EPA) module for this degree apprenticeship programme will receive an award with the alternative field of study "Teaching and Learning in the Clinical Context".

MA in Medical Education

6.42 The standard hurdle for progression from one year to the next on a part-time programme applies for progression to the second developmental year of this three-year programme.

6.43 The standard hurdle for progression from the taught modules to the project applies; in the case of this three-year programme that also forms a progression point between the second and third developmental years.

MSc in Prehospital Medicine

6.44 The standard hurdle for progression from the taught modules to the project applies; in the case of this three-year programme that also forms a progression point between the second and third developmental years.

FdCert in Clinical Foundation Studies

6.45 The minimum pass mark for assessments, modules, and award is 50.0.

6.46 To pass the integrated programme and progress to the first developmental year of the MBBS or BDS programme, a student must:

i take and pass 120 credits; and,
ii achieve a minimum module mark of 60.0 for the module 'Practical Skills for Professionals 1'. This is equivalent to an IELTS score of 7.0 or higher, but to be eligible for progression a student must pass the module rather than simply obtain the minimum IELTS score; and,
iii achieve a pass in UKCAT moderated to a level appropriate to entry to the MBBS/BDS.

MBBS Graduate Entry Programme (GEP)

6.47 These regulations apply to the MBBS Graduate Entry Programme (GEP). The standard MBBS regulations also apply, except where they are superseded by a regulation below.

6.48 The minimum entry requirements for Parts 1 and 2 of the MBBS GEP is a Second Class (Upper Division) Honours degree.

6.49 The maximum permitted duration of study for the MBBS GEP is six years (the normal duration plus two years).

6.50 The term 'Part' refers to a discrete part of the programme of study. The GEP has five Parts: Parts 1 and 2 form developmental year one of the programme. Part 3 is the second year, Part 4 is the third year, and Part 5 is the fourth and final year. There is a progression point at the end of each full year of study.

6.51 The MBBS GEP extends over a minimum period of 44 months and comprises four Parts:

i GEP Parts 1 and 2: Systems in Health and Disease (120 credits).
ii GEP Part 3: Integrated Clinical Studies (120 credits).
iii GEP Part 4: Specialities (120 credits).
iv GEP Part 5: Preparation for Clinical Practice (120 credits).

6.52 The examinations for the MBBS GEP will be in five Parts. Parts 1 and 2 will assess core MBBS studies and interprofessional learning ('Stage 1'). Parts 2, 3 and 4 will assess only core MBBS studies.

6.53 The criteria for distinctions and merits are the same as for the standard MBBS programme.

6.54 The following distinctions may be awarded to a student:

i Distinction in Parts 1 and 2 MBBS (GEP).
ii Distinction in Part 3 MBBS.
iii Distinction in Part 4 MBBS.
iv Distinction in Part 5 MBBS.

6.55 Exit awards for the MBBS (GEP) programme are calculated in the same way as MBBS exit awards.

School of Law: Department of Law

All LLB programmes (including Senior Status programmes)

6.56 A specified sub-set of modules are designated as foundations of legal knowledge for professional accreditation as a qualifying law degree (QLD) by the Bar Standards Board of England and Wales (BSB). To achieve this accreditation, a student must meet the standard requirements for award, and either:

i pass all of the designated modules; or,
ii pass all but one of those modules and, in the remaining failed module, achieve a module mark of 35.0 or higher.

The designated modules are listed in the relevant programme specification.

Senior Status LLB programmes

6.57 To progress from one developmental year one to the next on a senior status LLB programme, a student must:

i take and pass modules as follows:
  a developmental year one to two: take 135 credits in year one. Pass a minimum 105 credits in year one. Achieve a minimum weighted average year mark of 40.0 or higher.
ii fail (after resit) no more than 30 credits in any one developmental year.

6.58 To be eligible for the award of a senior status LLB, a student must:

i take 270 credits (135 per developmental year), including a minimum 90 credits at level 6; and,
ii pass a minimum 240 credits, including at least 90 at level 6; and,
iii achieve a Classification Mark of 40.0 or higher.

6.59 The LLB Senior Status Classification Mark is calculated as follows.

Award	Weighting of each development year's credit-weighted average	
	Year 1	Year 2
LLB Senior Status	2 (40%)	3 (60%)

School of Law: Centre for Commercial Law Studies

PgCert in Intellectual Property Law

6.60 The PgCert in Intellectual Property Law is an 80 credit programme. To qualify for award, a student must pass 80 credits, or else pass a minimum 65 credits and be condoned in the remainder. Up to 15 credits may be condoned where all of the following conditions are met:

i the module mark for each failed module is 45.0 or higher; and,
ii the credit-weighted average mark across all modules, including the failed module(s), is 50.0 or higher; and,
iii a failed module is not designated as 'core' (must be passed outright) in the programme regulations.

PgCert in Trade Mark Law and Practice

6.61 Failure may be condoned in up to 15 credits may be condoned where all of the following conditions are met:

i the module mark for each failed module is 45.0 or higher; and,
ii the credit-weighted average mark across all modules, including the failed module(s), is 50.0 or higher; and,
iii a failed module is not designated as 'core' (must be passed outright) in the programme regulations.

LLMs with SQE

6.62 PgCert exit awards from LLM programmes with the suffix 'with SQE' are issued with the field of study 'Law', not referencing SQE or any specialism of Law. The field of study for PgDip exit awards will match that of the LLM on which the student is enrolled, referring to SQE and (where relevant) any specialism.

School of Mathematical Sciences

MSc Mathematics (and associated PgDip/PgCert exit awards) (not applicable to other MSc programmes in the School of Mathematical Sciences)

6.63 Failure may be condoned in up to 30 (MSc/PgDip) or 15 (PgCert) credits of modules where all of the following conditions are met:

i the module mark for each failed module is 0.0 or higher; and,
ii the weighted average mark across all modules, including the failed module(s), is 50.0 or higher; and,
iii a failed module is not designated as 'core' (must be passed outright) in the programme regulations.

6.64 A student may take a maximum 30 credits (MSc or PgDip) or 15 credits (PgCert) of taught modules at level 6, selected from a list approved by the Head of School.

6.65 Exceptionally, and at the discretion of the Subject Examination Board, a student may request an alternative field of study that reflects the content of the taught modules and dissertation/project undertaken. The title will be selected from a list approved by the Programme Director. A student must make their request to the Programme Director, in writing, at the time of entry to the examinations.

School of Physical and Chemical Sciences

BSc in Digital and Technology Solutions (three-year version)

6.66 The BSc in Digital and Technology Solutions (and each of its specialist pathways) is a degree apprenticeship programme. It runs in two versions – a three-year version, and a four-year version. The three-year BSc in Digital and Technology Solutions follows the progression and classification regulations for 'Standard bachelors programmes (full-time)' as set out in Section 4 of these Academic Regulations, rather than those for 'Degree apprenticeship bachelors programmes'.

BSc in Digital and Technology Solutions (four-year version)

6.67 The BSc in Digital and Technology Solutions (and each of its specialist pathways) is a degree apprenticeship programme. It runs in two versions – a three-year version, and a four-year version. The four-year BSc in Digital and Technology Solutions has special regulations as follows:

Progression

6.68 To progress from one developmental year to the next on the four-year BSc in Digital and Technology Solutions a student must both:

i take and pass modules as follows:
   a developmental year one to two: take 120 credits including a minimum 90 at level 4 in year one. Pass a minimum 90 credits in year one. Achieve a minimum weighted average year mark of 40.0 or higher.
   b developmental year two to three: take 120 credits including a minimum 90 at level 5 or higher in year two. Pass a minimum 195 credits across years one and two. Achieve a minimum weighted average mark of 40.0 or higher using the two weighted average year marks in a 1:3 weighting (year one counting for 25 per cent and year two for 75 per cent of the mark).
   c developmental year three to four: take 60 credits in year three, meeting the specified requirements of the programme diet. Pass a minimum 255 credits across years one, two, and three. Achieve a minimum weighted average mark of 40.0 or higher using the two weighted average year marks in a 1:3:3 weighting (year one counting for 10 per cent, year two for 30 per cent, and year three for 60 per cent of the mark).

ii fail (after resit) no more than 30 credits in any one developmental year.

Classification

6.69 The four-year BSc in Digital and Technology Solutions Classification Mark is calculated as follows:

Award	Weighting of each development year's credit weighted average			
	Year 1 (120 credits)	Year 2 (120 credits)	Year 3 (60 credits)	Final year (60 credits)
BSc in Digital and Technology Solutions (four-year)	1 (10%)	3 (30%)	3 (30%)	3 (30%)

MSc in Chemical Research

6.70 Failure may be condoned in up to 15 credits of modules where all of the following conditions are met (this also applies to a PgDip exit award from this programme):

i the module mark for each failed module is 40.0 or higher; and,
ii the credit-weighted average mark across all modules, including the failed module(s), is 50.0 or higher; and,
iii a failed module is not designated as 'core' (must be passed outright) in the programme regulations.

Queen Mary Academy

Certificate in Learning and Teaching

6.71 The Certificate in Learning and Teaching (CILT) is a 30 credit programme with a unique award.

6.72 A student may be admitted with up to 15 credits of accredited prior learning.

6.73 Assessment and module marks and grades are made on a pass/fail basis. The award is unclassified and is also made on a pass/fail basis.

6.74 All modules are core; condoned failure is not permitted. To qualify for award, a student must take and pass the specified 30 credits at level 7.

PgCert in Academic Practice

6.75 A student may be admitted with up to 30 credits of accredited prior learning.

6.76 Assessment and module marks and grades are made on a pass/fail basis. The award is unclassified and is also made on a pass/fail basis.

6.77 All modules are core; condoned failure is not permitted. To qualify for award, a student must take and pass the specified 60 credits at level 7.

MEd in Academic Practice

6.78 Assessment and module marks and grades are made on a pass/fail basis. The award is unclassified and is also made on a pass/fail basis.

6.79 All modules are core; condoned failure is not permitted. To qualify for award, a student must take and pass the specified 180 credits at level 7.

Queen Mary Business School

BSc in Accountancy [Flying Start]

6.80 The BSc Accountancy [Flying Start] has a normal duration of four years and a maximum permitted duration of five years. In year one, students take 120 credits of taught modules, and in each of years two, three and four students take 90 credits of taught modules and a 30-credit placement module. Placement modules are assessed on a pass/fail basis.

6.81 Non-standard pass marks apply to certain modules for reasons of professional accreditation exemptions. The pass marks in use are 40.0, 50.0, and 55.0. Programme information will specify which pass mark applies to each module.

6.82 To progress from one developmental year to the next a student must:

i. take and pass modules as follows:
   a. developmental year one to two: take 120 credits at level 4 in year one. Pass a minimum 90 credits in year one. Achieve a minimum mean average year mark of 40.0 or higher*.
   b. developmental year two to three: take 120 credits at level 5 in year two. Pass a minimum 195 credits across years one and two including the placement module. Achieve a minimum weighted average mark of 40.0* or higher using the two mean

average year marks in a 1:3 weighting (year one counting for 25 per cent and year two for 75 per cent of the mark).

c. developmental year three to the final developmental year: take 120 credits at level 6 in year three. Pass a minimum 315 credits across years one, two and three including both placement modules. Achieve a minimum weighted average mark of 40.0* or higher using the three mean average year marks in a 1:3:3 weighting (year one counting for approximately 14.3 per cent, and each of years two and three for approximately 42.9 per cent of the mark).

ii. fail (after resit) no more than 30 credits in any one developmental year.

iii. meet (or be able, within the regulations, to meet) all programme-specific requirements such as passing core modules.

* as noted in the preceding regulation, some modules have pass marks higher than 40.0. This means that, in different years, the minimum weighted average mark required for progression will be higher than 40.0 in some cases as it will not be possible to meet the other progression requirements without passing those modules. However, the mark required will never be 'lower' than 40.0.

6.83 To be eligible for the award of BSc Accountancy [Flying Start], a student must:

i. take 480 credits (120 per developmental year), comprising 120 credits at each of levels 4 and 5, and 240 credits at level 6; and

ii. pass a minimum 435 credits, including all core modules and placement modules; and,

iii. achieve a Classification Mark of 40.0 or higher.

6.84 The BSc Accountancy [Flying Start] Classification Mark and classification outcome is calculated using the algorithm (1:3:3:6 weightings) and bandings for BSc degree apprenticeship programmes as set out in section 4 of the Academic Regulations.

6.85 A student who does not meet the special progression requirements for the BSc in Accountancy [Flying Start] but does meet the progression requirements for a standard bachelors award and any programme specific requirements will be transferred to the BSc in Accounting. Similarly, a student who does not meet the special award requirements for the BSc in Accountancy [Flying Start] but does meet the requirements for a standard bachelors award and any programme specific requirements will be awarded the BSc in Accounting.

William Harvey Research Institute

MSc in Endocrinology and Diabetes

6.86 The standard hurdle for progression from the taught modules to the project applies.

MRes/PgDip/PgCert in Clinical Research

6.87 A PgCert Clinical Research student wishing to change programme to a higher award must have completed two modules for transfer to the PgDip, or three modules for transfer to the MRes. The PgCert must not have been awarded prior to the transfer.

Wolfson Institute of Population Health

MSc in Forensic Psychology and Mental Health (PSFPM)

6.88 The field of study 'Forensic Psychology and Mental Health' is issued only for the MSc, and only where students pass all modules outright. A student who achieves an exit award or who passes the MSc by condoned failure will receive the alternative field of study "Forensic Mental Health: Research and Practice", which does not carry professional accreditation from the British Psychological Society.

7. Special Regulations for Collaborative Programmes

7.1 This section of the regulations details exceptions or additions to the standard regulations that apply to specific programmes of study that Queen Mary runs in collaboration with one or more other institution or provider. Regulations for the (non-collaborative) programmes run by the University of London Institute in Paris (ULIP) are also included here.

University of London Institute in Paris (ULIP)

7.2 All programmes delivered by the University of London Institute in Paris (ULIP) follow the standard Queen Mary regulations in every respect except that a student meeting the requirements for award will receive an award of the University of London rather than Queen Mary.

University College London (UCL)

MA in History of Political Thought and Intellectual History

7.3 The MA in History of Political Thought and Intellectual History follows the standard Queen Mary regulations in every respect except that a student meeting the requirements for award will receive an award in the names of both Queen Mary and UCL.

Beijing University of Posts and Telecommunications (BUPT) (undergraduate)

BSc (Eng) in Electronic Information Engineering
BSc (Eng) in Intelligent Science and Technology
BSc (Eng) in Telecommunications Engineering with Management
BSc (Eng) in E-Commerce Engineering with Law
BSc (Eng) in Internet of Things Engineering

7.4 The following regulations apply to the collaborative undergraduate BSc (Eng) programmes with BUPT:

1. Introduction

These regulations apply to students enrolled on the programmes of study leading to the degrees of BSc(Eng) Electronic Information Engineering, BSc(Eng) Intelligent Science and Technology, BSc (Eng) in Telecommunications Engineering with Management, BSc in (Eng) E-Commerce Engineering with Law, and BSc (Eng) in Internet of Things Engineering. The programmes are offered as dual-award degrees, jointly delivered by Beijing University of Posts and Telecommunications [BUPT] and Queen Mary University of London [QMUL].

1.1. The general management of the programme of study, including responsibility for the admission of students, and the organisation of teaching, shall be the responsibility of the Academic Committee, established in accordance with the contract between BUPT and QMUL. The day-to-day management of the programme shall be the responsibility of the Programme Directors.

1.2. The programme consists of two phases:

a. Year 1 is equivalent to a Foundation Year in the United Kingdom;
b. Years 2-4 are equivalent to Years 1-3 of a BEng degree in the United Kingdom.

2. Definition of terms

2.1. ‘Technical modules’: modules prescribed as constituting the core technical knowledge for that Programme (including transferable skills, Management, Business, and Law).
2.2. ‘Minor programme modules’: technical modules taken from another programme to form an additional strand of study outside the core requirements of the degree. These modules do not count towards the QMUL degree but marks are recorded and used towards the BUPT degree.
2.3. ‘English Language modules’: modules teaching English.
2.4. ‘Chinese compulsory modules’: modules that are required by the Chinese Ministry of Education but do not form part of the UK degree. This also includes BUPT-mandated elective modules, which comprise a designated set of elective options that students must complete as part of their overall academic and progression requirements.
2.5. ‘Optional modules’: modules that are not related directly to the programme, but are required for students to be awarded a BUPT degree (a minimum of six Chinese credits).
2.6. ‘Engineering Environment modules’: modules that combine to form the Engineering Environment component of the UK Honours marks; these exclude technical modules.
2.7. ‘Project’: the independent technical project carried out in the final year. This is a technical module but is treated differently in the UK Honours calculation.
2.8. ‘Taught technical modules’: technical modules excluding the Project.
2.9. ‘Credit’: a measure of load that is related to the contact hours in the Chinese system.
2.10. ‘Take’: the first attempt at a module.
2.11. ‘First take’: where a student may attempt the module again due to extenuating circumstances, including attending lectures and laboratories. Marks for first takes are not capped.
2.12. ‘Retake’: where a student fails to progress and must attempt the failed modules again, including attending lectures and attending laboratories where necessary. Marks for retakes are capped.
2.13. ‘Resit’: where a student may attempt the failed module again without attending lectures and laboratories again. Marks for resits are capped.
2.14. ‘Reattempt’: second and subsequent attempts at a module by either a resit or retake student.
2.15. ‘Coursework hurdle’: the requirement for students to obtain at least 30% UK scale (45% CN scale) in the overall mark for assessed coursework in order to pass the module.
2.16. ‘Exam hurdle’: the requirement for students to obtain at least 30% UK scale (45% CN scale) in the overall mark for assessed exam in order to pass the module (exam hurdle is only applicable if the total coursework mark towards the final grade is 50% or higher).
2.17. ‘Jie Ye Zhengshu’: a certificate awarded by BUPT that allows a student to subsequently complete the degree.
2.18. ‘Yi Ye Zhengshu’: a certificate of incompletion awarded by BUPT.
2.19. ‘Cap on marks’ (marks are capped): the module mark on retake/resit is “capped” at the minimum pass mark for the UK transcript and calculation of Honours; the Chinese retake/resit mark is shown separately and is not capped.
2.20. ‘Year’: study years are numbered 1-4 to follow Chinese practice; these correspond to years 0-3 at QMUL.

3. Admission

3.1. In order to be eligible for admission to Year 1 of the programme, a candidate shall have obtained the Chinese entry standard for key universities.

3.2. Any student who secures admission to the programme on the basis of qualifications, documents or statements that are subsequently found to be false shall have his/her registration terminated, and shall accordingly cease to be a student.

4. Programme of Study

4.1. The minimum period of study shall be four academic years. The period of study shall normally be continuous.

4.2. The maximum period of study is six years.

4.3. Periods of study shall include periods of interruption unless, exceptionally, the student is given permission by the Director of the Academic Affairs Office of BUPT to have the interruption excluded from the period of study.

4.4. Composition of the Programme of Study:

a. The programme of study will consist of a list of modules published by the Academic Committee and approved by the Chinese Ministry of Education.

5. Enrolment and Attendance

5.1. Students are required to enrol at the beginning of their programme of study at both BUPT and QMUL, and to confirm their enrolment at the beginning of each subsequent academic year. Enrolment procedures include a student making satisfactory arrangements for the payment of his/her fees. A student who fails to make such arrangements, or who subsequently defaults on the payment of fees, shall be deregistered from the programme of study.

5.2. Students may not be absent during term-time without the agreement in advance of the Programme Director.

5.3. A student whose general attendance and/or submission of work is not considered satisfactory by the Programme Director may have his/her registration terminated.

5.4. Students may be required to undertake a medical examination, either as a condition of admission, or at any time during their studies. A student who has been absent as a result of a serious illness, or an infectious or contagious disease, may be required to produce a medical certificate before being permitted to resume study.

6. Assessment

6.1. The Programme Directors (in consultation with the Academic Affairs Office of BUPT or with the Directorate of Registry Services for students studying in London) may approve arrangements for a student who is ill or otherwise disabled to take his/her examination under special conditions.

6.2. Different marking scales are used by BUPT and QMUL. The marking scale used for assessment within a module, and for the overall module mark, is determined by the Academic Committee and is specified in the module descriptor. The relationship between the marks is:

a. A pass mark at BUPT is 60% and for QMUL modules at all levels on the programme it is 40%.
b. The mark showing distinction performance at BUPT is 85% and QMUL is 70%.
c. Marks above the pass mark are mapped as [8]: cn = [−0. 05uk^2 +13uk+100]/9
d. Marks below the pass mark are mapped as [9]: $cn = ||1.5u||$
e. QMUL 99% is mapped to the BUPT scale as 99% rather than BUPT 100%.
f. Irrespective of the scale being used, no mark can be greater than 100%, or less than 0%.
g. The implementation of the mapping between scales is through a lookup table (Section 15) with marks specified as integers. A separate mapping table is used for each direction.
h. Total coursework marks and examination marks are each rounded to the nearest integer out of 100; when combining to give the total module mark the result is rounded to the nearest integer.

[8] Where *cn* is the mark on the BUPT scale and *uk* is the mark on the QMUL scale.
[9] Where *cn* is the mark on the BUPT scale and *uk* is the mark on the QMUL scale.

6.3. To pass a module, a student must complete all specified assessment to the standard required in the module specification and regulations. In most cases this is a requirement to achieve an overall module mark above the module pass mark (i.e. 40% UK scale), but some modules specify additional conditions (e.g. all technical modules have a requirement to pass assessment hurdles [2.15] and/or [2.16] where required).

6.4. A student who does not meet the requirements to pass a module will fail that module. This will normally be because the module mark achieved is lower than the module pass mark, but it is possible to fail with a module mark above the module pass mark. This is known as 'qualified failure' and occurs when a student fails to meet additional conditions for passing the module such as an assessment hurdle. Qualified failure is recorded with a grade of 'FQ', and the mark will be reduced to 39 UK scale. Details of reattempting a qualified failure are given in the JP Assessment Handbook.

6.5. Where a resit student has failed a module, s/he can reattempt only the parts that have been failed (synoptic reassessment may be used in some cases). Students shall not be permitted to reattempt passed elements of assessment.

a. The overall module mark attainable for any reattempt shall be capped at the minimum pass mark [2.19].
b. Regardless of whether a student re-attempts all components or parts (e.g. examination only or coursework only), the highest existing coursework mark for that module will be combined with the highest existing examination mark, to produce a new overall mark, and this is capped.
c. The final overall module mark shall be the highest overall mark of all attempts.

6.6. Where a student is required to retake the year (due to academic failure), all components of the retake modules are reattempted and any previous marks will be replaced. The overall module marks are capped. Where a student is granted a first take (due to extenuating circumstances), the marks are not capped.

6.7. Reattempts shall be taken at the next available opportunity except that, in extenuating circumstances, the Chair of the Examination Board shall have discretion to permit a student to defer his/her reattempt(s) by not more than one academic year.

6.8. The "next available opportunity" for reattempting examinations will follow the schedule shown in Appendix I.

6.9. Number of reattempts:

a. Students will have two opportunities to resit a failed module before the end of Year 4,in line with the schedule shown in Appendix I [10].
b. Students who fail to graduate at the end of year 4 will be permitted to take further re-attempts, as available, up until the end of the maximum period of six years.
c. Where the minimum award requirements have been met, no further assessment shall be required and the degree shall be awarded.
d. Where the student fails the final assessment opportunity, but the module marks falls within the compensation range and all criteria under Section **Error! Reference source not found.** are met, the module may be compensated, and the degree shall be awarded.
e. Where the student is not eligible for a compensated pass and has used all permitted attempts, they shall be required to withdraw from the programme.

[10] Resit limits are applicable to modules delivered by QMUL only. For modules delivered by BUPT, the regulations and policies of BUPT shall apply.

6.10. Format of reattempt examinations:

a. The first resit examination will be on the syllabus as taught to the student for their first sit.
b. Subsequent resit and retake examinations will be on the syllabus as taught to first-sit students during that year, but all lecture material will be made available to resit and retake students.

6.11. Where a module is withdrawn, examinations will be set to give students three resit attempts.

6.12. English language qualifications:

a. for 2021/22 cohorts onwards, permissible resits of English language modules are to be taken with other technical modules (CET4 is no longer accepted as a replacement for English modules for newer cohorts).
b. for 2020/21 and prior cohorts, reattempts of English language modules are to be assessed in line with the national Chinese examination CET4. A pass in CET4 will be taken as a capped pass in any English language module previously failed.
c. Jie Ye students who failed English language modules, irrespective of their cohorts, are permitted to resit English language modules.

6.13. Extenuating circumstances:

a. A student who, through illness or other cause acceptable to the examination board, is prevented from attending or completing any assessment may be permitted to re-present him/herself at the next available opportunity as if for the first time.
b. Requests for extenuating circumstances shall be considered by the university teaching that module in accordance with its own policy, and the decisions reported to the examination board.
    i. For modules taught by BUPT requests will be considered by the Programme Director.
    ii. For modules taught by QMUL requests will be considered by an Extenuating Circumstances Committee that will include at least one Chinese speaker [11].
c. All requests must be made at least five working days before the examination board (for examinations) and within one week of the student's return from being ill (or other cause) for coursework.

6.14. The organisation of assessments for each module on the programme shall be governed by the regulations of the institution responsible for teaching that module.

6.15. The conduct of assessments for each module on the programme shall be governed by the regulations of the institution responsible for conducting that assessment.

6.16. The consideration of any allegation of an examination offence is specified in 12.

6.17. Final-year students who fail to meet the requirements for graduation due to failed Semester A modules may be offered an additional assessment opportunity in Semester C, where available.

[11] Medical and other evidence will generally be in Chinese.

7. Progression

7.1. Progression through the programme is assessed prior to the start of each academic year (at the autumn semester) based on the criteria outlined below. Students who meet these requirements will progress to the next study year. Those who do not meet the requirements must either retake failed modules as per these regulations or, where applicable, withdraw from the programme. Students who qualify for progression cannot elect to remain in their current academic year or defer their progression.

7.2. To progress, a student must have an accumulated failure of fewer than 20 Chinese credits outstanding from technical or Chinese compulsory modules.

7.3. In addition to [7.1], a student must have passed 6 technical modules in Year 2 and have accumulated 12 technical modules from Years 2 and 3 by the end of Year 3 in order to progress.

7.4. A student who has an accumulated failure of 20 Chinese credits or more from technical or Chinese compulsory modules must retake failed modules in attendance. If that student subsequently reaches an accumulated failure of 20 Chinese credits or more from technical or Chinese compulsory modules they are required to withdraw.

7.5. A student who has an accumulated failure of 30 credits or more is required to withdraw.

8. Degree requirements and consideration for Honours

8.1. To be admitted to a degree a student must have:

a. been registered on the programme for a minimum period of four academic years;
b. completed all requirements within a maximum period of 6 years (subject to 4.3);
c. passed all English Language modules (in line with 6.12);
d. achieved credit for all technical modules, up to two of which may be compensated;
e. passed all Chinese compulsory modules; and
f. passed the Year 4 Project module.

8.2. The Honours board may recommend the award of the degree with up to two QMUL taught compensated technical modules, where:

a. the overall mark for each failed module is between 30 -39% on the UK scale;
b. the Honours weighted average mark is at least 40% on the UK scale (in accordance with 8.2);
c. the Year 4 Project module mark is at least 40% on the UK scale.

8.3. Students have the option of resitting compensated modules if they choose to, in which case, they will be considered at the following academic year's Honours board.

8.4. For compensated modules, the transcript provided by QMUL will show the original marks; while the transcript provided by BUPT will show pass marks at 60% CN scale.

8.5. Students who withdraw from their studies may be issued a Yi Ye Zhengshu by BUPT, but this will not entitle them to a degree from either university.

8.6. A student who is awarded a Jie Ye Zhengshu by BUPT may resit the examinations within the maximum period of six years from the original start date. Jie Ye students are permitted to resit their failed modules in the available assessment opportunity irrespective of the cohort assessment pattern. If the student meets the requirements in 8.1 s/he will be awarded a degree from both BUPT and QMUL.

8.7. The transcript provided by BUPT will show all modules with marks on the BUPT scale.

8.8. The transcript provided by QMUL will show all technical and English Language modules with marks on the QMUL UK scale plus an overall Honours classification; it will also show that the student has passed the BUPT requirements and the Engineering Environment modules.

8.9. The Honours weighted average shall be calculated as a weighted sum with:

a. 20% for project
b. 5% for Engineering Environment
c. 75% for taught technical modules in Years 2-4 with weighting between years as shown below in order to achieve an approximate weighting of 1:3:6 between levels 4, 5 and 6+7:
    i. 0.17 * average % mark for Year 2 modules
    ii. 0.41 * average % mark for Year 3 modules
    iii. 0.17 * average % mark for Year 4 modules

8.10. Honours shall be awarded based on the Honours weighted average as follows:

i. 1st Class >= 70%
ii. Upper second class >= 60% and < 70%
iii. Lower second class >= 50% and < 60%
iv. Third class >=40% and <50%

8.11. The Honours Board may recommend the award of a higher classification of degree in line with the QMUL Borderline Classification Policy.

8.12. A student with tuition fee debts to either institution shall not be entitled to receive the QMUL award.

8.13. A candidate who has completed his/her full period of study and has been absent from examinations during his/her final year due to illness or other cause judged sufficient by the relevant Subject Examination Board, may apply to the Programme Director, for consideration at the Subject Examination Board, to be considered for a degree under the aegrotat provisions The application must be accompanied by a medical certificate or other statement of the grounds on which it is made and must be submitted within two weeks from the last examination to which the application refers.

8.14. In considering an application for the award of an aegrotat degree, the examination board shall consider the work that the student has submitted during the year and in such part of the examinations as s/he has attended (if any), and records of the candidate's performance during previous years of the programme, to determine whether there is adequate evidence that, had the student completed the examination(s) in normal circumstances, s/he would clearly have reached a standard for the award of the degree. If the board is so satisfied, it shall recommend the award of an aegrotat degree.

8.15. On receipt of the offer of an aegrotat degree, the candidate may either accept the offer, in which case the degree will be conferred, or decline the offer, and re-enter the examinations for which s/he is eligible at the next normal date with a view to completing the requirements for the award of a degree. A candidate who elects to re-enter the examinations shall cease to be eligible for an aegrotat degree in respect of the examinations on which the original application was based.

8.16. Request for a review of a module result or for a degree classification:

a. Students may request a review of an examination board decision (for an individual module or for the overall classification) within 10 working days or 14 calendar days whichever is later, of the results being released to students using the standard review request form.
b. Review request forms must be completed in English for modules taught by QMUL and in Chinese for modules taught by BUPT. The form will be dealt with by the university teaching the module using its normal procedures.
c. For reviews of the overall classification the form must be completed in English and Chinese and will be considered jointly by the two universities.
d. A decision on the review will normally be communicated to the student and the other university within 10 working days or 14 calendar days whichever is later, of the request being received. This may exceptionally be extended where QMUL teaching staff are in Beijing and the relevant examination material is in London.
e. If marks have to be changed as a result of the review they will be reported through Chair's action to the two universities so the records can be updated.

9. Interruption of Enrolment

9.1. A student may interrupt their enrolment for up to two calendar years (total) on the grounds of illness or other good cause with the permission of the Programme Director under the procedures specified by BUPT and in line with the Chinese Ministry of Education regulations. Interruption for periods greater than two years shall be permitted only in very exceptional circumstances, with the approval of the directors, or the Chair of the Examination Board. A student who interrupts enrolment remains registered for their programme of study.

9.2. Periods of interruption shall count towards student's maximum period of study, except where permission is given by the Director of the Academic Affairs Office of BUPT to have the interruption excluded from the period of study.

9.3. A student resitting out of attendance shall not be entitled to an interruption of enrolment as defined in this section, and shall remain registered for their programme of study.

9.4. A student shall not interrupt and return from interruption during the same academic year (for example, a student cannot interrupt for the autumn semester only, returning in the spring semester). Students who return from interruption must do so at the start of the same semester of the new academic year in which they return.

9.5. A student who interrupts shall have the option of taking assessments for modules for which they completed the teaching and learning before the point of interruption. However, such students must elect either to attempt the assessments for all such modules, or for none of them.

9.6. Where a student's registration is continuous, the Academic Regulations in place at the time of initial registration for the programme shall continue to apply where it is specifically stated that this is the case.

9.7. Students returning from interruption shall only be permitted to enrol at the start of a semester, as designated in the Academic Calendar.

9.8. The deadline for submission of an interruption form is the day before the start of the final assessment period for the semester in which the interruption is requested.

10. Data Protection

10.1. Personal data held in the UK will be subject to UK Data Protection legislation; personal data held in China will follow normal BUPT practice and comply with the relevant Chinese law.

11. Minor Programmes

11.1. Minor Programmes are designed to broaden students' knowledge by allowing them to take additional modules apart from their Major Programme.

11.2. A Minor Programme comprises no more than 30 credits in total from a list prescribed by the Academic Committee.

11.3. Students who have passed all technical and English Language modules and achieved good results at the end of Year 1 can apply to register for a Minor Programme at the beginning of Year 2.

11.4. When there is a timetable clash between a major and minor module, students are required to apply for approval from the lecturer of the minor module to allow them to take the module with no attendance. Once approved by the lecturer, students must study the module in their own time and take the exam.

11.5. When there is a clash between a major and minor module examination, students must attend the major module examination first, and then attend the resit examination of the minor module without penalty.

11.6. Students will not be allowed to continue their Minor Programme study if:

a. they have failed ONE resit attempt at a minor module; or,
b. they have failed two or more technical modules in their Major at their first attempt; or,
c. they study their final year in EECS at QMUL.

11.7. To be awarded a Minor Programme Diploma, students must pass all modules of the Minor Programme within the duration of their Major Programme as well as passing the Major.

11.8. BUPT will award a Minor Programme Diploma to successful candidates as well as a separate transcript for the Minor Programme.

11.9. QMUL will not list the Minor Programme modules on the standard transcript.

12. Academic misconduct, appeals, and disciplinary matters

12.1. Disciplinary Procedures

a. Each university has its own discipline and appeals procedures, which are not repeated here.
b. The general principle is that each university is responsible for offences that affect the modules that it is teaching (apart from as in [d] below) and the normal procedures of that university apply, but any penalty applied will be from the "harmonised penalties" in 12.5. The penalty will be kept on record in both universities and each university will follow its normal practice in whether the offence will be shown on the transcript.
c. CET4 and CET6 are Chinese national examinations and any disciplinary matters arising will be dealt with under the national procedures specified for those examinations.
d. Offences during an invigilated examination will be dealt with by the university providing the invigilation with penalties from the harmonised list.
e. Non-academic disciplinary matters will be dealt with by BUPT under Chinese Law for students committing offences in China.
f. Students spending part of the degree at QMUL will be treated exactly the same as any other QMUL student for disciplinary issues and academic misconduct, except that the penalties will be taken from the harmonised list of penalises.

12.2. Request for a review of a module result or for a degree classification

a. For any request for review a student can only go through the procedure of one institution as follows:
   i. For individual modules the university teaching
   ii. QM for review requests on Honours classification [12].
b. Students may request a review of an examination board decision using the standard form from either university, which will be copied to the other university. The form must be submitted to the appropriate university within 14 days of the results being released to students. Details of how to get the form and how to submit it will be given to students before the results are released.
c. For the avoidance of doubt, the date of release of marks is defined as when students can access marks. Students are expected to check their results in a timely manner and the 14 day period will not be extended for students who do not check.
d. The university receiving the review request will deal with the request using its normal procedures.
e. A decision on the review will normally be communicated to the student and the other university within 14 days of the request being received. This may exceptionally be extended where QM teaching staff are in Beijing and the relevant examination material is in London.
f. If marks have to be changed as a result of the review they will be reported through Chair's action to the two universities so the records can be updated.

12.3. Appeals

a. Students appealing against any type of decision shall use the normal procedure of the university that made the original decision. A student may not appeal against the decision of one university to the other.
b. Any hearing requiring the student to be present shall be conducted face-to face if that is physically possible; if not it shall be held electronically.
c. Documentation from the student in support of their appeal and any oral submission at a panel meeting must be in English for matters handled at QMUL and Chinese for BUPT.

12.4. Appeals to a higher body

a. A student may appeal against the decision of a university to an external appeals body for the country in which that university is situated [13] and both universities will be bound by that decision subject to Chinese Law [14] .

12.5. Harmonised Penalties for academic misconduct

a. QM penalties where the mark is capped mean that for the UK transcript and Honours calculation the mark is limited to 40% on the UK scale (60% on the CN scale) but the mark recorded by BUPT will be the uncapped mark as BUPT does not use capping of marks.
b. Where the penalty involves failure in the module the student may reattempt but, unless specified in the harmonised penalties, must miss the next opportunity, if the next opportunity is held in less than six months, and except for students spending the final year in London where examinations are held annually.
c. The harmonised penalties are set out in the Queen Mary Academic Integrity and Misconduct Policy.

[12] Since BUPT does not award Honours.
[13] e.g. the OIA in the UK.
[14] Queen Mary may only award degrees in China under license from the Chinese Ministry of Education and must comply with Chinese Law.

13. Student complaints

13.1. Where a student has a formal complaint about teaching in any module that complaint will normally be made to the university providing the teaching under its normal procedures.

13.2. Notwithstanding 11.1 a student may complain about teaching in any module under the procedures of either university.

13.3. Once a student has entered a complaint under the procedures of one university, they may not subsequently complain to the other, except under the conditions of 11.5.

13.4. The university receiving the complaint shall copy that complaint to the other and keep the other university fully informed of all steps taken.

13.5. Where the complaint is considered sufficiently serious that it may lead to disciplinary action against a member of staff, the two universities will consult on the appropriate action to be taken, bearing in mind the provisions in the contract for such issues.

14. External Examiners

14.1. Each university shall appoint external examiner(s), subject to the approval of the other.

14.2. Additional external examiners may be appointed as deemed necessary but must be approved by both universities.

15. Marks conversion

15.1. Conversion from QMUL to BUPT marks:

QMUL	BUPT	QMUL	BUPT	QMUL	BUPT	QMUL	BUPT
0	0						
1	2	26	39	51	70	76	89
2	3	27	41	52	71	77	89
3	5	28	42	53	72	78	90
4	6	29	44	54	73	79	91
5	8	30	45	55	74	80	91
6	9	31	47	56	75	81	92
7	11	32	48	57	75	82	92
8	12	33	50	58	76	83	93
9	14	34	51	59	77	84	93
10	15	35	53	60	78	85	94
11	17	36	54	61	79	86	94
12	18	37	56	62	79	87	95
13	20	38	57	63	80	88	95
14	21	39	59	64	81	89	96
15	23	40	60	65	82	90	96
16	24	41	61	66	82	91	97
17	26	42	62	67	83	92	97
18	27	43	63	68	84	93	97
19	29	44	64	69	84	94	98
20	30	45	65	70	85	95	98
21	32	46	66	71	86	96	99
22	33	47	67	72	86	97	99
23	35	48	68	73	87	98	99
24	36	49	69	74	88	99	99
25	38	50	69	75	88	100	100

15.2. Conversion from BUPT to QMUL marks:

BUPT	QMUL	BUPT	QMUL	BUPT	QMUL	BUPT	QMUL
0	0						
1	1	26	17	51	34	76	58
2	1	27	18	52	35	77	59
3	2	28	19	53	35	78	60
4	3	29	19	54	36	79	62
5	3	30	20	55	37	80	63
6	4	31	21	56	37	81	64
7	5	32	21	57	38	82	66
8	5	33	22	58	39	83	67
9	6	34	23	59	39	84	69
10	7	35	23	60	40	85	70
11	7	36	24	61	41	86	72
12	8	37	25	62	42	87	73
13	9	38	25	63	43	88	75
14	9	39	26	64	44	89	76
15	10	40	27	65	45	90	78
16	11	41	27	66	46	91	80
17	11	42	28	67	47	92	82
18	12	43	29	68	48	93	84
19	13	44	29	69	50	94	86
20	13	45	30	70	51	95	88
21	14	46	31	71	52	96	90
22	15	47	31	72	53	97	92
23	15	48	32	73	54	98	95
24	16	49	33	74	55	99	97
25	17	50	33	75	57	100	100

16. Appendix I:

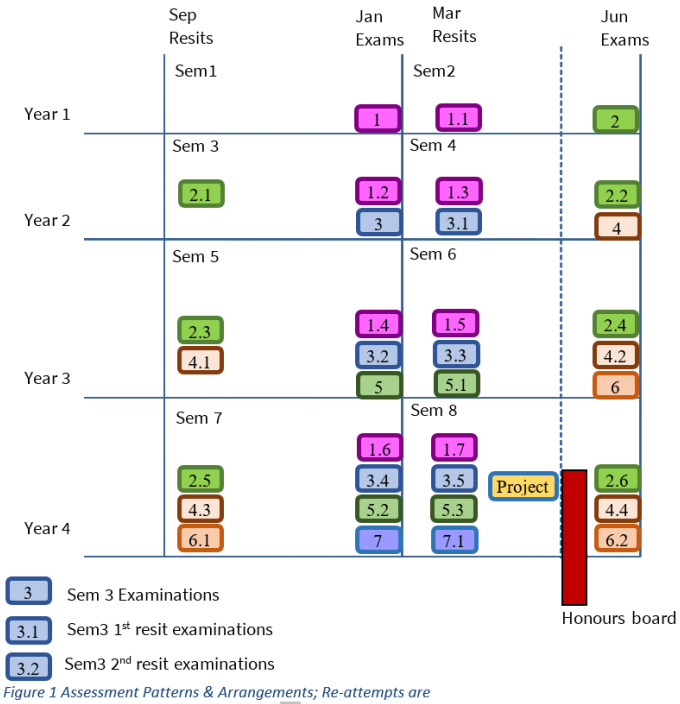


Figure 1 Assessment Patterns & Arrangements; Re-attempts are subject to the limitations listed in section 6.9

Beijing University of Posts and Telecommunications (BUPT) (postgraduate)

MSc Innovation and Entrepreneurship for Smart Technology

7.5 The following regulations apply to the collaborative postgraduate MSc programme with BUPT:

1. Scope

1.1. These Regulations apply to students registered on the MSc Innovation and Entrepreneurship for Smart Technology (FT), a Queen Mary University of London (Queen Mary) postgraduate programme delivered in Beijing with collaborative input from Beijing University of Posts and Telecommunications (BUPT).

1.2. This is a Queen Mary MSc programme delivered in partnership with BUPT. No BUPT degree or exit award is made under these Regulations. Separate regulations or an approved addendum will govern any future double-award route.

1.3. These Regulations should be read alongside:

a. Queen Mary Regulations for Postgraduate Taught Programmes; and,
b. the approved JEI governance arrangements between QMUL and BUPT.

1.4. Where there is any inconsistency between these Regulations and local institutional regulations, these Programme Regulations take precedence for Programme purposes, except where prohibited by law or institutional statute.

2. Definition of Terms

2.1. Technical modules: modules prescribed as constituting the core technical knowledge for that Programme (including Professional and Innovation Skills module, Technology Entrepreneurship and Business Strategy, etc).

2.2. Chinese compulsory modules: modules that are required by the Chinese Ministry of Education and/or local delivery arrangements in Beijing. These do not form part of the Queen Mary award, unless expressly stated in the approved programme specifications.

2.3. Project: the independent technical project carried out in Year 2. The Project is a 60-credit module and is treated in accordance with the approved programme specification and QMUL award regulations.

2.4. Taught technical modules: technical modules excluding the Project.

2.5. Credit: for the purposes of the Queen Mary award, credit is measured in UK academic credits, in line with Queen Mary Academic Credit Framework (QMACF).

2.6. First take/uncapped further attempts: the first attempt is the first time a student undertakes the relevant assessment of a module.
Where a further attempt is permitted without capping, e.g. following accepted extenuating circumstances, this shall apply only where allowed under Queen Mary regulations and procedures.

2.7. Resit: where a student has failed an assessment or module and is permitted to undertake reassessment at the next available opportunity. Resit marks are capped at the minimum pass mark unless the attempt is treated as a first take. Students are normally permitted one resit opportunity for each failed assessment element or module, as applicable.

2.8. Cap on marks (marks are capped): reattempted module marks are "capped" at the minimum pass mark for the Queen Mary transcript and calculation of Award classifications.

3. Governance and responsibilities:

3.1. The programme is overseen by the Queen Mary -BUPT Joint Institute Academic Committee (AC).

3.2. The JEI Executive Vice-Dean (Queen Mary) and the JEI Dean (BUPT) are responsible for academic leadership, quality assurance, and student academic matters.

3.3. Module assessment is governed by the regulations of the institution responsible for teaching and/or setting the assessment for that module, subject to these Regulations.

4. Admission

4.1. Admission is in accordance with the approved entry criteria of both institutions and the programme specification.

4.2. Normal entry requirements shall be as set out in the approved programme specification.

4.3. Any student admitted on the basis of false qualifications, documents, or statements shall have registration terminated in accordance with institutional procedures.

5. Programme structure and credit

5.1. The following programme structure and credits apply:

a. The minimum period of study shall be two academic years. The period of study shall normally be continuous. The maximum period of study shall be three years.

b. The programme comprises 180 UK credits, normally studied over two academic years. The taught component comprises eight taught modules of 15 credits each (120 credits) in Year 1, and a Final Project of 60 credits in Year 2.

c. Chinese compulsory modules (0 credits) may run alongside Year 1 as required by Chinese regulations and do not contribute to the Queen Mary award.

5.2. Approved periods of interruption of study do count towards the maximum period of study. Students must also comply with any additional BUPT registration requirements for interruption.

Composition of the Programme of Study

5.3. The programme of study will consist of a list of modules published by the Academic Committee and approved by the Chinese Ministry of Education.

a. The list of modules will show the number of credits allocated to each module.

b. Students are required to take the taught modules prescribed for the programme during Year 1. Reassessment in failed taught modules may take place during Year 2 at the next available opportunity.

6. Enrolment and attendance

6.1. Students are required to register with Queen Mary and to complete any local enrolment requirements at BUPT necessary for teaching delivery, student administration, and access to facilities in Beijing.

6.2. Students may not be absent during term-time without the agreement in advance of the JEI Executive Vice-Dean.

6.3. A student whose general attendance and/or submission of work is not considered satisfactory by the JEI Executive Vice-Dean may have his/her registration terminated.

6.4. Students may be required to undertake a medical examination, either as a condition of admission, or at any time during their studies. A student who has been absent as a result of a serious illness, or an infectious or contagious disease, may be required to produce a medical certificate before being permitted to resume study.

7. Assessment

7.1. The JEI Deans (in consultation with the Academic Affairs Office of BUPT or with the Academic Registrar) may approve arrangements for a student who is ill or otherwise disabled to take his/her examination under special conditions.

7.2. Where marks awarded for a module are recorded on the BUPT scale, they shall be converted to the Queen Mary scale using the approved conversion tables set out in Section 14. Where marks awarded on the QMUL scale are required to be reported on the BUPT scale for administrative purposes, the corresponding approved conversion table shall be used. Converted marks shall be rounded to the nearest integer. The relationship between the marks is:

a. A pass mark at BUPT is 60% and for Queen Mary modules at all levels on the programme it is 50%.

b. The mark showing distinction performance at BUPT is 85% and Queen Mary is 70%.

c. Irrespective of the scale being used, no mark can be greater than 100%, or less than 0%.

d. The implementation of the mapping between scales is through a lookup table (Section 14) with marks specified as integers. A separate mapping table is used for each direction.

e. Total coursework marks and examination marks are each rounded to the nearest integer out of 100; when combining to give the total module mark the result is held to one decimal place.

f. The conversion between the Queen Mary and BUPT marks follow the following formulae; where Q and B respectively;

Queen Mary → BUPT

$$B = \begin{cases} 1.2Q & 0 \le Q \le 50 \\ 60 + 1.25(Q - 50) & 50 < Q \le 70 \\ 85 + 0.5(Q - 70) & 70 < Q \le 100 \end{cases}$$

BUPT → Queen Mary

$$Q = \begin{cases} \frac{B}{1.2} & 0 \le B \le 60 \\ 50 + \frac{B-60}{1.25} & 60 < B \le 85 \\ 70 + \frac{B-85}{0.5} & 85 < B \le 100 \end{cases}$$

7.3. Modules may be assessed by examination, coursework, project work, presentation, viva, or other approved methods as specified in the module descriptor. A module may be assessed by 100% coursework where the assessment design is appropriate and subject to normal quality assurance processes. Where appropriate, oral assessment or viva-style assessment may be used to verify attainment and authorship.

7.4. To pass a module, a student must complete all specified assessment to the standard required in the module specification and these Regulations. In most cases this requires an overall module mark of at least 50% on the Queen Mary scale. Some modules may specify additional pass conditions, including a component threshold where different assessment components assess different learning outcomes. Any such requirement must be stated in the module specification.

7.5. A student who does not meet the requirements to pass a module will fail that module. This will normally be because the module mark achieved is lower than the module pass mark.

7.6. Where a student is required to retake the year (due to academic failure), all components of the retake modules are reattempted and any previous marks will be replaced. The overall module marks are capped. Where a student qualifies an exception, e.g. due to extenuating circumstances, the marks are not capped.

7.7. Reattempts shall be taken at the next available opportunity except that, in extenuating circumstances, the Chair of the Examination Board shall have discretion to permit a student to defer his/her reattempt(s) by not more than one academic year.

7.8. The next available opportunity for reattempting assessment will be as set out in the published reassessment schedule for the programme.

7.9. Number of reattempts:

a. Reassessment opportunities shall be determined in accordance with the applicable Queen Mary PG regulations and the approved maximum period of registration for the programme.

b. The two-year delivery structure allows reassessment to be scheduled within the approved programme duration where permitted, but does not create an additional entitlement to reassessment beyond that allowed under Queen Mary regulations.

c. Where a student has exhausted the permitted reassessment opportunities and has not met the requirements for the award, the student shall be required to withdraw from the programme.

Extenuating circumstances:

7.10. A student who, through illness or other cause acceptable to the examination board, is prevented from attending or completing any assessment may be permitted to represent him/herself at the next available opportunity as if for the first time.

7.11. Requests for extenuating circumstances shall be considered by the university teaching that module in accordance with its own policy, and the decisions reported to the examination board.

7.12. For modules taught by BUPT requests will be considered by the JEI Deans.

7.13. For modules taught by Queen Mary requests will be considered by an Extenuating Circumstances Committee that will include at least one Chinese speaker.

7.14. All requests must be made at least ten working days before the examination board (for examinations) and within one week of the student's return from being ill (or other cause) for coursework.

7.15. The organisation of assessments for each module on the programme shall be governed by the regulations of the institution responsible for teaching that module.

7.16. The conduct of assessments for each module on the programme shall be governed by the regulations of the institution responsible for conducting that assessment.

8. Progression and timing of study

8.1. Students are required to take the taught modules prescribed for the programme during Year 1.

8.2. The Final Project is undertaken in Year 2.

8.3. In approved cases, a student may enter Year 2 and commence the Final Project even where reassessment in one or more taught modules remains outstanding, provided that the student remains registered on the programme and is eligible for reassessment under these Regulations.

8.4. Reassessment in failed taught modules shall normally take place at the next available opportunity.

9. Award and classification

9.1. To be awarded the MSc, a student must pass all modules required for the award, including the Final Project, and meet all other programme requirements, unless otherwise permitted under an approved programme-specific regulation.

9.2. Classification of the Queen Mary MSc award shall be in accordance with the Queen Mary Academic Regulations for Postgraduate Taught Programmes. Classification rules applied in the JEI context.

9.3. The MSc award is classified using the Classification Mark, which is the credit-weighted average mark for the full programme of study.

a. Classification Mark 70.0–100.0: Distinction
b. Classification Mark 60.0–69.9: Merit
c. Classification Mark 50.0–59.9: Pass

9.4. The Classification Mark is an aggregate mark reflecting overall performance across the programme. It is calculated using credit weightings and is held to one decimal place.

9.5. Borderline classifications: Students whose Classification Mark falls within the zone of consideration defined by Queen Mary Academic Regulations may be considered for a higher classification in accordance with the borderline criteria, noting that no discretion applies at the Pass/Fail boundary.

9.6. Exit awards:

a. A student who does not satisfy the requirements for the MSc may be considered for an alternative exit award in accordance with Queen Mary Academic Regulations and the approved programme specification.

b. A student who satisfies the relevant requirements may be awarded a Postgraduate Diploma or Postgraduate Certificate, as appropriate.

10. Data protection

10.1. Personal data held in the UK will be subject to UK Data Protection legislation; personal data held in China will follow normal BUPT practice and comply with the relevant Chinese law.

11. Assessment offences, appeals, and disciplinary matters

11.1. All Queen Mary programmes/awards shall be dealt with under the standard Queen Mary procedures. For the Queen Mary single-award MSc, all matters relating to assessment offences, academic misconduct, appeals, complaints and disciplinary matters shall be handled in accordance with the relevant Queen Mary regulations, policies and procedures.

11.2. Where a matter arises in the JP/JEI delivery context, BUPT or JEI staff may assist with communication, evidence gathering, translation, verification and liaison. This local support does not replace or amend Queen Mary's formal procedures, decision-making authority or student rights under the applicable Queen Mary regulations

12. Student complaints

12.1. Where a student has a formal complaint about teaching in any module that complaint will normally be made to the university providing the teaching under its normal procedures.

12.2. Notwithstanding 12.1 a student may complain about teaching in any module under the procedures of either university.

12.3. Once a student has entered a complaint under the procedures of one university, they may not subsequently complain to the other, except under the conditions of 12.5.

12.4. The university receiving the complaint shall copy that complaint to the other and keep the other university fully informed of all steps taken.

12.5. Where the complaint is considered sufficiently serious that it may lead to disciplinary action against a member of staff, the two universities will consult on the appropriate action to be taken, bearing in mind the provisions in the contract for such issues.

13. External Examiners

13.1. Queen Mary shall appoint the external examiner(s) for the programme in accordance with its normal procedures. BUPT may be consulted through the collaborative governance arrangements.

14. Marks conversion

14.1. The following approved conversion tables shall be used where module marks awarded on one scale are required to be reported on the other scale for programme administration or award purposes.

14.2. Conversion from Queen Mary (QM) to BUPT marks.

QM	BUPT	QM	BUPT	QM	BUPT	QM	BUPT
0	0						
1	1	26	31	51	61	76	88
2	2	27	32	52	63	77	89
3	4	28	34	53	64	78	89
4	5	29	35	54	65	79	90
5	6	30	36	55	66	80	90
6	7	31	37	56	68	81	91
7	8	32	38	57	69	82	91
8	10	33	40	58	70	83	92
9	11	34	41	59	71	84	92
10	12	35	42	60	73	85	93
11	13	36	43	61	74	86	93
12	14	37	44	62	75	87	94
13	16	38	46	63	76	88	94
14	17	39	47	64	78	89	95
15	18	40	48	65	79	90	95
16	19	41	49	66	80	91	96
17	20	42	50	67	81	92	96
18	22	43	52	68	83	93	97
19	23	44	53	69	84	94	97
20	24	45	54	70	85	95	98
21	25	46	55	71	86	96	98
22	26	47	56	72	86	97	99
23	28	48	58	73	87	98	99
24	29	49	59	74	87	99	100
25	30	50	60	75	88	100	100

15.1. Conversion from BUPT to Queen Mary (QM) marks

BUPT	QM	BUPT	QM	BUPT	QM	BUPT	QM
0	0						
1	1	26	22	51	43	76	63
2	2	27	23	52	43	77	64
3	3	28	23	53	44	78	64
4	3	29	24	54	45	79	65
5	4	30	25	55	46	80	66
6	5	31	26	56	47	81	67
7	6	32	27	57	48	82	68

BUPT	QM	BUPT	QM	BUPT	QM	BUPT	QM
8	7	33	28	58	48	83	68
9	8	34	28	59	49	84	69
10	8	35	29	60	50	85	70
11	9	36	30	61	51	86	72
12	10	37	31	62	52	87	74
13	11	38	32	63	52	88	76
14	12	39	33	64	53	89	78
15	13	40	33	65	54	90	80
16	13	41	34	66	55	91	82
17	14	42	35	67	56	92	84
18	15	43	36	68	56	93	86
19	16	44	37	69	57	94	88
20	17	45	38	70	58	95	90
21	18	46	38	71	59	96	92
22	18	47	39	72	60	97	94
23	19	48	40	73	60	98	96
24	20	49	41	74	61	99	98
25	21	50	42	75	62	100	100

Queen Mary School Hainan

BSc in Information and Computational Science
BSc (Eng) in Digital Media Technology
BSc (Eng) in Intelligent Biomedical Engineering

7.6 The regulations applicable to collaborative undergraduate programmes with Beijing University of Posts and Telecommunications (BUPT) also apply to the BSc programmes delivered through Queen Mary School Hainan. Queen Mary School Hainan is a second, separate Joint Educational Institution (JEI) between Queen Mary and BUPT.

Nanchang University (NCU)

BSc in Biomedical Sciences
BSc in Precision Medical Sciences
BSc in Biomedical Data Sciences

7.7 The following regulations apply to the collaborative BSc programmes with NCU:

1. Introduction

1.1. The programmes are offered jointly by Nanchang University [NCU] and Queen Mary, University of London [QMUL]. The programmes run concurrently, with elements of the BSc programmes [QMUL] contributing to the Bachelor of Medicine offered by NCU.

1.2. The BSc programmes are the awards offered by QMUL. The duration of the programme extends to five years, in parallel with the medical degree offered by Nanchang University. By enrolling on the programme students are registered for two programmes of study which, if the requirements of each are successfully completed, will lead to both awards being made at the end of the five year period.

1.3. These regulations pertain to the requirements of the BSc in Biomedical Sciences award; however, the relationship to the Bachelor of Medicine offered by NCU is also described where appropriate.

1.4. The general management of the programmes, including responsibility for the admission of students, and the organisation of teaching, shall be the responsibility of the Academic Committee, established in accordance with the Contract between NCU and QMUL. The day-to-day management of the programmes is the responsibility of the Programme Director. The Programme Director will oversee both the BSc Biomedical Sciences (QMUL) and the Bachelor of Medicine (NCU), based in Nanchang; however, both awards are governed by the individual regulations of the awarding institution.

2. Definition of Terms

2.1. ‘Compulsory modules’: modules prescribed as core to the programme of study.
2.2. ‘English Language modules’: modules teaching English and Personal Development Planning (PDP) and are compulsory for the award of the BSc in Biomedical Sciences and the Bachelor of Medicine.
2.3. ‘Chinese compulsory modules’: modules that are required by the Chinese Ministry of Education but do not form part of the BSc degree.
2.4. ‘Technical modules’: modules that are prescribed as constituting the core technical knowledge for the programme, which are those modules compulsory for award of the B.Sc in Biomedical Sciences and the Bachelor of Medicine, excluding the Chinese compulsory modules.
2.5. ‘Credit’: a measure of load that is related to the contact hours in the Chinese system.
2.6. ‘Take’: the first attempt at a module.
2.7. ‘First take’: a student may attempt the module again due to extenuating circumstances, including attending lectures and laboratories. Marks for first takes are not capped.
2.8. ‘Retake’: where a student fails to progress and must attempt the failed modules again, including attending lectures and laboratories. Marks for retakes are capped.
2.9. ‘Resit’: where a student may attempt the assessment again for a module, but may not attend lectures and laboratories again, unless attendance at laboratories is specified as being necessary to resit a failed module.
2.10. ‘First sit’: where a student may attempt the failed module again due to extenuating circumstances without attending lectures and laboratories again. Marks for first sits are uncapped.

2.11. ‘Jie Ye Zhengshu’: a certificate awarded by NCU to students who have taken all modules in both programmes, but failed some modules. They can complete the degree if they pass the resit within one year after graduation.
2.12. ‘Yi Ye Zhengshu’: a certificate of incompletion awarded by NCU to students who are in the program for more than one year but decide to withdraw.
2.13. ‘Cap on marks’ (marks are capped): the module mark on resit and retakes is “capped” at the minimum pass mark for the transcripts of both universities and in the calculation of Honours for the BSc degree.
2.14. ‘Year’: study years on the JP are numbered 1-5 to follow Chinese practice.
2.15. ‘QMUL Certificate of Higher Education’: this exit award can be awarded to students who do not meet the requirements for the award of BSc but who pass at least 105 credits at level four or higher. For College Mark calculations, the mean of the best 120 credits will be used (a minimum College Mark of 40.0 is required for award).
2.16. ‘QMUL Diploma of Higher Education’: this exit award can be awarded to students who do not meet the requirements for the award of BSc but who meet the following requirements: pass at least 210 credits at levels four and five (including a minimum of 90 at level 5 or higher). For College Mark calculations, the mean of the best 240 credits will be used (a minimum College Mark of 40.0 is required for award).

3. Admission

3.1. In order to be eligible for admission to Year 1 of the programme, a candidate shall have obtained the Chinese entry standard for key universities i.e. to take the National Higher Education Examinations and pass the admission score line set for NCU

3.2. Any student who secures admission to the programme on the basis of qualifications, documents or statements that are subsequently found to be false shall have his/her registration terminated, and shall accordingly cease to be a student.

4. Programme of Study

4.1. The minimum period of study shall be:
   a. Five academic years for the BSc in Biomedical Sciences.
   b. Five academic years for the Bachelor of Medicine in Medicine.
   c. The period of study shall normally be continuous

4.2. The maximum period of study shall be:
   a. Six academic years for the BSc in Biomedical Sciences.
   b. Six academic years for the Bachelor of Medicine in Medicine.

4.3. Periods of study shall include periods of interruption unless, exceptionally, the student is given permission by the Director of the Teaching Affairs Office of NCU to have the interruption excluded from the period of study.

4.4. Composition of the Programmes of Study
   a. The programmes of study will consist of programme-specific lists of compulsory modules published by the Academic Committee and approved by the Chinese Ministry of Education.
   b. The list of modules will show the number of credits allocated to each module.

5. Enrolment and Attendance

5.1. Students are required to enrol at the beginning of their programme of study at both NCU and QMUL, and to confirm their enrolment at the beginning of each subsequent academic year. Enrolment procedures include a student making satisfactory arrangements for the payment of his/her fees. A student who fails to make such arrangements, or who subsequently defaults on the payment of fees, may be required to withdraw from the programme of study.

5.2. Students may not be absent during term-time without the agreement in advance of the Programme Director.

5.3. A student whose general attendance and/or submission of work is not considered satisfactory by the Programme Director may have his/her registration terminated.

5.4. Students may be required to undertake a medical examination, either as a condition of admission, or at any time during their studies. A student who has been absent as a result of a serious illness, or an infectious or contagious disease, may be required to produce a medical certificate before being permitted to resume study.

6. Assessment

6.1. The Programme Director (in consultation with the Teaching Affairs Office of NCU, or with the Directorate of Registry Services of QMUL for students studying in London) may approve arrangements for a student who is ill or otherwise disabled to take his/her examination under special conditions.

6.2. Different marking scales are used by NCU and QMUL. The marking scale used for assessment within a module, and for the overall module mark, is determined by the Academic Committee and is specified in the module specification. The relationship between the marks is:

a. A pass mark at NCU is 60% and at QMUL is 40% for modules at all levels.
b. The mark showing distinction performance at NCU is 85% and first class at QMUL is 70%.
c. Marks above the pass mark are mapped as [15]: $cn = (-0.05uk^2 + 13uk + 100) /9$
d. Marks below the pass mark are mapped as [16]: $cn = 1.5uk$
e. Irrespective of the scale being used, no mark can be greater than 100%, or less than 0%.
f. The implementation of the mapping between scales is through a lookup table (§13) with marks specified as integers. A separate mapping table is used for each direction.
g. Total coursework marks and examination marks are each specified as an integer out of 100; when combining to give the total module mark the result is rounded to the nearest integer.

6.3. A student who has passed a module may not repeat any part of the assessment for that module unless, exceptionally, this is specifically permitted by the examination board.

6.4. Where a student has failed a module, the examination board may require him/her either to undertake a synoptic reassessment or to resit the components that have been failed, depending on the reassessment methodology stipulated in the module specification. The overall module mark attainable for any resit shall be capped at the minimum pass mark [2.13].

[15] Where *cn* is the mark on the NCU scale and *uk* is the mark on the QMUL scale.
[16] Where *cn* is the mark on the NCU scale and *uk* is the mark on the QMUL scale.

6.5. Resits shall be taken at the next appropriate opportunity except that, in exceptional circumstances, the Chair of the Examination Board shall have discretion to permit a student to defer his/her resit(s).

6.6. In case of a non synoptic resit, where a student is required to only resit the examination component, the highest existing coursework mark for that module will be combined with the new examination mark, to produce a new overall mark, and this is capped.

6.7. The "next appropriate opportunity" for resit examinations will be determined by the SEB and is informed by the teaching timetable.

6.8. Number of resit attempts:

a. Two resit attempts are permitted within the normal study period;
b. Students who fail to graduate will be permitted to take further resit attempts up until the end of the maximum period of 5.5 years

6.9. Resits in English Language are implemented as the national Chinese examination CET4. A pass in CET4 will be taken as a capped resit pass in any English Language module previously.

6.10. Format of resit examination:

a. The first resit examination will be on the syllabus as taught to the student for their first sit.
b. Subsequent resit examinations will be on the syllabus as taught to first-sit students during that year, but all lecture material will be made available to resit students.

6.11. Where a module is withdrawn, examinations will be set to give students a maximum of 3 resit attempts.

6.12. Extenuating circumstances:

a. A student who, through illness or other cause acceptable to the examination board, is prevented from attending or completing any assessment may be permitted to re-present him/herself at the next available opportunity as if for the first time.
b. Requests for extenuating circumstances shall be considered by the university teaching that module in accordance with its own policy and the decisions reported to the examination board.
    i. For modules taught by NCU requests will be considered by the Programme Director.
    ii. For modules taught by QMUL requests will be considered by an Extenuating Circumstances Committee that will include at least one Chinese speaker [17].
c. All requests must be made at least one week before the examination board (for examinations) and within one week of the student's return from absence for coursework.

6.13. The organisation of assessments for each module on the programme shall be governed by the Regulations of the institution responsible for teaching that module.

6.14. The conduct of assessments for each module on the programme shall be governed by the Regulations of the institution responsible for conducting that assessment.

6.15. The consideration of any allegation of academic misconduct is specified in 10.1.

[17] Medical and other evidence will generally be in Chinese.

7. Progression

7.1. To progress from the first and second years of study in the Joint programme, a student must have an accumulated failure of less than 20 Chinese credits outstanding from technical or English modules. For the remainder of the programme, and for the Bachelor of Medicine at NCU, there is no progression requirement and students may carry forward resits provided that they meet the conditions of §8 before the end of the normal study period.

7.2. A student who has an accumulated failure of 30 credits or more from technical or Chinese compulsory modules may be required to withdraw at the discretion of the programme Directors.

8. Degree Requirements and Consideration for Honours

8.1. To be awarded the BSc degree in Biomedical Sciences and the Bachelor of Medicine, a student must have:

a. been registered on the programmes for a minimum period of five academic years;
b. completed all requirements within a maximum period of six years (subject to 4.3);
c. achieved credit for all English Language modules and all technical modules, up to two of which may be compensated;
d. passed all compulsory modules for the BSc Biomedical Sciences (with the exception of 8.1c);
e. passed all compulsory modules for the Bachelor of Medicine;
f. passed all Chinese compulsory modules.

8.2. The Honours board may recommend the award of the degree with compensated failures in up to two technical and / or English modules, where:

a. the overall mark for each failed module is between 30 -39% on the UK scale;
b. the honours weighted average mark is at least 40% on the UK scale;
c. the Year 3 Project module mark is at least 40% on the UK scale;
Where a student meets the requirements for award for the QMUL degree with or without compensated modules, the requirement to also pass the NCU degree is waived.

8.3. A student who withdraws (or quits) the program after one year of study may be issued a Yi Ye Zhengshu by NCU, but this will not entitle them to a degree from either university. These students will also be considered for the award of CertHE (see 2.15).

8.4. A student who is awarded a Jie Ye Zhengshu by NCU may take or retake the modules or resit the examinations within the maximum period of six years from the original start date. If the student then meets the requirements in 8.1 he/she will be awarded a degree from both NCU and QMUL.

8.5. The transcript provided by NCU will show all the Bachelor of Medicine modules with marks on the NCU scale.

8.6. The transcript provided by QMUL will show BSc Biomedical Sciences modules with marks on the QMUL UK scale plus an overall BSc Honours classification; it will also show that the student has passed the NCU requirements for the Bachelor of Medicine.

8.7. The BSc Honours weighted average shall be calculated (to one decimal place) as a weighted sum with:

a. 0.1 * average % mark for Year 1 modules
b. 0.3 * average % mark for Year 2 modules
c. 0.6 * average % mark for Year 3 modules

8.8. The BSc Honours shall be awarded based on the BSc Honours weighted average as follows:
   a. 1st Class >= 70.0%
   b. Upper second class : 60.0 – 69.9%
   c. Lower second class : 50.0 – 59.9%
   d. Third class : 40.0 – 49.9% 8.9.

8.9. A student who is in academic debt to either institution shall not be entitled to receive examination results, to progress from one year to the next, or to receive any award.

8.10. The Queen Mary provisions for Aegrotat degrees shall not apply.

8.11. Request for a review of a module result or for a degree classification:
   a. Students may request a review of an examination board decision (for an individual module or for the overall classification) within 10 working days of the results being released to students, using an NCU JP standard form.
   b. A request for review shall only be on the grounds of procedural error; there can be no review of academic judgement.
   c. The form must be completed in English for modules taught by QMUL and in Chinese for modules taught by NCU. The form will be dealt with by the university teaching the module using its normal procedures.
   d. For reviews of the overall classification the form must be completed in English and Chinese and will be considered jointly by the two universities.
   e. A decision on the review will normally be communicated to the student and the other university within 14 days of the request being received. This may exceptionally be extended where Queen Mary teaching staff are in Nanchang and the relevant examination material is in London.
   f. If marks have to be changed as a result of the review they will be reported through Chair's action to the two universities so the records can be updated.

9. Data Protection

9.1. Personal data held in the UK will be subject to UK Data Protection legislation; personal data held in China will follow normal NCU practice and comply with the relevant Chinese law.

10. Academic misconduct and Appeals

10.1. Academic misconduct
   a. Where a student commits academic misconduct on an individual module, that offence shall be dealt with by the university teaching that module under its normal code of academic misconduct.
   b. CET-4 and CET-6 are Chinese national examinations and any disciplinary matters arising will be dealt with under the national procedures specified for those examinations.
   c. Where a student commits a more serious examination offence the Programme Director will consult the relevant authorities of the two universities to determine which university shall deal with the offence. The university investigating the offence shall do so in accordance with its approved regulations and procedures and the university that is not investigating shall accept the decision of the other and any punishment will be applied by both.

10.2. Non-academic disciplinary matters will be dealt with by NCU under Chinese Law for students committing offences in China, and by Queen Mary under UK Law for students committing offences in London.

10.3. Appeals

a. Students appealing against any type of decision shall use the normal procedure of the university that made the original decision. A student may not appeal against the decision of one university to the other.

b. Any hearing requiring the student to be present shall be conducted face-to face if that is physically possible; if not it shall be held electronically.

c. Documentation from the student in support of their appeal and any oral submission at a panel meeting must be in English for matters handled at Queen Mary and Chinese for NCU.

10.4. Appeals to a higher body

a. A student may appeal against the decision of a university to an external appeals body for the country in which that university is situated and both universities will be bound by that decision, subject to the provisions of Chinese Law.

10.5. Harmonised Penalties Offences will be dealt with using the normal procedures of the university concerned but penalties must be taken from the agreed set of harmonised penalties.

11. Student complaints

11.1. Where a student has a formal complaint about teaching in any module that complaint will normally be made to the university providing the teaching under its normal procedures.

11.2. Notwithstanding 11.1 a student may complain about teaching in any module under the procedures of either university.

11.3. Once a student has entered a complaint under the procedures of one university, they may not subsequently complain to the other, except under the conditions of 11.5.

11.4. The university receiving the complaint shall copy that complaint to the other and keep the other university fully informed of all steps taken.

11.5. Where the complaint is considered sufficiently serious that it may lead to disciplinary action against a member of staff, the two universities will consult on the appropriate action to be taken, bearing in mind the provisions in the contract for such issues.

12. External Examiners

12.1. Each university shall appoint an external examiner subject to the approval of the other.

12.2. Additional external examiners may be appointed as deemed necessary, but must be approved by both universities.

13. Marks conversion

13.1. Conversion from QMUL to NCU marks:

QMUL	NCU	QMUL	NCU	QMUL	NCU	QMUL	NCU
0	0						
1	2	26	39	51	70	76	89
2	3	27	41	52	71	77	89
3	5	28	42	53	72	78	90
4	6	29	44	54	73	79	91
5	8	30	45	55	74	80	91
6	9	31	47	56	75	81	92
7	11	32	48	57	75	82	92

QMUL	NCU	QMUL	NCU	QMUL	NCU	QMUL	NCU
8	12	33	50	58	76	83	93
9	14	34	51	59	77	84	93
10	15	35	53	60	78	85	94
11	17	36	54	61	79	86	94
12	18	37	56	62	79	87	95
13	20	38	57	63	80	88	95
14	21	39	59	64	81	89	96
15	23	40	60	65	82	90	96
16	24	41	61	66	82	91	97
17	26	42	62	67	83	92	97
18	27	43	63	68	84	93	97
19	29	44	64	69	84	94	98
20	30	45	65	70	85	95	98
21	32	46	66	71	86	96	99
22	33	47	67	72	86	97	99
23	35	48	68	73	87	98	99
24	36	49	69	74	88	99	100
25	38	50	69	75	88	100	100

13.2. Conversion from NCU to QMUL marks:

NCU	QMUL	NCU	QMUL	NCU	QMUL	NCU	QMUL
0	0						
1	1	26	17	51	34	76	58
2	1	27	18	52	35	77	59
3	2	28	19	53	35	78	60
4	3	29	19	54	36	79	62
5	3	30	20	55	37	80	63
6	4	31	21	56	37	81	64
7	5	32	21	57	38	82	66
8	5	33	22	58	39	83	67
9	6	34	23	59	39	84	69
10	7	35	23	60	40	85	70
11	7	36	24	61	41	86	72
12	8	37	25	62	42	87	73
13	9	38	25	63	43	88	75
14	9	39	26	64	44	89	76
15	10	40	27	65	45	90	78
16	11	41	27	66	46	91	80
17	11	42	28	67	47	92	82
18	12	43	29	68	48	93	84
19	13	44	29	69	50	94	86
20	13	45	30	70	51	95	88
21	14	46	31	71	52	96	90
22	15	47	31	72	53	97	92
23	15	48	32	73	54	98	95
24	16	49	33	74	55	99	97
25	17	50	33	75	57	100	100

Queen Mary-NCU Joint Programme Disciplinary and Appeals Procedures

Disciplinary Procedures

Each university has its own discipline and appeals procedures, which are not repeated here.

1. The general principle is that each university is responsible for offences that affect the modules that it is teaching (apart from as in (4) below) and the normal procedures of that university apply, but any penalty applied will be from the "harmonised penalties". The penalty will be kept on record in both universities and each university will follow its normal practice in whether the offence will be shown on the transcript
2. CET4 and CET6 are Chinese national examinations and any disciplinary matters arising will be dealt with under the national procedures specified for those examinations.
3. Offences during an invigilated examination will be dealt with by the university providing the teaching, and penalties imposed from the harmonised list.
4. Non-academic disciplinary matters will be dealt with by NCU under Chinese Law for students committing offences in China.
5. Students spending part of the degree in Queen Mary will be treated exactly the same as any other Queen Mary student for disciplinary issues and academic misconduct, except that the penalties will be taken from the harmonised list of penalties.

Request for a review of a module result or for a degree classification

For any request for review a student can only go through the procedure of one institution as follows:

i. For individual modules the university teaching.
ii. QMUL for review requests on Honours classification [18].

Students may request a review of an examination board decision using the standard form produced by each university, which will be copied to the other university. The form must be submitted to the appropriate university [19] within 10 working days of the results being released to students. Details of how to get the form and how to submit it will be given to students before the results are released.

For the avoidance of doubt, the date of release of marks is defined as when students can access marks on MySIS for QMUL modules and the NCU system for NCU modules. Students are expected to check their results in a timely manner and the 10 working day period will not be extended for students who do not check.

The university receiving the form will deal with the request using its normal procedures.

A decision on the review will normally be communicated to the student and the other university within 14 days of the request being received. This may exceptionally be extended where QMUL teaching staff are in China and the relevant examination material is in London.

If marks have to be changed as a result of the review they will be reported through Chair's action to the two universities so the records can be updated.

Appeals

Students appealing against any type of decision shall use the normal procedure of the university that made the original decision. A student may not appeal against the decision of one university to the other.

Any hearing requiring the student to be present shall be conducted face-to face if that is physically possible; if not it shall be held electronically.

[18] Since NCU does not award honours.
[19] Since NCU does not award honours.

Documentation from the student in support of their appeal and any oral submission at a panel meeting must be in English for matters handled at Queen Mary and Chinese for NCU.

Appeals to a higher body

A student may appeal against the decision of a university to an external appeals body for the country in which that university is situated [20] and both universities will be bound by that decision subject to Chinese Law [21].

Harmonised Penalties for academic misconduct

In general, the penalties at both universities are broadly similar and both universities require penalties to be proportionate. However, because the Regulations of the Joint Programme are different from those at either university some standard penalties are not appropriate. The harmonised penalties for academic misconduct set out in Queen Mary's Academic Integrity and Misconduct Policy apply to these programmes.

Northwestern Polytechnical University (NPU)

BEng in Materials Science and Engineering
BEng in Polymer Materials Science and Engineering
BEng in Artificial Intelligence
BEng in Intelligent Interaction Design

7.8 The following regulations apply to the collaborative BEng programmes with NPU and to the students enrolled on them. These programmes lead to the award of two degrees: a BEng from each of Queen Mary and NPU.

1. Definition of terms

1.1. 'Chinese compulsory modules': modules that are required by the Chinese Ministry of Education but do not form part of the Queen Mary award.
1.2. 'Discipline modules': modules that are prescribed as constituting the necessary technical knowledge for the programme.
1.3. 'Chinese Credits': Chinese academic credits are measures of load that are related to the contact hours in the Chinese system. These are different to UK academic credit in the UK system.
1.4. 'Take': an attempt at a module.
1.5. 'First sit': first time a student attempts to pass a module. This is usually at the end of the semester when the module has been first taken. If a student misses assessment due to extenuating circumstances the assessment is considered a 'first sit' and marks are not capped.
1.6. 'Resit': assessment that a student needs to complete to pass a module after failure to pass it in the first sit. This will constitute the overall module mark and will be capped at the minimum pass mark for each University.
1.7. 'Retake': where a student must attempt a failed module again, including attending lectures and laboratories. Marks for retakes are capped.
1.8. 'Resit of retake': where a student may attempt assessment for a failed retake module. The marks for the retake are capped at the minimum pass mark for each University.
1.9. '2nd retake': Final opportunity for a student to attempt to pass a retake module that was failed. The marks for the 2nd retake are capped at the minimum pass mark for each University.

[20] e.g. the OIA in the UK.
[21] Queen Mary may only award degrees in China under license from the Chinese Ministry of Education and must comply with Chinese Law.

1.10. ‘Resit out of attendance’: assessment that a student needs to complete to pass a module after failure to pass it in the first sit, retake and resits of retakes. A student may apply for resit out of attendance only after completion of all credits in the academic programme after 4 years of starting the programme of study but not later than the end of 6 years from the start of their programme of study.

1.11. ‘Next available opportunity’: the next available opportunity for a student in Years 1 - 3 to take a resit from a failed module will be: For modules failed in Sem A the resit will take place at the start of Sem B. For modules failed in Sem B the resit will take place at the start of the next academic year. The next available opportunity to take a resit for students in Y4 will be: For modules failed in Sem A, the resit will take place at the start of Sem B. For modules failed in Sem B the resit will take place after the preliminary Subject Examination Board (SEB) for Y4.

1.12. Where a student is granted a resit or retake they must attempt the same module(s) that they attempted in the original year of study. Exceptions will only be permitted where:

i. the original module has been withdrawn; or,

ii. the original module has had its code or title amended (in which case the student will normally take the amended version); or,

iii. the original module is not running in the semester or year of the first sit

1.13. ‘Probation’: Due to poor academic performance (as defined in 11.1) in any year, students could apply to restudy for one academic year.

1.14. ‘NPU Diploma’: a certificate awarded by NPU to students who have taken all modules in one of the four programmes, but failed some modules. They can complete the degree if they pass the resit(s) within the maximum period of study and within one year after completing their studies.

1.15. ‘Capped marks’: the module mark on resit and retakes is “capped” at the minimum pass mark for the transcripts of both universities and in the calculation of the classification for the Queen Mary award.

1.16. ‘Year’: study years on programmes are numbered 1-4 to follow Chinese practice.

1.17. ‘NPU Graduation Certificate’: Academic certificate proving that the students have completed their studies.

1.18. ‘Degree Certificate’: certificate issued on graduation for the awarded degree on successful attainment of all requirements of the double degree.

2. Admission

2.1. In order to be eligible for admission to Year 1 of the undergraduate programmes, a candidate shall have obtained the Chinese entry standard for key universities i.e. to take the National Higher Education Examinations and pass the admission benchmark set for NPU.

2.2. Any student who secures admission to the programme on the basis of qualifications, documents or statements that are subsequently found to be false shall have his/her registration terminated, and shall accordingly cease to be a student.

3. Programme of study

3.1. Composition of the programmes of study

i. The programmes of study will consist of programme-specific lists of compulsory modules published by the joint Academic Committee and approved by Queen Mary in the UK and the Chinese Ministry of Education in China.

ii. The list of modules will show the number of credits allocated to each module.

3.2. Programme transfer

Any student who would like to apply for a programme transfer shall do so in accordance with NPU's transfer regulations. Undergraduate students may only transfer between two of the BEng programmes of QMES(BEng in Materials Science and BEng in Polymer Materials Science, or BEng Artificial Intelligence and BEng Intelligent Interaction Design. A student has only one transfer attempt in the period of study. The student must submit the transfer application themselves; it must then be approved by the QMES Academic Committee and the Teaching Affairs Office of NPU.

4. Enrolment

4.1. Students are required to enrol at the beginning of their programme of study at both NPU and Queen Mary, and to confirm their enrolment at the beginning of each academic year. Enrolment is conditional on making satisfactory arrangements for the payment of fees.

4.2. If a medical examination by the NPU Hospital or another designated hospital determines that a student's health condition(s) mean that they are not fit to study, the student may apply for interruption of studies for one year, with NPU's approval. Such a student is not registered and will not be granted the same access to resources or facilities as other students at NPU. The student should submit their application to leave the campus within two weeks; otherwise, NPU has the right to cancel any interruption of studies which may have been granted.

4.3. The interrupted student must provide a medical certificate from a hospital above county-level that confirms their fitness to study in order to resume their studies. This must be provided not later than one week before the start of the new academic year. The student will then have a medical re-examination at the NPU Hospital or another designated hospital. If the Teaching Affairs Office of NPU and the Teaching Affairs Office of QMES are satisfied with the results of that re-examination the student shall be registered and begin learning with the students of the subsequent academic year. Otherwise, NPU has the right to deregister the student.

5. Assessment

5.1. Different marking scales are used by NPU and Queen Mary. The marking scale used for assessment within a module, and for the overall module mark, is determined by the Academic Committee and is specified in the module specification. The equivalence between the marks is:

i. A pass mark at NPU is 60% and at Queen Mary is 40% for undergraduate modules.
ii. The mark showing distinction performance at NPU is 85% and an A grade at Queen Mary is 70%.
iii. Irrespective of the scale being used, no mark can be greater than 100%, or less than 0%. The conversion between NPU and Queen Mary marks is specified in 14.1 and 14.2 for undergraduate modules.
iv. Module marks for all modules are a combination of coursework marks and examination marks. The module mark is specified to the nearest integer out of 100 and converted to the scale of the other university.

5.2. Resit

i. A student will not have more than 5 attempts to pass a module during Y1 – Y4 of the academic programme, as follows: a student may attempt to pass a module in its first sit (attempt 1). A student may have one resit attempt at a module following the first sit (attempt 2). A student may have one attempt to pass a module following a retake (attempt 3). A student may have one attempt to resit a retake module (attempt 4). A student may have a 2nd retake attempt at a module if they fail the resit attempt for the retake (attempt 5).

ii. If a student fails a module after the regular 5 attempts, the student can apply for one attempt to resit a module out of attendance after completing ALL credits required in the academic programme. This means that a student can apply to resit out of attendance after the end of their Y4 in the programme and no later than 2 years after finishing the Y4 of their programme.

iii. A student cannot apply to resit out of attendance more than 30 UK credits in the programme. This is equivalent to 2 failed modules (or the project module).

iv. If a student fails to pass all credits and modules after 6 years it will be deemed as non-completion and will not be eligible to receive a Queen Mary or NPU award.

v. A module that has been passed may not be resat or retaken.

5.3. Retake

i. If the one resit attempt is failed the student will be required to retake the module in the following academic year; such a retake will be capped.

ii. Where a module is withdrawn, an examination will be set to give students additional resit attempts.

iii. A student who falls into one of the categories below will not be allowed to take the examination for the corresponding module and will need to retake the module. The retake attempt will be capped. The deficiency in [C], [D] or [E] must be rectified before the student is allowed to sit the examination.

a. does not attend at least two-third of lectures or the laboratory hours for a module without permission;

b. misses three lectures where random checks on attendance are carried out;

c. does not submit at least two-thirds of the laboratory reports for a module;

d. does not submit at least two-thirds of the coursework for a module without permission;

e. fails the practical component of a module.

5.4. Extenuating circumstances:

i. General regulations for extenuating circumstances.

a. The fundamental principle for dealing with extenuating circumstances is that Queen Mary regulations apply to Queen Mary led modules while NPU regulations apply to NPU led modules.

b. Requests for extenuating circumstances shall be considered by the university teaching that module in accordance with its own policy and the decisions reported to the Subject Examination Board.

c. Students who cannot sit for an examination or other component of the assessment profile on time, for any reason, must submit an extenuating circumstances application and relevant evidence at least three days in advance of the assessment. In Queen Mary led modules this must be submitted to the extenuating circumstances committee via the school office. For NPU led module the EC is submitted to the student's counsellor in the student office. If the students cannot submit written applications beforehand as stipulated, they must make oral applications to the teaching Affairs Office of NPU before the exam and resubmit written applications afterwards before the first take. Submission would normally be expected before the Subject Examination Board sits.

d. The relevant committee will recommend a decision for consideration at the Subject Examination Board which maintains the authority over the decision.

ii. For Queen Mary led modules:
    a. A student who, through illness or other cause acceptable to the examination board, is prevented from attending or completing any assessment may be permitted to re-present him/herself at the next available opportunity as if for the first time.
    b. A student who attends an examination or makes an assessment submission will normally be deemed fit to take that assessment and will not subsequently be allowed to claim extenuating circumstances.

5.5. Module assessment:
i. The management of assessments for each module on the programme shall be governed by the regulations of the institution responsible for teaching that module, amended by these special regulations.
ii. The Teaching Affairs Office of NPU, and/or with the Directorate of Registry Services of Queen Mary, may approve arrangements for a student who requires to take his/her assessment or examination under special conditions.

5.6. Assessment Misconduct:
i. Where a student is suspected of having committed assessment misconduct in an assessment, this shall be dealt with by the university teaching that module under its normal policy for assessment misconduct.
ii. If a student is found to have breached the assessment regulations of both institutions the matter will be referred to the Academic Committee, which will have oversight of the investigation process at both Queen Mary and NPU and will determine which of the two universities will deal with the offence under its normal policy for assessment misconduct.

6. External examiners

6.1. Each university must appoint at least one external examiner to its programmes, and may appoint additional external examiners as deemed necessary. All external examiner appointments must be approved by both universities.

7. Award requirements for collaborative programmes with NPU in the Queen Mary Engineering School

7.1. To be awarded the double degree certificates from NPU and Queen Mary, a student must have completed all of the award requirements of both NPU and Queen Mary. Since the requirements of for the award of the NPU degree require all modules to be passed, it is implicit that the award requirements for the QM degree are simultaneously met.

7.2. Compensation or condonement of module marks (under the definitions given by the Engineering Council) are not permitted under NPU regulations and thus are not permitted on any QMES programme.

7.3. A student who does not meet requirements of the degree certificate of both universities cannot be awarded a degree by either institution.

8. Request for a review of a module result or degree classification

8.1. Students may request a review of an examination board decision (for an individual module or for the overall classification) within 10 working days of the results being released to students.

8.2. A request for review can only be on the grounds of procedural error or the grounds that extenuating circumstances have not been made known at the appropriate time for a good reason; there can be no review of academic judgement.

8.3. The form must be completed in English for modules taught by Queen Mary and in Chinese for modules taught by NPU. The form will be dealt with by the university teaching the module.

8.4. For reviews of the overall classification, the form must be completed in English and Chinese and will be considered jointly by the two universities.

8.5. A decision on the review will normally be communicated to the student and the other university within 10 working days of the request being received. This may exceptionally be extended.

8.6. If marks have to be changed as a result of the review this will be reported through Chair's action of the Subject Examination Board to the two universities so that the records can be updated.

9. Data Protection

9.1. Personal data held in the UK will be subject to UK Data Protection legislation; personal data held in China will follow normal NPU practice and comply with the relevant Chinese law.

10. Programme of study

10.1. The minimum period of study is four academic years, and the maximum period of study is six academic years. Periods of study include periods of interruption and probation, and may include retakes and resits.

11. Withdrawal, deregistration and probation

11.1. A student who falls into one or more of the categories below will be deregistered from the programme of study:

i. fails to complete the degree within the maximum period of study;
ii. whose failed Chinese credits accumulate to 30 (excluding modules passed at resit) in technical or Chinese compulsory modules;
iii. does not achieve 50% of the Chinese Credits (including Chinese compulsory modules) in a semester;
iv. fails to apply by the stipulated deadline for resumption of study after the expiration of an interruption of studies or service in the Army;
v. unfit to study because of illness according to NPU Hospital or other designated hospitals; or cannot resume studies because of injury;
vi. applies for withdrawal himself/herself;
vii. is absent for a continuous period of two weeks without permission;
viii. fails to enrol two weeks after the specified registered date.
ix. Is considered by NPU not fit to study through medical condition or misconduct.

11.2. Withdrawal or deregistration of a student requires approval from the Dean of QMES, the Vice Dean for Students of QMES and the Teaching Affairs Office of NPU. NPU will send a written deregistration notice to the student and report the deregistration to the local Education Department at the same time. If for any reason the deregistration notice cannot be sent to the student, an announcement within NPU will be released and after seven days have passed it will be considered that the notice has been sent to the student.

11.3. Students who meet deregistration conditions because of poor academic performance (defined in 11.1) will be assigned one-year probation in their programme. Full tuition fees are required during probation period.

11.4. A student can only have one academic year of probation. During that year a student can study only the modules that they have failed and cannot study modules they have passed. A student who still falls into one of the categories defined above (11.1) at the end of the probation year will be deregistered from the programme of study.

11.5. Other issues related to withdrawal should be dealt with according to the rules below:

i. A student who gets a deregistration notice should proceed with campus leaving procedures within two weeks;

ii. NPU will send a withdrawal certificate to the student concerned. Where the student has completed at least one year of study NPU will instead send a letter of attendance to the student.

12. Graduation, completion, and non-completion

12.1. The student's counsellor from NPU shall complete an overall appraisal form. This will be entered into the student file.

12.2. Final year students will have a qualification examination in their last semester. Registered students who have completed the required modules and met graduation requirements within specified time will be awarded the degree of NPU.

12.3. A student who has not completed all of the required modules may apply for an extension, but must still complete the programme within the maximum period of study.

12.4. A student who has completed all of the required modules but has failed one or more of those modules may apply for an extension of completion. Such a student can receive an NPU Diploma and can take a resit within one year of completion. If the resit is passed, the student can be awarded the NPU Degree, and hence also the Queen Mary award. NPU shall not allow any student to take a resit beyond one year of completion.

12.5. A student who fails an internship or final year project may apply for an extension of completion. Such a student may resit the internship and / or project once only, within one year of completion. The cost, including the fees for transportation, materials, experiments, etc. shall be covered by the student. Successful students can be awarded the NPU Degree, and hence also the Queen Mary award.

12.6. Students that are placed on disciplinary probation in their final year cannot have it removed before graduation and can only apply for the NPU Diploma. These students can apply for replacement of the NPU Diploma with an NPU Graduation Certificate within one year of graduation as long as it is still within the maximum period of study.

12.7. A student who has studied at NPU for at least one year can apply for a letter of attendance after completing the leaving procedures.

13. Degree Requirements and Consideration for Honours

13.1. The transcript provided by NPU will show all marks on the Chinese scale (NPU in 14.1).

13.2. The transcript provided by Queen Mary will show all marks on the UK scale (Queen Mary in 14.2) plus an overall BEng Honours classification.

13.3. The BEng Honours of Queen Mary weighted average mark shall be calculated (to one decimal place) as follows:

i. 0 * average % mark for level 3 Year 1 modules;
ii. 0.1* average % mark for level 4 modules in Year 1 and all credit-bearing modules in Year 2;
iii. 0.3* average % mark for all credit-bearing modules in Year 3;
iv. 0.6 * average % mark for all credit-bearing modules in Year 4.

13.4. The BEng Honours of Queen Mary shall be classified based on the BEng Honours weighted average as follows:

i. First Class >= 70.0
ii. Second Class (Upper Division): 60.0 – 69.9
iii. Second Class (Lower Division): 50.0 – 59.9
iv. Third Class: 40.0 – 49.9

14. Marks conversion

14.1. Conversion from Queen Mary to NPU marks (undergraduate programmes):

QM	NPU	QM	NPU	QM	NPU	QM	NPU
0	0						
1	2	26	39	51	70	76	89
2	3	27	41	52	71	77	89
3	5	28	42	53	72	78	90
4	6	29	44	54	73	79	91
5	8	30	45	55	74	80	91
6	9	31	47	56	75	81	92
7	11	32	48	57	75	82	92
8	12	33	50	58	76	83	93
9	14	34	51	59	77	84	93
10	15	35	53	60	78	85	94
11	17	36	54	61	79	86	94
12	18	37	56	62	79	87	95
13	20	38	57	63	80	88	95
14	21	39	59	64	81	89	96
15	23	40	60	65	82	90	96
16	24	41	61	66	82	91	97
17	26	42	62	67	83	92	97
18	27	43	63	68	84	93	97
19	29	44	64	69	84	94	98
20	30	45	65	70	85	95	98
21	32	46	66	71	86	96	99

QM	NPU	QM	NPU	QM	NPU	QM	NPU
22	33	47	67	72	86	97	99
23	35	48	68	73	87	98	99
24	36	49	69	74	88	99	100
25	38	50	69	75	88	100	100

14.2. Conversion from NPU to Queen Marymarks (undergraduate programmes):

NPU	QM	NPU	QM	NPU	QM	NPU	QM
0	0						
1	1	26	17	51	34	76	58
2	1	27	18	52	35	77	59
3	2	28	19	53	35	78	60
4	3	29	19	54	36	79	62
5	3	30	20	55	37	80	63
6	4	31	21	56	37	81	64
7	5	32	21	57	38	82	66
8	5	33	22	58	39	83	67
9	6	34	23	59	39	84	69
10	7	35	23	60	40	85	70
11	7	36	24	61	41	86	72
12	8	37	25	62	42	87	73
13	9	38	25	63	43	88	75
14	9	39	26	64	44	89	76
15	10	40	27	65	45	90	78
16	11	41	27	66	46	91	80
17	11	42	28	67	47	92	82
18	12	43	29	68	48	93	84
19	13	44	29	69	50	94	86
20	13	45	30	70	51	95	88
21	14	46	31	71	52	96	90
22	15	47	31	72	53	97	92
23	15	48	32	73	54	98	95
24	16	49	33	74	55	99	97
25	17	50	33	75	57	100	100

15. Queen Mary University of London Engineering School, NPU authorised by NPU and Queen Mary to reserve the right of interpreting the standards.

University of International Business and Economics (UIBE)

BSc in Actuarial Science with AI
BSc in Insurance with AI

7.9 The following regulations apply to the collaborative programmes with the University of International Business and Economics (UIBE).

1. Introduction

1.1. The programmes are offered jointly by University of Business and Economics [UIBE] and Queen Mary University of London [Queen Mary].

1.2. The BSc programmes are the awards offered by Queen Mary. By enrolling on the programme students are registered for two programmes of study (the Queen Mary award and a UIBE award) which, if the requirements of each are successfully completed, will lead to both awards being made at the end of the four-year period.

2. Definition of Terms

2.1. 'Chinese compulsory modules': modules that are required by the Chinese Ministry of Education but do not form part of the BSc degree.

2.2. 'Jie Ye Zhengshu': a certificate awarded by UIBE to a student who has completed all required modules for the programme but has not met the requirements for the award of the degree because one or more modules have not been passed. The student may become eligible for the degree award if the outstanding reassessment requirements are successfully completed within two years of graduation.

2.3. 'Yi Ye Zhengshu': a certificate of incomplete studies awarded by UIBE to a student who has been enrolled on the programme for more than one academic year but withdraws before completing the requirements for the award of the degree.

2.4. An exit award is an award at a lower level than that for which a student initially registered. An exit award may be recommended where a student meets the requirements for the lower-level award and where the student has either withdrawn or been deregistered. Where a student has been deregistered the nature of the deregistration will be considered when determining whether or not to recommend an exit award. The available exit awards are the Ordinary Degree, the DipHE and the CertHE, the requirements for which are set out in sections 2 and 4 of these Academic Regulations.

3. Admission

3.1. Any student who secures admission to the programme on the basis of qualifications, documents or statements that are subsequently found to be false shall have their registration terminated and shall accordingly cease to be a student.

4. Programme of study

4.1. The maximum period of study for the BSc programmes is six academic years.

4.2. Periods of study include periods of interruption unless, exceptionally, the student is given permission by the Director of the Teaching Affairs Office of UIBE to have the interruption excluded from the period of study.

5. Enrolment and attendance

5.1. Students are required to enrol at the beginning of their programme of study at both UIBE and Queen Mary, and to re-enrol at the beginning of each subsequent academic year.

5.2. Students may not be absent during term-time without the agreement in advance of the Programme Director.

5.3. A student whose general attendance and/or submission of work is not considered satisfactory by the Programme Director may have their registration terminated. Students who are absent without approved justification for 25 per cent or more of the total scheduled teaching hours of a module will not be eligible to receive a mark for that module. Periods of approved absence will not be included in the attendance calculation.

6. Assessment

6.1. The organisation of assessments for each module on the programme shall be governed by the regulations of the institution responsible for teaching that module.

6.2. The conduct of assessments for each module on the programme shall be governed by the regulations of the institution responsible for conducting that assessment.

6.3. Different marking scales are used by each partner. The marking scale used for assessment within a module, and for the overall module mark, is determined by the Academic Committee and is specified in the module specification. The relationship between the marks is:

a. A pass mark at UIBE is 60 and at Queen Mary is 40.0 for modules at all levels.
b. The implementation of the mapping between scales is through a lookup table (§13) with marks specified as integers. A separate mapping table is used for each direction. Individual assessments are marked to integers, while module marks are held to one decimal point.

Resits

6.4. A resit is a second or subsequent attempt to pass a module, by reassessment. A resit does not allow or require attendance at classes. Marks and credit achieved for a resit count towards the developmental year in which the module was taught, not the year in which the resit occurs (where this differs).

6.5. A student cannot resit a module that has been passed. This includes circumstances where a student has passed a module overall but has failed one or more elements of assessment. Additionally, a student who meets the requirements for an award is not entitled to take any remaining resit opportunities; where the minimum award requirements are met, the award will be made.

6.6. Where a student resits one or more assessments for a module, the mark for the module will be capped to the minimum pass mark.

6.7. If a student fails a module at both the first attempt and resit then the higher module mark (calculated using the best of the two marks for each element of assessment) will stand; this is known as the ‘best fail’.

6.8. A student due to resit (or first sit) must do so at the next available opportunity; deferral is not permitted.

6.9. A student will be automatically registered to take any available resits (or first sits) at the next normally available assessment opportunity. The student may opt out of an assessment opportunity by following the published procedure, but in doing so will forfeit any remaining attempts to pass the module. In circumstances where this would leave the student unable to achieve the intended award outcome this may result in their deregistration.

6.10. If a student does not attempt a resit (or first sit) assessment for which they are registered, it will count as one of their permitted attempts at the module and the student will receive a mark of zero for the assessment (recorded as 0NS, to indicate non-submission). This mark will be used in the calculation of the module mark. In circumstances where this would leave the student unable to achieve the intended award outcome this may result in their deregistration.

Extenuating circumstances

6.11. Extenuating circumstances (ECs): All Queen Mary modules are subject to EC rules as outlined in section 3 of these Academic Regulations.

a. For modules taught by UIBE, requests will be considered by the UIBE Co-Programme Director. Requests must be made at least one week before the examination board (for examinations) and within one week of the student's return from absence for coursework.

7. Progression

7.1. These regulations detail the requirements to progress from one year to the next, the requirements to achieve the award, and the requirements for each classification for undergraduate awards.

7.2. In addition to the award-specific requirements, a student must always complete their programme within the maximum permitted duration of study and meet any programme specific rules and requirements for both progression and award (for example, taking and passing specified modules including core modules, or achieving minimum marks in specified modules).

7.3. If a student fails to meet the minimum requirements for progression or award they may take resits or first sits where they have attempts remaining and where it would be possible for them to meet the requirements if they passed those resits or first sits. Where that is not possible the student will be deregistered; an exit award will normally be issued where the requirements are met. In some limited circumstances it may be possible for a student at risk of deregistration for failure to meet the progression requirements to be transferred to another programme for which they do meet the requirements; this may result in the discounting of some modules to meet the requirements of the new programme.

7.4. To progress from the first to the second developmental year of the degree, a student must:

i. take 120 credits at level 3. Pass a minimum 90 of those credits; and,
ii. achieve a weighted average year mark of 40.0 or higher; and,
iii. fail (after resit) no more than 30 credits in any one developmental year.

7.5. To progress from subsequent development years to the next, a student must both:

i. take and pass modules as follows:
   a developmental year two to three: take 120 credits in year two. Pass a minimum 90 of those credits. Achieve a minimum weighted average year mark of 40.0 or higher.
   b developmental year three to the final developmental year: take 120 credits in year three. Pass a minimum 195 credits across years two and three. Achieve a

minimum weighted average mark of 40.0 or higher using the two weighted average year marks in a 1:3 weighting (year two counting for 25 per cent and year three for 75 per cent of the mark).

ii. fail (after resit) no more than 30 credits in any one developmental year.

8. Award requirements

8.1. To be eligible for the award of BSc Actuarial Science with AI or BSc Insurance with AI, a student must:

i. take the defined 480 credits (120 in each developmental year) specified for the programme on which they are registered.
ii. pass a minimum 315 credits, including a minimum 90 credits at academic level 6 and excluding all credits at academic level 3.
iii. pass all modules specified as core for the programme.
iv. Pass all Chinese compulsory modules.
v. achieve a Classification Mark of 40.0 or higher.

8.2. The transcript provided by UIBE will show all the BSc modules with marks on the UIBE scale.

8.3. The transcript provided by Queen Mary will show BSc modules with marks on the Queen Mary UK scale plus an overall BSc Honours classification.

8.4. The Queen Mary provisions for Aegrotat degrees do not apply.

9. Data Protection

9.1 Personal data held in the UK will be subject to UK Data Protection legislation; personal data held in China will follow normal UIBE practice and comply with the relevant Chinese law.

10. Academic misconduct and Appeals

10.1. Academic misconduct

i. Where a student commits academic misconduct on an individual module, that offence shall be dealt with by the university teaching that module under its normal code of academic misconduct.
ii. CET-4 and CET-6 are Chinese national examinations and any disciplinary matters arising will be dealt with under the national procedures specified for those examinations.

10.2. Concerns about non-academic student conduct will normally be investigated and considered under the disciplinary policies of the UIBE where they occur in China, or by Queen Mary where they occur in London.

10.3. Appeals

i. Students appealing against any type of decision shall use the normal procedure of the university that made the original decision. A student may not appeal against the decision of one university to the other.
ii. Any hearing requiring the student to be present shall be conducted face-to face if that is physically possible; if not it shall be held electronically.
iii. Documentation from the student in support of their appeal and any oral submission at a panel meeting must be in English for matters handled at Queen Mary and Chinese for UIBE.

10.4. Complaints

i. Where a student makes a formal complaint, this will normally be investigated by the institution responsible for the module, service or facility subject to the complaint.

ii. Where UIBE or Queen Mary receives a formal complaint, they will normally keep the other institution informed of all steps taken and any relevant outcomes.

iii. Where a student makes a complaint under Queen Mary Student Complaints Policy and remains dissatisfied at the conclusion of procedures, they may submit a complaint to the Office of the Independent Adjudicator for Higher Education (OIA).

11. Marks conversion

11.1. Conversion from Queen Mary to UIBE marks:

QM	UIBE	QM	UIBE	QM	UIBE	QM	UIBE
0	0						
1	2	26	39	51	70	76	89
2	3	27	41	52	71	77	89
3	5	28	42	53	72	78	90
4	6	29	44	54	73	79	91
5	8	30	45	55	74	80	91
6	9	31	47	56	75	81	92
7	11	32	48	57	75	82	92
8	12	33	50	58	76	83	93
9	14	34	51	59	77	84	93
10	15	35	53	60	78	85	94
11	17	36	54	61	79	86	94
12	18	37	56	62	79	87	95
13	20	38	57	63	80	88	95
14	21	39	59	64	81	89	96
15	23	40	60	65	82	90	96
16	24	41	61	66	82	91	97
17	26	42	62	67	83	92	97
18	27	43	63	68	84	93	97
19	29	44	64	69	84	94	98
20	30	45	65	70	85	95	98
21	32	46	66	71	86	96	99
22	33	47	67	72	86	97	99
23	35	48	68	73	87	98	99
24	36	49	69	74	88	99	100
25	38	50	69	75	88	100	100

11.2. Conversion from UIBE to Queen Mary marks:

UIBE	QM	UIBE	QM	UIBE	QM	UIBE	QM
0	0						
1	1	26	17	51	34	76	58
2	1	27	18	52	35	77	59
3	2	28	19	53	35	78	60
4	3	29	19	54	36	79	62
5	3	30	20	55	37	80	63
6	4	31	21	56	37	81	64
7	5	32	21	57	38	82	66
8	5	33	22	58	39	83	67
9	6	34	23	59	39	84	69
10	7	35	23	60	40	85	70
11	7	36	24	61	41	86	72
12	8	37	25	62	42	87	73
13	9	38	25	63	43	88	75

UIBE	QM	UIBE	QM	UIBE	QM	UIBE	QM
14	9	39	26	64	44	89	76
15	10	40	27	65	45	90	78
16	11	41	27	66	46	91	80
17	11	42	28	67	47	92	82
18	12	43	29	68	48	93	84
19	13	44	29	69	50	94	86
20	13	45	30	70	51	95	88
21	14	46	31	71	52	96	90
22	15	47	31	72	53	97	92
23	15	48	32	73	54	98	95
24	16	49	33	74	55	99	97
25	17	50	33	75	57	100	100

Master of Intellectual Property and Data Law (MIPDaL)

LLM in Law of the Creative Industries

7.10 The following regulations apply to the LLM in Law of the Creative Industries.

i. The LLM in Law of the Creative Industries is a Queen Mary award delivered as part of the Master of Intellectual Property and Data Law (MIPDaL) dual degree programme.

ii. Students studying the LLM in Law of the Creative Industries as part of the MIPDaL programme complete 60 UK credits (30 ECTS credits) with an approved partner institution prior to completing 120 UK credits (60 ECTS credits) at Queen Mary. Queen Mary's standard LLM award rules apply and take account of the full 180 credits, but the Classification Mark will be calculated using only the results of the Queen Mary modules.

iii. Condoned failure is not permitted for this programme.

iv. Unless otherwise specified in the MIPDaL regulations and agreement, Queen Mary's policies, regulations, and procedures apply to the Queen Mary elements of the programme, while those of the relevant partner institution apply to the partner's elements.

Singapore Management University

LLM in Commercial Law: Singapore and London

7.11 The following regulations apply to the LLM in Commercial Law: Singapore and London.

2.1 The LLM in Commercial Law: London and Singapore is a dual degree programme. On successful completion of the entire programme, a student shall receive an award from both partner institutions.

2.2 For the purposes of the Queen Mary degree, the LLM in Commercial Law: London and Singapore shall follow the standard Queen Mary regulations as supplemented here.

2.3 For the purposes of the SMU degree, SMU LLM Regulations shall apply.

2.4 The programme shall comprise 270 academic credits. 135 credits shall be taken at Queen Mary, and 135 credits shall be taken at SMU.

2.5 The Queen Mary award shall be valued at 180 academic credits. This shall comprise the 135 credits delivered at QMUL, plus 45 credits of prescribed modules delivered at SMU in accordance with 4 below.

2. Admission

2.6 Applicants shall apply directly to Queen Mary.

2.7 If an applicant satisfies Queen Mary's LLM admissions criteria, and is shortlisted, the applicant shall then go through SMU's admissions process.

3. Duration of study

3.1 The normal duration of study for the entire programme shall be 16 months: 7.5 months in London and 8.5 months in Singapore. The maximum permitted duration of study shall be 29 months.

4. Recognised modules

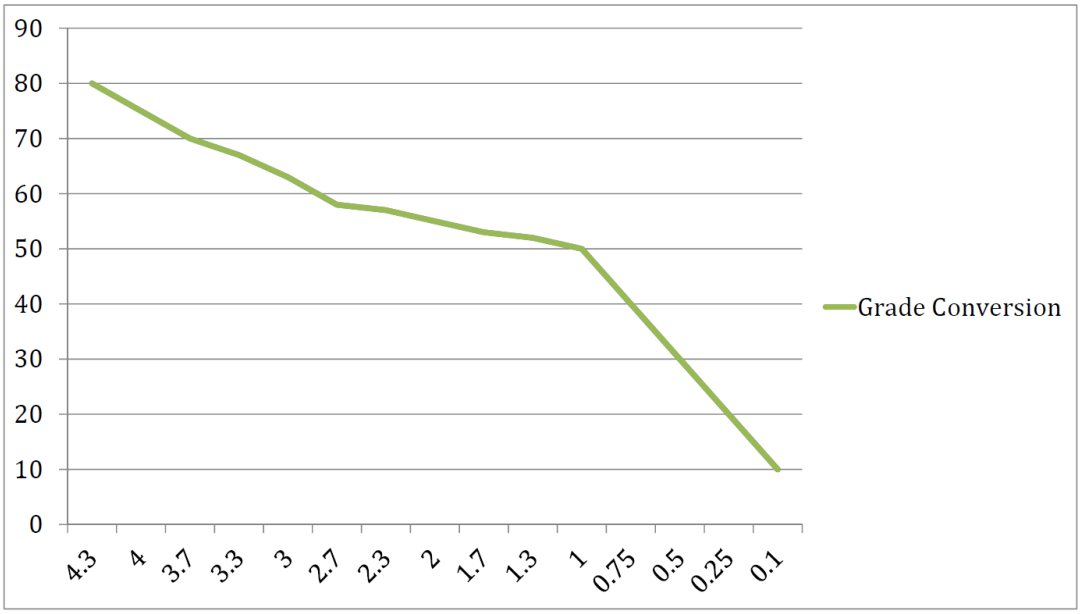
4.1 Queen Mary shall recognise two modules taught and assessed by SMU as core modules for the Queen Mary award. Each of the recognised modules is equivalent to two 22.5 credit modules in the Queen Mary modular scheme. Students complete the assessment for these modules while at SMU, and in the event of failure have one resit opportunity.

4.2 The assessment for the recognised modules includes an examination or other form of written assessment which comprises 50% of the total mark for the module. Queen Mary shall second mark this piece of assessment and the Queen Mary -appointed external examiner shall review work for these modules.

5. Mark conversion

5.1 The following conversions shall be used to translate SMU marks to the Queen Mary scale, and vice versa.

SMU Mark Range	SMU Grade Point	SMU Grade	QM Mark Range	QM Graph Mark
86-100	4.3	A+	78-100	80
83-85	4	A	73-77.9	75
80-82	3.7	A-	70-72.9	70
77-79	3.3	B+	65-69.9	67
74-76	3	B	60-64.9	63
70-73	2.7	B-	58-59.9	58
66-69	2.3	C+	56-57.9	57
63-65	2	C	54-55.9	55
60-62	1.7	C-	52.5-53.9	53
53-59	1.3	D+	51-52.4	52
50-52	1	D	50-50.9	50
	(notional) 0.75	F	35-49.9	40
	(notional) 0.5	F	25-34.9	30
	(notional) 0.25	F	15-24.9	20
	(notional) 0.1	F	1-14.9	10
0-49	0.0	F	0	0



6. Progression from Queen Mary to SMU

6.1 Students who fail to obtain 45 credits from the taught modules at QMUL at the first attempt, in accordance with the Queen Mary Academic Regulations, may not progress to the SMU part of the dual degree programme.

7. Academic misconduct

7.1 Each institution's standard regulations on the treatment of academic misconductshall apply to the element of the programme completed at that institution.

7.2 A student who has their registration at Queen Mary terminated as a result of academic misconductat Queen Mary will not be permitted to proceed to the SMU element of the programme.

7.3 A student who has his/her registration at SMU terminated as a result of academic misconductat SMU will not be conferred the Queen Mary degree.

8. Eligibility for awards

8.1 SMU Regulations shall apply to the conferment of the SMU award.

8.2 To receive the award of LLM from Queen Mary, a student must:

i Meet the standard requirements for the award of LLM as defined in section five of the Queen Mary Academic Regulations.

ii Pass the mutually recognised modules referred to in 4 above.

8.3 A student who fails to meet the requirements for the award of one institution shall not be eligible for an award from the other institution. The only exception that may be made to this requirement relates to difficulties in obtaining appropriate visas to study, as detailed in 9 below.

9. Visa issues

9.1 The movement of students between London and Singapore is contingent on the issue of appropriate visas, a factor which is out of the control of both SMU and Queen Mary. In order to mitigate visa difficulties, the following shall apply where students are able to demonstrate problems with visas as follows:

9.2 If a student is unable to obtain a visa for Singapore which covers the duration of the SMU programme, having regard to the reasons, the parties shall make reasonable adjustments to permit the student to proceed with at least the part of the programme necessary to obtaining the Queen Mary degree, whether or not the student is able to enter Singapore for a reduced period. The fees paid by the student to SMU will be in proportion to the number of SMU credits taken.

9.3 Having regard to QMUL's legal obligations, and bearing in mind that the policies and decisions of national authorities are out of the control of both Parties, the parties will explore whether it might be possible to obtain an exemption from the relevant Singapore authorities for students who might be disqualified from obtaining a Singapore visa for reasons which qualify as discriminatory under the UK Equality Act 2010.

9.4 If a student is unable to obtain a visa to study in the UK, and is able to provide documentary evidence relating to this difficulty, then the student may transfer his or her registration to the SMU LLM programme.

9.5 As a result of these adjustments to mitigate problems in obtaining a UK visa, the student shall be able to complete and be eligible to obtain the SMU LLM only.

10. Complaints

10.1 Students wishing to submit a complaint about any aspect of the part of the programme taken at Queen Mary shall do so under the Queen Mary Student Complaints Policy.

10.2 Students wishing to submit a complaint about any aspect of the part of the programme taken at SMU shall submit the complaint directly to SMU.

10.3 The Course Management Group (with responsibility for oversight of the programme) will monitor student complaints and will determine the appropriate procedure for any complaint which spans both parties.

11. Academic appeals

11.1 Students wishing to submit an academic appeal regarding their studies at QMUL shall do so under the QMUL academic regulations, while appeals regarding the SMU modules must be made to SMU in according with its academic regulations.

Université Paris 1 Panthéon-Sorbonne

LLB in English and French Law

7.12 The following regulations apply to the LLB in English and French Law with Université Paris 1 Panthéon-Sorbonne.

1. The LLB in English and French Law is four year a double degree programme. On successful completion of the entire programme, a student shall receive an award from both partner institutions. Students shall complete two years of study at Queen Mary University of London, followed by two years of study at Université Paris 1 Panthéon-Sorbonne. On successful completion of the four years of study, a student shall receive the award of LLB English and French Law from Queen Mary, and a Bachelor Degree in Law (French and English Law) and Master 1 in Law (French-Foreign Laws, French and English Law) from the Université Paris 1 Panthéon-Sorbonne. A student must meet the requirements for all of these awards in order to receive any of these awards.

2. Except where specified below, standard Queen Mary regulations, policies and procedures apply to all elements of the programme delivered by Queen Mary University of London and standard Sorbonne regulations apply to all elements of the programme delivered by the Université Paris 1 Panthéon-Sorbonne.

3. The Queen Mary LLB in English and French Law shall be classified using the results of all modules taken in developmental years one and two, plus the fourth year module 'Jurisprudence and Legal Theory' (total 270 credits). In all other respects, the classification regulations for the LLB Senior Status programme shall be followed; these are outlined in section four of Queen Mary's Academic Regulations.

4. A student who begins on the double programme may transfer to the standard Queen Mary LLB at any point prior to the commencement of the third year of study. A student may transfer from the Double Degree to the standard Queen Mary LLB in the third year of study, but must do so before completing any assessments. Transfer is not possible in the fourth year of study. All transfers shall be subject to approval from the academic department and satisfactory academic progress. Where a transfer takes place, classification shall be based on the modules that would form the classification grouping for the standard Queen Mary LLB; this may include modules that were taken in the first year of study of the Double Degree, while some final year modules may be excluded.

Annex A – Queen Mary progression and award requirements: 2020-21 and later entry

1. To progress from one developmental year to the next on the LLB English and French Law, a student must both:

   a take and pass modules as follows:
      i developmental year one to two: take 120 credits in year one. Pass a minimum 90 credits in year one. Achieve a minimum weighted average year mark of 40.0 or higher.
      ii developmental year two to developmental year three: take 120 credits in year two. Pass a minimum 195 credits across years one and two. Achieve a minimum weighted average mark of 40.0 or higher using the two weighted average year marks in a 3:4 weighting (year one counting for approximately 43 per cent and year two for approximately 57 per cent of the mark).
      iii developmental year three to the final developmental year: take Université Paris 1 Panthéon-Sorbonne credits and achieve a pass for the year as specified by the Université Paris 1 Panthéon-Sorbonne regulations.
   b fail (after resit) no more than 30 Queen Mary credits in any one developmental year.

2. To be eligible for the Queen Mary award of LLB English and French Law, a student must meet all programme and pathway requirements, and:

i take 270 Queen Mary credits (120 in each of developmental years one and two and 30 in developmental year four), including a minimum 90 credits at level 6; and,
ii pass a minimum Queen Mary 240 credits, including at least 90 at level 6; and,
iii achieve a Classification Mark of 40.0 or higher; and,
iv meet the requirements for the Université Paris 1 Panthéon-Sorbonne award, as specified in the Université Paris 1 Panthéon-Sorbonne regulations.

3. The Queen Mary award of LLB English and French Law Classification Mark is calculated as follows, using only Queen Mary module marks:

Award	Weighting of each development year's credit-weighted average			
	Year 1	Year 2	Year 3	Year 4
LLB English and French Law	3 (37.5%)	4 (50%)	0 (0%)	1 (12.5%)

4. The Queen Mary award of LLB English and French Law is classified as follows:

Classification Mark	Classification
70.0 – 100.0	First Class (Honours)
60.0 – 69.9	Second Class (Honours) (Upper Division)
50.0 – 59.9	Second Class (Honours) (Lower Division)
40.0 – 49.9	Third Class (Honours)

5. The borderline classification policy operates in the standard manner except that a student falling within the zone of consideration and with at least half of their *second and final year Queen Mary credits* with marks at the level of the upper classification (or higher), will be raised to the higher classification, i.e. a student must have at least 75 credits at or above the higher level across developmental years two and four.

Double LLM in International Business Law and in French and European Law

7.13 The following regulations apply to the Double LLM in International Business Law and in French and European Law with Université Paris 1 Panthéon-Sorbonne. For avoidance of doubt, standard Queen Mary regulations apply for any elements taught in English as part of the Queen Mary programme in Paris. Standard Paris 1 regulations apply for any elements taught in French with Paris 1, as well as to the internship element.

1. Introduction

1.1. These regulations apply to students enrolled on the QMUL-Paris 1 Double LLM programme.

1.2. The general management of the programme of study, including responsibility for the admission of students, and the organisation of teaching, shall be the responsibility of the Academic Co-Directors, established in accordance with the contract between Paris 1 and QMUL, and based on the standard procedures of each institution. The day-to-day management of the programme shall be the responsibility of the Academic Co-Directors.

1.3. The programme is taught entirely in Paris.

1.4. The programme is offered full-time only, over 18 months, starting in January. In total, students will undertake the equivalent of 270 QMUL credits.

1.5. The programme consists of three parts:

a Part 1 (January – August) comprises 150 QMUL credits (120 credits of taught modules plus 1 dissertation valued at 30 credits) taken with Queen Mary University of London.

b Part 2 (September – March) comprises credit (7 courses from within the French and European Law curriculum) taken with Paris 1, involving a minimum of 140 taught hours.

c Part 3 (April – June) comprises the internship module, taken with Paris 1, and recognised by QMUL as 30 credits.

2. Definition of Terms

2.1. QMUL modules: modules taught by QMUL staff in Paris.

2.2. QMUL dissertation: a dissertation to the value of 30 credits written in English, requiring independent research, and supervised by a member of QMUL's Academic staff.

2.3. Paris 1 dissertation: a dissertation to the equivalent value of 30 QMUL credits, in French, requiring independent research, and supervised by a member of Paris 1 Academic staff. The Paris 1 dissertation will only be taken in exceptional circumstances if required as a substitute for the internship module.

2.4. Internship module: a work placement that takes place over a minimum of 3 months as a component part of the Programme. It is the student's responsibility, with support from Paris 1 and QMUL, to secure the internship in advance of Part 3 of the programme. Should, for whatever reason, a student fail to secure an internship for the expected period, they would not be disadvantaged, as they would still be able to secure credit towards the programme in the form of a dissertation in French.

2.5. Credit: an evaluation of the amount and level of learning load that is related to academic level, contact hours and personal study hours. Paris 1 and QMUL measure credit differently, but it can be compared through ECTS.

2.6. Take: the first attempt at a module

2.7. First take: where a student may attempt the module again due to extenuating circumstances, including attending lectures. Marks for first takes are not capped.

2.8. First sit: where a student is unable to complete one or more assessments due to valid and accepted extenuating circumstances, and is granted the opportunity to take those assessments without it counting as an additional attempt.

2.9. Retake: where, following failure at the first attempt, a student may attempt the module again, including attending lectures. Marks for retakes are not capped. A retake counts as the second and final attempt at a module. A retake shall only be awarded in circumstances where it is not possible to award a resit.

2.10. Resit: where a student fails a module (and/or fails to progress) and must attempt the failed assessment(s) again, without attending lectures again, but with access to QMplus resources. Marks for resits are not capped.

2.11. Year: this refers to the period of study, commencing in January of each calendar year. It spans 18 months.

2.12. Start of Term: this refers to the same start date in January as the QMUL LLM in Paris programme.

3. Admission

3.1. In order to be eligible for admission to the programme, a candidate shall have obtained the standard QMUL entry requirements in law and in English language, as well as a minimum of B2 equivalent in French, as assessed by Paris 1.

3.2. Any student who secures admission to the programme on the basis of qualifications, documents or statements that are subsequently found to be false shall have his/her registration terminated, and shall accordingly cease to be a student.

3.3. QMUL oversees application and admission procedures, in coordination with Paris 1.

3.4. A deposit of €3,000 must be paid by the student, to Paris 1, no later than 30 November prior to the start of the Double LLM programme. This sum is non-refundable, but will be deducted from the tuition fees due to Paris 1.

4. Programme of study

4.1. The minimum period of study shall be 18 months. The period of study shall be continuous, transitioning between the institutions in September of each year.

4.2. Study can be full-time only.

4.3. The maximum period of study is 30 months.

4.4. Periods of interruption shall not count towards the maximum permitted duration of study.

4.5. Composition of the Programme of Study:

a During Part 1 with QMUL: modules of 15 or 30 QMUL credits each will be chosen from the QMUL list of modules available, adding up to 120 taught credits, and a 30- credit QMUL dissertation is compulsory.
b During Part 2 with Paris 1: 7 courses from within the French and European Law curriculum, involving a minimum of 140 taught hours
c During Part 3, students will undertake the internship module. In case an internship is not secured, the Paris 1 dissertation will be undertaken instead.
d During the programme, students will undertake courses in Legal French and French as a foreign language with Paris 1.
e It is recommended that students undertake the QMUL courses: “Introduction to Common Law and the English Legal System” (6 hours over 3 days in January) and Critical Thinking and Writing in Law (CTWL) (36 hours delivered over 6 days across Part 1). CTWL is compulsory for those students attaining level 7.0 in IELTS, or its equivalent, overall, but whose level in the written element is at level 6.5 or its equivalent.

5. Enrolment and Attendance

5.1. Students are required to enrol with QMUL in Paris at the beginning of their programme of study. Enrolment procedures include in-person confirmation of the data submitted during the application phase, as well as confirmation of receipt of fee payments.

5.2. A minimum of 50% of the tuition fees must have been received by QMUL for a student to fully enrol at the Start of Term. Those students who do not pay the entire fee required by QMUL may set up a payment plan with QMUL Finance with an administration fee of £50. Even under a payment plan, fees must be received in full absolutely no later than 30 April, i.e. approximately 4 months after the enrolment and the Start of Term. A student who fails to make such arrangements, or subsequently defaults on the payment of fees, shall be deregistered from the programme of study.

5.3. Students will need to enrol again at Paris 1 in advance of the September following the start of the programme. The fees for registration at Paris 1, with a deduction made for the first non-refundable payment of three thousand (3,000) euros, must be paid in full and at the latest before the 1 September prior to the start of classes at Paris 1 (semesters 2 and 3).

5.4. In accordance with French legislation, students must pay the *Contribution vie étudiante et de campus CVEC*, for the beginning of each university year, via the dedicated platform: cvec.etudiant.gouv.fr . Across the entire programme period, the CVEC must be paid twice by students of this Double degree. A first payment online for the CVEC must be paid to coincide with the non-refundable deposit due, at the latest, by 30 November prior to the start of the Double LLM. A second online payment for the CVEC must be made by 1 September of the following year, to coincide with the payment of the outstanding tuition fee for Paris 1.

5.5. Students may not be absent during term-time without the agreement in advance of the Programme Co-Directors.

5.6. A student whose general attendance and/or submission of work is not considered satisfactory by the Programme Co-Directors may have his/her registration terminated across both institutions. A formal warning shall be issued to give the student the opportunity to improve their conduct before deregistration takes place.

5.7. Students may be required to undertake a medical examination, either as a condition of admission, or at any time during their studies. A student who has been absent as a results of a serious illness, or an infectious or contagious disease, may be required to produce a medical certificate before being permitted to resume study.

6. Assessment

6.1. The organisation of assessments for each module on the Programme shall be governed by the regulations of the institution responsible for teaching or supervising that module.

6.2. The conduct of assessments of each module on the Programme shall be governed by the regulations of the institution responsible for conducting that assessment.

6.3. The Programme Co-Directors (in consultation with relevant colleagues at Paris 1 and/or with the QMUL Directorate of Registry Services) may be consulted about arrangements for a student who is ill or otherwise disabled to take his/her examination under special conditions.

6.4. Different marking scales are used by Paris 1 and QMUL. The marking scale used for assessment within a module will be that of the institution teaching it. The marking scale used for the overall LLM programme mark of Paris 1 will be that of Paris 1. The marking scale used for the overall LLM programme mark of QMUL will be that of QMUL. The internship module mark will be denoted on the Paris 1 scale, and its equivalent QMUL mark will be incorporated into the overall QMUL LLM programme mark. See clause 14 below and annex A for mark equivalencies.

6.5. QMUL's differentiation between Pass, Merit and Distinction shall be applied to the QMUL LLM only.

7. Progression

7.1. Progression between parts 1 and 2 of the Programme is automatic, regardless of the results of the assessment for the QMUL modules. Only issues with attendance (see clauses 5.5 and 5.6) or fee payments (see clause 5.2) may prevent a student from progressing between parts 1 and 2. Similarly, progression between parts 2 and 3 of the Programme is automatic.

7.2. The double LLM Programme is distinct from the other LLM programmes of Paris 1 and the QMUL LLMs in Paris. For a student enrolled on the double Programme there can be no within-Programme transfer from this Programme into the QMUL LLM in Paris programme or the Paris 1 LLM programme at any point during the 18-month study period. Only if necessary under the circumstances outlined in 8.3 below could a transition between the programmes occur, as a default, rather than at the request of the student.

8. Degree Requirements

8.1. Attendance is mandatory. For greater than 3 absences, a student may be marked as failing the course.

8.2. The Sorbonne Law School - Queen Mary University of London Double LLM is a double degree programme. On successful completion of the entire programme, a student shall receive an award from both partner institutions.

8.3. Paris 1 Regulations shall apply to the conferment of the Paris 1 award.

8.4. QMUL Regulations shall apply to the conferment of the QMUL award.

8.5. Should it arise that a student successfully fulfils parts 1 and 3 of the Programme, but fails part 2, s/he may be awarded a single LLM by QMUL only. Similarly, should a student successfully fulfil parts 2 and 3, but fails part 1, s/he may be awarded a single LLM by Paris 1 only. This is without prejudice to the fees paid.

9. Interruption of Enrolment

9.1. A student may interrupt their enrolment for up to two calendar years (total) on the grounds of illness or other good cause with the permission of the Programme Co-Directors under the procedures specified by QMUL and in line with any immigration or other relevant factors. A student who interrupts enrolment remains registered for the programme of study.

9.2. A student resitting out of attendance shall not be entitled to an interruption of enrolment as defined in this section, and shall remain registered for the Programme.

9.3. A student who interrupts shall have the option of taking assessments for modules for which they completed the teaching and learning before the point of interruption. However, such students must elect either to attempt the assessments for all such modules or for none of them. Where a student decides to postpone assessment until return from interruption, that assessment will take place at the next available sitting of the relevant Part of the Programme.

9.4. Where a student's registration is continuous, the Academic Regulations in place at the time of the initial registration for the Programme shall continue to apply except where it is specifically stated that this is not the case.

9.5. Students returning from interruption shall only be permitted to enrol at the start of one of the Parts of the Programme, as appropriate to their outstanding study needs.

10. Academic misconduct

10.1. For Part 1, academic misconductwill be managed in accordance with QMUL regulations.

10.2. For Parts 2 and 3, academic misconductwill be managed in accordance with Paris 1 regulations.

10.3. The decisions made by Paris 1 in relation to academic misconductfor Part 3 will be recognised by QMUL and taken into account as appropriate in a student's progression and the final award of the degree.

11. Appeals

11.1. For Part 1, appeals will be managed in accordance with QMUL regulations.

11.2. For Parts 2 and 3, academic misconduct, appeals, and disciplinary matters will be managed in accordance with Paris 1 regulations.

11.3. The decisions made by Paris 1 in relation to appeals for Part 3 will be recognised by QMUL and taken into account as appropriate in a student's progression and the final award of the degree.

12. Disciplinary matters

12.1. For Part 1, disciplinary matters will be managed in accordance with QMUL regulations.

12.2. For Parts 2 and 3, disciplinary matters will be managed in accordance with Paris 1 regulations.

12.3. The decisions made by Paris 1 in relation to disciplinary matters for Part 3 will be recognised by QMUL and taken into account as appropriate in a student's progression and the final award of the degree.

13. Student complaints

13.1. Where a student has a formal complaint about teaching in any module that complaint will be made to the university providing the teaching under its normal procedures.

14. External Examiners and Exam Boards

14.1. QMUL shall use external examiners as already appointed for the LLM in Paris.

14.2. Paris 1 shall use external examiners appointed under its own procedures.

14.3. Paris 1 Programme Co-Director shall attend the sub-Board at which the recognition of the internship module takes place.

15. Marks Conversion

15.1. Paris 1 marks and degree classifications stand for the Paris 1 LLM.

15.2. QMUL marks and degree classifications stand for the QMUL degree.

15.3. In the case of QMUL recognition of the Internship module, the mark equivalencies detailed in Annex A shall be used for the incorporation of the Paris 1 grade into the QMUL degree average.

16. Annex A - Sorbonne – Queen Mary Mark Equivalencies

<table>
<tr><th>French marks used for QMUL conversion</th><th>QMUL marks out of 100</th><th>French scale (adjusted for use at QMUL)</th><th>QMUL conversion</th></tr>
<tr><td>20</td><td>100</td><td rowspan="4">17 - 20: Très bien - Very Good, Highest Honours.</td><td rowspan="5">70.0 - 100</td></tr>
<tr><td>19</td><td>95</td></tr>
<tr><td>18</td><td>90</td></tr>
<tr><td>17</td><td>85</td></tr>
<tr><td>16</td><td>80</td><td rowspan="2">15 - 16.99: Bien - Good, High Honours.</td></tr>
<tr><td>15</td><td>75</td></tr>
<tr><td>14</td><td>70</td><td rowspan="2">13 - 14.99: Assez bien - Quite Good. Honours.</td></tr>
<tr><td>13</td><td>65</td><td rowspan="2">60.0 - 69.9</td></tr>
<tr><td>12</td><td>60</td><td rowspan="3">10.0 - 12.99: Passable - Satisfactory.</td></tr>
<tr><td>11</td><td>55</td><td rowspan="2">50.0 - 59.9</td></tr>
<tr><td>10</td><td>50</td></tr>
<tr><td>9</td><td>45</td><td rowspan="11">0.0 - 9.99: Échec - fail</td><td rowspan="11">0.0 - 49.9</td></tr>
<tr><td>8</td><td>40</td></tr>
<tr><td>7</td><td>35</td></tr>
<tr><td>6</td><td>30</td></tr>
<tr><td>5</td><td>25</td></tr>
<tr><td>4</td><td>20</td></tr>
<tr><td>3</td><td>15</td></tr>
<tr><td>2</td><td>10</td></tr>
<tr><td>1</td><td>5</td></tr>
<tr><td>0</td><td>0</td></tr>
</table>

University of Malta

MSc in Surgical Skills

7.14 The MSc in Surgical Skills follows the standard regulations, policies and procedures of Queen Mary University of London except in the following particulars:

1. Joint award and programme specific information

1.1. The MSc in Surgical Skills is a joint award. On successful completion of the programme, a student shall receive a single award in the names of both institutions.

1.2. The general management of the programme of study, including responsibility for the admission of students and the organisation of teaching, shall be the responsibility of the Board of Studies, established in accordance with the contract between the University of Malta and Queen Mary. The day-to-day management of the programme shall be the responsibility of UM.

2. Admission

2.1. Applicants shall apply directly to Queen Mary in the first instance and subsequently to University of Malta. If an applicant satisfies the agreed entry criteria set out in 2.2, the applicant shall then go through UM's admission process.

2.2. Official offer letters shall be sent to successful applicants by the University of Malta. The University of Malta shall provide details of confirmed students to Queen Mary, to ensure enrolment at both institutions.

3. Programme and duration of study

3.1. Students shall study on campus at the University of Malta. Three taught modules and the dissertation shall be taught by distance learning by Barts Cancer Institute staff, with practical sessions delivered by University of Malta staff.

3.2. The programme shall be delivered on a part-time basis. The normal duration of study for the programme shall be 24 months, and the maximum permitted duration of study shall be 36 months.

4. Enrolment

4.1. Students must enrol with both Queen Mary and UM at the beginning of each year of study.

4.2. Students shall pay fees directly to the University of Malta.

5. Modules

5.1. The modules jointly owned by UM and Queen Mary shall be marked by examiners from both institutions; UM shall mark the theoretical elements of assessment and Queen Mary shall mark the practical skills elements of assessment.

6. Academic misconduct

6.1. Any allegation of assessment misconduct shall be investigated by the institution responsible for the affected module, in accordance with its own regulations and policies. The jointly derived modules shall be treated as Queen Mary modules for this purpose.

7. Programme sub-examination board

7.1. QMUL has two types of examination boards: Subject Examination Boards and Degree Examination Boards. The BCI Subject Examination Board (SEB) is established for all programmes run by the institute. The BCI Subject Examination Board reports and make recommendations to the School of Medicine and Dentistry Degree PGT Examination Board (DEB) as per QMUL's Academic Regulations.

7.2 A Programme sub-examination board shall be convened which will review module results, student progression and award and make recommendations to the BCI SEB.

7.3 Members of both Parties and the External Examiner(s) will form membership of this sub-examination board and both Parties will provide administrative support.

8. Complaints

8.1. A student wishing to complain about a module shall, in the first instance, raise the issue informally with the institution responsible for that module. If an informal resolution is not possible, the complaint shall be investigated in line with the policies of the Party offering the module. The jointly derived modules shall be treated as Queen Mary modules for this purpose.

8.2. Complaints about the Programme or non-academic elements of the Programme shall be investigated in line with the policies of the lead organisation.

9. Academic Appeals

9.1. A student wishing to submit an academic appeal shall do so under the Queen Mary academic regulations and procedures.

10. Permission to study in Malta

10.1. A student who fails to provide the following on request shall have their registration and enrolment at both institutions terminated, and cease to be a student:

i. evidence that they hold immigration permission with conditions that do not restrict them from undertaking their programme of studies in the country or territory where they are studying; or,
ii. evidence that they are exempt from immigration control in the country or territory where they are studying.

International Medical University of Malaysia (IMU)

Double MSc in Molecular Medicine and in Genomic Medicine

7.15 The double MSc in Molecular Medicine and in Genomic Medicine is a double award; on successful completion, a student will receive an MSc in Molecular Medicine from International Medical University of Malaysia (IMU) and an MSc in Genomic Medicine from Queen Mary. The MSc in Genomic Medicine is subject to standard Queen Mary regulations in all respects. The MSc in Molecular Medicine is subject to IMU regulations in all respects. A student must meet the requirements for both awards to achieve either award.

8. Regulations for Postgraduate Research Programmes

Scope

- These regulations take effect from August 2026 and apply to all research studies programmes and all students registered for a research studies programme at Queen Mary. A student who enters for examination is examined in accordance with the regulations in place at the time of examination entry or re-entry. transfer from another institution (Reg. 8.15-8.16)

- annual progression requirements (Reg.8.66-8.74)
- transfer to writing-up status (Regs. 8.20-8.24)
- availability of theses (Regs. 8.126-8.127)

8.1 The Academic Regulations, Part 2 – General Regulations apply to students registered for a research studies programme at Queen Mary. The regulations for taught programmes of study apply to research degree students who are required to undertake an element of taught study as a part of their research studies programme.

8.2 The Queen Mary Code of Practice for Research Degree Programmes applies to all research studies programmes and all students registered for a research studies programme at Queen Mary, unless specifically indicated in the Code. Compliance with the Code of Practice is mandatory. In any issues of interpretation of the Code, the Academic Regulations take precedence.

8.3 Research degrees awarded by Queen Mary University of London are awards of the University of London or of Queen Mary University of London.

8.4 In 2013/14, Queen Mary implemented its independent degree awarding powers. New and continuing students in 2013/14 were given the option of receiving either a Queen Mary award or a University of London award, where appropriate. Students were required to make their selections before the published deadline in 2013/14 and in accordance with the stated procedure. New students who enrolled from 2014/15 shall be awarded Queen Mary awards where the requirements are met.

8.5 These regulations also apply to students registered as an associate student of Queen Mary undertaking study that is part of a research studies programme.

8.6 The awards covered by these regulations are:

University of London Awards	Queen Mary awards
	Master by Research (ResM)
Master of Philosophy (MPhil)	Master of Philosophy (MPhil)
Doctor of Philosophy (PhD)	Clinical Doctorate (DClin)
Doctor of Medicine (Research) (MD(Res))	Doctor of Philosophy (PhD)
Doctor in Professional Studies (DrPS)	Doctor of Medicine (Research) (MD(Res))
Doctor in Clinical Dentistry (DClinDent)	Doctor in Professional Studies (DrPS)
	Doctor in Clinical Dentistry (DClinDent)
	Doctor of Psychiatry (DPsych)
	Doctor of Engineering (EngD)

8.7 All references to 'Academic Regulations' include 'research studies programme regulations'.

8.8 Queen Mary reserves the right to amend the Academic Regulations as it considers appropriate.

Registration and enrolment

General

8.9 A student is required to enrol with Queen Mary at the start of their research degree programme and register for the research studies programme. The period of registration will date from the point of initial enrolment.

8.10 Students are required to re-enrol each academic year for the duration of the programme of studies (including during the period of writing-up of the thesis and examination) regardless of the mode of attendance. Re-enrolment takes place in August each year. Failure to re-enrol results in termination of registration.

8.11 A student registers for a programme of research study from the point of initial enrolment leading to the award of:

- Doctor of Philosophy (PhD)
- Master of Philosophy (MPhil)
- Master by Research (ResM)
- Doctor of Medicine (Research) (MD(Res))
- Doctor in Professional Studies (DrPS)
- Doctor of Psychiatry (DPsych)
- Doctor in Clinical Dentistry (DClinDent)
- Doctor of Engineering (EngD)
- Clinical Doctorate (DClin)

Associate students

8.12 A student may be permitted to enrol as an associate student and undertake a period of guided study and/or research that does not lead to an award of Queen Mary or the University of London. An associate student enrols with Queen Mary normally for a period of up to six months and a maximum of 12 months. This period does not count towards the minimum registration period required for award. The student is normally required to terminate their studies at the end of the period of registration as an associate student. The period of registration may be extended with the permission of Senate or its delegated authority. An associate postgraduate research student must remain registered on a doctoral or equivalent research degree programme at another higher education institution for the entire duration of their registration at Queen Mary.

8.13 An associate student may enrol with Queen Mary for a longer period of registration in cases where:

i a student is undertaking research studies at Queen Mary as part of a formal collaboration between Queen Mary and another institution, governed by a written agreement or contract; or,

ii a student has their primary registration at another institution and a member of Queen Mary academic staff is a formal member of the student's supervisory team, usually the second supervisor.

Such students may enrol as associate students with Queen Mary for the duration of their programme of study at the primary institution with the permission of Senate or its delegated authority.

Transfer from another institution

8.14 A candidate registered for a research degree at another institution may transfer their registration at the discretion of Senate or its delegated authority and be exempted from part of the research studies programme at Queen Mary. Where this occurs, the period of registration at Queen Mary must be at least 12 months full-time or 24 months part-time. Queen Mary will determine the appropriate point of entry to the programme.

8.15 On transfer of registration, the registration for the original degree will lapse.

Concurrent study

8.16 A person currently registered for a qualification of Queen Mary may not concurrently be registered for a degree, diploma, or certificate at any other institution, except with the express permission of Senate or its delegated authority. Similarly, a student registered on a research studies programme may not be simultaneously registered for more than one Queen Mary programme, except with the express permission of Senate or its delegated authority.

Mode of attendance

8.17 The following modes of attendance are available to students:

i. full-time.
ii. part-time (50% of the workload of a full-time student per year).

8.18 A student is expected to continue in the same mode of study for which they originally registered. Transfer between full-time and part-time study may be permitted by Senate or its delegated authority. In such cases, the minimum and maximum registration periods will be adjusted according to the length of registration spent in each mode.

Writing up status

8.19 A student may transfer to 'writing up' status with the approval of Senate or its delegated authority provided that they have completed the minimum registration period and not exceeded the maximum registration period. In order to transfer to writing up status, a student is normally required to have completed all experimental work or collection of material related to their thesis, to have passed annual progression in the second year of study (fourth year of study for part-time students) and, in the judgement of the primary supervisor, be in a position to submit the thesis within 12 months. A student registered for MPhil/PhD can only be transferred to writing up status if they have completed the transfer process from MPhil to PhD where transfer is a requirement of their research studies programme. A student registered for the PhD by Publication programme is not permitted to transfer to writing up status.

8.20 A student must enrol during the period of writing up and pay any fee applicable during this period.

8.21 The maximum period for 'writing up' is normally one calendar year regardless of the mode of attendance of the student, unless the terms of a studentship stipulate that a longer period of writing-up is permitted. If a student does not submit their thesis by the date agreed in the transfer to writing-up application, they must agree a new thesis submission deadline with their school/institute. A school / institute may apply a charge if the writing up status is extended beyond one calendar year where it has not been extended for a specific cause.

8.22 In exceptional circumstances, Senate or its delegated authority may permit an extension of the writing up period for students who have writing up status. A student with writing up status may be permitted to extend their writing up period by up to twelve months or for a maximum period prescribed by the terms of their studentship. A charge may be applied if the student has not submitted their thesis by the end of the period of extension. Extensions will not be granted retrospectively.

8.23 The period of extension counts as part of the overall period of registration.

Examination status

8.24 A student who submits their thesis for examination shall be transferred to 'examination' status with effect from the date of submission of their thesis.

Interruption

8.25 A student may be permitted to interrupt a research studies programme for a maximum period of two years in total throughout their period of registration or for a maximum period prescribed by the terms of any studentship, on the grounds of illness or other good cause with the permission of Senate or its delegated authority.

8.26 A student may interrupt their registration on the grounds of primary carer leave for up to one year per child. This may cover pregnancy and related illnesses, and/or caring responsibilities. Periods of interruption for primary carer leave shall not count towards the maximum of two years permitted for interruption, but in all other respects the standard interruption procedures shall apply. Secondary carers wishing to take an extended period of leave shall do so under the standard interruption procedures.

8.27 Research students may interrupt and return to studies within the same academic year but can only interrupt for whole months at a time. This regulation does not apply to students enrolled on Professional Doctorate programmes. The interruption policy for students enrolled on taught programmes applies to Professional Doctorate students due to the modular programme structure.

8.28 The period of interruption does not count towards the minimum or maximum registration period for the research studies programme, in accordance with the Interruption Policy.

8.29 A student is not required to pay fees during the period of interruption.

Minimum and maximum registration periods[22]

8.30 A student must not be registered for a programme of study for a period longer than the normal duration for the programme of study plus one year. Periods of interruption shall not count towards the maximum permitted duration of study. In exceptional circumstances, Senate (or its delegated authority) may approve an extension to the maximum permitted duration.

8.31 The registration period starts on the date of a student's initial enrolment and registration with Queen Mary for the research studies programme.

8.32 The registration period ends on the date of award or termination of registration.

8.33 Queen Mary terminates the registration of any student who exceeds the maximum registration period.

[22] Previously known as 'period of study'

Minimum registration period

8.34 The minimum period of full-time study for the awards of MPhil, PhD, MD(Res), EngD and DrPS is two calendar years. The minimum period of full-time study for the award of DClin, DClinDent and DPsych is three calendar years.

8.35 The minimum period of full-time study for the PhD by Publication programme is six months

8.36 The minimum period of full-time study for the award of ResM is one calendar year.

8.37 The minimum period of part-time study for the awards of MPhil, PhD, MD(Res), EngD and DrPS is four calendar years. The minimum period of part-time study for the award of DClin, DClinDent and DPsych is six calendar years.

8.38 The minimum period of part-time study for the PhD by Publication is one calendar year

8.39 The minimum period of part-time study for the award of ResM is two calendar years.

8.40 The minimum period of study for the award of ResM prior to submission of the research project dissertation for examination shall be ten months full-time study or the part-time equivalent.

8.41 The minimum registration period for a student who has transferred from another institution/programme under regulation 8.15 above is as specified in the regulation.

Maximum registration period

8.42 The maximum registration period includes any period where the student is registered as writing up.

8.43 For MPhil, PhD, MD(Res), and EngD degrees the maximum period of registration begins on the date of initial enrolment on the research studies programme and ends on the deadline for submission of the thesis for examination. On submission of the thesis for examination a student is transferred to examination status and remains registered on their programme of study until either the award of the degree or termination of studies. A student who has not submitted their thesis for examination by the end of the maximum period of registration must apply to extend their period of registration for up to twelve months or for a maximum period prescribed by the terms of their studentship.

8.44 The maximum period of full-time study for the awards of MPhil, PhD, MD(Res), EngD, DrPS, DPsych, DClin and DClinDent is 4 calendar years (including any writing up period).

8.45 The maximum period of part-time study for the awards of MPhil, PhD, MD(Res),EngD, DrPS, DPsych, DClin and DClinDent is 7 calendar years (including any writing up period).

8.46 The maximum period of full-time study for the award of ResM is 2 calendar years.

8.47 The maximum period of part-time study for the award of ResM is 3 calendar years.

Exceptions to the maximum and minimum registration periods

8.48 Exceptionally, Senate or its delegated authority may permit a student to submit the thesis for examination either before the minimum registration period, or after the maximum registration period, or to extend the writing up period and/or period of registration for a maximum of 12 months. The maximum extension for the ResM is 6 months.

8.49 In exceptional circumstances, Senate (or its delegated authority) may approve an extension to the maximum permitted duration of study for a longer period than 12 months (6 months for the ResM).

8.50 Exceptions to the minimum and maximum periods of study for research studies programmes are set out in programme guidance.

Attendance

Attendance requirements

8.51 In addition to the general attendance requirements, attendance refers to Queen Mary's expectations with regard to the way in which students engage with their research studies programme. The specific nature of attendance requirements varies depending on the nature of the research studies programme. General expectations are that a student meets regularly with their primary supervisor and undertakes training and other specified activities that may also include the completion of taught modules. There should be a minimum of ten supervisory meetings per academic year for full-time students (pro rata for part-time students) held at regular intervals up to submission of the thesis for examination. Supervision meetings may be held with any member of the supervisory team.

8.52 Students may exceptionally be permitted to undertake the majority of their studies at a research organisation external to Queen Mary as part of a formal agreement or contract with joint supervision provided by staff at Queen Mary and the partner research organisation. Schools and Institutes must assess that the supervision and research facilities and resources to be provided by the research organisation are satisfactory. The agreement with the research partner may be subject to approval by Partnerships Board in accordance with its terms of reference. Exceptions to the standard model of research studies may require the approval of the Research Degrees Programmes and Examinations Board. The Queen Mary requirements for supervision apply.

8.53 A full-time student is not permitted to undertake other duties or work (apart from limited demonstrating or tutorial duties) without the approval of their primary supervisor(s) unless provided for in the terms of any studentship.

Termination of registration

8.54 Senate or its delegated authority may terminate the registration of a student who fails to meet the progression requirements for the research study programme or where their general attendance or submission of work and/or completion of required activities fails to meet the stated requirements.

8.55 Termination of registration may also take place as a result of non-attendance/participation in any aspect of the research studies programme in accordance with the general regulations on attendance.

8.56 Termination of registration means that enrolment is also terminated and the individual is no longer a student of Queen Mary in accordance with the general regulations.

8.57 A student for whom registration is terminated may appeal against this decision under the Appeal Policy.

Studentships and scholarships

8.58 Studentships or scholarships may include additional, and/or specific requirements and conditions. These requirements and conditions apply in addition to these Regulations to those students in receipt of the studentship or scholarship.

Research integrity

8.59 All students must familiarise themselves with the Queen Mary policies and any mandatory training relating to research integrity, research ethics, and intellectual property rights and other associated research policies and procedures. It is the student's responsibility to check if their research requires formal ethical review of the research project, and to ensure that their research conforms to it.

Title of thesis or dissertation

MPhil, PhD and EngD

8.60 Upon registration, a student identifies the topic of their research and the research studies programme to be followed. Senate or its delegated authority approves the title of the thesis at the point of notifying entry for examination.

MD(Res) and ResM

8.61 Senate or its delegated authority approves the title of the thesis for the MD(Res) and the title of the dissertation for the ResM prior to registration for the research studies programme.

DrPS, DPsych, DClin and DClinDent

8.62 Senate or its delegated authority approves the subject and title of the thesis and/or research portfolio after the equivalent of one year's full-time study on the research studies programme.

Change of title

8.63 In all cases, Senate or its delegated authority approves any change to the title of the research thesis or dissertation in accordance with the required procedure.

Supervision

8.64 The Queen Mary Code of Practice for Postgraduate Research Programmes sets out the requirements for supervision.

8.65 Supervisors are appointed to the role by Senate or its delegated authority and meet the approved criteria, which may include relevant training requirements being met.

Progress monitoring

8.66 Progress monitoring is a formal review process that takes place at least once per academic year in accordance with the requirements approved by Senate, or its delegated authority. Progress monitoring informs progression.

Progression

8.67 Progression is a formal process that permits a student to continue to the next stage/period of their research studies programme.

8.68 Senate or its delegated authority approves progression requirements for research studies programmes. The normal minimum progression points for a full-time student on a PhD, MPhil, MD(Res) or EngD programme occur between 6 to 9 months after registration on the research studies programme, between 18 and 24 months after registration, and at 36 months where submission of the thesis for examination has not occurred. For a part-time student on a PhD, MPhil, MD(Res) or EngD programme the normal progression points occur between 12 to 18 months after registration on the research studies programme, between 36 and 48 months after registration, and 72 months where submission of the thesis for examination has not occurred. Progression for students on the PhD by Publication programme, ResM, DrPS, DPsych, DClin and DClinDent programmes is assessed as outlined in the appropriate research studies programme regulations, approved by Senate or its delegated authority. For a student on a ResM programme the programme guidance shall describe the arrangements for monitoring a student's academic progress in their research studies.

8.69 Progression decisions are made in accordance with procedures established by Senate or its delegated authority.

8.70 Progression is undertaken in accordance with the approved requirements for the PhD, MPhil, MD(Res) or EngD research studies programme and may include the submission of written work and an oral examination. Progression decisions are made by the Director of Graduate Studies following a panel's review of the student's progress. Any panel recommending a decision about a student's progression or registration on a research studies programme must comprise at least two people, at least one of whom must be independent of the student's supervisory team. The Chair of the panel should have experience of being a Queen Mary primary supervisor who has taken their student successfully through one annual progression review event. External members may be appointed to the panel. In such cases, one member of the panel must be a member of Queen Mary staff who is independent of the student's supervisory team. The independent members of the panel have the casting vote regarding the recommended outcome. The Director of Graduate Studies approves members of progression panels.

8.71 Progression decisions for the 6 to 9 month (Year 1) progression point (12 to 18 months for part-time students) and in subsequent years of study (18-24 months and 30-36 months for full-time students, and 36-48 months and 60-72 months for part-time students) are made in accordance with procedures outlined in the relevant research studies programme regulations, approved by Senate or its delegated authority. It is recommended that part-time students should complete an annual review in the intervening years. A progression review should be held in the third year (full-time) or sixth year (part-time) of study if the student is not in the process of transferring to writing up status. Progression decisions are made by the Director of Graduate Studies following a panel's review of the student's progress. If the Director of Graduate Studies is a member of a student's academic progression panel making the recommendation about the student's progression outcome, they cannot make the final progression decision. The final decision must be made by another member of academic staff in the school/institute with responsibility for postgraduate research programmes, such as a Deputy Director of Graduate Studies or the Director of Research, who has not have been involved in the student's progression review.

8.72 The possible outcomes of progression are:

i. Progress – the student may progress to the next stage of the research studies programme
ii. Referred – the student must undertake further specified work and be reconsidered for progression again within 3 months

8.73 At the end of the referral period, the outcomes are:

i. Progress – the student may progress to the next stage of the research studies programme
ii. Fail to progress – the student may transfer registration to MPhil or another appropriate programme
iii. Fail to progress – the student's registration is to be terminated

8.74 The process of assessment for progression must always include a meeting with the student if the recommendation is referral for a second assessment or fail to progress.

8.75 Senate or its delegated authority terminates the registration of a student who fails to meet the progression requirements for their research studies programme. A student may appeal against the termination of registration under the Appeal Policy.

Transfer of registration from MPhil and MD(Res) to PhD

Students registered for a research studies programme before 1 September 2010

8.76 A student registered before 1st September 2010 for a research studies programme leading to the award of MPhil/PhD or MD(Res) may transfer their registration to PhD.

8.77 The regulations for the transfer process for the year of entry to the research studies programme shall apply.

Students registered for a research studies programme after 1 September 2010

8.78 A student registered for a research studies programme leading to the award of MPhil or MD(Res) after 1 September 2010 may transfer their registration to PhD.

8.79 The transfer process normally takes place between 12 to 24 months for a full-time student and 24 to 48 months for a part-time student. The transfer process is undertaken in accordance with the approved requirements for the research studies programme which include the submission of written work and an oral examination. The oral examination is conducted by a panel of examiners that comprises at least two members. The examiners for transfer from MPhil to PhD may include the supervisor and must include at least one examiner, knowledgeable in the field, who is not connected with the student's research.

8.80 Where a student is successful and transfers their registration, the date of initial registration for the research studies programme continues to apply for the purpose of determining maximum and minimum registration periods.

8.81 Where a student is unsuccessful in the transfer examination, the examiners may recommend that they may remain registered on the MPhil programme and be examined for that award, or that the student should be permitted to submit for transfer on one further occasion. If a student is unsuccessful at the second attempt at transfer, the examiners may recommend that they may remain registered on the MPhil programme and be examined for that award, or may recommend that their registration should be terminated.

8.82 A student may appeal against the decision of the examiners for transfer under the Appeal Policy.

Examination entry

8.83 Examination entry is the formal process by which a student notifies Queen Mary of their intention to submit the thesis and be examined for the degree for which they are registered. Examination entry is also the process by which the title of the thesis is notified and approved. The procedure for examination entry is approved by Senate or its delegated authority.

8.84 A student intending to enter for examination is required to complete the relevant forms for examination entry. The forms should be submitted to the designated body at least three months before the proposed submission of the thesis. The submission of the thesis must take place up to twelve months after examination entry. After twelve months, if the thesis has not been submitted, a new entry form is required, and a re-entry fee may be required.

8.85 For a student to be entered for examination, Queen Mary must confirm that they have completed the research degree programme in accordance with the relevant regulations.

8.86 Examination entry cannot occur more than twelve months prior to completion of the minimum registration period.

8.87 For a student on a ResM programme the programme guidance shall describe the arrangements for examination entry. In exceptional circumstances, Senate or its delegated authority may permit an extension of the dissertation submission deadline. A student may be permitted to extend their submission deadline by up to one month at the discretion of their school/institute. A request for an extension to the submission deadline exceeding one month and up to a maximum of six months must be considered by the Research Degree Programmes and Examination Board. The period of extension must be within the maximum period of study. Extensions will not be granted retrospectively.

Submission of thesis/dissertation

8.88 A student is required to submit their thesis in a form that meets the requirements for a thesis. A student is required to submit an electronic copy of their thesis to the Research Degrees Office in the approved format of a digital (PDF) file.

8.89 The student is required to bring to the oral examination a copy of their thesis paginated in the same way as the copy submitted to Queen Mary.

8.90 In submitting a thesis for examination or re-examination a student accepts responsibility for its contents and quality. Students are required to conform to Queen Mary's policy on editorial assistance and to include in their thesis a statement of originality detailing any work undertaken in collaboration with others.

8.91 For a student on a ResM programme the programme guidance shall describe the requirements for the submission of the dissertation for examination.

Requirements for a thesis/dissertation

8.92 The thesis/dissertation must meet the specific requirements provided in Appendix 1 of these regulations.

Requirements for DrPS, DPsych, DClin and DClinDent

8.93 In addition to the thesis, the professional doctorates of DrPS, DPsych, DClin and DClinDent are examined through a broader range of methods than thesis and oral examination. The requirements for the awards of DrPS, DPsych, DClin and DClinDent are those approved by Senate or its delegated authority.

Word limits

8.94 The thesis/dissertation must not exceed the following word limits:

i. PhD and EngD – 100,000 words
ii. MPhil – 60,000 words
iii. MD(Res) – 50,000 words
iv. ResM – 30,000 words
v. For the degrees of DrPS, DPsych, DClin, and DClinDent the minimum length of the thesis shall be no less than 25,000 words.

The bibliography is excluded from the word count; footnotes are included within the word count; appendices are excluded from the word count and should only include material which the examiners are not required to read in order to examine the thesis but to which they may refer if they wish.

8.95 Senate or its delegated authority may approve lower word counts for specific research studies programmes.

Panel of examiners

8.96 A Panel of Examiners is established for each individual examination of an MPhil, PhD, MD(Res), EngD and for the DrPS, DPsych, DClin and DClinDent as appropriate.

8.97 A Panel of Examiners is established for an individual examination of a ResM or for a group of students where the dissertations are in cognate fields of study.

8.98 The Panel of Examiners comprises a minimum of two examiners appointed by Senate or its delegated authority. The Code of Practice for Research Degree Programmes specifies the membership of the panel of examiners and the criteria for the appointment of examiners.

Examination requirements

8.99 The examination for ResM is by submission of the dissertation. An oral examination is required for certain examination results as set out in Regulation 8.111. If required, the oral examination will normally be held within three months of the date of submission of the dissertation.

8.100 The examination for MPhil, PhD, MD(Res) and EngD is by submission of thesis and oral examination of the thesis. The examination for EngD is by submission of a thesis or a research portfolio and oral examination. The examination for DrPS, DPsych, DClin and DClinDent is by submission of thesis and/or research portfolio, other required assessments and oral examination. At their discretion, the examiners may also examine the candidate by practical or written examination.

8.101 The examination process is held in private and is not a public examination. The candidate must be consulted on their preference for the format of the oral examination, and the candidate and the examiners must agree whether to hold the viva in person or remotely. The oral examination may be:

i. normally held at Queen Mary with the candidate and the examiners present in person;
ii. held by video-link with the candidate and the examiners attending remotely; or
iii. organised as mixed mode of attendance if agreed by the candidate. Either the candidate or one of the examiners may attend the examination by video-link. In such cases an independent chair if required or viva convenor must be in attendance with those attending in person for the duration of the examination.

8.102 All matters related to the examination are confidential. Examiners are not permitted to divulge the content of previously unpublished material contained in the student's thesis until such time as the thesis is made available or any restrictions on access to the thesis are removed.

8.103 The examination is conducted in English (unless the Senate or its delegated authority has given permission for it to be conducted in another language). The candidate must attend the examination at the place and time specified by Queen Mary and must bring with them a copy of the thesis that is paginated in the same way as that submitted for examination.

8.104 Each examiner prepares an independent report on the thesis in advance of the oral examination. The examiners exchange reports before the oral examination.

8.105 For the ResM, each examiner prepares an independent report on the dissertation. The examiners exchange reports before meeting to determine the result of the examination and to agree their joint final report that details their judgement of the dissertation(s) and reasons for the decision(s) they have reached.

8.106 The examiners may reject a thesis/dissertation which they consider to be incomplete or unacceptable without conducting an examination. Such cases will be reported to the Chair of the Research Degree Programmes and Examinations Board to determine the action to be taken. The candidate may be permitted to submit the thesis for examination on a subsequent occasion.

8.107 The examiners have a right to make comments in confidence to the Principal of Queen Mary in a separate report.

8.108 The examiners submit to the Academic Registrar's nominee copies of their preliminary reports and a joint final report that details their judgement of the candidate's performance and reasons for the decision they have reached. The joint report will be available to the candidate for their personal information, and the supervisor(s) and School/Institute Director of Graduate Studies. The preliminary reports are made available to the candidate at the discretion of the examiners. Examiners should normally submit their independent preliminary reports and joint report on the examination with the examination outcome form to the Research Degrees Office within two weeks of the date of the oral examination of the candidate.

8.109 Where the supervisor attends the oral examination, they must not participate in the examination but may make comments if asked to do so by the examiners. The examiners may, at their discretion, consult the supervisor before completing their report, particularly if they have doubts relating to the appropriate decision to be made.

8.110 If a candidate becomes unwell in advance of an oral examination, they should notify the supervisor who will make reasonable efforts to change the date of the examination. In attending an oral examination, candidates declare themselves 'fit to sit'. Any subsequent claim for extenuating circumstances shall not normally be considered.

Decisions of the Panel of Examiners

Outcomes for ResM

8.111 Except as provided in paragraph 8.105 the examiners read the dissertation and agree the result of the examination.

8.112 The options open to examiners in determining the result of an examination are as follows:

i if the dissertation fulfils the criteria for the Master by Research degree as set out in Appendix 1 of these regulations, the examiners report that the candidate has satisfied them in the examination for the Master by Research degree;

ii if the dissertation otherwise fulfils the criteria for the Master by Research degree as set out in Appendix 1, but requires minor amendments, the examiners may require the student to make amendments to the dissertation specified by them within six weeks. The amended dissertation shall be submitted to the examiners, or to one of their number nominated by them, for confirmation that the amendments are satisfactory. If the amendments are made by the deadline and are satisfactory, the examiners will report that the candidate has satisfied them in the examination for the Master by Research degree. If the candidate fails to meet these requirements the examiners will submit the candidate to an oral examination. Following this oral examination the examiners may report that the candidate has satisfied them in the examination or recommend that the candidate resubmit the dissertation within 6 months for a second and final time;

iii if the dissertation, though inadequate, shall seem of sufficient merit to justify such action, the examiners may determine that the student be permitted to re-present their dissertation in a revised form for a second and final time within six months. This option is not available to examiners re-examining a dissertation. The examiners shall not make such a decision without first submitting the candidate to an oral examination. The resubmitted dissertation shall be submitted to both examiners;

iv the examiners may determine that the candidate has not satisfied them in the examination, that the degree should not be awarded, and that the student should not be permitted to re-present his/her dissertation in a revised form for examination. The examiners shall not, however, save in exceptional circumstances, make such a decision without submitting the candidate to an oral examination;

v students who fail to submit or resubmit the dissertation by the required deadline will be deregistered.

There are no alternative awards.

Outcomes for PhD, MPhil, MD(Res) and EngD

8.113 Except as provided in paragraph 8.105 the examiners, after reading the thesis, examine the student orally and at their discretion by written papers or practical examination or by both methods on the subject of the thesis and, if they see fit, on relevant subjects.

8.114 The options open to examiners in determining the result of an examination are as follows:

i if the thesis fulfils the criteria (set out in Appendix 1) and the candidate satisfies the examiners in all other parts of the examination, the examiners will report that the candidate has satisfied them in the examination for the degree and recommend a Pass;

ii if the thesis otherwise fulfils the criteria but requires minor amendments and if the candidate satisfies the examiners in all other parts of the examination, the examiners may require the candidate to make minor amendments as specified by them in full and in writing, in or with their joint report, within six months. The amended thesis shall be submitted to the examiners or one of their number nominated by them for confirmation that the amendments are satisfactory;

iii if the thesis otherwise fulfils the criteria but requires major amendments and if the candidate satisfies the examiners in all other parts of the examination, the examiners may require the candidate to make major amendments as specified by them in full and in writing, in or with their joint report, within nine months. The amended thesis shall be submitted to both the examiners for confirmation that the amendments are satisfactory;

iv if the thesis, though inadequate, shall seem of sufficient merit to justify such action, the examiners may determine that the candidate be permitted to re-submit their thesis in a revised form within 18 months for the PhD, MD(Res), and EngD degrees, or within 12 months for the MPhil degree. Examiners shall not, however, make such a decision without submitting the candidate to an oral examination. The examiners may at their discretion exempt the candidate from a further oral examination following the re-submission of the thesis. Examiners may refer a thesis for re-submission in a revised form on one occasion only. This outcome may not be recommended for candidates undertaking a second (re-) examination;

v if the thesis satisfies the criteria but the candidate fails to satisfy the examiners at the practical or written examination held in conjunction, the examiners may determine that the candidate be exempted on re-entry from presentation of the thesis and be permitted to submit to a further practical or written examination within a period specified by them and not exceeding 18 months. The examiners may at their discretion exempt the candidate from taking a further oral examination. Examiners may recommend this outcome on one occasion only. This outcome may not be recommended for candidates undertaking a second (re-) examination;

vi if the thesis satisfies the criteria for the degree, but the candidate fails to satisfy the examiners at the oral examination, the examiners may determine that the candidate be permitted to re-present him/herself for a further oral examination within a period specified by them and not exceeding 18 months for the PhD, MD(Res), and EngD degrees or 12 months for the MPhil degree. Examiners may permit a candidate to re-present him/herself for a further oral examination on one occasion only. This outcome may not be recommended for candidates undertaking a second (re-) examination;

vii the examiners may determine that the candidate has not satisfied them in the examination. The examiners shall not, however, save in very exceptional circumstances, make such a decision without submitting the candidate to an oral examination (in the case of a second examination, examiners' discretion about whether to hold a second oral examination still applies), nor, for the PhD or EngD degree, before considering whether the candidate does or might be able to satisfy the requirements for the award of the MPhil degree. If they so decide, the examiners shall submit a report which demonstrates either (a) how the criteria for the MPhil degree are satisfied, or (b) what action would need to be taken for these criteria to be satisfied.

If the examiners recommend that the criteria for the MPhil degree are or may be satisfied, the candidate will be informed that they have been unsuccessful in the examination for the PhD or EngD degree, but that their examiners have indicated that they have either reached the standard or subject to minor amendments will reach the standard required for the award of the MPhil degree. The candidate will be given three months to indicate whether they wish to be so considered (to run concurrently with any period for minor corrections as required).

If the candidate either does not wish to be considered for the MPhil degree, or does not confirm that they wish to be so considered within the specified period, then, they will be informed that they have failed to satisfy the examiners for the PhD or EngD degree, and that they may no longer be considered for the award of the MPhil degree.

If they wish to be considered for the award of MPhil under this regulation, the candidate will not be required to re-submit the thesis or undergo an oral examination but will be required to fulfil the requirements for the MPhil examination in all other respects. Any minor amendments required shall be made within three months of the date of notification of the examination outcome and the amended thesis shall be submitted to the examiners or one of their number nominated by them for confirmation that the amendments are satisfactory.

In a case where the thesis, though inadequate, shall seem of sufficient merit to justify such an action, the examiners may determine that the candidate be permitted to enter the examination for the MPhil degree and re-submit their thesis in a revised form within 12 months. The examiners may at their discretion exempt the candidate from a further oral examination on re-submission of their thesis. This outcome may not be recommended for candidates undertaking a second (re-) examination.

viii the examiners may determine that the candidate has not satisfied them in the examination and recommend that the candidate has failed with no re-entry permitted. The examiners shall not, save in very exceptional circumstances, make such a decision without submitting the candidate to an oral examination (in the case of a second examination, examiners' discretion about whether to hold a second oral examination still applies).

Outcomes for PhD by Publication

8.115 Except as provided elsewhere in these Regulations, the examiners shall consider the portfolio of published work and the candidate's critical commentary and shall examine the candidate orally on the submitted work and its wider scholarly context.

8.116 The options open to examiners in determining the result of an examination for the PhD by Publication are as follows:

i. if the submitted portfolio of published work and the critical commentary fulfil the criteria for the award of the degree (set out in Appendix 1), and the candidate satisfies the examiners in the oral examination, the examiners will report that the candidate has satisfied them in the examination for the degree and recommend a **Pass**;

ii. if the submitted work otherwise fulfils the criteria for the award of the degree but the critical commentary requires minor corrections, and the candidate satisfies the examiners in the oral examination, the examiners may require the candidate to **make minor corrections to the critical commentary,** as specified by them in full and in writing in or with their joint report, within a period not exceeding three months. The amended commentary shall be submitted to the examiners, or one of their number nominated by them, for confirmation that the corrections are satisfactory;

iii. if the submitted work and/or the critical commentary do not satisfy the criteria for the award of the degree, the examiners may determine that the candidate **has not satisfied them in the examination and recommend that the degree not be awarded**. In such cases, the examiners shall indicate whether it is the **quality of the work submitted and/or its volume** that is lacking.

8.117 Where the examiners determine that the candidate has not satisfied them in the examination for the PhD by Publication, the candidate may apply for admission to the programme again no earlier than two years after the outcome of the unsuccessful examination. In such circumstances, the candidate may include in a subsequent submission published work that was considered in the earlier examination.

Outcomes for DrPS, DPsych, DClin and DClinDent

8.118 Except as provided in paragraph 8.105, the examiners, after reading the thesis and/or research portfolio, examine the student orally and at their discretion by written papers or practical examination or by both methods on the subject of the thesis and, if they see fit, on relevant subjects.

8.119 The options open to examiners in determining the result of an examination are as follows:

i if the thesis fulfils the criteria (set out in Appendix 1) and the candidate satisfies the examiners in all other parts of the examination, the examiners will report that the candidate has satisfied them in the examination for the degree and recommend a Pass;

ii if the thesis otherwise fulfils the criteria but requires minor amendments and if the candidate satisfies the examiners in all other parts of the examination, the examiners may require the candidate to make minor amendments as specified by them in full and in writing, in or with their joint report, within six months. The amended thesis shall be submitted to the examiners or one of their number nominated by them for confirmation that the amendments are satisfactory;

iii if the thesis otherwise fulfils the criteria but requires major amendments and if the candidate satisfies the examiners in all other parts of the examination, the examiners may require the candidate to make major amendments as specified by them in full and in writing, in or with their joint report, within nine months. The amended thesis shall be submitted to both the examiners for confirmation that the amendments are satisfactory;

iv if the thesis, though inadequate, shall seem of sufficient merit to justify such action, the examiners may determine that the candidate be permitted to re-submit their thesis in a revised form within 12 months. Examiners shall not, however, make such a decision without submitting the candidate to an oral examination. The examiners may at their discretion exempt the candidate from a further oral examination following the re-submission of the thesis. Examiners may refer a thesis for re-submission in a revised form on one occasion only. This outcome may not be recommended for candidates undertaking a second (re-) examination;

v if the thesis satisfies the criteria but the candidate fails to satisfy the examiners at the practical or written examination held in conjunction, the examiners may determine that the candidate be exempted on re-entry from presentation of the thesis and be permitted to submit to a further practical or written examination within a period specified by them and not exceeding 12 months. The examiners may at their discretion exempt the candidate from taking a further oral examination. Examiners may recommend this outcome on one occasion only. This outcome may not be recommended for candidates undertaking a second (re-) examination;

vi if the thesis satisfies the criteria for the degree, but the candidate fails to satisfy the examiners at the oral examination, the examiners may determine that the candidate be permitted to re-present him/herself for a further oral examination within a period specified by them and not exceeding 12 months. Examiners may permit a candidate to re-present him/herself for a further oral examination on one occasion only. This outcome may not be recommended for candidates undertaking a second (re-) examination;

vii the examiners may determine that the candidate has not satisfied them in the examination. The examiners shall not, however, save in very exceptional circumstances, make such a decision without submitting the candidate to an oral examination (in the case of a second examination, examiners' discretion about whether to hold a second oral examination still applies). Where the examiners recommend this decision, they shall also consider whether a candidate may meet the requirements for a relevant Level 7 (masters) programme and, if appropriate, recommend that they be considered for the award of that degree by the relevant Subject Examination Board;

viii the examiners may determine that the candidate has not satisfied them in the examination and recommend that the candidate has failed with no re-entry permitted. The examiners shall not, save in very exceptional circumstances, make such a decision without submitting the candidate to an oral examination (in the case of a second examination, examiners' discretion about whether to hold a second oral examination still applies).

Points applicable to all degrees

8.120 If the examiners are unable to reach agreement or decide that they cannot make a recommendation on the examination outcome, their reports shall be referred to the Chair of the Research Degree Programmes and Examination Board, who shall determine the action to be taken. Action may include the appointment of an independent assessor to review the thesis/dissertation and submit a report to the Chair to inform their decision; the candidate may be permitted to submit the thesis/dissertation for examination on a subsequent occasion; and other action at the Chair's discretion. In the event that the Chair of the Research Degree Programmes and Examination Board was involved in the student's supervision or examination, the case is determined by a Deputy Dean for Research not in the candidate's faculty.

8.121 In submitting a revised thesis/dissertation incorporating amendments after an examination, a student accepts responsibility for the contents and quality of the revised version. A student who fails to complete the required amendments to the examiners' satisfaction and/or within the required timeframe shall be deemed to have failed to satisfy the examiners and not to have passed the examination. In such cases, examiners have the discretion to recommend the award of MPhil in the case of candidates who had been examined for a PhD.

8.122 A candidate who fails to satisfy the examiners will not be permitted to re-enter for the examination. If the examiners' decision is to fail the candidate outright and to reject all other examination outcomes, they should indicate the reasons for their decision in the joint report.

Re-examination

8.123 Where the examiners have decided that the criteria for award are satisfied in part, in some or all of the elements for examination [thesis, oral, practical etc.] but the criteria for award are not met, the student may be re-examined. This applies to all research studies programmes and awards. Queen Mary charges a fee for re-examination. When the re-examination takes place, the regulations and procedures in force at the time of re-entry apply. The same examiners will normally undertake the re-examination. The outcomes of re-examination are those that are specified for the award in question.

8.124 Except for the ResM, on re-examination only options (i), (ii), (iii) and (vii) are available to the examiners.

8.125 A student who does not re-enter within the prescribed time frame will be deemed not to have satisfied the examiners in the examination, and their registration will be terminated.

8.126 Where the student has failed to satisfy the examiners (i.e. failed), there is no right of re-examination.

Award of the degree

8.127 Senate or its delegated authority awards the degree. For University of London awards, Senate or its delegated authority awards the degree under delegated authority from the University of London.

8.128 Except for the ResM, the award of the degree does not occur until the student has submitted a digital copy of the final thesis.

8.129 Senate or its delegated authority may award a research degree posthumously in accordance with the approved policy.

Availability of theses

8.130 Except for the ResM, it is a requirement for the award of the degree that one digital copy of a successful thesis be stored in the electronic repository of the Queen Mary Library. Students are required to sign a declaration relating to the availability of the thesis (the detailed declaration is given in Appendix 2).

8.131 A candidate may apply to Queen Mary for restriction of access, for a period not normally exceeding 12-months, to their thesis and/or the abstract of the thesis on the grounds of commercial exploitation or patenting or other specified exceptional circumstances and in accordance with the procedure adopted by Queen Mary for consideration of such applications. Restricted access may also be agreed by Queen Mary with the candidate's sponsoring organisation. This period may be extended beyond 12- months in exceptional circumstances and with the approval of Senate or its delegated authority.

Examination offences and academic misconduct

8.132 Academic misconduct during the course of a research studies programme and examination offences, including plagiarism, will be investigated under the Academic Integrity and Misconduct Policy.

8.133 All assessment that is submitted for progress review, transfer, or examination is subject to the Academic Integrity and Misconduct Policy. Work that is submitted for review by the supervisor during the course of the research preparation is not considered to be a formal submission of assessment and is not subject to the Academic Integrity and Misconduct Policy.

8.134 A research student who is found to have committed an assessment offence may also incur the following penalties:

i change of registration from PhD or EngD to MPhil;

ii termination of studies.

8.135 Where plagiarism or fraud is established after an award has been made, the award may be revoked.

8.136 Research students are also subject to the Queen Mary policies relating to research integrity and other associated research policies and procedures, including the procedure for dealing with allegations of research misconduct.

Appeals

8.137 A student may appeal against a progression decision or a decision of a panel of examiners using the Appeal Policy.

Collaborative arrangements

8.138 Collaborative arrangements for the supervision and award of research degree programmes are approved in accordance with the policy and procedures established by Senate, or its delegated authority, for that purpose. Such arrangements may lead to the award of a single Queen Mary degree, two degrees from both Queen Mary and the partner institution(s) or a single degree awarded jointly by Queen Mary and the partner institution(s).

8.139 In all cases, where a research studies programme leads to a dual or double award, the award of one institution cannot be made where the requirements for the award of the other awarding institution(s) are not met.

Revocation of award

8.140 Queen Mary may revoke an award made under these regulations, in accordance with the relevant procedures of Queen Mary or the University. Such cases shall be considered on a case-by-case basis by Senate, or its delegated authority.

Additional award requirements for European Doctorate

8.141 A PhD may be designated 'European Doctorate' where the approved research studies programme permits. As a minimum, a European Doctorate is required to fulfil the criteria approved by Senate or its delegated authority.

Appendix 1: Degree requirements ResM, MPhil, PhD, PhD by Publication, MD(Res), EngD, DrPS, DPsych, DClin, and DClinDent

Master by Research

A1.1. The minimum period of study shall be one calendar year's full-time study or the part-time equivalent.

A1.2. Assessment for the award shall in all cases be by submission of a dissertation and the examination will be conducted in English. The scope of the dissertation shall be what might reasonably be expected after one year of full-time study or the part-time equivalent, and the length shall not, other than in the most exceptional circumstances, exceed 30,000 words.

A1.3. The dissertation shall:

i. consist of the candidate's own account of their investigations of a suitable research problem, hypotheses or research questions; [The part played by the candidate in any work done jointly with the supervisor(s) and/or fellow research workers must be clearly stated by the candidate and certified by the supervisor.]

ii. be either a record of original work or an ordered and critical exposition of existing knowledge;

iii. be an integrated whole and present a coherent account of the main findings and their significance, providing a critical discussion of relevant major theories, debates and concepts. Research work already published, or submitted for publication, at the time of submission of the dissertation, either by the candidate alone or jointly with others, may be included. The papers themselves cannot be included in the body of the dissertation, but may be adapted to form an integral part of the dissertation and thereby make a relevant contribution to the main theme of the dissertation. Publications derived from the work in the dissertation may be bound as supplementary material at the back of the dissertation.]

iv. demonstrate the capacity to design and carry out an independent research project using appropriate research methods and utilizing suitable skills and techniques;

v. give a critical assessment of the relevant literature, describe the method of research and its findings and include a discussion on those findings;

and

vi. be written in English and the literary presentation shall be satisfactory, displaying good presentation and referencing skills.

Master of Philosophy

A1.4. The minimum period of study shall be two calendar years' full-time study or the part-time equivalent.

A1.5. Assessment for the award shall in all cases be by submission of a thesis and an oral examination, which shall be conducted in English. The scope of the thesis shall be what might reasonably be expected after two or at most three years of full-time study, and the length shall not, other than in the most exceptional circumstances, exceed 60,000 words.

A1.6. The thesis shall:

i. consist of the candidate's own account of their investigations;

[The part played by the candidate in any work done jointly with the supervisor(s) and/or fellow research workers must be clearly stated by the candidate and certified by the supervisor.]

ii. be either a record of original work or an ordered and critical exposition of existing knowledge and shall provide evidence that the field has been surveyed thoroughly;

iii. be an integrated whole and present a coherent argument;

[A series of papers, whether published or otherwise, is not acceptable for submission as a thesis. Research work already published, or submitted for publication, at the time of submission of the thesis, either by the candidate alone or jointly with others, may be included in the thesis. The published papers themselves may not be included in the body of the thesis, but may be adapted to form an integral part of the thesis and thereby make a relevant contribution to the main theme of the thesis. Publications derived from the work in the thesis may be bound as supplementary material at the back of the thesis.]

iv. give a critical assessment of the relevant literature, describe the method of research and its findings and include a discussion on those findings; and

v. be written in English and the literary presentation shall be satisfactory, although Queen Mary may permit on an exceptional basis only a thesis in the field of modern foreign languages and literatures only to be written in the language of study; in such cases the thesis shall include additionally a submission of between 10,000 and 20,000 words which shall be written in English and shall summarise the main arguments of the thesis.

Doctor of Philosophy and Doctor of Engineering

A1.7. The minimum period of study shall be two calendar years' full-time study or the part-time equivalent.

A1.8. Assessment for the award of PhD shall in all cases be by submission of a thesis and an oral examination, which shall be conducted in English. The scope of the thesis shall be what might reasonably be expected after three or at most four years of full-time study, and the length shall not, other than in the most exceptional circumstances, exceed 100,000 words.

A1.9. Assessment for the award of EngD shall be either by submission of a thesis as for the PhD or by submission of a research portfolio and an oral examination, which shall be conducted in English. The research portfolio shall consist of a coherent set of up to four linked research projects with one or more external (industry, public-sector or third-sector) partners based on the student’s projects/placements during the programme. The scope of the thesis shall be what might reasonably be expected after three or at most four years of full-time study, and the length shall not, other than in the most exceptional circumstances, exceed 100,000 words.

A1.10. The thesis shall:

i. consist of the candidate's own account of their investigations, the greater proportion of which shall have been undertaken during the period of registration under supervision for the degree;

[The part played by the candidate in any work done jointly with the supervisor(s) and/or fellow research workers must be clearly stated by the candidate and certified by the supervisor.]

ii. form a distinct contribution to the knowledge of the subject and afford evidence of originality by the discovery of new facts and/or by the exercise of independent critical power;

iii. be an integrated whole and present a coherent argument;

iv. give a critical assessment of the relevant literature, describe the method of research and its findings, include discussion on those findings and indicate in what respects they appear to the candidate to advance the study of the subject; and, in so doing, demonstrate a deep and synoptic understanding of the field of study, (the candidate being able to place the thesis in a wider context), objectivity and the capacity for judgement in complex situations and autonomous work in that field;

v. be written in English and the literary presentation shall be satisfactory, although Queen Mary may permit on an exceptional basis only a thesis in the field of modern foreign languages and literatures only to be written in the language of study; in such cases the thesis shall include additionally a submission of between 10,000 and 20,000 words which shall be written in English and shall summarise the main arguments of the thesis;

vi. demonstrate research skills relevant to the thesis being presented;

vii. be of a standard to merit publication in whole or in part or in a revised form (for example, as a monograph or as a number of articles in learned journals);

Professional Doctorates (DrPS, DPsych, DClin and DClinDent)

A1.11. A programme of study and examination for the degree of Doctor in/of - or Clinical Doctorate in/of - shall satisfy the following requirements:

i. the aims and objectives of the programme shall be such that it will provide an education at an intellectual level equivalent to that required for the PhD;

ii. the programme of study shall extend over a period of at least three years' full-time study or the part-time equivalent;

iii. the programme shall include a substantial research component, which is of a nature appropriate to the discipline concerned on which the final examination contributing to the award of the degree will be based (see also A1.11. [iv.] and [vii.] below);

iv. the results of the research shall be presented in the form of a thesis and/or research portfolio which makes a distinct contribution to the knowledge of the subject or its professional practice and affords evidence of originality shown by the discovery of new facts, the exercise of independent critical power, and/or innovation in practice. The minimum length of the thesis and/or portfolio shall be not less than 25,000 words and be appropriate to the subject concerned, having regard to the other formally assessed elements for the degree;

v. the programme shall, in addition to the thesis and/or research portfolio, include elements of a practical/work-related/professional nature and formally taught elements appropriate to support its academic objectives;

vi. the elements listed at 7[e] shall be assessed by methods and at an intellectual level and at a time appropriate to the programme, and approved by Senate or its delegated authority. Such assessment shall normally involve at least one examiner external to the University;

vii. the final examination contributing to the award of the degree shall be designed (i) to test the thesis against the stated requirements (see 7[d] above) and (ii) to test the candidate's conceptual understanding of the integration of all elements of the course and their related assessment;

viii. the final examination shall include an oral examination of each candidate conducted by at least two examiners, one of whom shall be external to Queen Mary in accordance with the normal requirements for examiners for research degree programmes.

Progression

A1.12. A student must meet any programme or pathway requirements, and pass all taught / directed study modules for the current developmental year. Such modules are graded pass/fail for the purposes of the doctoral degree. Directed study assessment results including module marks, and progression decisions, will be considered at the relevant postgraduate Subject Examination Board.

A1.13. The provisions of Section 5 of the Academic Regulations concerning postgraduate programme modules shall apply to professional doctorate programmes, in particular the regulations specifying the "Marks and grades for student performance in individual modules" and the "Requirements to pass a module".

A1.14. Students shall also be required to undertake a formal assessment in each developmental year of research-based study to confirm progression to the following year. The format of such assessments shall be outlined in the programme specification for each professional doctorate programme.

A1.15. Where a student misses a taught / directed study module assessment due to an approved certified absence or fails to meet the progression requirements for the current developmental year, the examination board may apply its discretion and, if it deems it appropriate, permit the student to progress.

Eligibility for award

A1.16. To be eligible for award a student must pass all taught / directed study modules and satisfy the requirements for the examination of the research elements of the professional doctorate programme.

Academic credit requirements for award

A1.17. To be eligible for the award a student must:

i. take modules and research assessments to the value of 540 credits;

ii. the research element of the programme will be worth a minimum of 270 credits;

iii. the directed study element of the programme will be for a maximum of 270 credits;

iv. modules may be assessed and awarded at level 7, up to a maximum of 180 credits at level 7 in total;

v. a minimum of 360 credits must be assessed at level 8.

Failure to meet requirements for award

A1.18. A student who does not meet the requirements for award, but is entitled to re-sit or re-take, may elect to exit with the award of Postgraduate Diploma, Postgraduate Certificate or appropriate master's award, where the requirements for those awards are met. The student shall then be ineligible to re-sit or re-take the failed modules, to meet the requirements for the professional doctorate programme.

A1.19. A student who does not meet the requirements for award and has exhausted all attempts, but who meets the requirements for the award of Postgraduate Diploma, Postgraduate Certificate or appropriate master's award shall be conferred the award for which the requirements have been met, unless the student has been deregistered. Where a student has been deregistered, the nature of the deregistration shall be considered in deciding whether to recommend an exit award. In such cases the progression and award regulations for the Postgraduate Diploma, the Postgraduate Certificate and the master's award shall apply as specified in Section 5 of the Academic Regulations concerning postgraduate programmes.

Doctor of Medicine (Research) (MD(Res))

A1.20. The minimum period of study shall be two calendar years' full-time study or the part-time equivalent.

A1.21. The emphasis of the programme of study will be on the development in the individual student of:

i. the ability to recognise and validate problems;

ii. original, independent and critical thinking and the ability to develop theoretical concepts;

iii. a knowledge of recent advances within the field in related areas;

iv. an understanding of research methodologies and techniques and their appropriate application within the research field;

v. the ability to analyse critically and evaluate the research findings and those of others; and

vi. an ability to summarise, document, report and reflect on progress.

vii. Assessment for the award shall in all cases be by submission of a thesis and an oral examination, which shall be conducted in English. The scope of the thesis shall be what might reasonably be expected after three or at most four years of full-time study, and the length shall not, other than in the most exceptional circumstances, exceed 50,000 words.

A1.22. The thesis shall:

i. consist of the candidate's own account of their investigations, the greater proportion of which shall have been undertaken during the period of registration under supervision for the degree;

   [The part played by the candidate in any work done jointly with the supervisor(s) and/or fellow research workers must be clearly stated by the candidate and certified by the supervisor.]

ii. form a distinct contribution to the knowledge of the subject and afford evidence of originality by the discovery of new facts and/or by the exercise of independent critical power;

iii. be an integrated whole and present a coherent argument;

   [A series of papers, whether published or otherwise, is not acceptable for submission as a thesis. Research work already published, or submitted for publication, at the time of submission of the thesis, either by the candidate alone or jointly with others, may be included in the thesis. The published papers themselves may not be included in the body of the thesis, but may be adapted to form an integral part of the thesis and thereby make a relevant contribution to the main theme of the thesis. Publications derived from the work in the thesis may be bound as supplementary material at the back of the thesis.]

iv. give a critical assessment of the relevant literature, describe the method of research and its findings, include discussion on those findings and indicate in what respects they appear to the candidate to advance the study of the subject; and, in so doing, demonstrate a deep and synoptic understanding of the field of study, (the candidate being able to place the thesis in a wider context), objectivity and the capacity for judgement in complex situations and autonomous work in that field;

v. be written in English and the literary presentation shall be satisfactory;

vi. demonstrate research skills relevant to the thesis being presented;

vii. be of a standard to merit publication in whole or in part or in a revised form (for example, as a monograph or as a number of articles in learned journals);

viii. requests for the thesis to be submitted in alternative formats may be approved by the faculty Deputy Dean for Research (Research Degrees) where there is a demonstrable need, explaining clearly the reasons for this. Requests should be submitted jointly by the candidate for examination and their supervisor, with the approval of the School/Institute Director of Graduate Studies.

Appendix 2: Declaration on the availability of the thesis

Subject to paragraph 8.115 above, candidates for the degrees of MPhil, PhD, MD(Res), EngD, DrPS, DPsych, DClin, and DClinDent will at the time of entry to the examination be required to sign a declaration in the following terms:

Declaration

A2.1. I authorise that the thesis I present for examination for the degree shall, if a degree is awarded, be deposited in the electronic institutional repository of the library of Queen Mary University of London and that, subject to the conditions set out below, it may be made available for public reference, inter-library loan and copying.

A2.2. I authorise Queen Mary or University authorities as appropriate to supply a copy of the abstract of my thesis for inclusion in any published list of theses offered for higher degrees in British universities or in any supplement thereto, or for consultation in any central file of abstracts of such theses.

A2.3. I understand that before my thesis is made available for public reference, inter-library loan and copying, the following statement will have been included at the beginning of my thesis or clearly associated with any electronic version: The copyright of this thesis rests with the author.

A2.4. I warrant that this authorisation does not, to the best of my belief, infringe the rights of any third party.

A2.5. I understand that if my thesis is not approved by the examiners, this declaration will become void.

Glossary

This appendix provides definitions of common words and phrases used in the regulations. Many terms are defined in detail within the regulations themselves; links have been provided where that is the case.

Academic credit	An indicator of the amount and level of learning. The structure of academic credit and levels as applied to modules and programmes leading to awards of Queen Mary are detailed in the Queen Mary Academic Credit Framework.
Academic level	The relative complexity, depth of study, and learner autonomy required in relation to a module in the context of its discipline. Each module and award is assigned a level from the following scale: Level 3: Foundation or pre-degree Level 4: Introductory Level 5: Intermediate Level 6: Final Level 7: Masters Level 8: Research
Academic year	A period running from 1 August to 31 July. The developmental years of most undergraduate programmes follow academic years, and policies and regulations are normally written by academic year. See also developmental year, and calendar year.
Accredited Prior Learning (APL)	Prior, certificated study from another institution deemed equivalent to Queen Mary modules from which exemption is sought.
Award	Undergraduate and postgraduate certificates, diplomas, bachelors degrees, undergraduate and postgraduate masters degrees, and postgraduate research degrees. The awards offered by Queen Mary are detailed in the Ordinances and the Academic Regulations.
Calendar year	A twelve-month period. Many masters programmes run for a full calendar year, which may cross two academic years. See also academic year; developmental year.
Classification Mark	The weighted average of a student's performance, calculated in accordance with the regulations for the award, on which the classification is based for most awards. It is held to one decimal place.
Compulsory module	A module that must be taken to meet requirements for progression or award.
Core module	A module that must be taken and passed to meet requirements for progression or award. Core modules cannot be condoned.
Co-requisite module	A module that must be taken at the same time as another, specified, module.
Credit	See 'academic credit'.
Delegated authority	Where the authority invested in an individual or body is delegated to another individual or body for a specified purpose.
Developmental year	A year of a programme. Normally one academic year of full time study, during which a student is normally required to be registered for 120 credits of modules. Developmental years for part time students normally last two years. See also academic year and calendar year.

Dissertation/project	An extended piece of independent study assessed by an output report or extended essay. Comprises a significant part of most masters programmes.
Elective module	A module that a student may select from a specified list of options.
Element of assessment	An individual item of assessment. The assessment for a module may comprise several elements of assessment.
Enrolment	A process by which individuals with offers of places to study become students of Queen Mary. New students must pre-enrol before enrolment, and returning students must re-enrol each year.
Extenuating circumstances	Circumstances that are outside a student's control which may have a negative impact on a student's ability to undertake or complete any assessment so as to cast doubt on the likely validity of the assessment as a measure of the student's achievement.
External examiner	A senior professional academic from outside Queen Mary who monitors the assessment process for fairness and academic standards.
Field of study	The description of the modules passed by a student. Represented in the name of the programme and the title of the award conferred upon a student
First sit	The repeat of all or part of a module's assessment following a certified absence at the first attempt due to extenuating circumstances acceptable to the examination board. A first sit replaces the first attempt and does not count towards the value of academic credit for which a student must normally be registered in an academic or developmental year. First sit module marks are not capped.
First take	The repeat of a module following failure at a previous attempt. This involves attendance and completion of all elements of the module, and submission of all assignments, whether assessed or not. First takes count towards the value of academic credit for which a student must normally be registered in an academic or developmental year. Module marks for first takes are not capped. First takes incur pro rata tuition fees.
Invigilated examination	A timetabled summative examination that contributes in whole or in part to the module mark.
Level	See 'academic level'.
Module	An approved block of teaching and learning leading to the award of academic credit and forming part of a programme of study.
Module assessment	Assessment of the performance of a student on a module. This may include a variety of elements and forms of assessment.
Module mark	The overall module result. This may be a weighted aggregate of marks from several elements of assessment. It is held to one decimal place.
Notional study hours	The number of hours required to complete an academic credit, module, or programme.
Pathway	A specific combination of modules within a programme leading to a named award.

Prerequisite module	A specified module that must be taken before a second specified module can be taken.
Programme regulations	The regulations for an individual programme of study, approved by the Senate, or its delegated authority.
Programme of study (programme)	A package of modules approved by the Senate, or its delegated authority, and leading to an award of Queen Mary or the University of London.
Progression	The process of moving from one developmental year to the next, or from the taught element to the dissertation or project element of a programme.
Project	See 'dissertation/project'.
Qualifying mark/ qualified failure	A specified minimum mark that must be obtained in one or more elements of assessment in order to pass a module. This is in addition to, and distinct from, the requirement to achieve a pass in the module mark to pass the module. For example: 'Students must obtain a minimum aggregated and weighted coursework average of 30.0, and a minimum module mark of 40.0, in order to pass the module.'
Registration	A process by which a student signs up for modules of a programme of study.
Research students	Students registered for a programme of study specifically designated as a research programme. These have separate Academic Regulations.
Resit	The repeat of all or part of a module's assessments, following failure at a previous attempt. Resits do not involve the repeat of attendance for the module. They do not count towards the value of academic credit for which students must normally be registered in an academic or developmental year.
Retake	The repeat of a module following failure at a previous attempt. Retakes involve attendance and completion of all elements of the module, and the submission of all assessments. They count towards the value of academic credit for which students must normally be registered in an academic or developmental year. Retakes incur pro rata tuition fees.
Special regulations	Programme or module regulations that diverge from the general Academic Regulations for good reason, approved by the Senate or its delegated authority. These are detailed in Sections 6-7 of the Academic Regulations.
Students	'Students' means persons who are currently registered and enrolled for study at the University as set out in the Academic Regulations approved by the Senate).
Taught component/ taught modules	The parts of a programme delivered as taught modules, as opposed to dissertations or projects. The term is generally used in relation to postgraduate programmes.
Total credit value	The total amount of academic credit required for an award.
Threshold requirement	A progression requirement for certain programmes. Students must achieve a year - or aggregate - average (threshold) to progress to the next developmental year. This is in addition to the credit requirements for progression.

Delegations of the Senate

'Delegated authority' refers to where the authority invested in an individual or body is delegated to another individual or body for a specified purpose. This section details cases in which the Senate of Queen Mary delegates its authority to other individuals or groups within the context of the Academic Regulations.

Regulation	Delegation
1.8	Authority for the consideration of achievement, progression, awards, and other related matters for taught programmes is delegated to the Subject and Degree Examination Boards.
1.9	Authority for the management of academic quality and standards, including development of academic policy, is delegated to the Academic Quality and Standards Board.
1.10	Authority for the consideration of achievement, progression, and awards for research students, and programme approval and amendment for research programmes, is delegated to the Research Degrees Programmes and Examinations Board (RDPEB).
1.11	Authority for the approval, amendment, and withdrawal of taught programmes of study is delegated to the Education Programmes Board.
1.11	Authority for the approval, amendment, and withdrawal of modules is delegated to school- and institute-level Education Committees.
1.12	Authority for the development, approval, management, and review of partnerships and other initiatives with external partners is delegated to the Partnerships Board.
1.19	Authority for the approval of special regulations is delegated to the Academic Quality and Standards Board (for award-level regulations) and to the Education Programmes Board (for programme and module level regulations, including assessment regulations). Approval is subject to the conditions stipulated in the regulation.
1.21	Authority for the approval of a suspension of regulations is dedicated to a named role(s) by the President and Principal as Chair of Senate. At the time of publication this is the Director of Governance and Legal Services and the Director of Registry Services. As stated in the regulation, suspension also requires approval from either the relevant Subject and Degree Examination Boards (or their Chairs), or a Head of School/Institute/Directorate or equivalent. Any request should be submitted to the Academic Quality and Standards team in the Directorate of Governance and Legal Services (UG and PGT requests) or the Research Degrees Office in the Directorate of Registry Services (PGR requests) in the first instance.
2.1	Authority to approve general admissions requirements is not delegated. Authority to approve programme-specific requirements for entry to Queen Mary is delegated to the Education Programmes Board and the Vice-President (Education) or their nominated Deputy.
2.2	Authority to refuse admission to an applicant who has previously been registered on a programme with significant overlap to that being applied for, and to grant exceptions to that rule, is delegated to the Director of Admissions (or nominee).
2.7	Authority to grant direct entry with APL to the final year of a programme in exceptional circumstances where the conditions of this regulation are met is delegated to the Director of Admissions (or nominee).

2.8	Authority to deregister a student found to have secured admission to Queen Mary on the basis of false or cancelled qualifications, documents or statements is delegated to the Vice-President (Education), on the recommendation of the Director of Admissions (or nominee).
2.18	Authority to permit a person not registered or enrolled on a Queen Mary programme to use Queen Mary facilities is delegated to the Vice- President (Education), on the recommendation of a Head of School/Institute Director.
2.27	Authority to impose an interruption of study or deregistration on a student who does not undertake or does not disclose the results of a required medical examination is delegated to the Vice- Presidents (including the Deputy Vice- Presidents). Authority to impose restrictions of activity while assessments are ongoing is delegated to the Deans for Education (or nominees).
2.29	Authority to impose an interruption of study or deregistration on a student who is not deemed fit to study or practise after a required medical examination is delegated to the Vice- Presidents (including the Deputy Vice- Presidents).
2.30	Authority to specify health conditions that must be reported to Queen Mary by students on medical or dental programmes is delegated to the Vice- President (Health) (or nominee).
2.42	Authority to grant an exception to the rule that an applicant who withdrew or was deregistered from a programme of study cannot apply for a new programme at Queen Mary within 12-months of withdrawal/deregistration is delegated to the Director of Admissions (or nominee).
2.48	Authority to extend the maximum duration of study for an individual student is delegated to the Director of Registry Services (or nominee).
2.49	Authority to permit concurrent study is delegated to the Director of Admissions (or nominee).
2.51	Authority to permit a student to change programme where the requirements of the regulation are met is delegated to the relevant Head of School/Institute Director. A change of programme for an applicant or first year student requires additional approval from the Director of Admissions (or nominee).
2.53.ii	Authority to allow a part-time mode of study for an individual student where part-time study is not normally available is delegated to the Director of Registry Services (or nominee) on the recommendation of a Head of School/ Institute Director.
2.66	Authority to exempt a student from a core module and replace it with an alternative (subject to the conditions of the regulation) is delegated to the Director of Registry Services (or nominee) on the recommendation of the relevant Head of School/Director Institute (or nominee).
2.73	Authority to approve arrangements for the conversion of credits and marks for modules studied abroad is delegated to the Education Quality and Standards Board.
2.112	Authority to approve the field of study for a programme (as part of the programme approval process) is delegated to the Education Programmes Board.

2.125	Authority to approve an aegrotat award is delegated to the Principal and President, based on the recommendation of a Subject Examination Board and the endorsement of the relevant Degree Examination Board (or the respective Chairs of the Boards).
2.128	Authority to revoke an award is delegated to the relevant Degree Examination Board (or Chair) where revocation would be in a graduate's favour. A revocation not in a student's favour required approval from the President and Principal, as Chair of the Senate.
8.12	Authority to extend the enrolment of an associate research student beyond 12-months is delegated to the faculty Deputy Dean for Research (Research Degrees) on the advice of the Director of Graduate Studies. Requests will be raised through the admissions process or on the request of a school/institute.
8.13	Authority to permit an associate research student to enrol at Queen Mary for the duration of their research programme at their primary institution is delegated to the faculty Deputy Dean for Research (Research Degrees) on the recommendation of the Director of Graduate Studies.
8.14	Authority to permit the transfer of research student's registration from another institution to Queen Mary is delegated to the Director of Graduate Studies. Requests will be raised through the admissions process, in accordance with the specified time limits.
8.16	Authority to permit concurrent study elsewhere or at Queen Mary for research students is delegated to the Head(s) of School(s)/Institute(s) and the Director of Graduate Studies for the School/Institute where the student is registered. Consideration will be on a case-by-case basis, coordinated by the Research Degrees Office.
8.18	Authority to permit transfer between full- and part-time study for research students is delegated to the relevant Director of Graduate Studies, on the advice of the primary supervisor. Consideration will follow a request from the student supported by the primary supervisor and taking account of any limitations arising from any studentship.
8.19	Authority to permit transfer to 'writing up' status is delegated to the faculty Deputy Dean for Research (Research Degrees) on the advice of the Director of Graduate Studies. The primary supervisor must confirm that the student is expected to complete within one year.
8.25	Authority to permit interruption of a research studies programme for up to two years (or for a maximum period as prescribed by the terms of any studentship) is delegated to the Research Degrees Programmes and Examination Board. Requests should be made on the appropriate form and submitted to the Research Degrees Office.
8.25	Authority to permit interruption of a research studies programme for a period of more than two years is delegated to the Director of Registry Services or their nominee. Requests should be made on the appropriate form and submitted to the Research Degrees Office.
8.22, 8.30, 8.43 and 8.86	Authority to allow a research student to submit either before the minimum registration period or after the maximum registration period, or to extend the writing up period and/or period of registration is delegated to the Research Degrees Programmes and Examinations Board. Requests should be made on the appropriate form and submitted to the Research Degrees Office.
8.49	Authority to extend a research student's maximum permitted duration of study for a period greater than 12-months is delegated to the Director of Registry Services or their nominee. Requests should be discussed with the Research Degrees Office in the first instance, which will seek approval from the Research Degrees Programmes and Examinations Board before seeking the approval of the Director of Registry Services or their nominee.

8.53	Authority to terminate the registration of a research student who fails to meet the requirements for progression is delegated to the Director of Graduate Studies following formal progression processes.
8.54	Authority to terminate the registration of a research student who fails to meet the minimum stated requirements for attendance or submission of work and/or completion of required activities is delegated to the Research Degrees Programmes and Examinations Board, on the recommendation of the faculty Deputy Dean for Research (Postgraduate Research). A recommendation from the primary supervisor following progress monitoring is reported to the Director of Graduate Studies for review, who if in agreement refers the recommendation to the faculty Deputy Dean for Research (Postgraduate Research) for consideration before referral to the Board for final approval.
8.60	Approval of an MPhil, PhD or EngD thesis title at the point of notifying entry for examination is delegated to the Director of Graduate Studies, as part of the examination entry process.
8.61	Approval of an MD(Res) or ResM thesis/dissertation title prior to registration for the programme is delegated to the Director of Graduate Studies, as part of the admissions process.
8.62	Approval of the subject and title of the thesis and/or research portfolio for the DrPS, DPsych, DClin and DClinDent awards is delegated to the Director of Graduate Studies and occurs after the equivalent of one year's full-time study on the research studies programme.
8.63	Approval of any change to the title of the thesis is delegated to the Director of Graduate Studies, with a written notification to the Research Degrees Office.
8.65	Responsibility for the appointment of supervisors and for ensuring that supervisors have had appropriate training is delegated to the Head of School/Institute, in accordance with the requirements of the Code of Practice for Research Degree Programmes.
8.66	Responsibility for the annual progress monitoring of research students is delegated to the Director of Graduate Studies, in accordance with the established requirements for progress monitoring that informs progression.
8.68, 8.69, and 8.71	Authority for the approval of progression requirements and procedures for research studies programmes is delegated to the Research Degrees Programmes and Examinations Board.
8.68	Authority to approve members of progression panels for research programmes is delegated to the Director of Graduate Studies, on the recommendation of the primary supervisor.
8.75	Authority to approve the deregistration of a research student who fails to meet their progression requirements is delegated to the Director of Graduate Studies, on the recommendation of the progression panel.
8.83	Approval of the examination entry procedure for research studies programmes is delegated to the Research Degrees Programmes and Examinations Board, and is coordinated by the Research Degrees Office.
8.93	Authority to approve DrPS, DPsych, DClin and DClinDent award requirements is delegated to the Research Degrees Programmes and Examinations Board.

8.95 Authority to approve lower word counts for specific research studies programmes is delegated to the Research Degrees Programmes and Examinations Board.

8.98 Authority to approve examiners for research programmes is delegated to the Research Degrees Programmes and Examinations Board, following nomination under the examination entry process.

8.103 Authority to approve the conduct of a research studies examination in a language other than English is delegated to the Research Degrees Programmes and Examinations Board, following an individual application to the Board setting out the reasons for the request.

8.127 Authority to award a research degree is delegated to the Research Degrees Programmes and Examinations Board, following review of the panel of examiners' reports and confirmation of their recommendation for award (coordinated by the Research Degrees Office).

8.129 Authority to posthumously award a research degree is delegated to the Research Degrees Programmes and Examinations Board, in accordance with the stated procedure.

8.131 Authority to approve the extension of the 12-month restricted access period for a thesis is delegated to the faculty Deputy Dean for Research (Research Degrees), following an individual application setting out reasons for the request and why the circumstances are exceptional. Once a student has submitted the final copy of their thesis prior to award of the degree, the responsibility is delegated to Library Research Services.

8.134 Authority to approve the arrangements for collaborative research degrees is delegated to the Research Degrees Programmes and Examinations Board, in accordance with the approved policy and procedures.

8.140 Authority to revoke a research award is delegated to the Principal, on the recommendation of the Chair of the Research Degrees Programmes and Examinations Board or their nominee.

8.141 Authority to approve the requirements for a European Doctorate award is delegated to the Research Degrees Programmes and Examinations Board, in accordance with the approved policy and procedures.