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## Undergraduate Academic Framework

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Ownership	Academic Services (Head of Academic Governance and Quality)
Approval authority	Academic Board
Date of approval	1 November 2016
Amended	14 September 2017 (V1.1) 29 January 2019 (V1.2) 21 May 2019 (V1.3)
Next review due	September 2020

**1 Modular Structure**

- 1.1 The credits and levels for different undergraduate awards are set out in the University's Qualifications Credit Framework.
- 1.2 The academic year will be delivered in two equal semesters.
- 1.3 Modules will be 20 credits in size or multiples thereof. The largest module size permitted is 60 credits.
- 1.4 The default structure for a programme at levels 4 and 5 is as follows:

Level 4	
Semester 1	Semester 2
20 credits	20 credits
20 credits	20 credits
20 credits	20 credits

Level 5	
Semester 1	Semester 2
20 credits	20 credits
20 credits	20 credits
20 credits <i>(available for elective)</i>	20 credits <i>(available for elective)</i>

The structures permitted at level 6 are as follows:

Level 6 – model a	
Semester 1	Semester 2
20 credits	20 credits
20 credits	20 credits
20 credits <i>(available for elective)</i>	20 credits <i>(available for elective)</i>

Level 6 – model b	
Semester 1	Semester 2
20 credits	40 credits
20 credits	
20 credits <i>(available for elective)</i>	20 credits <i>(available for elective)</i>

Level 6 – model c	
Semester 1	Semester 2
20 credits	60 credits
20 credits	
20 credits <i>(available for elective)</i>	

Level 6 – model d	
Semester 1	Semester 2
20 credits	20 credits
20 credits <i>(available for elective)</i>	20 credits <i>(available for elective)</i>
40 credits	

Level 6 – model e	
Semester 1	Semester 2
20 credits	40 credits
20 credits <i>(available for elective)</i>	
40 credits	

Any programme wishing to deviate from the structures outlined above must make the proposal as part of the approval process. More than one of the above structures for level 6 might be offered by or, indeed, required (in the case of Combined Awards) for some subjects (see also paragraph 1.9 below).

- 1.5 Modules can be Core (these must be taken and passed by all students in the subject), Required (these must be taken and passed by all students on a particular route or pathway),

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Required\* (these are modules within a defined list from which a selection must be taken and passed by students on a particular route or pathway) or Optional. Optional modules may be subject-specific (ie count towards the credit the student must pass to be awarded a particular degree) or, additionally, available to students from other subjects as an Elective (ie outside of the subject-specific credit requirements for their named degree).

- 1.6 At least 40 credits at each of level 4 and level 5 must be identified as Core. There is no requirement for Core modules at level 6 provided all students are still able to meet all of the intended learning outcomes. Core modules will normally be delivered as 20 credits in each semester.
- 1.7 All subjects available as single honours will offer a minimum of 120 credits at each level. At level 4, a maximum of 160 credits may be offered. The amount of credit offered at each level by subjects which are only available in combination will depend on which routes are available of major, joint and minor but should reflect the minimum and maximum parameters for single honours awards.
- 1.8 All students will have the opportunity to take 20 credits at each of levels 5 and 6 from outside their degree subject(s).
- 1.9 No student is permitted to take more than one year-long 40-credit module at level 6. Particular care must be taken with subjects available as Combined Awards to ensure that no student is forced into this situation.

## 2 Types of award

### 2.1 Single Honours (BA/BSc)

- 2.1.1 A single honours award will comprise 360 credits, as per the University's Qualifications Credit Framework, of which a minimum of 100 credits at each of levels 5 and 6 must be in the degree subject. At level 4, 120 credits which are subject-specific will be offered, of which a minimum of 80 credits must be taken with students able to make up the remaining credits from modules made available by other subjects across the University. All students will be able to take up to 120 credits in their substantive subject and, for some programmes, there may be a requirement to take the full 120 credits within the subject at level 4. A minimum of 40 credits, comprising the core modules of a subject, will otherwise normally be required for a student to pursue that subject as a single honours degree.

### 2.2 Combined Awards

- 2.2.1 Combined Awards comprise two subjects which are reflected in the degree title. These can be Major/Minor (Subject A with Subject B) or Joint (Subject A and Subject B). Not all subjects are available as Combined Awards and combinations are subject to the University's approval processes.
- 2.2.2 A minimum of 40 credits at level 4 would normally be taken in each of the subjects named in a Combined Award. The volume of credit taken in each subject at levels 5 and 6 determines whether the degree is Major/Minor or Joint. Students on Combined Awards have the same opportunity as those on single honours awards to take a 20-credit module at each of levels 5 and 6 outside of their degree subjects. Thus, students on Combined Awards at each of levels 5 and 6 can potentially take 60 credits in both subjects; or 80 credits in one subject and 40 credits in the other subject; or 60 credits in one subject, 40 credits in the other subject and a 20-credit elective.
- 2.2.3 For a Joint degree, the balance of credits in each subject across levels 5 and 6 must be equal. Thus, a student must either take 60 credits in each subject at both levels 5 and 6 or any imbalance at one level must be countered by the balance of credits taken at the other level. This includes any imbalance which may occur as a result of a student taking a 20-credit elective in a third subject at either level 5 or level 6.
- 2.2.4 For a Major/Minor award, the major subject is determined by the subject in which the greater proportion of credit has been taken over levels 5 and 6.

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2.2.5 Where a combination comprises one subject designated as Science (normally indicated as BSc) and the other designated as Arts (normally indicated as BA), the degree awarded will be determined by the designation in which the greater proportion of credit has been achieved. Where the balance is exactly half of each, the student will be offered the option of BSc or BA for the designation of his/her final award.

2.2.6 As noted below, pathways are not recognised in award titles for Combined Awards.

2.3 Pathways

2.3.1 Named pathways are only available on single honours awards. A minimum of 40 credits at each of levels 5 and 6 must be pathway-specific. A named pathway will be reflected in the final award title when the credit weighting indicates a specialisation in one defined area over any others that may be available on that programme.

2.4 Honours degree with Sandwich Year

2.4.1 A Sandwich Year (also known as a 'Professional Placement Year') will comprise a single 120-credit module. This will be Pass/Fail only and will be assessed against Level 5 of the Frameworks for Higher Education Qualifications. It will take place between Levels 5 and 6.

2.5 Foundation degrees

2.5.1 Foundation degrees will comprise 240 credits as per the University's Qualifications Credit Framework, of which a minimum of 100 credits at level 5 must be in the degree subject. At level 4, a minimum of 80 credits which are subject-specific will be offered, with students able to make up the remaining 40 credits from modules made available by other subjects across the University. For some programmes, there may be a requirement to take up to 120 credits within the subject.

2.6 Top-up year for Honours Degree

2.6.1 A top-up year to an Honours Degree is for students eligible to enter directly into level 6. The top-up year will comprise 120 credits, of which a minimum of 100 credits must be at level 6 and in the degree subject.

### **3 Module assessment**

3.1 The pass mark for all modules is 40.

3.2 All assessments within a module must achieve the minimum mark of 40 in order for the module to be passed. Failure in one assessment cannot be compensated by a higher mark on another assessment within the module nor can success in one module compensate for failure of another one.

3.3 Where an item has been failed, the mark for any assessment item that is passed following reassessment will be capped at 40. The module mark will not be capped unless as a consequence of comprising only one assessment item weighted at 100%.

### **4 Progression and outstanding credit**

4.1 A maximum of 40 credits outstanding can be carried over into the next level. Where there are more than 40 credits outstanding, the student will be required to retrieve the situation before being permitted to progress into the next level. If this includes the requirement to re-take with attendance, this may necessitate the student going part-time.

4.2 Where an outcome of 'fail' has been recorded, the student must re-take the module with attendance; where an outcome of 'defer' or 'refer' has been recorded, only the outstanding assessments need to be attempted.

4.3 Failure of 80 credits or more at any one level will automatically result in exclusion.

**5 Determination of final award classification**

- 5.1 The final degree mark for all Honours degrees will be calculated from the best 100 credits at level 5 and the best 100 credits at level 6 weighted at 30% level 5 and 70% level 6.
- 5.2 The final degree mark for a Foundation degree will be calculated from the best 100 credits at level 5.
- 5.3 The final degree mark for a top-up year to Bachelors with Honours will be calculated from the best 100 credits at level 6. Credit achieved prior to the top-up year will not be included in the calculation of the degree mark as credit for learning at another institution is recognised through pass/fail only.
- 5.4 Similarly, if a student has been on a part-year placement at another institution in level 5 or level 6 and taken fewer than 100 credits at that level at Bath Spa University, his/her mark for the level will comprise all of the credit taken at the University. The degree mark weighting for the two levels will be unaffected. Where a student has taken a full-year placement at another institution in level 5 or level 6, the degree mark will be based solely on the mark for the level that has been taken at Bath Spa University.
- 5.5 For Bachelors with Honours, degrees are classified as follows:

First Class	70.00% and above
Upper Second Class	60.00-69.99%
Lower Second Class	50.00-59.99%
Third Class	40.00-49.99%
Fail	39.99% and below

- 5.6 For Foundation degrees, degrees are classified as follows:

Distinction	70.00% and above
Merit	60.00-69.99%
Pass	40.00-59.99%
Fail	39.99% and below

**6 Transfer**

- 6.1 Students who wish to transfer between modules must normally do so within the first two weeks of the semester. After that point, s/he will be considered to be taking the module and an assessment outcome must be recorded.
- 6.2 The latest opportunity for transfer between awards will be dependent on the precise nature of the transfer and students should seek advice as early as possible.