

## **Higher Education Academic Regulations**

### **Section 1 – Introduction**

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## 1. Introduction

### 1.1 Background

- I. All taught courses leading to an Askham Bryan College award are required to adhere to these HE Academic Regulations, which take full account of the UK Quality Code developed by the Quality Assurance Agency (QAA) to define and maintain academic standards in UK higher education. **Annex 1.01** outlines how the different elements of the code map to these regulations and to Askham Bryan Policies and Procedures.
- II. The awards offered by the College support the principles of lifelong learning and flexible education through a credit accumulation system compatible with others in the UK and Europe and are compliant with the [Framework for Higher Education Qualifications in England, Wales, and Northern Ireland \(FHEQ\)](#).
- III. The HE Academic Regulations govern the standards of the College's awards, the responsibilities of students and the formal roles played by staff in relation to assessment of students' work and conferment of awards.
- IV. An essential purpose of the HE Academic Regulations is to ensure equity of treatment for students at each stage of their education. This is done by prescribing due process and setting out criteria for making judgements about students' academic performance. The aim is that all students, once admitted to the College, can benefit from the education provided and, by means of their ability and application, can gain the highest award of which they are capable.
- V. As well as describing the rights of students, the HE Academic Regulations outline their responsibilities, for example to attend classes and supervisory sessions and to submit work for assessment within the prescribed timescales.
- VI. Whilst the College makes every effort to disseminate its HE Academic Regulations effectively, students are encouraged to make every effort to familiarise themselves with them and be proactive in seeking advice and guidance where necessary.
- VII. A further purpose of these HE Academic Regulations is to protect the academic standing of the College and the academic integrity of its awards, for the benefit of its students and other stakeholders.

### 1.2 Academic Standards

- I. The [UK Quality Code for Higher Education](#) specifies an outcomes-based approach to academic awards. Credit and qualifications are only awarded when the achievement of relevant learning outcomes (module learning outcomes in the case of credit and programme outcomes in the case of qualifications) has been demonstrated through assessment. ([QAA: Part A – Setting and Maintaining Academic Standards](#))

- II. Threshold academic standards are the minimum acceptable level of achievement that a student must demonstrate to be eligible for an academic qualification or credit. For equivalent qualifications, the threshold level of achievement is agreed across the UK and is described by the qualifications descriptors set out in the national frameworks for higher education qualifications, with a level representing a distinct level of intellectual achievement ([QAA: Part A – Setting and Maintaining Academic Standards](#)).
- III. Hence in compliance with the Code, Askham Bryan College ensures that: its qualifications are at the appropriate level of the relevant Framework for Higher Education Qualifications, programme outcomes are aligned with the relevant qualification descriptor, and that the frameworks' requirements in respect of awarding and naming qualifications are met.

### 1.3 Definitions

The HE Academic Regulations incorporate the following definitions:

#### 1.3.1 Credit

- I. Credit is an educational currency. It measures the notional hours required to undertake a module, based on the ratio of 1 credit to 10 notional learning hours. Successful completion of a module leads to the award of an approved volume of credit. Credits are accumulated as students' progress through their period of study.
- II. Unless otherwise specified, credit refers to UK Credit Accumulation and Transfer Scheme (CATS) points.

#### 1.3.2 Modules

- I. A module is a discrete body of learning offered at different levels (from 3 to 6 of the FHEQ) with specified learning outcomes which are formally assessed.
- II. A module is normally 20 credits or multiples thereof and may be core (compulsory) or optional. An optional module is one which a student may choose to study subject to completing the requisite number of credits.
- III. A micro-credential is normally 10 credits or multiples thereof.
- IV. A pre-requisite module is one which a student must take and pass (or be awarded credit for) before proceeding to another specified module. A co-requisite module is one for which a student can enrol only if he/she concurrently enrolls for one or more other specified modules.
- V. Assessment normally takes place within, or at the end of, the period in which the module is delivered with student achievement being assessed on either a fine grading

or a pass/fail basis. A module is managed by a module leader who may be supported by one or more module tutors.

- VI. The academic content, intended learning outcomes and assessment method for a module are summarised on a module descriptor template and must be formally approved by the Academic Quality and Standards Committee.

### **1.3.3 Programmes**

- I. A programme (course) comprises an approved range of modules with a title designed to reflect curriculum content.
- II. The programme specification template contains a definitive statement of specified learning outcomes and summarises: the constituent modules, the learning and teaching methods that enable achievement of the learning outcomes, and the assessment methods that demonstrate their achievement. The programme specification must be formally approved by the Academic Quality and Standards Committee.
- III. Different programmes may have common modules, but to remain distinct there must be a minimum of 25% difference in content at each level i.e., 30 credits.
- IV. A Course Manager will be appointed by the College and will be responsible for managing the programme.

### **1.3.4 Awards**

Full details pertaining to awards can be found in **Section 5** of the HE Academic Regulations.

- I. An award is the qualification e.g., FdSc (as defined by the UK Quality Code) conferred by Askham Bryan College on a student who has successfully completed a programme of study.
- II. A named award is the generic term for a particular award and an approved course title associated with that award e.g., FdSc Agriculture with Land Management.
- III. An intermediate award is available as an exit award for students who have fulfilled the requirements for a lower award but who are unable to progress to, or who have failed to fulfil the requirements for, the final award for which they are registered. In addition, an intermediate award may be awarded as an exit award to students who decide to voluntarily terminate their registration but who have accumulated sufficient credits to be awarded an intermediate award.
- IV. A module award (micro-credential) is an award conferred by Askham Bryan College on a student who has successfully completed a module of study which has been validated as a micro-credential.