# UNIVERSITY OF ULSTER

***[TEMPLATE FOR REGULATIONS FOR TAUGHT MASTER’S DEGREES]***

1 TITLE CODE

*[SPECIFY AWARD AND SUBJECT*  [ ]

*Master of Architecture*

*Master of Arts in*

Master of Business Administration

*Master of Clinical Research*

*Master of Design in*

*Master of Education*

*Master of Fine Art*

*Master of Landscape Architecture*

*Master of Laws in*

*Master of Medical Science in*

*Master of Music*

*Master of Public Administration*

*Master of Research*

*Master of Science in]*

**2 MODE OF ATTENDANCE**

*[SPECIFY - Full-time AND/OR Part-time]*

**3 DURATION**

*[SPECIFY DURATION*

*FULL-TIME: Normally 3 semesters of study*

*PART-TIME: Normally 6 semesters of study]*

**4 LOCATION**

*[SPECIFY CAMPUS / EXTERNAL LOCATION / DISTANCE LEARNING]*

**5 FACULTY**

*[SPECIFY FACULTY]*

**6 ADMISSION REQUIREMENTS**

Applicants must:

(a) have gained

(i) a second class honours degree or better from a university of the United Kingdom or the Republic of Ireland, or from a recognised national awarding body, or from an institution of another country which has been recognised as being of an equivalent standard; or

(ii) an equivalent standard (normally 50%) in a Graduate Diploma, Graduate Certificate, Postgraduate Certificate or Postgraduate Diploma or an approved alternative qualification; [and]

*[SPECIFY SUBJECT REQUIREMENTS AND OTHER SPECIFIC REQUIREMENTS]*

and

(b) provide evidence of competence in written and spoken English (GCSE grade C or equivalent).

In exceptional circumstances, as an alternative to (a) (i) or (a) (ii) and/or (b), where an individual has substantial and significant experiential learning, a portfolio of written evidence demonstrating the meeting of graduate qualities (including subject-specific outcomes, as determined by the Course Committee) may be considered as an alternative entrance route. Evidence used to demonstrate graduate qualities may not be used for exemption against modules within the programme.

**7 EXEMPTIONS**

7.1 Studies pursued and examinations passed in respect of other qualifications awarded by the University or by another university or other educational institution, or evidence from the accreditation of prior experiential learning, may be accepted as exempting candidates from part of the programme provided that

(a) they shall register as students of the University for modules amounting to at least the final third of the credit value of the award, at the highest level;

*[(b) SPECIFY ANY OTHER CONDITIONS.]*

*7.2 SPECIFY IF APPLICABLE* *No exemption shall be permitted from the dissertation.*

*[7.3 SPECIFY PARTICULAR PROGRAMMES WHICH GAIN EXEMPTION AND THEIR CURRENCY.]*

**8 ATTENDANCE REQUIREMENTS**

8.1 Students are expected to attend all classes associated with the programme and be punctual and regular in attendance.

8.2 A student who has not been in attendance for more than three days through illness or other cause must notify immediately the Course Director. The student shall state the reasons for the absence and whether it is likely to be prolonged. Where the absence is for a period of more than five working days, and is caused by illness which may affect their studies, the student shall provide appropriate medical certification in accordance with the General Regulations for Students.

8.3 Students who are absent without good cause for a substantial proportion of classes may be required to discontinue studies, in accordance with the General Regulations for Students.

*[8.4* *SPECIFY PROGRAMME-SPECIFIC REQUIREMENTS]*

**9 RULES GOVERNING STUDENT CHOICE**

9.1 Modules are offered as indicated in the table at section 17*.* Revisions may be made in accordance with the University’s quality assurance procedures. Module availability may vary.

*[9.2 STATE ADDITIONAL RULES]*

**10 EXAMINATION AND ASSESSMENT**

10.1 The performance of candidates shall be assessed by the Board of Examiners in accordance with the Regulations Governing Examinations in Programmes of Study.

10.2 Candidates shall be assessed in the modules for which they have enrolled in each year of study.

10.3 Within each module candidates shall be assessed by *[SPECIFY: coursework; examination; a combination of coursework and examination]* in accordance with the attached table.

10.4 The pass mark for modules at Level 6 shall be 40% and at Level 7 50%. Where a module is assessed by a combination of coursework and examination a minimum mark of 35% (Level 6) or 45% (Level 7)as applicable shall be achieved in each assessmentelement. [SPECIFY IF APPLICABLE, Some or all assessment components may be marked on a pass/fail basis.] *[If no Level 6 modules used, refer only to Level 7 standard.]*

*[Course regulations may specify that in core modules a minimum mark of 40% in Level 6 modules/50% in Level 7 modules shall be achieved in each assessment element [coursework and examination] or in all or specified components of each assessment element. AS APPLICABLE, these should be specified below as follows:*

*Level 6 Modules*

*a) Modules in which a minimum overall mark of 40% is required to be achieved in each or one specified assessment element are listed below:*

*b) Modules in which a minimum mark of 40% is required in each assessment component [of a specified element(s)] are listed below:*

*c) Modules in which 40% is required to be achieved in specified assessment components only are listed below with the specific components identified:*

*Level 7 Modules*

*d) Modules in which a minimum overall mark of 50% is required to be achieved in each or one specified assessment element are listed below:*

*e) Modules in which a minimum mark of 50% is required in each assessment component [of a specified element(s)] are listed below:*

*f) Modules in which 50% is required to be achieved in specified assessment components only are listed below with the specific components identified:]*

## 11 SUBMISSION OF COURSEWORK

11.1 Coursework shall be submitted by the dates specified by the Course Committee.

11.2 Students may seek prior consent from the Course Committee to submit coursework after the official deadline; such requests must be accompanied by a satisfactory explanation, and in the case of illness of more than five working days by a medical certificate. This application shall be made to the Course Director.

11.3 Coursework submitted without consent after the deadline shall not normally be accepted.

11.4 Candidates completing a dissertation shall submit a project outline for approval in accordance with the Guidelines for the Preparation of Dissertations for Master’s Degree Programmes [*CAMPUS-BASED PROGRAMMES*]. The dissertation shall be submitted by *[SPECIFY DATE]* for assessment. The dissertation shall be presented in accordance with the Guidelines for the Presentation of Dissertations for Master’s Degree programmes.

11.5 Dissertations which achieve a final mark of 70% or above shall be deposited in digital form in the University Library. Access to such dissertations shall not normally be restricted. Access may be restricted, in exceptional circumstances, for a period of up to two years in the first instance, and for a total period of not more than five years. Such restriction shall be approved in accordance with the procedures described in the Guidelines for the Presentation of Dissertations for Master’s Degree programmes. Access to the abstract of the work shall not be restricted. A statement regarding access shall be included in the introduction to dissertations deposited in the Library in accordance with the Guidelines.

**12 PROGRESS**

* 1. Progress from semester 1 to semester 2 is automatic.

*[12.2* *SPECIFY FOR PART-TIME PROGRAMMES: Subject to 13, candidates are required to pass all modules in each year of study in order to proceed to the next.]*

### *[12.3 Transfer (if applicable)*

### *INCLUDE DETAILS OF TRANSFER ROUTES TO ASSOCIATED PROGRAMMES.]*

###### 13 CONSEQUENCES OF FAILURE

13.1 Candidates who fail to satisfy the Board of Examiners in assessment may be permitted at the discretion of the Board to re-present themselves as specified in 13.2 for one or more supplementary examination and repeat such coursework or other assessment requirements as shall be prescribed by the Board. Such candidates may be exempted at the discretion of the Board from the normal attendance requirements. Where candidates are required to repeat coursework or to take a supplementary examination the original mark in the failed coursework component or examination shall be replaced by a mark of 40% (Level 6) or 50% (Level 7) or the repeat mark, whichever is the lower, for the purpose of calculating the module result. *[If no Level 6 modules used, refer only to Level 7 standard.]*

13.2 In each year, the consequences of failure shall normally be as follows:

|  |  |
| --- | --- |
| Failure in module(s) with an overall value up to and including 60 credit points  Failure in module(s) with an overall value of more than 60 and up to and including 90 credit points | Repeat *once only* of specified examination(s) and/or coursework in the failed module(s) (examinations August).  Repeat *once only* specified examination(s) and/or coursework in the failed module(s) in the next academic year (examinations January/May) with or without attendance. |
| Failure in module(s) with an overall value of more than 90 credit points | Withdraw from the programme. |

[13.3 *SPECIFY WHERE APPLICABLE, candidates who fail to satisfy the Board of Examiners in the dissertation may be permitted to resubmit the dissertation on one occasion only by [DATE] – [NOTE: THIS SHOULD BE WITHIN A PERIOD NOT EXCEEDING EIGHT MONTHS FROM THE DATE OF THE BOARD’S DECISION.]*

# 14 CLASSIFICATION OF FINAL RESULT

14.1 The results of candidates who have successfully completed a programme of study leading to a Master’s degree shall be graded by order of merit as Pass with Distinction, Pass with Commendation, and Pass.

14.2 The assessment results [for all modules (*if all at Level 7*)] OR [for the final level of the programme (Level 7)] shall normally determine the overall grading. The weighting of each module’s contribution to the final result shall be determined by the module’s credit value. (See table at section 17.)

14.3 The following shall be the minimum overall percentages used to determine the final gradings of candidates:

Pass with Distinction 70%

Pass with Commendation 60%

Pass 50%

14.4 Where a dissertation or project of 45 credits or more is a requirement for the award, a mark of 70% or above or 60% or above shall also be achieved in this module in order for the degree to be awarded with Distinction or Commendation respectively. *[Add this clause if a dissertation/project of 45 credit points or more is included.]*

14.5 Candidates admitted with advanced standing shall be assessed in accordance with these programme regulations using the evidence from the accredited prior learning.

***Classification of Final Result (exit awards)***

14.6 *[SPECIFY ONLY WHERE EXIT AWARDS ARE AVAILABLE]*

*Provided that they have not been exempted for modules amounting to more than 60 credit points, candidates who do not satisfy the requirements for the award of the Master’s degree and have passed the requisite modules for the Postgraduate Diploma shall be assessed for the award of a Postgraduate Diploma.*

*Provided that they have not been exempted for modules amounting to more than 30 credit points, candidates who do not satisfy the requirements for the award of the Postgraduate Diploma and have passed the requisite modules for the Postgraduate Certificate shall be assessed for the award of a Postgraduate Certificate.*

14.7 The assessment results [for all requisite modules (*if all are Level 7)]* OR [for the final level (Level 7)] shall determine the overall grading. The weighting of each module’s contribution to the final result shall be determined by the module’s credit value. (See table at section 17.)

14.8 The following shall be the minimum overall percentages used to determine the final gradings of candidates.

***Postgraduate Diploma or Postgraduate Certificate***

*Pass with Distinction 70%*

*Pass with Commendation 60%*

*Pass 50%*

**15 ILLNESS AND OTHER EXTENUATING CIRCUMSTANCES**

15.1 The Board of Examiners may in the case of candidates who are prevented by illness or other sufficient cause from taking or completing the whole or part of the assessment or whose results are substantially affected by illness or other sufficient cause:

(a) permit the candidate to complete, take, or repeat the examination and/or coursework or dissertation at an approved subsequent date **or**

(b) deem the candidate to have passed and recommend the award of an Aegrotat Master’s Degree [OR Aegrotat Postgraduate Diploma/OR Aegrotat Postgraduate Certificate WHERE AVAILABLE AS EXIT AWARDS].

15.2 Before an Aegrotat award is recommended a candidate must have indicated that he or she is willing to accept the award.

**16 REVISIONS TO REGULATIONS**

These regulations may be revised during the student’s period of registration in accordance with the procedures approved by Senate.

**17 TABLE**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Year | Semester | Level | Module Title | Code | Credit  Value | Status  Compulsory (c)  Optional (o) | Assessment Methods | | Contribution to the overall mark of the Final Award |
| % Examination | % Coursework |
|  |  |  |  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |  |  |
|  |  |  | \* Dissertation |  |  |  |  | 100 |  |

\* Indicates modules which must be passed at 70% for award of Distinction or 60% for Commendation.

*[Note: For internal provision this table is automatically generated in the Curriculum Management System.]*

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